

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
November 13, 2008
Minutes

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

Members Present: Shirley Coleman, Chair; Mildred Smith, Vice Chair; David Bills;
Charley Coss; Buddy Hannah; Trent Hines; David Kinsey

Members Excused: None

Members Absent: Wade Allen; Mike Bracy; Steve Chervenak

Guests: None

City Staff: David C. Thomas, Neighborhood Development Supervisor;
Jackie Petto, Recording Secretary

CALL TO ORDER:

Ms. Coleman called the meeting to order at 6:30 p.m.

AGENDA (November 13, 2008)

Mr. Bills, supported by Mr. Hannah, moved approval of the CDAAC agenda as submitted. With a voice vote, the motion carried unanimously.

APPROVAL OF MINUTES (September 11, 2008) & NOTES (October 9, 2008)

Mr. Kinsey, supported by Mr. Bills, moved approval of the September 11, 2008 minutes as amended and submitted. With a voice vote, the motion carried unanimously.

With a voice vote, the October 9, 2008 notes were approved as submitted.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

Mr. Coss, followed by other CDAAC members, congratulated Mr. Kinsey on his recent run for the City Clerk position. Ms. Coleman added that multiple members of CDAAC were also involved in the recent election and lauded their efforts.

COMMUNICATIONS/MEMBERS' REPORTS

Mr. Thomas stated that on Monday, 17 November, the City Commission will evaluate a staff-recommended reallocation of Kalamazoo Housing Assistance Repair Program (KHARP) funds. This reallocation of funds will utilize \$100,000 to assist victims of the recent flooding with furnace replacement, installation, and other related expenses. Mr. Thomas stated many of the flood victims are in the Edison and Northside areas of the city. He also stated that the Red Cross has evaluated the affected areas and has collaborated with one of the unions to install water heaters for victims in that location at no charge. This reallocation will fill the large need for furnaces.

Mr. Thomas stated that the City is utilizing their partnership with Kalamazoo Neighborhood Housing Services (KNHS) to achieve this goal. The pending agreement will include as many as 30 furnace installations. Mr. Thomas then advised that it appears at this point that FEMA will not approve Kalamazoo for natural disaster funding.

Mr. Bills inquired as to the process of receiving this furnace assistance. Mr. Thomas stated people will be referred to KNHS or contact them directly, then be placed on a reservation list. Ms. Smith asked if this was a regular application process, to which Mr. Thomas replied that as this is considered an emergency, actions will be taken to streamline the process as much as possible. Ms. Smith asked if this was only for people in the designated affected areas. Mr. Thomas confirmed this, stating the program would not be open to the general public.

Mr. Coss asked if this program tied into the new HUD funding set aside by Congress. Mr. Thomas stated it does not. That money will be set aside for foreclosure mitigation. He stated this funding is based on a complex point system wherein a jurisdiction earning \$2,000,000 according to HUD's formulaic calculation would get direct funding. Kalamazoo did not earn enough on this point system, coming in at \$1,700,000. The City's next step is to go through MSHDA. In January, the City will submit an application for up to \$1,700,000 to be used for foreclosure mitigation only. This funding can be used for rehabilitation, demolition, and development. More details are forthcoming.

OLD BUSINESS

NOMINATING COMMITTEE: ACCEPTANCE OF KRIS KRONLEIN'S RESIGNATION

Mr. Thomas opened discussion by stating that the City recently received word of Ms. Kronlein's resignation. Ms. Coleman stated that Ms. Kronlein was an active and appreciated committee member, and that she sent her a note thanking her for her service. Mr. Thomas stated a note to Ms. Kronlein on behalf of everyone in CDAAC will be prepared. Mr. Coss suggested a letter of recommendation be available if needed.

NEW BUSINESS

2009 CITY COMMISSION INITIATIVE FUNDING

Mr. Coss explained CDAAC's funding evaluation process for the benefit of the newer members. He stated that the goal is to figure out which projects the group agrees should receive funding, which should not receive funding, and which projects are in between. Additionally, partial funding can be recommended. This is done via a ranking scoring system. After a brief discussion on how to rank and how averaging the scores helps with recommendations, Mr. Thomas stressed that CDAAC must be prepared to justify the results.

Mr. Bills commented that he visited many of the facilities as part of his scoring process. He then added as an aside that some of the administration costs seemed high, and that if another organization is hosting a similar program, he took that into consideration. Ms. Smith stated she agreed with him about administration costs, adding that she takes the breakdown of salaries into consideration, stating that it is important to note if the projected costs are on top of the salary already being earned. Mr. Hannah added that if two agencies have similar projects, they should form a partnership for grant-seeking.

DISCLOSURE OF CONFLICT OF INTEREST

After a brief discussion on the appropriation of administration costs, Mr. Thomas asked that all CDAAC members disclose any conflicts of interest or potential conflict of interest with agencies applying for Initiative Funds so they can abstain from participating in that agency's evaluation.

Mr. Hannah stated that he is on the board for Living Well and is involved with Senior Services and the Ecumenical Senior Center. He also stated he is involved in the Fire Historical & Cultural Arts Collaborative and would abstain from commenting or ranking on those applications. He said he was not sure if he should comment on the Eastside's Youth Exploring Work program, as he has been involved in programs and planning with the Eastside Neighborhood Association, works closely with the director, and had knowledge of them applying. Mr. Thomas informed Mr. Hannah that he may comment on the Eastside Neighborhood Association program, as he is not on their board and is not an official representative.

Mr. Kinsey stated he is on the Edison Neighborhood Association board and will abstain from scoring that application.

Ms. Coleman, Mr. Bills, Mr. Coss, Mr. Hines, and Ms. Smith stated they have no affiliation with any of the applying agencies.

Mr. Thomas ended the discussion by stating that he is on the Fair Housing Center of Southwest Michigan Advisory Board and would therefore refrain from commenting on their application.

GO GREEN EDISON – EDISON NEIGHBORHOOD ASSOCIATION

One committee member stated he toured the Edison neighborhood and found that less than one in 15 homes were recycling, and garbage cans were overflowing. He stated he feels there is a definite need for this program so the community can understand the impact of recycling. Another committee member asked if the goals of this program were unique or if other organizations had similar objectives. He also asked if this program was in line with the City's plan. Staff stated that this program is unique to the service area, being the Edison neighborhood, which satisfies aspects of the City's plan. Another committee member asked if other agencies in the city have educational programs for recycling or if there were workshops. Staff was not aware of any, but the City's Public Services department may. Another committee member stated that a lot of people in the Edison neighborhood don't have the tubs, lost them, or they don't know how to get them, and this program includes that. The bins themselves will be free to the neighborhood and public. A committee member questioned how many tons of recycling each neighborhood yields and how that information would affect the cost and the direction of this or another program.

FAIR HOUSING SERVICES – FAIR HOUSING CENTER OF SOUTHWEST MICHIGAN

A committee member visited Fair Housing at 2:00 p.m. on a Wednesday and there wasn't much activity from what he could tell. He then stated that the facility is "stunning" but the address itself is difficult to locate. He stated someone trying to locate the office regarding the program would have difficulty. He felt unimpressed with the agency, stated they receive funding from other sources, and thus gave this program less priority than other programs on his score sheet.

The Chair commented upon a committee member's remark that CDAAC should not attempt to compare the Initiative Funding with CDBG funding, as the funding purposes are different. She agreed, adding that she rated this program lower than others because she felt it did not satisfy the goals of this type of funding. The rest of the committee members all agreed that this project does not fit in with the goals of City Initiatives funding.

2009 ON FIRE SUMMER ARTS LEADERSHIP & GREENING DEVELOPMENT PROGRAM – FIRE HISTORICAL & CULTURAL ARTS COLLABORATIVE

One committee member stated as an aside that her process is to see who is on the board of the agency, evaluate the salaries of the staff, and estimate how many people the program would impact. She then reads the tenets of the proposed program. In the case of this program, she felt it was an exciting idea, but too many instructors would need to be hired. One committee member suggested they would use volunteers, and felt this program would be underfunded. Another committee member commented that they do have leveraging for volunteer time.

Another committee member then commented that \$9,000 of the \$10,000 requested is for salary. A committee member added that the salary goes back to the youth. Another committee member added that salary isn't for administrative expenses, and goes back into the community. A member stated he felt this was a good program and that does two things: the youth get money by helping other youth, and the community and the youth benefit.

A committee member commented that Miller, Canfield, Paddock and Stone prepared the document. This impressed her. A short discussion then ensued on where the mentors would come from as well as the other resources this program seeks.

MERRY MAKER'S SUMMER CAMP – NEW GENESIS, INC.

The Chair asked the Northside representative if she had any insight concerning this program. The representative stated that she doesn't know much about it but has familiarity with the sponsor associated with the program, New Genesis, Inc. She stated the program aims to serve a large number of people.

A committee member commented that he could see some funding being awarded to them, but not the full amount, as he felt the program was limited in scope. Two committee members commented that as a City-funded initiative, the service area is fairly limited, but the program is somewhat hosted on the other side of the city, making it difficult. One member added that as this program is supposed to serve the youth, who are limited in mobility as a consequence of age, it is more beneficial and efficient for programs to be near the youth being served.

Another committee member added that in the past they have looked at that as a factor for competing grants. He is concerned about having programs that serve different areas of the city. One committee member stated that he would like to see transportation as a part of this program.

EXPANDED SUMMER PROGRAMS FOR YOUTH AND TEENS – BOYS & GIRLS CLUB OF GREATER KALAMAZOO

One committee member advised that over the years he has been very impressed by the Boys & Girls Clubs. He stated he felt the application was well-written and well-defined. After a short discussion, he then stated they requested less funding this year. He stated he spoke with the administration and has heard about a number of their other exciting programs. He added that he is very impressed with the staff and the programs.

Another committee member added that transportation costs are part of the application for this program, to which another noted that everyone agreed it was a favorable aspect of the application.

REACHING OUT FOR QUALITY – SUMMER EDITION – CHILD CARE RESOURCES – SW MICHIGAN 4C

Staff noted upon the Chair's inquiry that they were fully funded last year.

One committee member stated he supports Head Start, but questions the benefit of this program. Another agreed, and noted she ranked this in the middle of all the programs.

After a brief discussion about the credentials of the home care providers and their instruction, two committee members stated they also rank this in the "B" category of their ranking sheets.

Staff commented that this agency reported last year that the program reached 20 providers, both licensed and unlicensed.

YOUTH BASKETBALL LEAGUE – DOUGLASS COMMUNITY ASSOCIATION

One committee member opened discussion by stating she ranked them an "A" on her sheet. Another stated he agreed to fund them because they had received funding last year, and he enjoys the working relationship between Douglass and the City. Another stated he coached for them for ten years and saw the benefits of this program first hand, thus rating them highly on his ranking sheet.

YOUTH EXPLORING WORK – EASTSIDE NEIGHBORHOOD ASSOCIATION

A committee member commented that the amount requested seemed reasonable. He stated that like the Fire Historical & Cultural Arts Collaborative program, this program involved youth jobs that help other youth, an aspect he enjoyed. Another commented that she ranked them highly. Another stated he ranked it high as well, but not at the top.

HEALTHY LIVING FOR LIFE – ECUMENICAL SENIOR CENTER

After a short discussion on the program's newness and a few comments on the Ecumenical Senior Center previously applying for funding, two committee members commented on the type of services and the amount of people being served. One stated that this program pairs teens with seniors; another added that only 12 seniors would benefit from this program, too small of a range of service for the amount requested.

One committee member commented that other organizations are doing similar work. Another agreed, stating CDAAC may take a second look at this program. She suggested one of the churches could run a similar program.

EVEN START FAMILY LITERACY PROGRAM – GOODWILL INDUSTRIES

One committee member commented that he enjoys the concept of this program but questions the gatekeeping in terms of who is doing what and how well it is being done.

Another agreed that he likes the idea of literacy training, and added that it will serve 36 families, a significant amount. Three other committee members agreed, stating there is a huge need for this kind of service, with one adding that he favors the idea of education and recreation together in one program. Another added that she knows personally that teachers involved in this program work very hard, as her friend was previously involved in it. Finally, one committee member added that he feels the providers of this service are “top notch.”

SATURDAY LATE NITE – KALAMAZOO COUNTY FAMILY YMCA

One committee member stated that in the past, he felt it was a good program offering recreation for youth during the summer months as well as providing a late night activity as an alternative to fighting on the street or engaging in illicit behavior. He also commented that a previous version of this program had offered counseling to the youth, and that there is a need for such a program. Another agreed, stating that feelings are often “set aside” on the basketball court, a healthful expression.

KALAMAZOO COUNTY POVERTY REDUCTION INITIATIVE

One committee member initiated discussion by stating he felt their application was well-documented and well-written. Another advised this program has previously come before CDAAC, and indicated she felt they weren’t taking enough direct action to reduce poverty. Another member agreed, stating last year, there was a lot of research and discussion about poverty, but he felt it did not warrant \$10,000 worth of funding, with another also agreeing, stating this program would likely continue without City Initiative funding.

One committee member stated via the rating formula, this program scores highly, but when paired with other opportunities, it gets a zero score. Staff stated that according to the notes from last year, CDAAC did not recommend funding for them, remarking that it was not program-specific.

EMPLOYMENT PROGRAM: GET PEOPLE TO WORK – MINISTRY WITH COMMUNITY

A committee member opened discussion by stating he liked the program, but saw transportation as a possible issue. Another stated she liked it as well. A committee member stated he personally knows a few people who have directly benefitted from this program in the past and thus he rated it highly.

One committee member added that he was under the impression that this program is easy to sign up for, whereas many programs require a lot of administration time, paperwork, etc. He liked that aspect of this program. Another member commented that bus tokens are expensive, even with a discount. Staff pointed out that this is a daytime shelter, unlike the Gospel Mission, which is for overnight stays.

OAKWOOD SUMMER DROP-IN 2009 – OAKWOOD NEIGHBORHOOD ASSOCIATION

One committee member stated that he was a supporter of this program from last year. He stated that a lot of service was provided for the amount of funding received, and that they do leverage K College student volunteers. He added that much of the population served are single mothers. He stated that although Oakwood is not a CDBG-eligible neighborhood, they are on the bubble where a lot of single mothers reside.

PEER POWER SUBSTANCE ABUSE PREVENTION PROGRAM – PREVENTION WORKS, INC.

One committee member felt they do good work, reach a lot of children, and the peer educators are paid. Another stated they have been operating since 1995 and have four programs. She added she felt the impact would be worthwhile. A committee member clarified that this program is for all kinds of substance use, not just smoking, and included violence and diversity training.

One committee member inquired as to whether or not this program was the only substance abuse program applying for funding. Another replied that due to that, the program would probably receive funding. She further clarified that this program is aimed at nine- to thirteen-year-olds, and aims to prevent destructive behaviors.

FOSTER GRANDPARENT PROGRAM – SUMMER READING PROGRAM – SENIOR SERVICES, INC.

One committee member stated children paired with seniors is a good idea, that more is being done than just reading stories. He also indicated the amount of funding requested was minor. Others verbally agreed. A committee member commented that Senior Services' board is impressive.

VINEYARD OUTREACH MINISTRY

One committee member opened discussion by stating 30 children would be impacted. Another stated that this was not his favorite program. He stated it seems they have the capacity to operate without the requested funds. Others agreed. One committee member added that he felt funding this program would be giving too many government dollars to support the church.

It was noted that the request was not project specific, used more for general operation than for a breakdown of services. There was a concern that, based on the programmatic activities for which funding was requested, the City could be accused of supporting church activities if funding was approved.

SUMMIT ON RACISM – YWCA OF KALAMAZOO

Ms. Coleman and Mr. Thomas both attended the Summit this year. After a brief discussion on this program's history, the committee agreed that there is a need for this program but is unsure if initiative funding should be the source.

TALLY

Mr. Thomas then tallied the individual score, calculated the average score, and recorded the rank as listed below:

		Score (AVERAGE)	Rank
1	Edison Neigh. Assn. \$7,424.63	27.5	14/18
2	Fair Housing Ct. \$10,000	29.33	* 13/18
3	Fire Historical... \$10,000	31.8	10/18
4	New Genesis \$10,000	32	9/18
5	Boys & Girls Club \$10,000	40.83	1/18
6	Child Care Resources \$10,000	27.33	15/18
7	Douglas CA \$9,060	32.33	8/18
8	Eastside Neighb Assn \$7,175	30.33	11/18
9	Ecumenical Senior Ctr \$5,000	30	12/18
10	Goodwill Industries \$5,000	34.83	4/18
11	Kal Co YMCA \$7,000	34.5	5/18

12	Kal Co Poverty Reduction Initiative \$10,000	29.33	* 13/18
13	Ministry with Community \$3,200	35.33	2/18
14	Oakwood Neigh Assn \$3,200	34.33	* 6/18
15	Prevention Works \$6,438	32.83	7/18
16	Senior Services \$9,294	34.33	* 6/18
17	Vineyard Outreach \$10,000	26.83	16/18
18	YWCA Summit on Racism \$10,000	35.16	3/18

* indicates a tied rank

Mr. Thomas stated he felt CDAAC should hold off on formal recommendations until a total dollar amount is determined by the City Commission. That information, he stated, should be available for the next CDAAC meeting. **With a voice consensus, all CDAAC members agreed.**

(Ms. Coleman excused Mr. Bills at 8:13 p.m.)

CITIZEN COMMENTS

Mr. Coss stated he hopes Mr. Kinsey becomes involved in another civil servant venture in the future, stating he felt Mr. Kinsey has proven that he has a degree of popularity and is deserving of other positions.

Ms. Coleman agreed, and thanked the members of CDAAC who participated in the recent election.

Finally, Mr. Kinsey stated he felt the City Clerk’s office successfully ran the elections at the various precincts.

ADJOURNMENT

Ms. Smith, supported by Mr. Coss, moved to adjourn the 2008 CDAAC meeting. With a voice vote, the motion carried unanimously.

Ms. Coleman adjourned the meeting at 8:17 p.m.

Submitted by: _____ Dated: _____
(Recording Secretary)

Reviewed by: _____ Dated: _____
(Staff Liaison)

Approved by: _____ Dated: _____