

AGENDA
City of Hot Springs
Community Development Advisory Committee (CDAC)
February 3, 2022 1:00pm
City of Hot Springs Board Chambers, 133 Convention Blvd, Hot Springs, AR 71901
In-Person and Virtual Teleconference Meeting

1. **Call to order**
2. **Roll Call:** Kelly Thomason, Alice Marshall, Gene Williams, Becca Clark, Larry Williams
3. **Approval of January 6, 2022 Meeting Minutes**
4. **New Business**
 - A. **CDBG Administrator Introduction**

B. 2022 Applications Next Steps

Michelle Sestili will provide information on the applications received requesting fiscal year 2022 CDBG funding, opportunities for public review and comment, and next steps in decision-making.

Applicants

ALL APPLICANTS MUST HAVE A DESIGNATED REPRESENTATIVE AT THE CDAC MEETING ON MARCH 4, 2022 1:00PM to present their proposal(s) and answer questions.

Each presenter will have 3 minutes total per application to present an overview of their proposal. Presenters will be called in the order in which they signed in to speak.

CDAC members will then have an opportunity to ask each presenter questions.

At the end of all presentations, public comment will be heard. CDAC Chair and the meeting facilitator will determine if any comments/questions during the comment period need to be addressed by the presenter before further discussion.

CDAC will then publicly discuss the applications and make a priority recommendation list to the City Manager/Hot Springs Board of Directors for consideration. The priority list is not a guarantee of project approval or funding, and is subject to change at any time for any reason.

It is *anticipated* that the priority list will be considered by the Hot Springs Board of Directors during their regularly scheduled April 5, 2022 meeting. The meeting date is subject to change. More information will be provided when a date has been confirmed.

Public Review & Comment

All eligible applications can be reviewed online at: <https://www.cityhs.net/563/Community-Development>
Please note that some are very large files.

Hard copies are also available for review in the Planning & Development office, downstairs City Hall, 133 Convention Blvd between 8:00am and 5:00pm Monday through Friday

An electronic copy of an application can be emailed upon request. Contact Michelle Sestili msconsulting@outlook.com Please note that some applications are very large files and may not be routed through certain email systems.

All comments will be considered. Written comments received on or before April 4, 2022 will be included in the application materials provided to the Hot Springs Board of Directors.

Verbal comments can be made during the March 3, 2022 CDAC meeting following the presentation of all applications.

CDAC Member Review

Each CDAC member has been given a hard copy of every eligible application and an eligibility review coversheet detailing the basic eligibility requirements met.

Applications in which a non-profit would manage the project or program include a Subrecipient Pre-Award Assessment that estimates the risks of the activity. THIS IS A TOOL TO UNDERSTAND THE TECHNICAL ASSISTANCE THAT WILL BE REQUIRED FOR THE APPLICANT TO SUCCEED AND THE RECOMMENDED REPORT AND MONITORING FREQUENCY. All projects have risk and require technical assistance in some form. This tool should not be the primary basis for priority decision making.

CDAC Members are not permitted to discuss applications with other members or the applicants outside of a CDAC meeting. Please write down your observations and questions to have answered by the applicant or CDBG Administrator during the March 3, 2022 CDAC meeting.

CDAC Members are encouraged to visit proposed sites/areas, if able and when applicable. It is not required, but some CDAC members have found it helpful in the past.

As described in the Application Instructions 2022 that were distributed with applications, decisions will be based on a variety of factors including, but not limited to:

- HUD CDBG eligibility
- Alignment with the City's CDBG Consolidated Plan
- Urgency and importance of need
- Potential for transformative impact on residents and the surrounding community
- Operational, management and financial capacity of the applicant
- Feasibility
- Whether previous funding has been awarded to the project
- Cost reasonableness
- Availability of other funding sources or solutions; CDBG as gap funding
- Dedication of public and private investment / leverage
- Citizen support for the proposed project
- Collaboration with other organizations
- Project readiness; Ability to spend down funds in a timely manner following approval
- Applicant's previous performance under the CDBG program, as applicable

When discussing and deciding on the priority list recommendations, CDAC reserves the option to recommend partial funding or funding for only certain elements of a proposal. Best judgment should be used to ensure a project is still feasible and effective with those changes. The City Manager and Hot Springs Board of Directors reserve the right to amend or remand any and all CDAC recommendations.

CDAC Chair will open the floor for in-person community announcements. Michelle Sestili will then call upon each person on the teleconference for announcements.

5. Old Business:

A. Fiscal Year 2022 CDBG Allocation: The federal government has not reconciled a 2022 appropriations bill and is operating under a continuing resolution through February 18, 2022.

B. CANCELLED 2022 Point in Time (PIT) Unsheltered Homeless Count Scheduled for January 27th
 Due to the statewide number of coronavirus cases and high transmissibility of the omicron variant, the Arkansas Balance of State Continuum of Care voted to cancel the *unsheltered* homeless point-in-time count. The count of homeless persons in shelters and the school aged children McKinney Vento count still occurred. Official count results will be available in April.

C. Prior year projects status updates:

CARES Act CV funds must be used to prepare for, prevent and/or respond to the novel coronavirus (COVID-19)

Project	Fiscal Year	Funded Amount	Current Balance	Notes
Quarantine Shelter CV-1	2020CV	\$317,926	\$317,926	Location to be determined. Acquisition soft costs funded. Site specific environmental review required after building/site identified.
Quarantine Shelter	2021	\$369,840.96	\$369,840.96	Location to be determined. Acquisition soft costs funded. Site specific environmental review required after building/site identified.
Homeless Assistance CV-1	2020CV	\$76,824	\$9,629.88	Homeless shower/restroom trailer, insurance, supplies and sanitizing services. 77 showers provided to date in fiscal year 2021 (July 1, 2021-present).
Meal and Food Services CV-1 (Subrecipient: Arkansas Foodbank)	2020CV	\$50,824	\$5092.45 as of January	106 individuals served in January 2022 by Lake Pointe Church who is the only partner agency with CDBG food credits balance. Hot Springs Board of Directors approved \$50,000 in American Rescue Plan Act (ARPA) funds for additional Arkansas Foodbank credits for Jackson House, Salvation Army and Faith Pointe Ministries.
Home Buyer Education Classes	2020 and 2018	\$7,200	\$3,600	10 attended December & January classes (4 total); 28 had registered and 18 no shows. REGISTRATION REQUIRED: https://hotspringshbeclass.eventbrite.com <u>Saturday at Transportation Depot, 100 Broadway Terrace, 10am-2pm:</u> February 12, 2022 April 9, 2022 June 4, 2022

				<u>Tuesday Instructor-Led ONLINE, 6pm-8pm:</u> June 11, 2022
Home Owner classes, and Foreclosure Avoidance Counseling	2020	\$18,769	\$18,769	1 RFP received for each service and are now in the rate/rank process.
Fair Housing Activities - HUD-certified Rental Housing Education and Eviction Prevention Services	2018	\$5,096.00	\$2,407.14	No RFP responses were received. Request for proposals to be re-released.
Malvern Avenue Gateway Improvement Project Phase I Gulpha to Grove	Multiple	\$65,817*	\$5,862.72	In progress. *CDBG is 20% match to FTA grant. City funding high voltage power line burial.
Crosswalk on Malvern to Silver Street	2019	\$11,680	\$11,680	ARDOT consultation in progress. Submitted designs not approved; ARDOT requested design changes far outside of plans and budget. Compromise designs pending review.
Cedar St Sidewalk & ADA Improvements Phase III	2020	\$10,261	\$10,261	Funded. To be bundled with other projects in a future bid for best, volume price.
Lot Acquisition for Home Building <i>(Subrecipient: Garland County Habitat for Humanity)</i>	2020	\$15,000	\$15,000	Habitat searching for potential lots.
Whittington Avenue Drainage Improvements	2020	\$44,850	\$44,850	Environmental review to be completed before funding is authorized.
Chelsea Street Sidewalks & ADA Accessibility Improvements	2020	\$40,800	\$40,800	Environmental review to be completed before funding is authorized.
Creek Street Sidewalks & ADA Accessibility Improvements	2020	\$32,343.75	\$32,343.75	Environmental review to be completed before funding is authorized.
Park Avenue at Tom Ellsworth Sidewalk, ADA and Drainage	2020	\$38,875	\$38,875	Environmental review to be completed before funding is authorized.

CALENDAR YEAR 2022 ACCOMPLISHMENTS

Note: Accomplishments are reported to HUD on a July-June fiscal year

Home Buyer Education Classes	2020 and 2018	\$7,200	\$3,600	January 2022 – 2 classes held, 5 residents attended
4C Elderly & Disabled Lawn Care and Youth Landscape Certification Program (Subrecipient: RA Psychle)	2019	\$42,303.63	\$8,619.74 to be reprogrammed to other eligible projects in a future amendment	<p>A decision was made to end the program. It had been extended a year, outreach efforts expanded, neighborhood-specific events added, but varying effects of COVID and the unwillingness of some potential clients to sign the self-certification of income forms required by HUD for participation caused the program to fall short of anticipated results.</p> <p>100 elderly and disabled lawns expected; 37 completed</p> <p>6 at-risk youth certified; 1 at-risk-youth completed OSHA certification and is still studying and completing the 100 hours of hands-on experience required to sit for the professional landscape certification.</p>

CDAC Chair will open the floor for in-person public comments. Michelle Sestili will then call upon each person on the teleconference for questions and comments.

6. Announcements

The next scheduled CDAC meeting is Thursday, March 3, 2022 at 1:00pm in City Hall Board Chambers. We will continue to offer the dial-in teleconference service. **2022 CDBG APPLICANTS MUST HAVE A DESIGNATED REPRESENTATIVE IN ATTENDANCE TO PRESENT THEIR APPLICATION(S) AND ANSWER QUESTIONS.**

PSA: Majestic Park baseball fields dedication ceremony will be held at 10:00am on Friday, February 4th. All are welcome to attend.

CDAC Chair will open the floor for in-person community announcements. Michelle Sestili will then call upon each person on the teleconference for announcements.

7. Adjournment