

**COMMUNITY DEVELOPMENT AND HOUSING AUTHORITY
TEMPLE CITY, CALIFORNIA**

**REGULAR MEETING MINUTES
DECEMBER 15, 2009**

1. CALL TO ORDER

Chairman Vizcarra called the Community Development and Housing Authority Regular Meeting to order at 11:14 p.m. in the Council Chambers located at 5938 Kauffman Avenue, Temple City.

2. ROLL CALL

PRESENT: Member-Chavez, Sternquist, Wong, Yu, Vizcarra
ABSENT: Member-None

ALSO PRESENT: Executive Director Pulido, Authority Counsel Vail, Assistant Executive Director Lambert, Authority Secretary Flandrick

3. CONSENT CALENDAR

Ms. Wong moved to approve the Consent Calendar, seconded by Mr. Chavez and unanimously carried by the following roll call vote:

AYES: Member-Chavez, Sternquist, Wong, Yu, Vizcarra
NOES: Member-None
ABSENT: Member-None
ABSTAIN: Member-None

A. APPROVAL OF MINUTES

Approved the Minutes of the Regular Meeting of November 17, 2009, as presented.

4. UNFINISHED BUSINESS

A. DISCUSSION REGARDING A POTENTIAL PARTNERSHIP WITH HABITAT FOR HUMANITY TO CREATE A JOINT HOUSING REHABILITATION PROGRAM

Several Habitat for Humanity chapters operate a home rehabilitation partnership called the Brush with Kindness program. On November 17, 2009, the Community Development and Housing Authority directed Staff to continue to explore a potential partnership with Habitat for Humanity and to analyze the various sources that could be used to fund a Temple City Brush with Kindness program.

Assistant Executive Director Lambert stated the City has been exploring a partnership with Habitat for Humanity since September 2009. Initially, members of the City Council had interest in participating in a Habitat for Humanity project that would result in the construction of one or more affordable housing units. Although such a project may still occur, Staff was directed to focus on the Brush with Kindness program, as it is a program that could potentially yield immediate results.

The Brush with Kindness home rehabilitation program would be used to fix up existing homes for selected qualified homeowners. A qualified family (of moderate, low, or very low income) could apply for certain exterior improvements to their

residences in coordination with Habitat for Humanity, which would serve as the general contractor for each project, and City funds would be used for materials. The City currently has a similar program, the Handyworker Grant Program that utilizes both CDBG and/or CRA funding for a grant up to \$10,000. Staff feels that a potential Habitat for Humanity home rehabilitation program could complement the City's existing housing programs. According to Habitat for Humanity, the Brush with Kindness program is able to stretch grant monies by 30%-45% because they rely on volunteer labor and sometimes receive donated materials.

CDBG funds for Fiscal Year 2009-2010 have been allocated to various programs including the Handyworker Program and the Home Rehabilitation Loan Program. Funds for the loan program have been mostly expended. The grant program has a balance of approximately \$80,000, which is expected to be expended prior to the end of the fiscal year. In order to qualify for a grant or loan with CDBG funds, an applicant's income levels must be no more than 80% of the median income. If the Authority directs Staff to use CDBG monies to fund the Brush with Kindness program, a new program would need to be produced and approved by the Los Angeles County Community Development Commission (CDC).

Low/Moderate CRA housing monies are also available to fund the Brush with Kindness program. The CRA has allocated \$250,000 of Low/Moderate funds for the Handyworker Grant Program, with an available balance of approximately \$37,000. The restrictions are similar to the CDBG funds. If the Authority uses CRA funds, a budget amendment would be requested from the Low/Moderate Housing Fund which has a balance of \$865,000. The advantages of using CRA funds instead of CDBG funds is that the income levels of applicants can be higher and approval is not necessary from the CDC.

General Funds are also available for this program. Although these funds have the fewest restrictions and would be open to the widest range of residents, it is undetermined at this time if there will be a surplus in the General Fund during this fiscal year.

Staff recommended that the Authority approve a partnership with Habitat for Humanity with the use of CRA Low/Moderate Housing funds in the amount of \$50,000 for this fiscal year and to bring a draft agreement back to Council for approval and a budget amendment.

Assistant Executive Director Lambert responded to questions from the Authority Members.

Damien Allen representing Habitat for Humanity, stated if Habitat could make a significant impact on the family's home for less than \$10,000, they would do that, and so could do more improvements with the \$50,000. They could spend less and do more.

Ms. Wong moved to:

- 1) approve a partnership with Habitat for Humanity to create a Brush with Kindness housing rehabilitation program; and
- 2) approve the use of CRA Low/Moderate Housing funds in the amount of \$50,000 for the current Fiscal Year 2009-2010;

seconded by Mrs. Sternquist and unanimously carried by the following roll call vote:

AYES:	Member-Chavez, Sternquist, Wong, Yu, Vizcarra
NOES:	Member-None
ABSENT:	Member-None
ABSTAIN:	Member-None

5. **NEW BUSINESS** – None
6. **COMMUNICATIONS** – None
7. **PUBLIC COMMENTS** – None
8. **UPDATE FROM EXECUTIVE DIRECTOR** – None
9. **MATTERS FROM AUTHORITY MEMBERS** – None
10. **CLOSED SESSION** – None
11. **ADJOURNMENT**

The Community Development and Housing Authority Regular Meeting was adjourned at 11:30 p.m.

Chairman

ATTEST:

Authority Secretary