



HUMAN SERVICES BOARD

March 5, 2015

CITY OF PORTAGE HUMAN SERVICES BOARD

A G E N D A

Thursday, March 5, 2015
(6:30pm)

Conference Room #1

CALL TO ORDER

APPROVAL OF MINUTES:

- * February 5, 2015

OLD BUSINESS:

- * 1. FY 2015-16 Human/Public Service Funding Update

NEW BUSINESS:

- * 1. Fair Housing Activity Update – Presentation by Bob Ells, Executive Director, Fair Housing Center of Southwest Michigan and Fair Housing Month Proclamation
- 2. Kalamazoo Transit Authority LAC update- Maye

STATEMENT OF CITIZENS:

ADJOURNMENT:

MATERIALS TRANSMITTED

Star (*) indicates printed material within the agenda packet.

CITY OF PORTAGE HUMAN SERVICES BOARD
Minutes of Meeting, February 5, 2015

CALL TO ORDER: 6:35 p.m.

MEMBERS PRESENT: Diane Durian (arrived 6:39), Shawn Havens, Effie Kokkinos, Ray LaPoint, Nadeem Mirza, Edward Morgan (arrived 6:38), Sandra Sheppard, Sharat Kamath (Youth Advisory).

MEMBERS EXCUSED: Kokkinos moved and Mirza supported excusing Elma (Pat) Maye, Amanda Woodin. Motion passed 5-0.

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist

APPROVAL OF MINUTES: After Mirza requested some clarification of the ranking discussion and Sheppard provided an overview, LaPoint moved and Mirza supported approval of the January 22, 2015 minutes as submitted. Motion passed 6-0.

NEW BUSINESS:

1. **FY 2015-16 Human/Public Service Funding Recommendation:** Sheppard opened the discussion regarding funding recommendations. Staff member Money indicated she had a conflict with the Kalamazoo Anti-Human Trafficking Coalition (KAHTC) and did not recommend funding amounts. Money then discussed the Portage Community Center (PCC) application and the city administration recommended funding amount (\$122,985 total with \$82,195 from the General Fund money and \$40,790 from projected CDBG funds). The Board briefly discussed the 30% funding limit on PCC and concurred that without an approved FY 2015-16 budget, the amount staff suggested for PCC and methodology used was practical. LaPoint provided proposed funding amounts and explained that he determined his figures by relying more heavily on the Board's average ranking and awarding a higher amount to applicants that ranked higher - rather than increasing funding based on percentage increases from the previous year amounts. His argument for doing so included that the percent increase method places a heavier emphasis on historically awarded amounts, locks the applicants into the same ratio of funding between applicants (for example - for every extra dollar you award to fifth place ranked Gryphon Place, you have to award fourth ranked Housing Resources, Inc. with almost ten times that amount to keep the percentages in balance). And, LaPoint indicated, the YWCA consistently ranked second and the amount awarded to them was restricted by the percent increase method by the larger amounts awarded to HRI who ranked lower. LaPoint felt that improvements made to the application, evaluation criteria, and ranking method streamlined the applications and placed more importance on application ranking. The Board then discussed the amount to award the KAHTC. The Board noted that staff had recommended \$500 and LaPoint had recommended \$1,250. His argument being that they were a start-up organization, they had effectively demonstrated that they worked with other local assistance agencies, and the funds were more of an investment when applied to a start-up organization than when contributing to more established organizations. KAHTC ranked last and the amount that they would receive would still be less than half of the amount awarded to the fifth ranked applicant, Gryphon Place. The Board had concerns on the number of Portage citizens KAHTC would actually be serving and how the funds would be accounted for in training/educational

activities. Money indicated that all agencies who received funding from the city were required to submit reports that held them accountable. In continued discussion, the Board was undecided as to the amount to award KAHTC.

LaPoint moved and Durian supported awarding \$500 to KAHTC. Upon roll call vote, Motion failed 2-6. Kokkinos moved and Durian supported awarding \$800 to KAHTC. Upon roll call vote, Motion passed 6-2.

Board discussion then focused on how to award the other applicants funding with KAHTC and PCC funding levels determined. Mirza moved and Haven seconded awarding funding amounts to the remaining four applicants based on their ranking. Motion passed 7-0.

The Board continued to discuss the amounts to award the final applicants. Morgan moved and Durian supported approving funding as outlined in Table B (which was a combination of the staff's and LaPoint's suggestions). Board discussion continued on the amounts indicated and after LaPoint again reviewed his reasoning in not continuing to use the previous method of increasing amounts by percentages but placing a higher importance on rank, Morgan agreed with the rationale and removed his motion from the table. Durian supported and the motion was removed.

LaPoint then moved and Mirza supported to accept Table A, which offered a specific dollar amount increase to all applicants and awarded increased funds based on ranking. The amounts for funding are as follows: PCC a combined \$122,985 (General Fund \$82,195 and CDBG \$40,790), YWCA \$11,100, Catholic Charities \$10,600, HRI \$18,760, Gryphon Place \$2,170, KAHTC \$800. Upon roll call vote, Motion passed 6-1.

2. Portage Alert Update: The Board provided updated contact information for the special board and commission group alert. The Board then clarified that they would still need to sign up for the Portage Alert through the city's website to receive the general city messages.
3. Kalamazoo Transit Authority LAC update – Maye: Maye was not present to provide an update.

ADJOURNMENT: Mirza moved and Kokkinos supported adjournment of the meeting at 8:15. Motion passed 7-0.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist

T:\COMMDEV\2014-2015 Department Files\Board Files\Human Services Board\Minutes\HSB Minutes 02-05-2015.doc

CITY OF PORTAGE

COMMUNICATION

TO: Human Services Board

DATE: February 27, 2015

FROM: Vicki Georgeau, ^{Wg} Director of Community Development

SUBJECT: FY 2015-16 Human/Public Service Funding Update

On February 10, 2015, the City of Portage received the attached communication from the U.S. Department of Housing and Urban Development (HUD) indicating that the city will receive Community Development Block Grant (CDBG) funding in the amount of \$221,442, compared to the prior estimate of \$210,000. Consequently, the amount of CDBG funding available for Human/Public Services in FY 2015-16 increased to \$42,510 (\$1,720 more than the previous estimate of \$40,790). The total funding amount for FY 2015-2016 Human/Public Service funding is now \$168,135.

On February 5, 2015, the Board approved a recommendation to fund all six applicants. Consistent with prior funding provisions, the Portage Community Center (PCC) was recommended for total funding at 30% of the agency budget. The four other current grantees were recommended to receive increases over FY 2014-15 funding, with higher ranked applicants receiving a greater monetary increase. The Board also recommended \$800 for the Kalamazoo Anti-Human Trafficking Coalition (KAHTC).

As the actual CDBG funding is greater than previously estimated, the Board is advised to review and approve a revised funding recommendation to City Council. The table below provides a potential funding option for consideration, based on the methodology previously approved by the Board.

APPLICANT	FY14-15 FUNDING	RANKING/SCORE		FY 15-16 FUNDING RECOMMENDATION - 2/5/2015		FY 15-16 FUNDING RECOMMENDATION 2/27/2015	
		HSB	CITY ADMIN.	AMOUNT	\$ INCREASE FROM FY 14-15	AMOUNT	\$ INCREASE FROM FY 14-15
GENERAL FUND							
PCC	\$83,535	1	1	\$82,195	\$1,478*	\$80,476	\$1,478*
YWCA	\$8,915	2	2	\$11,100	\$2,185	\$11,130	\$2,215
Catholic Charities	\$9,433	3	3	\$10,600	\$1,167	\$11,100	\$1,667
Housing Resources	\$18,110	4	3	\$18,760	\$650	\$19,780	\$1,670
Gryphon Place	\$2,077	5	5	\$2,170	\$93	\$2,340	\$263
KAHTC	N/A**	6	6	\$800	N/A**	\$800	N/A**
CDBG PROGRAM							
PCC	\$37,972	1	1	\$40,790	\$1,478*	\$42,510	\$1,478*
TOTAL	\$160,042***			\$166,415		\$168,135	

* PCC requested a combined \$135,000 from the General Fund and CDBG Fund, compared to current year funding of \$121,507. The General Fund and CDBG Fund recommendation equals \$122,985, which represents a \$1,478 increase in funding.

** KAHTC applicant did not apply for funding in FY 2014-15.

*** Goodwill Industries was funded \$1,020 for FY 2014-15 but they did not apply for FY 2015-16 funding.

Neighborhood Program Specialist Money will be available at the March 5, 2015 Board meeting to address any comments or questions the Board may have regarding this matter.

Attachment: Communication from HUD

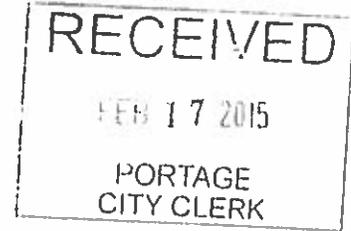


U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

C: CM
CC
COMM Dev

February 10, 2015



The Honorable Peter J. Strazdas
Mayor of Portage
7900 S Westnedge Ave
Portage, MI 49002-5117

Dear Mayor Strazdas,

I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2015, allocations for the Office of Community Planning and Development's (CPD) formula programs, which provide funding for housing, community and economic development activities, and assistance for low and moderate-income persons and special populations across the country. President Obama signed Public Law 113-235 on December 16, 2014, which includes FY 2015 funding for these programs. Your jurisdiction's FY 2015 available amounts are:

Community Development Block Grant (CDBG)	\$221,442
HOME Investment Partnerships (HOME)	\$ 0
Housing Opportunities for Persons with AIDS (HOPWA)	\$ 0
Emergency Solutions Grants (ESG)	\$ 0

This letter highlights several important points related to these programs. First, Secretary Julián Castro is committed to making HUD the "Department of Opportunity" and is establishing a number of initiatives intended to achieve that goal. In 2015, we are celebrating the 50th anniversary of the Department's establishment and these initiatives will build on HUD's mission to promote homeownership, support community development, and increase access to affordable housing free from discrimination. The Department looks forward to working with grantees on these key goals and urges you to review the entire plan at: <http://portal.hud.gov/hudportal/HUD?src=/hudvision>

Second, HUD recommends that grantees effectively plan and implement programs that leverage these critical Federal financial resources to achieve the greatest possible return for the communities and individuals they are intended to assist. If you would like assistance from CPD in redesigning, prioritizing or targeting your programs, either you or the head of the agency that administers your program may request technical assistance through your local CPD Director.

Third, HUD urges grantees to consider using CDBG funds, to the extent possible, to support investments in predevelopment activities for infrastructure and public facilities activities. A Presidential Memorandum (<http://www.whitehouse.gov/the-press-office/2015/01/16/presidential-memorandum-expanding-federal-support-predevelopment-activit>) issued January 16, 2015, instructed federal agencies to expand support for predevelopment activities and HUD will be sending CDBG grantees a separate letter detailing this initiative and outlining key predevelopment principles.

Fourth, HUD encourages grantees to use funds from all CPD programs to work towards the goals of *Opening Doors: Federal Strategic Plan to Prevent and End Homelessness*. Specifically, with the increase in the FY 2015 ESG allocation nationally, HUD expects that communities will allocate as much of their ESG funds for Rapid Re-housing activities as possible, to end homelessness for more individuals and families living on the streets and in shelters.

Finally, the Integrated Disbursement and Information System (IDIS), which is HUD's financial and data system for managing these formula programs, will no longer commit and disburse grant funds on a first-in first-out (FIFO) basis beginning with the FY 2015 grants. Going forward, FY 2015 and future grants will be committed and disbursed on a grant specific basis and HUD will provide further guidance on this change in the near future.

The Office of Community Planning and Development looks forward to working with you in partnership to successfully meet the challenges we face. Please contact your local CPD office if you or your staff has any questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Cliff Taffet". The signature is fluid and cursive, with a long horizontal stroke at the end.

Cliff Taffet
General Deputy Assistant Secretary



CITY OF PORTAGE
FAIR HOUSING REPORT
July 1, 2014 – February 28, 2015

Fair housing Action Plan:

1. **Host a minimum of two fair housing presentations to property owners, attorneys, community organizations, realtors and/or financial institutions**
 - The Center provided Fair Housing training to two managers of property in Portage employed by B & R Property Management.
 - The Center provided Fair Housing Training for 68 veterans and social service agency staff who serve veterans. While we do not have addresses of those in attendance, it is likely some of the veterans live in Portage and the agency staff all serve veterans from throughout the county, including Portage.
 - Center staff provided a fair housing training in Portage for 29 members of Property Management Association of West Michigan in Portage. Two of the participants were leasing agents for Portage properties.
 - The Center staff provide fair housing training to seven Housing Resource Incorporated staff who serve individuals and families throughout Kalamazoo County, including Portage.
 - The Center provided fair housing training to 18 students and teachers at Kalamazoo Country Day School in connection with the Greater Kalamazoo Association of Realtors' fair housing poster contest.
 - The Center -- in partnership with the Michigan Prison Reentry Initiative Steering Team and other community leaders, including Chris Buckley, Director of Portage Community Center -- is developing a marketing and outreach plan aimed at providing education on the needs and barriers to housing for return offenders and to dispel some of the myths regarding housing past offenders.

"Opening doors throughout Southwest Michigan"

405 West Michigan Avenue, Suite 6
Kalamazoo, MI 49007

Phone: 269.276.9100 – Fax: 269.276.9101 – Web: www.fhcswm.org

2. Host a fair housing education event targeted toward Portage residents and/or businesses during Fair Housing Month. (April)

- The Center hosted its 2014 Annual Fair Housing Conference in September. Total attendance -- including Portage residents and agencies serving Portage residence -- was 115. The conference theme was "Removing Barriers to Create an Inclusive and Accessible Community."
- The Center is currently planning its Fair Housing Month 2015 event -- to be held on April 22nd -- will be a viewing of discussion about, "A Raisin in the Sun." We are still in the planning stage, but more detailed information will be coming soon.
- The event will be promoted to Portage residents, housing organizations and providers, real estate agents, community leaders, attorneys and elected officials.

3. Present an overview of fair housing activities to the Human Services Board and accept a fair housing resolution at a meeting of City Council in recognition of National Fair Housing Month. (N/A)

4. Provide fair housing activities targeted toward Portage residents and/or businesses including information and referrals, education and outreach, and fair housing enforcement services.

- During the period July 1, 2014 through February 28, 2015 the Center conducted three audit tests of properties located in Portage. The tests were designed to determine compliance with design and construction requirements of the federal Fair Housing Act.
- The Center filed one complaint with the Michigan Department of Civil Rights. The basis of the complaint was disability, where the complex was not designed and constructed in a manner that is accessible for persons with disability. The complaint is currently being investigated with the Department.
- The Center provided a training session for eight new fair housing testers. While none of the new testers are Portage residents, it is important to note that, regardless of their residency, all fair housing testers may conduct tests anywhere within our service area, including the City of Portage.
- During this period, six (6) households received information and referral services from the Center. The callers were referred to the most appropriate agency to address their non-fair housing concern.

FAIR HOUSING RESOLUTION

WHEREAS, 2015 is the 47th anniversary of the Federal Fair Housing Act, Title VIII of the Civil Rights Act of 1968, as amended, to prohibit housing discrimination when based on race or color, national origin, religion, sex, familial status or disability, and declared that equal housing opportunity is a basic right of every American; and

WHEREAS, the Michigan State Legislature passed the Elliott-Larsen Civil Rights Act of Michigan in 1976 to protect people from housing discrimination based on religion, color, race, national origin, age, sex, familial status or marital status; and

WHEREAS, the Michigan State Legislature passed the Michigan Persons and Disabilities Civil Rights Law of 1976 to protect individuals with disabilities from housing discrimination; and

WHEREAS, the City of Portage has completed an Analysis of Impediments to Fair Housing, and annually undertakes activities to further fair housing efforts and educate the public on fair housing issues; and

WHEREAS, equal housing opportunity is a goal to be achieved within the City of Portage.

NOW, THEREFORE BE IT RESOLVED, that I, Peter J. Strazdas, by virtue of the authority vested in me as the Mayor of Portage, Michigan, do hereby resolve the month of April 2015, as ***FAIR HOUSING MONTH*** in hope that this observance will promote fair housing practices throughout the City.

Signed this 24th day of March 2015

Peter J. Strazdas, Mayor