

MEETING MINUTES  
City of Hot Springs  
Community Development Advisory Committee (CDAC)  
August 12, 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 1:02pm. Those in attendance:**

- Larry Williams, CDAC Chair and Member-at-Large
- Alice Marshall, CDAC Co-Chair and District 2 Representative
- Kelly Thomason, CDAC Member-at-Large
- Becca Clark, CDAC Member-at-Large
- Gene Williams, CDAC District 1 Representative
  
- Lance Spicer, City of Hot Springs Deputy City Manager
- Kathy Sellman, City of Hot Springs Planning & Development Director
- Michelle Sestili, City of Hot Springs CDBG Administrator
- Anne Quinn, Garland County Habitat for Humanity
- Kimberly Lew, Southwest Arkansas Partnership (SWAP) Local Homeless Coalition
- Sarah Fowler, United Way of the Ouachitas and Southwest Arkansas Partnership (SWAP)

**2. June 3, 2021 meeting minutes approved (5-0)**

**3. New Business:**

**Program Year 2020 Consolidated Annual Performance Evaluation Report (CAPER)**

Michelle Sestili presented information regarding the 2020 Consolidated Annual Performance Evaluation Report (CAPER). In summary:

**CAPER Overview**

- Required annual performance report of funds, expenditures, activities and accomplishments
- Due no later than 90-days after the end of the fiscal year. September 30, 2021

**Program Year**

- In 2020, The City of Hot Springs changed program year periods from January-December to July-June
- 2020 program year extended to 18 months to begin new July fiscal year in 2021
- 2020 program year being reported is January 1, 2020 through June 30, 2021

**Regular CDBG and CARES Act CV-1 and CV-3 CDBG**

- Annual 2020 CDBG allocation \$432,973. The amount of award was based on a formula of population, population lag, housing and poverty data.
- March 27, 2020 CARES Act was passed by Congress to specifically provide funding to prepare for, prevent and respond to the novel Coronavirus (COVID-19). Additional CDBG "CV" funds were allocated to HUD and distributed to grantees in 3 phases using varied award methodology:
  - April 2020: CV-1 \$254,473 based on the annual CDBG entitlement formula
  - June 2020: CV-2 *States Only*

- August 2020: CV-3 \$317,926 calculated using a set of COVID-19 risk factors by county such as number of frail elderly and community access to healthcare
- The HUD database, IDIS, not designed to comingle both sets of funding, activities and accomplishments into the CAPER or differentiate annual CDBG vs CV in the tables
- CV-related activities are therefore being described in text narratives in the CAPER and not in the tables as recommended by HUD

#### **Other COVID Effects Noted in the CAPER**

- Projects delayed until adequate precautions could be taken and for other reasons
  - RA Psychle 4C Lawn Services planned launch 4/20 delayed until 8/20
  - Home Buyer Education classes placed on hold between March and October of 2020
  - Ouachita Children’s Center roof replacement planned 3/20 delayed until 8/20
  - John Lee Webb House brick masonry planned for fall 2020 delayed until spring
  - Fair Housing radio PSAs suspended 4/20 in case funds needed for urgent COVID response activities
  - Supply chain disruptions with Linden Park bathroom replacement
  - Supply chain disruptions with homeless shower trailer
  - Work at home disruptions in environmental review tribal consultations
- COVID preparedness and response programs being carried out are new-to-us public services in an ever changing environment
- CDBG administration:
  - Research, training and technical assistance on new CV grant requirements
  - 6 substantial amendments written and approved; 5 COVID/CV specific
  - Citizen Participation Plan revised to reflect CARES Act waivers
  - 3 new subrecipients engaged to carry out public services
  - Working teams of non-profit, faith-based and other organizations assembled to understand and share resources, and avoid duplication of benefits

Michelle Sestili provided highlights from each section of the CAPER and answered questions.

The CDAC Chair opened the floor for in-person public comments. Michelle Sestili called upon each person on the teleconference for questions and comments. No comments were heard.

*CDAC publicly discussed and unanimously (5-0) recommended that the Hot Springs Board of Directors consider the Program Year 2020 Consolidated Annual Performance Evaluation Report (CAPER) without revisions.*

#### **4. Old Business**

Updates:

- HUD reviewed the 2021 Annual Action Plan. It is currently waiting for an official *Federal Award and Authorization Agreement*.
- Prior year project updates

*CDAC Chair opened the floor for in-person public comments. Michelle Sestili then called upon each person on the teleconference for questions and comments. No comments were heard.*

#### **5. Announcements**

The next scheduled CDAC meeting is Thursday, September 2, 2021 at 1:00pm in City Hall Board Chambers. Another review of the CAPER can be provided if there is interest. We will continue to offer the dial-in teleconference service.

CDAC Chair will opened the floor for community announcements and provided detailed information on the September 2, 2021 Land Commissioner Auction being held at the Hot Springs Convention Center. Registration at 9:30am; Bidding starts at 10:00am with bids beginning at the amount of taxes owed. More information can be found on the Arkansas Land Commission website and notices published in the Sentinel Record newspaper.

Michelle Sestili extended congratulations to CDBG subgrantee, P.H.O.E.B.E. (People Helping Others Excel by Example), who received the Hot Springs Metro Partnership award for historic preservation of the John Lee Webb House.

Garland County Habitat for Humanity will be opening their 2022 application soon and is in desperate need of vacant, buildable lots for new, affordable home building. 2022 application seminar will be held on November 13, 2021 at 10:30am in the Roy Rowe Auditorium at Jones School. Seating will be limited. Contact Garland County Habitat for Humanity for more information on donating land or attending the application seminar.

**6. Having no further business the meeting was adjourned at 3:01pm.**