

MEETING MINUTES
City of Hot Springs
Community Development Advisory Committee (CDAC)
September 2, 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 1:03pm.

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 via teleconference, CDAC District 1 Representative

- Michelle Sestili, City of Hot Springs CDBG Administrator
- Anne Quinn via teleconference, Garland County Habitat for Humanity
- Jean Lacefield via teleconference, Gateway Community Association

2. August 12, 2021 meeting minutes approved (5-0) with a typo edit on page two to read ‘comingle’

3. New Business:

None

4. Old Business:

- A. Michelle Sestili offered to present another overview of the program year 2020 Consolidated Annual Performance Evaluation Report (CAPER). No request or comments were made.
- B. Newly updated copies of required Annual Action Plan certifications were received from HUD changing the Section 3 Certification reference from 24 CFR 135 to the recently adopted 24 CFR 75. The updated certification has been signed, uploaded in the Annual Action Plan and resubmitted to HUD for review. Once approved by HUD, the 2021 Annual Action Plan will be sent for an official *Federal Award and Authorization Agreement*.
- C. It is anticipated that the open application for proposed 2022 CDBG projects and programs will launch in December of 2021 or January of 2022, but this is not guaranteed. Updates will be provided.
- D. Prior year projects

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	HUD Annual Action Plan review complete. Funding authorization pending. Acquisition soft costs funded. Site specific environmental review required after building/site identified.

Homeless Assistance CV-1	2020CV	\$76,824	\$10,451.13	Homeless shower/restroom trailer, insurance, supplies and sanitizing services. 100 showers provided since October. Funds also used to sanitize warming shelter in February.
Utility Emergency Subsistence Payments CV-1 (Subrecipient: Ouachita Behavioral Health & Wellness)	2020CV	\$27,096	\$4,307.4 as of August 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.
Meal and Food Services CV-1 (Subrecipient: Arkansas Foodbank)	2020CV	\$50,824	\$7,513.51 as of August 1	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 some food credits remaining.
Home Buyer, Home Owner and Credit Counseling classes, and Foreclosure Avoidance Counseling	2020	\$25,000	\$25,000	First RFP unsuccessful with zero responses. Second round of multiple RFPs to be published with classes and counseling as separate requests instead of bundled as all-in-one service.
John Lee Webb House Historic Restoration – Brick Masonry & Ancillary Roofs (Subrecipient: P.H.O.E.B.E.)	2020	\$60,000	\$33,712.58	Ancillary roofs completed in May 2021. 1 failed bid (June) and 1 failed RFP (July) for brick masonry work. 2 nd RFP with scope limits failed. Written quotes succeeded and contractor began work on 8/19.
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*	\$44,084.50	In progress. *CDBG is 20% match to FTA grant. City funding high voltage power line burial. COVID spread, limited available construction workforce and Entergy scheduling issues have created delays in work on this project. New estimated completion date of Phase 1 (Garden to Gulpha) 12/31/21, but CDBG portions of the project (sidewalks, crosswalks) are projected to be completed by 10/29/31.

Malvern Avenue <u>Medians</u> Phase I Gulpha to Jefferson	Multiple	\$86,510.42	\$86,510.42	COVID spread, limited available construction workforce and the Malvern Avenue Gateway Improvement Project delay have impacted the start date on the medians.
Garden Street Sidewalk & ADA Accessibility Improvements	2018 2020	\$56,690	\$23,095.64	In progress. COVID spread and limited available construction workforce may slow this project slightly.
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; the majority of funds have been expended.
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. *Remaining balance used for Malvern Median project between Gulpha and Jefferson to improve pedestrian street crossing safety at Jefferson.
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

CDAC Chair opened the floor for in-person public comments. Michelle Sestili then called upon each person on the teleconference for questions and comments.

5. Announcements

The next scheduled CDAC meeting will be held Thursday, October 7, 2021 at 1:00pm in City Hall Board Chambers. Items for the agenda have not been identified. We will continue to offer the dial-in teleconference service.

It is anticipated that the 2020 CAPER will be on the September 7, 2021 Hot Springs Board of Directors agenda.

CDAC Chair opened the floor for questions and community announcements.

Garland County Habitat for Humanity announced their next Heels to Hammers women's build at 134 Terryland on October 5-9. Volunteers welcomed. Contact Habitat for more information or register from their Facebook event page.

The Gateway Community Association fundraiser *Jazz on The Gateway* planned for September 3rd at 501 Prime has been placed on a short hold due to COVID. Organizers are working with the restaurant to reschedule potentially with outdoor seating. Funds from the Gateway Community Association fundraiser are intended to assist qualifying homeowners secure small bank loans for home repairs with work being performed by Garland County Habitat for Humanity volunteers. Program and application launch is anticipated in 2022.

The in-person Arkansas Land Commissioner property auction is over, but interested parties may be able to view any remaining opportunities and bid online for 30 days.

6. Having no further business the meeting was adjourned by the CDAC Chair at 1:59pm.