

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, September 5, 2013

CALL TO ORDER: Meeting called to order at 6:32 p.m. by Sandra Sheppard, Chair

MEMBERS PRESENT: Effie Kokkinos, Ray LaPoint, Elma (Pat) Maye, Edward Morgan, Nadeem Mirza, Sandra Sheppard, Kelly Williams, Amanda Woodin, Kitu Komya (Youth Advisory Committee)

MEMBERS EXCUSED: Diane Durian

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist

APPROVAL OF MINUTES: A motion was made by Woodin and supported by Kokkinos to approve the June 6, 2013 minutes as written. Motion passed, 8-0.

OLD BUSINESS: None.

NEW BUSINESS:

1. FY 2012-13 CDBG Consolidated Annual Performance Evaluation Report (CAPER) – Public Hearing: Chair Sheppard opened the public hearing. Staff began the report by stating that a recent communication from the Department of Housing and Urban Development may require that additional homelessness information be included in this year's CAPER report. As staff was still communicating with HUD on the new requirements, the data on homelessness was not included in the current version of the CAPER, but will likely be added before the report was submitted. Staff then provided a summary of the contents of the CAPER document, and provided an overview of Community Development Block Grant (CDBG) Program performance in comparison to five-year goals, and specific activity performance in comparison to the FY 2012-13 Annual Action Plan. Sheppard inquired as to the homeless shelters in the area or if the Gospel Mission was the only shelter. Staff indicated that in addition to the Gospel Mission, the ARK provided homeless teens with shelter, and that there were a variety of other local organizations that also provide emergency shelter, help prevent homelessness, or worked to place homeless persons in permanent housing. In addition, there has been a significant move in the last few years in preventing homelessness in the first place or to immediately find permanent housing for individuals who became homeless. As no further comments were received, the public hearing was closed. Staff explained the CAPER document would be revised to reflect any new HUD reporting requirements and public comments, and then submitted to HUD not later than September 15, 2013 as required.
2. Community Development Block Grant (CDBG) Housing Rehabilitation Appeal #13-01, for 8312 Lovers Lane: Staff provided an overview of the request and explained the Board could take action to allow repairs to the detached accessory building (garage) to exceed more than 20% of the entire project amount. The Board discussed the request including the condition of the garage roof, the unique gutter installation (currently being addressed through a project on the dwelling), the need for a garage in a residential district, and the impact the project would have on the neighborhood. Staff indicated that if the garage roof were not repaired, which the homeowner could only accomplish with a rehabilitation loan, that the garage would eventually be addressed by the city as a code enforcement violation. This action would require the homeowner to either repair or demolish the structure. Morgan inquired as to what work could be done by the homeowner. Staff indicated the homeowner had no alternative source of funding or assistance. LaPoint stated that the program was not only to help individual homeowners but to help improve a neighborhood and that this was a loan and the homeowner would eventually have to pay the city back. Maye made a motion and Woodin supported to approve the funding for the repairs to the detached garage roof to exceed 20% of the entire project cost. Motion passed, 8-0.
3. Red Ribbon Week (October 23-31) activities- Board discussion: Sheppard gave an overview of Red Ribbon Week activities and indicated it was a nation-wide event targeted at school age children to help prevent and deter drug addiction. Sheppard indicated that the Board typically worked with a Portage teacher to bring students to the City Council meeting to participate in the signing of the Proclamation supporting Red Ribbon Week. The Board discussed a way to offer all schools in Portage an opportunity to participate. Staff will provide a listing of all known schools for the next Board meeting. In the meantime, Kokkinos will contact Angling Elementary to see if they would like to participate in this year's Red Ribbon week program at City Hall. In October, the Board will try and establish a method each year for engaging students so that all schools/students in the district have, at some

point, an opportunity to participate.

4. Kalamazoo Transit Authority LAC update – Maye: There was no August meeting but Maye did state that KTA had responded to the questions asked by her on behalf of the Board involving bus shelters. Staff indicated that the response was received that week and would be included in the October agenda packets for further Board review. A discussion arose involving various bus shelter locations, costs, and bus routes. The Board will discuss these issues in more detail at the October meeting. It was requested that a representative of KTA attend the November meeting to give a presentation and answer Board questions.

STATEMENT OF CITIZENS: Morgan commented that a senior citizen complained about the elimination of the senior discount on the water and sewer bill. A brief discussion was lead by Sheppard who had attended the City Council meeting where the elimination of the discount was voted upon. Sheppard recommended that any citizens who were concerned about the elimination of the discount write a letter to City Council as it was not under the jurisdiction of this Board to address those concerns. Sheppard also detailed the changes to Celebration Cinema and a Board discussion ensued on the new food court being installed and liquor license obtained by the theatre.

ADJOURNMENT: There being no further business before the Board, the meeting adjourned at 7:47 p.m.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist