

MEETING MINUTES  
City of Hot Springs  
Community Development Advisory Committee (CDAC)  
January 6, 2022 1:00pm  
City of Hot Springs Board Chambers, 133 Convention Blvd, Hot Springs, AR 71901  
Virtual Meeting by Teleconference Only (due to increased COVID infections countywide)

**1. CDAC Chair Larry Williams called the meeting to order at 1:01pm. 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
- Gene Williams, CDAC District 1 Representative
- Becca Clark, CDAC Member-at-Large
- Michelle Sestili, City of Hot Springs CDBG Administrator
- Jean Lacefield, Gateway Community Association
- Lisa Haynes, Harbor House

**2. December 2, 2021 Meeting Minutes Approved (5-0)**

**3. New Business: None**

**4. Old Business:**

**A. 2022 CDBG Open Application Period.** Michelle Sestili provided an overview of the application process and answered questions.

- Email Michelle Sestili for fillable Microsoft Word versions of the application [msconsulting@outlook.com](mailto:msconsulting@outlook.com) , or hand write/type into the hard copy applications provided today.
- Applications are due no later than 5:00 p.m. Wednesday, January 26, 2022
- Please read all instructions before beginning
- Federal funding is not guaranteed. Submission of an application does not guarantee funding.
- Funds may not be available until July 2022 and historically have not authorized until months after.
- Expenses incurred prior to final funding authorization will not be reimbursed.
- Contact Michelle Sestili, CDBG Administrator to discuss project eligibility and Federal requirements that may apply (501) 276-7934 or [msconsulting@outlook.com](mailto:msconsulting@outlook.com)
- Incomplete and late applications will not be considered
- Municipal projects on public property (e.g. pedestrian improvements, public parks, most bus shelters) require a City Department sponsor and written support with application. Contact them early with your idea!
- Non-municipal projects including public services, affordable housing, and economic development require a minimum 1:1 match of funding.
- Do not use prior year applications!

Affordable housing projects including homeless shelters must follow the City of Hot Springs CDBG Housing Underwriting Policy – read first! <https://www.cityhs.net/563/Community-Development>

**B. CDBG Administration & Oversight position:** SOQ responses were received on December 23<sup>rd</sup> and are being reviewed.

**C. 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.

**D. 2022 Point in Time (PIT) Homeless Count: January 27<sup>th</sup>.**

- i. Teams with specialized trauma informed outreach experience will visit known encampments.
- ii. Other volunteers will be stationed at the library, Jackson House (lunch), Salvation Army (dinner), Spa Area Independent Living Services, and The Warehouse.
- iii. **Volunteers needed** in Garland, Clark, Montgomery, Hot Springs and Nevada counties!
- iv. Volunteer sign-up form: <https://www.arboscoc.org/point-in-time-count/>
- v. For everyone’s health and safety, volunteers must be vaccinated and wear a mask throughout shift. Individuals participating in the count will also be required to stay masked in indoor settings and when interfacing with volunteers.
- vi. Counting-Us App software training 1/13/22
- vii. Local volunteer training 1/20/22

**E. Prior year projects statuses (updates/changes noted in bold were reviewed):**

*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 to date 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 ( <i>Subrecipient: Arkansas Foodbank</i> )	2020CV	\$50,824	\$7,513.51 <b>as of December</b>	34,807 total prepared meals, food boxes and pantry items have been distributed since April 2021 from the 4 local Arkansas Foodbank non-profit providers: Jackson House, Salvation Army, Faith Pointe Ministries and Lake Pointe Church. <i>Lake Pointe Church is the only one with food credits balance remaining.</i> 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.
<b>Home Buyer Education Classes</b>	2020 and 2018	\$7,200	\$7,200	<b>REGISTRATION REQUIRED:</b> <a href="https://hotspringshbeclass.eventbrite.com">https://hotspringshbeclass.eventbrite.com</a>  <u>Saturday at Transportation Depot, 100 Broadway Terrace, 10am-2pm:</u>

				<b>January 8, 2022</b> February 12, 2022 April 9, 2022 June 4, 2022  <u>Tuesday Instructor-Led ONLINE, 6pm-8pm:</u> <b>January 11, 2022</b> June 11, 2022
<b>Home Owner classes, and Foreclosure Avoidance Counseling</b>	<b>2020</b>	<b>\$18,769</b>	<b>\$18,769</b>	<b>RFP opening 1/3/2022</b>
<b>Fair Housing Activities - HUD-certified Rental Housing Education and Eviction Prevention Services</b>	<b>2018</b>	<b>\$5,096.00</b>	<b>\$2,407.14</b>	<b>RFP opening 1/3/2022</b>
4C Elderly & Disabled Lawn Care and Youth Landscape Certification Program <i>(Subrecipient: RA Psyche)</i>	2019	\$42,303.63	\$8,619.74	37 low- to moderate-income elderly and disabled persons have received 1 or 2 lawn services in FY2021. <b>1 at-risk young person OSHA certified, logging hands-on hours and studying for professional landscape certification.</b>
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.
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.
<b>CALENDAR YEAR 2021 ACCOMPLISHMENTS</b>				
<b>Note: Accomplishments are reported to HUD on a July-June fiscal year</b>				
<b>CARES Act CDBG CV to prevent, prepare for and respond to the novel coronavirus (COVID-19)</b>				
Emergency Rent Subsistence CV-1	Up to 3 consecutive months of emergency rent payments made to households that had experienced a COVID related financial or medical hardship.			
Utility Subsistence Payments CV-1	Low- to moderate income households in City limits with a COVID related hardship received between 1 and 3 months of utility assistance paid directly to provider, not including late fees.			
Homeless Assistance CV-1	Homeless shower/restroom trailer, insurance, supplies and sanitizing services. 77 showers provided to date in fiscal year 2021 (July 1, 2021-present).			
Food/M meal Services CV-1	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 LMI households served; 34,807 prepared meals, food boxes, pantry services.			
<b>Public Services</b>				
Home Buyer Education Classes: 4 in-person and 1 online class offered				
4C Elderly & Disabled Lawn Care and Youth Landscape Certification Program	37 low- to moderate-income elderly and disabled persons have received 1 or 2 lawn services in FY2021. 1 at-risk young person OSHA certified, logging hands-on hours and studying for professional landscape certification.			
<b>Housing</b>				
Habitat for Humanity 115 Watt Street: CDBG water line relocation. Home dedicated in February of 2021				
<b>ADA Accessibility and Bus Shelters</b>				
Bus Shelter at Ouachita Behavioral Health & Wellness				
Bus Shelter at Indiandale Plaza on Malvern				
Bell Street Sidewalk & ADA Accessibility				
Dell & Ravine at Park Ave Sidewalk, ADA Accessibility Ramps and Drainage Improvements				
Garden Street Sidewalk & ADA Accessibility Improvements				
Jefferson Street Sidewalk & ADA Accessibility				
Malvern Avenue <u>Medians</u> Phase I Gulpha to Jefferson				
Park Avenue Sidewalk & ADA Accessibility Improvements Phase V - East Side				
<b>Non-Residential Historic Preservation</b>				
John Lee Webb House Historic Restoration – Weather Wrapping, Brick Masonry & Ancillary Roofs (Subrecipient: P.H.O.E.B.E.)				
<b>Other</b>				
PY2020 CDBG Planning & Administration (January 2020 – June 2021 to facilitate fiscal year change)				
Spot Blight Nuisance Abatement: 5 condemned structures moved January 2021: 1023 Mineral, 302 Highland, 407 Mississippi, 142 Greenwood and 248 Hobson.				

## 5. Announcements

The next scheduled CDAC meeting is Thursday, February 3, 2022 at 1:00pm in City Hall Board Chambers. We will continue to offer the dial-in teleconference service.

A town hall meeting is scheduled January 13<sup>th</sup> at 6:00pm at the Webb Center on Pleasant Street to discuss the special election sales tax proposal, "Our Roads". The meeting will be hosted by the City Manager, County Judge, JP Thomas Anderson and Hot Springs Director Elaine Jones. A proposed City and County street list will be available for review.

Habitat for Humanity is still seeking buildable lot tax deductible donations or fair market rate sales for the purpose of constructing new affordable housing for their partner families.

**6. Having no further business the meeting was adjourned at 1:34pm**