

MEETING MINUTES
City of Hot Springs
Community Development Advisory Committee (CDAC)
November 4, 2021 1:00pm
City of Hot Springs Board Chambers, 133 Convention Blvd, Hot Springs, AR 71901
In-Person

1. Meeting called to order at 1:08 p.m. by Co-Chair Alice Marshall. Those in attendance:

- Alice Marshall, Co-Chair and District 2 Representative
- Kelly Thomason, Member at Large
- Becca Clark, Member at Large
- Larry Williams (arrived later), Member at Large

- Michelle Sestili, City of Hot Springs CDBG Administrator
- Mark Toth, Whittington Valley Neighborhood Association
- Anne Quinn, Garland County Habitat for Humanity
- Jean Lacefield, Gateway Community Association

Copies of the detailed agenda and CDBG 101 materials were made available to all in attendance.

2. September 2, 2021 meeting minutes adopted (3-0)

3. New Business:

- A. Michelle Sestili announced her retirement from Community Development Block Grant Administration and Oversight position, and offer to train a new person once identified. An SOQ has been posted on cityhs.net for the contract position with a November 22, 2021 response date.

- B. Michelle Sestili presented an educational overview of the Community Development Block (CDBG) grant.

4. Old Business:

- A. The 2021 fiscal year CDBG *Federal Award/Grant Agreement* with HUD was fully executed on September 17, 2021 and the 2021 Annual Action Plan has been approved.
- B. The *2020 Consolidated Annual Performance Evaluation Report (CAPER)* was approved by HUD on October 28, 2021
- C. FY2022 T-HUD budget pending Congressional reconciliation; continuing resolution through 12/3/2021.
- D. It is anticipated that the open application for proposed 2022 CDBG projects and programs will launch in December of 2021 and be due January 28, 2022
- E. 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	Acquisition soft costs funded. Site specific environmental review required after building/site identified.
Quarantine Shelter	2021	\$369,840.96	\$369,840.96	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 in fiscal year 2021 (July 1, 2021-present). 100 individuals served by CV Homeless Assistance in fiscal year 2020.
Meal and Food Services CV-1 (Subrecipient: Arkansas Foodbank)	2020CV	\$50,824	\$7,513.51 as of October 15	29,843 total individuals have prepared meals, food boxes and pantry items since April 2021 from the 4 local Arkansas Foodbank non-profit providers: Jackson House, Salvation Army, Faith Pointe Ministries and Lake Pointe Church. Lake Pointe Church is the only one with food credits remaining. 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, Home Owner and Credit Counseling classes, and Foreclosure Avoidance Counseling	2020	\$25,000	\$25,000	Home buyer class contract pending for 5 in-person Saturday classes and 3 online Tuesday evening classes through HUD-Certified IN Affordable Housing, Inc. \$7,200 (\$900 per class) Separate RFPs to be released for home owner classes and foreclosure avoidance counseling.
John Lee Webb House Historic Restoration – Brick Masonry & Ancillary Roofs (Subrecipient: P.H.O.E.B.E.)	2020	\$60,000	\$12,578.80	Brick masonry in progress. Ancillary roofs completed in May 2021. Waterproofing Weather Wrap completed in January 2021.
4C Elderly & Disabled Lawn Care and Youth Landscape Certification Program (Subrecipient: RA Psychle)	2019	\$42,303.63	\$8,619.74	33 lawns serviced for low- to moderate-income elderly and disabled persons as of July 1. 1 at-risk young person in training.
Malvern Avenue Gateway Improvement Project Phase I Gulpha to Grove	Multiple	\$65,817*	\$35,672.00	In progress. *CDBG is 20% match to FTA grant. City funding high voltage power line burial. Workforce and supply chain delays

				continue.
Malvern Avenue Medians Phase I Gulpha to Jefferson	Multiple	\$86,510.42	\$4,892.87	In progress.
Garden Street Sidewalk & ADA Accessibility Improvements	2018 2020	\$56,690	\$23,095.64	In progress. Delays may continue to occur due to COVID and Entergy.
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	Environmental review in progress 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 Improvements	2020	\$38,875	\$38,875	Environmental review to be completed before funding is authorized.
COMPLETED IN CALENDAR YEAR 2021				
Emergency Rent Subsistence CV-1	2020CV	\$100,000	\$0	Completed 7/14/21. 59 low- to moderate-income households with a documented COVID related hardship had between 1 and 3 months of rent payments made on their behalf to their landlord at HUD fair market rates (or less when applicable), not including late fees. NOTE: 49 households assisted by 6/30 as reported in CAPER. Hot Springs Board of Directors approved \$100,000 in American Rescue Plan Act funds on August 3rd to continue this program; funds expended and contract completed.
Home Buyer Education Classes	2018	\$10,000	\$969*	Last class completed July 10, 2021. 47 attended in program year 2020, 14

				received additional housing counseling and 3 used the ADFA ADDI down payment assistance program to purchase a home during the program year. *Balance to roll over to next home buyer class contract.
Jefferson Street Sidewalks & ADA Accessibility	2020	\$31,510	\$6,194*	Completed July 2021.
PY2020 CDBG Planning & Administration	2020	\$76,909.78	\$19,038.55	Program year ended 6/30/21. Costs include the administration of regular annual CDBG, CDBG CV-1 and CDBG CV-3. *Unspent balance to be reprogrammed to another eligible activity in a future amendment
Spot Blight Nuisance Abatement	2020	\$25,621.02	\$0	5 condemned structures moved January 2021: 1023 Mineral, 302 Highland, 407 Mississippi, 142 Greenwood and 248 Hobson.
Food/Meal Services CV-1	2020CV	\$50,824	\$0	Arkansas Foodbank credits provided to Jackson House (pantry & prepared lunches), Salvation Army (pantry & dinner services), LakePoint Church (food boxes) and Faith Pointe Ministries (food boxes). Over 4,031 households served.
Dell & Ravine at Park Ave Sidewalk, ADA and Drainage Improvements	2019	\$42,121	\$0	Completed in March of 2021
Park Avenue Sidewalk & ADA Accessibility Improvements – Phase V East Side	2019	\$42,132	\$0	Completed in March of 2021
Habitat for Humanity 115 Watt Street	2019	\$5,350	\$0	Water line relocation. Home dedicated in February of 2021
Bus Shelter at Ouachita Behavioral Health & Wellness	2019	\$11,000	\$2,709.77*	Installed in April 2021. *Balance to be reprogrammed in a future amendment.
Bus Shelter at Indiandale Plaza on Malvern	2017	\$5,213.02*	\$0	Installed in April 2021. *Bus shelter was originally purchased for installation on Whittington Avenue. Residents request a different shelter design and the purchased shelter was reprogrammed to the Indiandale location in an amendment
Bell Street Sidewalk and ADA Accessibility Improvements	Multiple	\$46,885*	\$0	Completed in May 2021. *Total project cost \$48,135 including CDBG and \$1,250 in City Complete Streets funding
Utility Emergency Subsistence Payments CV-1	2020CV	\$27,096	\$	Low- to moderate income households in City limits with a

<i>(Subrecipient: Ouachita Behavioral Health & Wellness)</i>				COVID related hardship received between 1 and 3 months of utility assistance paid directly to provider, not including late fees.
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CDAC Co-Chair opened the floor for questions and comments. Jean Lacefield spoke on behalf of the Gateway Community Association who is exploring phase II of the Malvern Avenue Gateway Improvement Project and potential future funding options such as donations for items such as light pole banners, bike racks, art work, plantings, trash receptacles and other items.

5. Announcements

The next scheduled CDAC meeting is Thursday, December 2, 2021 at 1:00pm in City Hall Board Chambers. Items for the agenda include a discussion of the 2022 CDBG open application period and procedures. Meeting will be offered via dial-in teleconference service and in-person.

CDAC Co-Chair opened the floor for community announcements:

Garland County Habitat for Humanity is seeking lot donations and inexpensive sales for future, infill affordable home building. Habitat is opening their 2022 application period in November with a due date of December 16th at 12:00pm. Applications are available at www.garlandcountyhabitat.org or 240 Hobson Ave. Call 501-623-5600 with questions.

Hot Springs Board Director Elaine Jones will host a town hall meeting at 5:30 p.m. Tuesday, November 9th at the Webb Community Center, 127 Pleasant Street. Director Jones will speak about what's new in District 2, homeowner probate process, Arkansas heritage and the Pleasant Street Historic District, and information on making homes an investment. Refreshments will be served.

6. Having no further business Co-Chair Alice Marshall adjourned the meeting at 2:51 p.m.