



## CITIZENS ADVISORY COMMITTEE

Department of Community Development  
807 E. Main Street, Durham, NC 27701  
Golden Belt Building 2, Suite 200



### **Minutes - Regular Meeting March 26, 2012**

The Durham Citizens Advisory Committee met on the above date and time with the following members present: DeWarren Langley (Chairman), SaKoyra Bullock (Vice Chairwoman), April Johnson (Secretary), Dilcy Burton, Delvin Davis, Richard Fuqua, Roger L. Loyd, Will Sutton and Paula Thomas.

Excused Absences: Clark Grundler and Anthony Royster

Others Present: Reginald Johnson (Interim Director, Department of Community Development), Wilmur Conyers (Federal Programs Coordinator, Department of Community Development), Richard Valzonis (Project Manager, Department of Community Development), Constance Stancil (Director, Neighborhood Improvement Services Department) and Philip Azar (Associate Director of Programs, Habitat for Humanity)

#### **Subject: Call to Order**

The meeting was called to order at 6:00pm by Chairman Langley who welcomed everyone.

#### **Subject: Roll Call**

Chairman Langley called the roll. He noted that he received prior notification from Committee Members Clark Grundler and Anthony Royster of their inability to attend the meeting thus their absences were excused.

Chairman Langley acknowledged the presence of a quorum.

#### **Subject: Action on Agenda**

Chairman Langley asked the Committee to review the agenda and make any additions and/or modifications followed by action on the agenda. He noted the Proactive Rental Inspection Program Presentation needed to be moved to the first item under new business on the agenda because Constance Stancil, Director of the Neighborhood Improvement Services Department was not feeling well.

**Motion** by Committee Member Fuqua and seconded by Secretary Johnson to move the Presentation on Proactive Rental Inspection Program to the second item on the agenda and to approve the agenda as amended. The motion was approved unanimously.

**Subject: Action on Minutes**

Chairman Langley asked the Committee to review the minutes from the special meeting held on February 4, 2012 and the minutes from regular meeting held on the February 27, 2012 and make any additions and/or modifications followed by action on the minutes.

**Motion** by Committee Member Fuqua and seconded by Committee Member Sutton to approve the minutes from the special meeting held on February 4, 2012 and the minutes from the regular meeting held on the February 27, 2012 minutes with corrections. The motion was approved unanimously.

**Subject: Presentation on Proactive Rental Inspection Program**

Ms. Stancil explained that the purpose of the Program is to proactively identify and inspect rental housing that does not meet the City of Durham's minimum housing code and all related ordinances or state unsafe building laws, to create a healthy, safe and crime-free environment and to further preserve and enhance the quality of life for residents of the City of Durham living in residential rental properties. She noted that the City Council approved the Proactive Rental Inspection Program during the regular meeting held March 5, 2012.

Chairman Langley thanked Ms. Stancil for her presentation.

Chairman Langley requested members email him with questions about the Program which would be emailed to Ms. Stancil for response. He noted that the responses would be disseminated to the members of the Committee.

**Subject: Presentation on Section 3 Plan**

Richard Valzonis, Project Manager for the Department of Community Development provided an update on the Section 3 Plan and answer questions. Mr. Valzonis explained that Section 3 is a provision of the Housing & Urban Development Act of 1968 designed to ensure that employment and other economic opportunities generated by certain U.S. Housing & Urban Development financial assistance to the greatest extent feasible and consistent with existing Federal, State and local laws and regulation, to be directed to low and very low income persons, particularly those who are recipients of government assistance for housing. He noted that the City Council approved the Section 3 Plan during the regular meeting held on March 5, 2012.

Mr. Valzonis also stressed that policy states that there must be the opportunity for area residents within the project area and that residents must still qualify to get the jobs. He explained that there is a database of potential employees and a full time person within Southside neighborhood to assist area residents who may qualify from Section 3 employment opportunities.

Chairman Langley mentioned two grant programs that the county is participating in called Scattered Site Housing and Community Development Block Grant funding through the state of North Carolina Department of Commerce. He explained that the application process is every three years. Chairman Langley explained that he became aware of the funding efforts of Durham County Government through the agenda of the Board of County Commissioners and inquired to Andrew Cummings, Assistant County Manager for Special Programs for Durham County Government. He noted that he would obtain and disseminate an update to the Committee regarding the Scattered Site Housing and

Community Development Block Grant funding.

**Subject: Analysis of Impediments to Fair Housing Choice (AI)**

Wilmur Conyers, Federal Programs Coordinator for the Department of Community Development explained that the City of Durham is in the process of preparing an update to its Analysis of Impediments for Fair Housing Choice which will include actions or omissions on the local level that constitute violations or potential violations of the Fair Housing Act; are counter-productive to Fair Housing Choice; or have the effect of restricting housing opportunities on the basis of race, color, religion, sex, disability, familial status, national origin or sexual orientation.

She noted that every five years entitlement jurisdictions are required to submit an analysis of impediments to fair housing. Ms. Conyers reported that the City has selected a planning consulting firm, Urban Design Ventures, LLC to assist in the preparation of the document. She explained that the Firm would be in town Wednesday and Thursday, March 28-29, 2012 to meet with different housing and social services leaders as well as the City Managers. Ms. Conyers noted that there are housing/social services related surveys for citizens to participate in the process which was disseminated through the Department's list serve and posted on the City's website. She explained that after the AI is drafted, it will be available for public comment for 30 days. Ms. Conyers noted that the AI is a document required by the US Department of Housing & Urban Development (HUD), however does not have to be approved for HUD.

Ms. Conyers mentioned that the previous AI document was completed was in 2006; however she is unsure whether or not the 2006 AI is still on the city's website. If the 2006 AI document is not online, committee members should contact Chairman Langley to request a copy. The AI document is submitted to HUD and the Fair Housing/Equal Opportunity Program office.

Committee Member Fuqua questioned how the City would address the impediments identified in the AI.

Ms. Conyers responded that the Annual Action Plan would indicate strategies for addressing impediments identified in the AI.

**Subject: Emergency Solutions Grant Substantial Amendment**

Ms. Conyers explained the Emergency Solutions Grant Substantial Amendment and noted that to receive the second allocation of funds for the FY 2011 ESG grant, the City will is required to submit and obtain HUD approval of a substantial amendment to the FY 2011 Annual Action Plan in accordance with the City's Citizen Participation Plan. Ms. Conyers explained that the second allocation would be used strictly for Homeless Management Information System (HMIS), Rapid Re-Housing, Prevention or Administration and 7.5% of the funds can go towards administration costs.

Ms. Conyers further explained that the proposed Substantial Amendment to the FY 2011-2012 Annual Action Plan would be available for public review and comment from March 16 to April 16. She noted that a public hearing would be held by the City Council on April 16, 2012 to receive citizen comments and the City must submit the substantial amendment to HUD by May 15, 2012.

**Subject: FY 2012-2013 Funding Allocation Recommendations**

Ms. Conyers summarized the meeting with Chairman Langley regarding discrepancies with the decisions of the Committee versus Department staff as it relates to FY 2012-2013 funding allocation recommendations. She commented that city staff focused on criteria like whether projects were previously funded or whether applicants assisted projects in the Southeast or Northeast Central Durham area. If so then applicants were considered. If the project did not meet specific criteria then they were not considered.

Ms. Conyers requested that the Committee provide revised recommendations based on new information by May 3, 2012.

Chairman Langley stated that he would send information to the Committee to schedule a conference call to reconcile discrepancies between the Department's funding recommendations and the Committee's funding recommendations.

Philip Azar, Associate Director of Programs for Habitat for Humanity of Durham (Habitat) commented that the Second Mortgage Program advances the affordable housing goal. He expressed concern about 19 addresses listed in Habitat's funding application and some city lots the organization won through a Request for Proposal (RFP). Mr. Azar wanted to make clear that he did not believe the lots were represented in staff recommendations. He also noted that Habitat serves 20% of participants who are up to 30% Area Median Income; 69% participants who are from 31% to 50% Area Median Income; and 11% participants who are between 51% to 80% Area Median Income.

Chairman Langley thanked Mr. Azar for his comments.

**Subject: Committee Concerns, Suggestions & Ideas**

Chairman Langley asked members of the Committee if there were any concerns, suggestions and/or ideas.

There were no concerns, suggestions or ideas expressed by members of the Committee.

**Subject: Announcements**

Chairman Langley announced there will be an informal discussion and meeting of the housing related agencies to assist in developing the City's Analysis of Impediments to Fair Housing Choice on Wednesday, March 28, 2012 at 9:00AM in the Office of the Department of Community Development, 807 Main Street, Building 2, Suite 200, Durham, NC 27701 and the Committee would hold a regular meeting on Monday, April 23, 2012 at 6pm. He also noted that the Durham InterNeighborhood Council was holding a Board of County Commissioners Candidates Forum on Wednesday, March 28, 2012 at the School of Education at the North Carolina Central University in the auditorium.

Chairman Langley asked if there were any announcements from staff.

Mr. Johnson announced that the Department would receive a Proclamation of Community Development at the regular session of the City Council on Monday, April 2, 2012; the Department would present an update on Southside West at the work session of the City Council on April 5, 2012; and there would be a Community Day in Southside on Saturday, April 14, 2012.

**Subject: Adjournment**

With no further business to come before the Committee, the meeting was adjourned at 7:43pm.

Respectfully Submitted,  
April Johnson, Secretary

*Minutes approved on April 23, 2012.*