



CITIZENS ADVISORY COMMITTEE

City of Durham
Virtual Meeting Via Zoom
(Each committee member received a personal secure meeting link)
Monthly Meeting Minutes
January 29, 2024
6:00 PM

CAC Wiki Page - <https://sites.google.com/view/cac-wiki/home>
[Citizens Advisory Committee \(CAC\) Meeting 01/29/2024 \(youtube.com\)](#)

The Durham Citizens Advisory Committee met on the above date and time with the following members present: **Valon Alford (Secretary), Ahmed Ali, Robert Brown (Vice Chair), Lea Efird-Green (Chair), Reshockie Furnace, Richard LaBennett, Amy Jones, Seth Kandl,**

Others Present: Maggie Carnegie (Staff), Reginald Johnson (Staff)

Excused: Alisha Curry, Alexa Hartenstein Hamel, Matthew Muntean, Ann Rebeck

Unexcused: Brian Langloss, Sherard Johnson

Call to Order

- Meeting was called to order by Chair Efird-Green
- Roll call completed by Secretary Alford

Action on Previous Meeting Minutes

- November 2023 meeting minutes approved

Entitlement Funding & Planning Process: Maggie Carnegie, Planning and Performance Manager, Community Development Department

- **Community Development Block Grant (CDBG)**
 - Annual, formula-based grant
 - Uses objective measures (community needs, poverty, population, etc.)
 - Eligible activities include:
 - Acquisition of real property
 - Relocation or demolition
 - Rehab of residential and non-residential structures
 - Public facilities and improvements
 - Public services
 - Each activity must meet 1 of the 3 national objectives
 - Benefit low-moderate income persons (at least 70% of CDBG funds must be used for activities that support this national objective)





- Prevention or elimination of slums
 - Urgent community development need
 - At least 70% of CDBF funds must be used for activities that support this national objective
- **HOME Investment Partnerships Program (HOME)**
 - Largest federal block grant
 - Purpose to create affordable housing for low income
 - Eligible activities:
 - Rental & homebuyer housing development
 - Homebuyer (downpayment) assistance
 - Homeowner rehabilitation assistance
 - Tenant-based rental assistance (TBRA)
 - 5% allotted for DCCHC Durham City-County Home Consortium
 - 15% allocation to CHDO Community Housing Development Organization
 - Community Development Dept. must match \$0.25 per \$1.00 with non-federal money
- **Housing Opportunities for Persons with AIDS (HOPWA)**
 - Awarded on formula and competitive basis
 - Only federal housing program dedicated to housing needs of people living with (medically diagnosed) HIV/AIDS Medically and their families for low-income persons (at or below 80% AMI)
 - Activities include:
 - Acquisition, rehab, or new construction of housing units
 - Costs for facility operations
 - Tenant-based rental assistance (TBRA)
 - Short-term rent, mortgage, and utility assistance
- **Emergency Solutions Grant (ESG)**
 - Annual grant on a formula basis
 - Must consult with a Continuum of Care operating within jurisdiction to determine allocation
 - Jurisdictions must make dollar for dollar match of ESG allocation
 - Funds may be used for 5 program components:
 - Street outreach
 - Emergency shelter
 - Homelessness prevention
 - Rapid re-housing
 - Data collection (Homeless Management Information System)
- **Consolidated Plan**
 - 5-year, strategic plan document to assess affordable housing & community development needs, as well as market conditions
 - Framework for community dialogue to identify priorities, submitted in IDIS electronically
 - Must enumerate community development priorities focused on how funds received are being used
 - Includes performance measures
- **Citizen Participation Plan**
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- Raises awareness among Durham city and county residents regarding use of entitlement funding from HUD
- Identify and set forth guidelines for community development department to ensure citizens are aware
- CAC will meet throughout the year to review and discuss community development needs
- All documents available online under “HUD funding documents”
- **AAP**
 - Consolidated plan (5-year plan) is carried out in annual plan
 - Concise summary of actions, activities, and specific federal and non-federal resources that will be used each year
 - Requires 2 public hearings
 - First meeting: Receive comments from public perspective
 - Second meeting: Receive feedback from public about proposed plan
- **Consolidated Annual Performance and Evaluation Report (CAPER)**
 - Annual report on accomplishments and progress towards meeting consolidated plan goals
 - Description of resources made available
 - Actions to affirmatively further fair housing
 - CAC meeting
 - Public needs hearing
 - Email Community Development Department

Community Development Update: Reginald Johnson, Director, Community Development Department

- CDD preparing for consolidated plan
 - Changes to any documents = “substantial amendment”
 - Clean up on various programs for unused money
 - Money will be moved to other projects
 - Additional payment to Section 108 loan \$20 million for Southside project
 - Must go through public engagement process
- Substantial amendment means changes made to plans
 - Conflict of Interest forms
 - Must be completed on an annual basis per bylaws
 - Sign & return to Maggie before the next meeting
- Housing Update
 - Commerce Street project closing set for March 2024
- Staffing Updates
 - Hiring from another assistance director and an executive assistant

Board Discussion/ Other Business



- **CAC RFP Review Participation Update**
 - RFP for vacant lots in Durham
 - Objective process to review and score proposals with criteria in various categories
 - Included recommendations from Community Development Department to ensure equity and fairness
- **Subcommittee**
 - Community Development Week 2024
 - Committee has researched what other cities/Durham have done in the past. Ideas include:
 - Info sessions
 - Volunteering
 - Site visits

Public Comments or Questions

- None

Announcements

- Next CAC meeting, Monday, February 26, 2024, at 6:00PM

Meeting Adjourned

- Motion requested by Chair Efird-Green; meeting was adjourned

Attachments:



Entitlement Funding & Planning Process
Maggie Carnegie | January 29, 2024

