

MEETING MINUTES
 City of Hot Springs
 Community Development Advisory Committee (CDAC)
 Thursday, June 3, 2021 1:00pm
 City of Hot Springs Board Chambers, 133 Convention Blvd, Hot Springs, AR 71901
 In-Person and by Teleconference

1. **CDAC Chair Larry Williams called the meeting to order at 1:03 p.m.**

2. **Roll Call**

Those in attendance:

- Larry Williams, CDAC Chair and At-Large Member
- Alice Marshall, CDAC Co-Chair and District 2 Representative
- Kelly Thomason, CDAC Member-at-Large
- Becca Clark, CDAC Member-at-Large
- Kathy Sellman, City of Hot Springs Planning and Development Director
- Michelle Sestili, City of Hot Springs CDBG Administrator
- Anne Quinn, Garland County Habitat for Humanity Development Director
- Gene Williams, CDAC District 1 Representative, absent due to teleconference timing

3. **May 6, 2021 meeting minutes approved (4-0)**

4. **New Business:**

a. **Amendment to the 2021 Annual Action Plan to Correct a HUD Formula Calculation Error**

Michelle Sestili presented information regarding a correction to the fiscal year 2021 Annual Action Plan allocation.

On May 17th the City received a Corrected Notice from the U.S. Department of Housing and Urban Development dated May 13, 2021 notifying us of a formula calculation error that increased the 2021 CDBG allocation from the original \$439,417 to \$445,947, a positive difference of \$6,476.

To account for this change, the City proposes a minor amendment to the 2021 Annual Action Plan that would increase funding for the quarantine/shelter project by \$6,476 from \$363,364.96 to \$369,840.96. The proposed amendment also includes adjusted 2021 point-in-time homeless count numbers to match the data reported to HUD in May of 2021.

CDAC Chair opened the floor for public questions and comments. No comments were made.

CDAC publicly discussed and unanimously recommended (4-0), that the Hot Springs Board of Directors consider the 2021 Annual Action Plan amendment as written.

b. **Community Awareness: Available Rent & Utility Assistance for Residents**

Michelle Sestili will provided overviews of the available rent and utility assistance programs.

Basic Requirements (other rules apply)	City CDBG / Ouachita Behavioral Health & Wellness / CARES Act	Arkansas Rent Relief Program / AR DHS / US Treasury / American Recovery Plan
To apply...	https://obhaw.org/programs/rental-and-utility-program/	https://humanservices.arkansas.gov/covid-19/dhs-response-to-covid-19/updates-for-

		clients/rental-assistance/
Resident of...	Hot Springs city limits only	Arkansas
Government issued photo ID	X	X
Proof of COVID hardship	Job loss, furlough, reduced hours, unpaid time off for required isolation or illness, medical expenses, funeral costs	Someone in the home qualifies for unemployment Or, household income went down Or someone in the home incurred significant financial hardship due to the pandemic
Low to moderate income household (earns <80% Area Median Income)	X	X
Includes arrears/past due back to...	March 27, 2020	April 1, 2020
Length of benefits	Up to 3 <i>consecutive</i> months payments	Up to 15 months of payments
Paid directly to landlord and/or utility	X	X
RENT		
Must have a lease/rental agreement	X	X
Past due notice or proof of non-payment	X	X
Eviction notice or hearing date	Not required	X
Landlords...	Must agree to accept payment(s)	Must complete an application after the tenant's application and agree to payment
Pays late fees	No	Paid, up to 5% of total overdue
Amount up to...	Fair Market Rent	???
UTILITIES not including telephone, cable and broadband		
Pays late fees	No	Paid, up to 5% of total overdue
Amount up to...	100% electric, gas, sewer, garbage 94% CHS water 70% CHS stormwater Fuel oil if less than 10% remaining 0% CHS CAPS type pick-ups	100%

EHV rapid re-housing: The Hot Springs Housing Authority has been awarded 15 Emergency Housing Vouchers (EHV) to house the homeless; at-risk of homelessness; victims fleeing domestic violence, sexual assault, stalking or human trafficking; and those who have recently been homeless. Cooperative Christian Ministries and Clinic (CCMC) will be responsible for pre-screening potential applicants and referring qualified households to the Housing Authority of the City of Hot Springs for further screening.

5. Old Business

Updates:

- New HUD Community Planning & Development Representative assigned to Hot Springs – Ms. Chandra Taylor
- 2020 Annual Action Plan amendment allocating \$317,926 in CV-3 CARES Act funding to a quarantine/shelter approved by HUD
- Prior year projects

-----FUNDED-----	
CV-3 Quarantine/Shelter	\$317,926 NOTE: Building/site not identified. Site specific environmental review will need to be completed.
2020 CV-1 Homeless Assistance	\$76,824 total allocation; \$10,451.13 balance after purchasing the homeless shower/restroom trailer, insurance, supplies and cleaning services. Shower trailer now being used every other Tuesday staffed by St. Luke's or Encounter Church volunteers who also provide hygiene items, towels, a fresh set of clothes and snack bags. 70 showers provided since October.
CV-1 Rent Emergency Subsistence Payments	\$100,000 total, \$78,352.61 balance. Ouachita Behavioral Health & Wellness (subgrantee). Applications being accepted. Referrals can be sent to Case Manager Loren Eitel-Morphew LorenE@obhaw.org or (501) 762-9038 15 Households Assisted Through 4/30/21 \$12,246 Total Paid in Rent Subsistence
CV-1 Utility Emergency Subsistence Payments	\$27,096 (with amended \$270) total, \$20,610.90 balance. Ouachita Behavioral Health & Wellness (subgrantee). Applications being accepted. Referrals can be sent to Case Manager Loren Eitel-Morphew LorenE@obhaw.org or (501) 762-9038 10 Households Assisted Through 4/30/21 \$3,984.99 Total Paid in Utility Subsistence
2018 Home Buyer Education Classes	\$2,969 balance. Next class June 5, 2021 then last on July 10th from 9:30am-2pm at the Transportation Depot, 100 Broadway Terrace. Registration required at 501-372-2611
2019 RA Psychle 4C Elderly & Disabled Lawn Care and Youth Landscape Mentorship Program	\$8,619.74 balance for youth landscape certifications. Program launched 8/14/20. 17 lawns serviced, 1 youth engaged in training before winter break at the end of November. Restarted for spring in April 2021.
Malvern Avenue Gateway Improvement	In progress. 2 contracts: \$65,817 total, \$47,875.50 balance – 20% CDBG / 80% FTA - sidewalks, lighting conduit & foundations, bus shelter (frame), curb & gutter, rain gardens, crosswalks, tree grates, benches, bike racks & lanes. FTA covering all decorative elements. City funds burying high voltage power lines. \$80,316.42 total – NOT FTA Match – medians
2018 & 2020 Garden Street Sidewalk & ADA	\$51,899.64 Survey complete. Contract signed. Garden & Jefferson to start soon.

2020 Jefferson Street Sidewalks & ADA	\$31,510 Garden & Jefferson to start soon.
2019 Crosswalk on Malvern to Silver Street	\$11,680 ARDOT consultation in progress.
Habitat for Humanity Lot Acquisition	\$15,000 Environmental review in progress for potential lots.
Off Cycle Infrastructure Improvements	\$35,418.52 Projects to be identified.
2020 Home Buyer Education, Credit Counseling, Refinance and Foreclosure Avoidance Services	\$25,000 Request for proposals to be prepared and released
2020 John Lee Webb House Brick Masonry & Ancillary Roofs	\$60,000 award, \$44,737.46 balance. Weather wrapping complete. Ancillary roof repair almost complete. 2 brick masonry bids opened 5/17/21 - one rejected due to lack of bid bond; second bid complete and examples of prior work being examined by project Architect to determine contractor capability to perform to Department of Interior historic restoration standards. Rebid is also an option.
2020 Cedar Street Sidewalk & ADA Phase III	\$10,261 Funded.
2020 Whittington Avenue Drainage Improvements	\$44,850 Environmental Review <i>to be completed</i>
2020 Chelsea Street Sidewalks & ADA	\$40,800 Environmental Review <i>to be completed</i>
2020 Creek Street Sidewalks & ADA Accessibility	\$32,343.75 Environmental Review <i>to be completed</i>
2020 Park Avenue at Tom Ellsworth Sidewalk, ADA & Drainage Improvements	\$38,875 Environmental Review <i>to be completed</i>
--PENDING APPROVALS--	
2021 Quarantine/Shelter	\$369,840.96 2021 Annual Action Plan to be amended to correct HUD Formula Calculation Error. NOTE: Building/site not identified.
-----COMPLETED IN 2021-----	
2020 Spot Blight Nuisance Abatement	\$25,621.02. 5 condemned structures removed early January: 1023 Mineral, 302 Highland, 407 Mississippi, 142 Greenwood and 248 Hobson.
CV-Homeless Assistance	Homeless shower/restroom trailer delivered 10/6/2020. 5 showers April 27, 2021. 34 showers at free COVID testing day 11/4/2020. 29 showers at homeless count 1/28 & 1/29/2021. 20 showers 3/9/21. Next shower day planned for May 11th. Daily and full cleaning/sanitation fees paid for warming shelter 2/12-2/22 with 85 day use and 71 overnight maximum.
CV-1 Food/Meals Services and Supplies	\$50,824 Arkansas Foodbank food credits provided to Jackson House (pantry & prepared lunches), Salvation Army (pantry & dinner services), LakePointe Church (food boxes) and FaithPointe Ministries (food boxes). 4,031 households received meals and/or food boxes in April of 2021
2019 Dell & Ravine Sidewalk, ADA Accessibility & Drainage Improvements	\$42,121. Completed in March 2021
2019 Park Avenue Sidewalk & ADA Accessibility Improvements – East Side	\$42,132. Completed in March 2021
2019 Habitat for Humanity 115 Watt Street	\$5,350 for water line relocation. Home dedicated in February 2021
2019 Bus Shelter at Ouachita Behavioral Health	Installed April 2021

Bus Shelter at Indiandale Plaza on Malvern	Installed April 2021
Home Buyer Education Classes	May 1, 2021 17 participants.
2020 Bell Street Sidewalk Phase II	\$10,000 CDBG + \$1,250 in Complete Streets funding. Completed May 2021

CDAC Chair opened the floor for questions and comments. None were heard.

6. Announcements

The next scheduled CDAC meeting scheduled Thursday, July 1, 2021 at 1:00pm in City Hall Board Chambers. In-person and dial-in teleconference service options will be available.

It is anticipated that the 2021 Annual Action Plan amendment to correct the HUD formula calculation error will be on the June 15, 2021 Hot Springs Board of Directors agenda.

Home buyer education classes scheduled June 5th (registration closed) and July 10th (registration open at 501.362.2611)

Garland County Habitat for Humanity is seeking building lot donations or low-cost sale for new affordable home building for partner families.

7. Having no further business CDAC Chair Larry Williams adjourned the meeting at 2:10 p.m.