

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
Subcommittee Minutes
June 14, 2007

The Development Center
445 W. Michigan Ave., Suite 101
Kalamazoo, MI 49007

Members Present: Dave Kinsey, Chair; Shirley Coleman, Vice Chair; Doris Jackson; Pegg Osowski

Members Excused: Jennifer Mills, Sue Oakes, Kathy Steppenwolf, Mark Fricke

Members Absent: Charley Coss; Mildred Smith

City Staff: David Thomas, Neighborhood Development Specialist; Amy Thomas, Recording Secretary

There was no quorum at the June 14th, 2007 CDAAC meeting. The members present constituted the sub-committee pertaining to distribution of Emergency Shelter Grant (ESG) funds. Mr. Thomas provided recommendations and rationale from city staff regarding the proposed distribution of the ESG funds. As per the discussion at the May 10th CDAAC meeting, this is the first year since 2003 that the Department of Housing and Urban Development (HUD) has made ESG funds available to the city of Kalamazoo. The availability of the funds is directly related to the amount of CDBG funding the city will receive.

Mr. Kinsey mentioned that only certain percentages of funds could be spent on certain activities. He inquired if the proposal for the distribution of those funds was acceptable. Mr. Thomas clarified that the ESG funds are subject to a separate set of rules and regulations under HUD, and that the funding recommendations put forward by City staff were in compliance with the prescribed limits as per the HUD regulations.

(6:45 – Ms. Jackson arrived.)

For example, no more than 10% of the city's total ESG funds can be used for staffing for sub-recipients. Since the City is to receive no more than \$80,734, the limit on all staffing funded during this program year is \$8,073.00. Consequently, city staff has closely reviewed the amounts requested for staffing of these organizations. The same four organizations applied for the funds this year as applied in 2003. Those organizations, the amounts they requested for PY2007, and the amounts they received in PY2003 are as follows: The Ark (\$15,000 requested; received \$12,000 in PY2003), YWCA Domestic Assault (\$30,000 requested; received \$27,500 in PY2003), Kalamazoo County (\$20,000

requested; received \$16,200 in PY2003), HRI Family Shelter (\$40,000 requested; received \$26,000 in PY2003). Mr. Thomas advised that city staff is recommending the applicants be funded in the following amounts:

The Ark (\$12,000), YWCA Domestic Assault (\$28,000), Kalamazoo County (\$15,000), HRI Family Shelter (\$25,734).

Ms. Osowski mentioned that each of the applicants has indicated that they've secured matching funds from other sources. Mr. Thomas advised that each of the applicants will have to provide a letter of commitment to city staff.

After a brief discussion, the following motion was made:

Ms. Jackson, supported by Ms. Osowski, moved to recommend to the City Commission that the Emergency Shelter Grants (ESG) be distributed as follows: The Ark (\$12,000), YWCA Domestic Assault Program (\$28,000), Kalamazoo County (\$15,000), HRI Family Shelter (\$25,734). With a voice vote, the motion carried unanimously.

The meeting adjourned at 7:30 p.m.

Prepared by: _____
(Recording Secretary)

Dated: _____

Reviewed by: _____
(Staff Liaison)

Dated: _____

Approved by: _____
(CDAAC Chair)

Dated: _____