

CITY OF BUENA PARK
CITIZENS ADVISORY COMMITTEE
MINUTES
FEBRUARY 25, 2019

A meeting of the Citizens Advisory Committee (CAC) was called to order at 6:04 p.m. in the Buena Park City Hall Conference Room. Chairperson Cowan led the flag salute.

Present: Gibson, Moses, Nguyen, Pak, Rodriguez, Cowan
Absent: Madison-Norris

Council Liaison and Staff: Elizabeth Swift, ED. D., Council Member
Ruben Lopez, Economic Development Administrator
Martha Archuleta, Administrative Analyst
Lana Ardaiz, Senior Administrative Assistant

APPROVAL OF MINUTES:

Motion was made by Committee Member Pak and seconded by Committee Member Moses to approve the minutes of the Citizens Advisory Committee meeting of January 29, 2019, with a correction indicating that Committee Member Pak made an on-site visit to Senior Transportation only, and did not visit Fair Housing, as stated. The minutes were seconded by Committee Member Moses. Committee Member Nguyen abstained because she was not present at the meeting.

Motion: Pak
Second: Moses
Ayes: Pak, Moses, Cowan, Gibson, Rodriguez
Noes: None
Absent: Madison-Norris
Abstained: Nguyen

MOTION CARRIED, to approve the minutes of January 29, 2019, with a correction that Committee Member Pak made an on-site visit to Senior Transportation.

INTRODUCTIONS:

The CAC members and City staff introduced themselves. Council Member Beth Swift introduced herself as Council Liaison to our Citizens Advisory Committee.

ELECTION OF CAC OFFICERS:

The Chairperson declared the office of Chairperson of the Citizens Advisory Committee vacant and asked for nominations. Mr. Gibson nominated Mr. Pak as Chairperson, which was seconded by Mr. Cowan. There were no other nominations, so nominations were closed.

Motion: Gibson
Second: Cowan
Ayes: Gibson, Cowan, Moses, Nguyen, Rodriguez, Pak
Noes: None
Absent: Madison-Norris

MOTION CARRIED. Mr. Pak was elected as Chairperson of the Citizens Advisory Committee.

The Chairperson declared the office of Vice-Chairperson of the Citizens Advisory Committee vacant and asked for nominations. Mr. Pak nominated Mr. Rodriguez as Vice-Chairperson, which was seconded by Mrs. Nguyen. There were no other nominations, so nominations were closed.

Motion: Pak
Second: Nguyen
Ayes: Pak, Nguyen, Cowan, Gibson, Moses, Rodriguez
Noes: None
Absent: Madison-Norris

MOTION CARRIED. Mr. Rodriguez was elected as the new Vice-Chairperson of the Citizens Advisory Committee.

OVERVIEW OF PROPOSED CDBG PROGRAMS:

Ms. Martha Archuleta, Administrative Analyst, indicated that the City of Buena Park is an entitlement City and receives funding for Community Development Block Grant which is distributed from Housing and Urban Development (HUD). The City anticipates funding in the amount of \$781,836 for FY 2019-2020, (last year's allocation amount will be used for planning purposes because HUD has not announced the actual allocation amount). Additionally, \$167,986 from previous years' CDBG funds is being recommended for re-programming, making a total of \$949,822 in funds available. Any adjustments made to the final budget will be made equally to all participants. The City has received 12 requests for funding totaling \$999,518, of which five were City sponsored programs. All proposals have been reviewed and meet the necessary criteria that have been set forth by the Department of Housing and Urban Development (HUD) and the City.

Staff made recommendations for funding based on programs that most benefit City residents and programs that comply with HUD requirements. The basic criteria for projects under Block Grant guidelines are that the funds benefit low and moderate-income individuals, eliminate slum and blight areas, or meet an urgent need such as disaster relief, earthquakes, or floods. Projects are determined as low/moderate income by use of a census tract map. A minimum of 70% of the funds must be spent on low and moderate-income individuals. CAC may approve the recommendations or make changes, but must stay within the administrative cap of 20% and public social services cap of 15%. CAC recommendations must be approved by the City Council and then incorporated into the Action Plan for Fiscal Year 2019-2020. The Action Plan is due to HUD by May 15, 2019.

45th PROGRAM YEAR PRESENTATIONS:

CITY SPONSORED PROPOSALS

GRANT ADMINISTRATION

Ms. Archuleta presented the request for \$143,192 for program administration to cover staff salaries, benefits, supplies, and professional contractual services to administer the Block Grant Program. The requested amount will allow the City to remain within the 20% cap for planning and administration.

HOUSING REHABILITATION

Ms. Archuleta presented the request for \$224,223 for program administration to administer the Home Improvement Program and \$245,282 for loans and grants. Ms. Archuleta indicated that loans will be augmented from the CalHome and HOME Programs that will provide funding for loans, however they do not provide funds for the administrative costs of loans. The City's Home Improvement Program consists of grants, and loans for low and moderate income homeowners. The City offers a deferred loan at a

three percent (3%) interest rate with a maximum amount of \$60,000. A deferred loan is available for seniors 55 years of age or over for a zero percent (0%) interest rate. Ms. Archuleta indicated that this program is crucial to our City as many seniors cannot afford to maintain their homes because of limited income. The Home Improvement Program also helps to eliminate blight within the City. A Senior Code Enforcement Relief Program is available for those 55 years of age or over, in which we assist seniors who cannot qualify for our loans by offering \$15,000 grants to resolve Code Enforcement issues.

Ms. Rosemary Neilson, Senior Outreach Coordinator, stated that the funding amount of \$12,900 provides for her partial salary and benefits to oversee the Senior Outreach Program, which is part of Residential Administration. The program provides free services to seniors and their families for referrals and information on human services throughout the county. Ms. Neilson assists with the completion of the City's Home Improvement Program and Senior Code Enforcement Relief Program applications, with applications for food stamps, veteran's services, and helps seniors navigate through the system to ease the hardship of aging.

CODE ENFORCEMENT

Code Enforcement/Neighborhood Improvement Program

Mr. Mario Camacho, Code Enforcement Supervisor, distributed census tract maps to the Committee Members which represent the CDBG boundaries. He presented the request for \$206,675 to the Code Enforcement Program for the partial cost of salaries, benefits, maintenance, operations, and legal costs for the program. Code Enforcement is responsible for investigations regarding graffiti, garage conversions, overcrowding, substandard housing, abandoned properties, hoarding issues, hazardous buildings, illegal dumping, and the Senior Code Enforcement Relief Program. Code Enforcement works closely with the Neighborhood Task Force, which as a multi-departmental program, deals with the broader issues of blight, deteriorated living conditions, and criminal activity including hotel/motel inspections.

PUBLIC FACILITIES AND IMPROVEMENTS

PUBLIC SERVICES

Bright Paths

Mr. Aaron France, Assistant City Manager, presented the request for \$18,000 to address homelessness in the City. Mr. France explained that Bright Paths is a collaboration between the Police Department and CityNet to assist the homeless by providing necessary resources such as temporary housing, rehabilitation programs, transportation, and general assistance in order to exit the streets. In the past three years, these programs have helped approximately 350 homeless individuals in Buena Park to be placed in temporary and permanent housing programs; with a 96% retention rate.

In response to Mr. Pak's inquiry, as to the reason Bright Paths and Boys and Girls Club funding recommendation was lowered, Mr. Lopez responded that both non-profits received significant grants from another source, and therefore, staff recommended CDBG funding at lower levels.

Graffiti Removal

Mr. Nino Libunao, Facility and Parks Superintendent, presented the request for \$22,000 for personnel costs to combat graffiti in the CDBG area of the City. The Graffiti Program is essential in arresting the encroachment of slum and blight. Most graffiti is removed within 48 hours by a graffiti crew following a complaint. Photos of graffiti and GPS coordinates are forwarded to the Police Department for investigation for tracking purposes and shared with other police agencies in Orange County.

Medical Transportation Program

Ms. Tanikka Davis, Transportation Coordinator, Community Services, discussed the program request of \$28,000 to provide round-trip transportation to medical appointments for the elderly. Participants must be over the age of 60 and there is a suggested donation of \$1 each way, which is returned to the CDBG program income account. The program operates on Tuesdays, Wednesdays, and Thursdays. Funding provides for the driver's salary, benefits, and the necessary costs associated with vehicle maintenance and a cell phone. The program also provides trips to the senior center and the grocery store, allowing seniors access to basic necessities and services. Last year, the program provided over 1,200 non-emergency one-way rides to seniors.

NON-PROFIT PROPOSALS

Fair Housing Foundation

Stella Verdeja, Fair Housing Foundation representative, 3605 Long Beach Blvd., #302, Long Beach, CA 90807 distributed brochures to the Committee Members citing statistics of clients served. She presented her request on behalf of the Fair Housing Foundation for \$13,175. Fair Housing Foundation monitors and investigates unlawful discrimination and complaints in housing and a variety of other services, including landlord/tenant counseling and mediation. They provide outreach education events to the community, consisting of HUD certified certificate management training for property managers and landlords. HUD requires a Fair Housing Program for each entitlement city; therefore, it is cost effective to fund the Fair Housing Foundation to provide the City with these services. Their funding request is based on the service demand that arises from each jurisdiction. Fair Housing Foundation assisted approximately 200 Buena Park residents.

Committee Members Rodriguez and Cowan commented on their inability to reach or receive a return phone call from Fair Housing Foundation. Ms. Verdeja apologized, stating that they had experienced some problems during the month due to installation of a new voice mail system.

Buena Park Coordinating Council

Mr. Michael Davis, President, Buena Park Coordinating Council, 8074 Carnation Drive, Buena Park, CA 90621 explained that the facility at 8657 Whitaker remains closed and they are looking for a new location in an industrial area. To date, they have not found a property. The program has served the community for over 40 years, providing emergency food and clothing. They are hopeful to find a location, and therefore, requested that funding in the amount of \$30,000 be set aside for them when they reopen.

Boys and Girls Club of Buena Park

Mr. Todd Trout, Chief Professional Officer, Boys and Girls Club of Buena Park, 7758 Knott Avenue, Buena Park, CA 90620 presented the request of \$24,837 for reimbursement of utility costs. They provide after-school educational and recreational programs for youth children from 6 to 18 years of age after school for a nominal fee of \$3 per day, and no kids are turned away for the inability to pay. They serve 167 kids per day, and there is no fee for high school kids. The Boys and Girls Club provides a positive after-school environment promoting character and leadership development, education and career development, health and life skills, arts, sports, fitness, and recreation.

Mercy House

Ms. Elizabeth Andrade, Mercy House Living Centers representative, P.O. Box 1905, Santa Ana, CA 92702 presented the request of \$20,000 for the project, Bridges at Kraemer Place. They provide

emergency shelter, outreach, meals, access to showers and hygiene facilities, as well as a variety of supportive services focusing on employment, housing navigation and health services. Entry into the program is exclusively through a reservation system, and clients must be secured through outreach and engagement by CityNet or the Buena Park Police Department. Further, all clients are vetted and screened before admission to the shelter. They will assist 40 Buena Park homeless men and women in offering them a pathway out of homelessness. Their shelter serves 200 single men and women. Bridges at Kraemer has an 80% success rate by persons placed in short term rentals, and a 90% success rate by persons placed in permanent supportive housing, after 6 to 12 months.

Community Health Initiative of Orange County

Ms. Georgina Maldonado, Executive Director, Community Health Initiative of Orange County (CHIOC), 1505 E. 17th Street, Suite #121, Santa Ana, CA 92704 distributed a flyer for the Community Health Initiative of Orange County. She presented their request for \$20,000 to assist in decreasing the uninsured health coverage rate among Buena Park residents that are extremely low, very low and low-moderate income. Buena Park currently has an uninsured rate of 21% among adults. The program will help approximately 180 residents secure and retain coverage, understand care systems and ultimately improve their health. Certified Enrollment Counselors assist individuals in navigating through many different health care and social service benefits including Medi-Cal, Covered California, Kaiser Child Health Plan, CalFresh, and CalWORKS.

PUBLIC COMMENTS:

None.

Recess: 8:20 p.m.

Reconvene: 8:30 p.m.

DISCUSSION OF PRESENTATIONS AND FUNDING AMOUNTS:

Mr. Ruben Lopez, Economic Development Administrator, addressed the Committee Members regarding the closure of the Buena Park Coordinating Council. He stated that the Buena Park Coordinating Council has served the community for over 40 years, and the committee may recommend that they be given additional time to relocate. There is \$15,880 of remaining funds from FY 2018-2019, and with staff's recommendation of \$15,000 for FY 2019-2020, there would be a total of \$30,883. However, CAC decreased the allocation for FY 2019-2020 to \$10,000. Therefore, the final total is \$25,883, including the \$15,880, which could be rolled over. Further, Mr. Lopez stated that once funds are allocated, those funds would be lost to the other non-profit organizations, if the Buena Park Coordinating Council were not able to procure another building. All unspent program funds would then be rolled into funding for FY 2020-2021 into Residential Rehab or a Capital Improvement project, but cannot be returned to Public Services. Lastly, due to the closure of the facility, their account with Second Harvest has been suspended.

Chairperson Pak reopened Public Comments to allow Mr. Michael Davis to answer questions that Committee Members may have regarding the Buena Park Coordinating Council.

Mr. Davis clarified that their Second Harvest account is currently inactive at this time, but can be reinstated when they find a location to lease. He stated that he is working diligently to locate another warehouse that is affordable and located in an industrial area. To Mr. Pak's inquiry as to the cost of their previous monthly rent and the anticipated cost of their new rent, Mr. Davis responded that previous rent was \$1,600 per month, and the new anticipated cost of rent would be approximately \$2,800 per month. Mr. Davis indicated that the Buena Park Coordinating Council is prepared to do fund-raising efforts for the shortfall of funds.

There being no further speakers, Chairperson Pak closed Public Comments.

Ms. Archuleta reminded the Committee Members that if there is an increase or decrease in our funding allocation, it will be given across the board equally.

Discussion ensued, and some Committee Members felt that due to the uncertainty of finding a new location, and because the Buena Park Coordinating Council had four months and were unable to locate a new location to lease in that time, that they would not want to allocate funding to them.

After further discussion, Committee Members agreed to allocate \$10,000 to the Buena Park Coordinating Council, to provide an extension of an additional three months to locate a building, and to allocate \$10,000 to Community Health Initiative of Orange County since they will provide assistance to those clients who are no longer being served by the Buena Park Coordinating Council.

Motion was made by Mrs. Nguyen and seconded by Mr. Rodriguez to approve CDBG FY 2019-2020 budget, as recommended by staff, with the exception of decreasing the funding allocation to the Buena Park Coordinating Council to \$10,000, and increasing the funding allocation to Community Health Access to \$10,000:

Motion:	Nguyen
Second:	Rodriguez
Ayes:	Nguyen, Rodriguez, Cowan, Gibson, Moses, Pak
Noes:	None
Absent:	Madison-Norris

MOTION CARRIED to approve the recommended action for the CDBG FY 2019-2020 budget, with the exception of decreasing the funding allocation to the Buena Park Coordinating Council to \$10,000, and increasing the funding allocation to Community Health Access to \$10,000.

Ms. Archuleta announced that the proposed CDBG FY 2019-2020 budget is scheduled to be heard by the City Council at the meeting of April 9, 2019, for final approval.

ADJOURNMENT:

There being no further business, Chairperson Pak adjourned the CAC meeting at 8:23 p.m.



Joe Pak, Chairman

ATTEST:



Lana Ardaiz, Secretary