

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE  
(CDAAC)  
Minutes  
January 13, 2005

Members Present: Pegg Osowski, Chair; Mark Fricke, Vice Chair; Jurel Fullerton;  
Doris Jackson; MonaLisa James; David Kinsey; Eric Miles

Members Excused: Charley Coss, Susan Oaks

Guests: David Juarez, City Commissioner; Shirley Coleman, Stuart Area  
Restoration Association; Cindy Graham, Grants and Compliance  
Officer, Housing Resources, Inc.

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

**CALL TO ORDER**

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

**ROLL CALL**

It was determined during roll call that the aforementioned members were present.

**APPROVAL OF AGENDA (January 13, 2005)**

There were no changes to the agenda.

**Ms. James, supported by Mr. Fricke, moved approval of the January 13, 2005  
CDAAC Agenda. With a voice vote, the motion carried unanimously.**

**APPROVAL OF MINUTES (December 9, 2004)**

There were no changes to the minutes.

**Ms. Jackson, supported by Mr. Fricke, moved approval of the December 9, 2004  
CDAAC minutes. With a voice vote, the motion carried unanimously.**

**CITIZEN COMMENTS ON NON-AGENDA ITEMS**

None

## **COMMUNICATIONS/MEMBERS' REPORTS**

None

## **OLD BUSINESS**

### **Subcommittee Reports:**

#### **Housing and Public Facilities**

Mr. Fricke, Chair of the subcommittee, advised that the Housing and Public Facilities Subcommittee met on January 13 and will meet again on January 19 to present the grading recommendations and, hopefully, discuss funding. If the subcommittee is not able to complete all of its business on the 19<sup>th</sup>, they will meet again on February 2 to finalize their recommendations. Mr. Fricke requested that the February 10 CDAAC meeting be moved to February 3.

**Ms. James, supported by Mr. Miles, moved that the February 10, 2005 CDAAC meeting be moved to February 3, 2005. With a voice vote, the motion carried unanimously.**

#### **Public Services and Fair Housing/Capacity Building**

Mr. Coss, Chair of the subcommittee, was unable to attend the regular January CDAAC meeting. In his absence, Ms. Jackson gave the report. She commented that most of the proposals were better written than those submitted last year. The subcommittee decided to increase funding on the requests from Catholic Family Services and the YWCA mentoring program to \$4,500. Funding for the NEPG was decreased by \$5,000. Ms. Jackson explained that she had taken the training program offered by the NEPG. The grant application stated that 80% of the people who went through the training program became business people. The subcommittee felt that the numbers presented in the NEPG application were not accurate and, as a result, funding was decreased.

(Mr. Fullerton arrived at 6:40 p.m.)

Ms. Jackson stated that the Girls in the Wild program was not funded because the subcommittee felt it did not address enough people for the amount they were requesting. Also, part of the Girls in the Wild program was to take place in northern Michigan. The preference is that the funds be used locally.

Mr. Fricke inquired as to why the Boys' and Girls' Club was funded at such a low amount. Mr. Fullerton stated that the Boys' and Girls' Club had other means of funding

their program. Therefore, the subcommittee felt that it was not as vital to provide them with CDBG funds.

Ms. Jackson stated that some of the organizations didn't receive funding and some received reduced funding either because of the way the grants were written or because the suggested program didn't meet the necessary criteria to receive full funding.

(Ms. Graham arrived at 6:50 p.m.)

Discussion followed with regard to the best way to integrate new programs into the funding system without decreasing funding for established programs.

(Mr. Kinsey arrived at 6:51 p.m.)

A brief discussion followed with regard to leveraging as it applied to funding requests.

Mr. Thomas advised that HUD may express concern if a large number of programs are being funded because of the time it will take for city staff to monitor the programs. He advised that some cities choose to fund 2 or 3 big projects.

Mr. Fricke inquired if the CDAAC members were comfortable with the funding for projects which had in the past been considered under the category of special initiatives. Ms. Jackson stated that she was comfortable with the funding because a majority of the people being served were low to moderate income people.

Ms. Osowski advised that the Edison Neighborhood Coordinator was not funded because they already received general funds from the city to cover their programmatic and administrative expenses. Ms. Jackson advised that when an organization requested funds totally for salary or administrative costs, that was not viewed as the best use of CDBG funds. Mr. Kinsey requested additional information concerning the funding decision regarding the Edison Neighborhood. Ms. Jackson advised that the request from the Edison Neighborhood involved funding just for staffing and not for programs. Therefore, the subcommittee felt they could not fund the request. Mr. Fricke added that the Edison Neighborhood would get money from the general fund for their staffing needs. Ms. Osowski advised that the City of Kalamazoo general funding level for the Edison Neighborhood remained the same as last year.

Mr. Fricke commented that the Open Door Next Door program received more funding this year than last year. Ms. Jackson advised that Open Door Next Door submitted a much better grant this year.

Ms. James inquired if Mr. Thomas felt that HUD would have issues, from a capacity perspective. Mr. Thomas stated that he thought there would not be a problem. However, he further commented that he thought the amount of paperwork involved was not

commensurate with the funds received if the amount awarded was relatively small, e.g., less than a couple of thousand dollars.

Ms. Jackson commented that some applicants submitted requests for funding but no documentation was included. Mr. Fricke commented that this was a perfect example of how funds might be given to a different applicant if complete documentation is not provided.

Ms. Osowski inquired if the Public Services and Fair Housing/Capacity Building subcommittee wanted to make a motion at this point, regarding their funding recommendations. Ms. Jackson suggested holding off until the February meeting.

Ms. Jackson advised that if the subcommittee members had suggestions for city staff, they could submit comments to Mr. Thomas to be incorporated in the City Commission presentation.

Discussion followed with regard to the most objective way to provide funding. The general consensus was that just reviewing the paperwork, rather than visiting the applicants, was the most objective way to provide suggestions on funding.

## **NEW BUSINESS**

### **Nominating Committee Update**

Mr. Thomas stated that he submitted to the City Clerk, CDAAC's recommendation to accept Shirley Coleman and Tristan Brown to the CDAAC board. Mr. Thomas advised that the recommendations should be on the City Commission agenda in two weeks.

Mr. Thomas stated that the Fairmont Neighborhood (formerly West Douglas) has nominated David Anderson to CDAAC. However, Mr. Anderson is already on the Housing Board of Appeals (HBA). Mr. Anderson has offered to step down from the HBA if he is appointed to CDAAC. The Northside Neighborhood Association has not yet nominated a representative to CDAAC.

### **Schedule of Meetings for 2005**

Mr. Thomas provided a handout and a brief review of the dates for CDAAC meetings in 2005. It was noted that the February meeting will be moved from the 10<sup>th</sup> to the 3<sup>rd</sup>.

Mr. Fricke requested a list of organizations who attended the pre-submission workshop and who also turned in applications. Mr. Thomas advised that he would provide a list of that information.

Mr. Thomas advised that he would need to provide 18 hours notice for the special meeting. Ms. Osowski requested that the March meeting also be moved from the 10<sup>th</sup> to the 3<sup>rd</sup>.

**CITIZEN COMMENTS**

Cindy Graham, Housing Resources, Inc., introduced herself to the CDAAC members and offered her appreciation for the difficult decision-making processes that CDAAC must go through to address so many community needs.

**ADJOURNMENT**

**Ms. James, supported by Mr. Kinsey, moved to adjourn the January 13, 2005 CDAAC meeting. With a voice vote, the motion carried unanimously.**

The meeting adjourned at 7:30 p.m.

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_