



Community Planning and Development
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Community Development Act Advisory Committee (CDAAC)

MEETING MINUTES

October 23, 2025

Community Room, City Hall

5:30 p.m.

Members: Tiffany Burns (Chair), Vivian Segovia-Perez, Nathan Browning, Jacquelyn Hobson

Absent: Julie Johnston, Tiyan Williams, Stephanie Vallar

City Staff: Alex Hoffmann-Zobel, and Deborah Simpson

CDAAC Meeting

1. Call to Order

- a. The meeting was called to order at 5:38 p. m.

2. Roll Call (*Quorum 4*)

- a. A roll call was conducted, and it was determined that quorum existed at 5:38 p. m.

3. Approval of Agenda

- a. Jackie Hobson motioned to approve the agenda at 5:39 p. m., seconded by Nathan Browning. A voice vote was taken, and the motion was approved.

4. Approval of Minutes

a. June 26, 2025

Nathan Browning motioned to approve the minutes at 5:41 p. m., seconded by Vivian Segovia-Perez. A voice vote was taken, and the motion was approved.

b. August 28, 2025

Nathan Browning motioned to approve the minutes at 5:41 p. m., seconded by Jackie Hobson. A voice vote was taken, and the motion was approved.

5. Public Comments on Non-Agenda Items

6. New Business

a. New CDAAC Committee Member Discussion and Vote-Kyle Ackerson

Nathan Browning motioned to add Kyle Ackerson to the CDAAC Committee at 5:54 p.m., seconded by Jackie Hobson. A voice vote was taken, and the motion was approved.

7. Old Business

a. Update to Public Services Application

- Alex Hoffmann-Zobel recapped the Public Services Application Meeting training from October 15, 2025.
- New requirements for all public service programs. We are not allowed to use any gender based language. It can only be sex based language as defined by the government.

8. Neighborhood Representatives/Members' Reports (10 mins.)

Eastside (Tiffany Burns)

- The Executive Director position is available. He sent a letter of resignation. Tiffany Burns is no longer the president on the board. Her term has ended.
- Diaper Distribution: Tuesdays and Thursdays at the Eastside neighborhood association from 10:00 a.m. until 3:00 p.m. Personal hygiene items are also available.
- Food Drive: Third Monday
- Roosevelt Apartments are no longer functional; they have been abandoned. The City told the remaining residents (8) they had to move. The City gave them vouchers and deposits to find new housing. Four of the residents are having difficulty finding new housing.

Edison (Jackie Hobson)

- Wrapped up their Traffic Scramble. Jackie Hobson has been keeping in touch with the secretary at the Edison Neighborhood Association.
- Jackie Hobson is concerned with all the properties that are being demolished.
- The process of recouping these dollars is difficult. This is done by auction.
 - You must put a credit card on file
 - The credit card must have at least \$1000 limit
- If the auction is not satisfactory, then it is turned over to The Land Bank.

Vivan Segovia-Perez

- Family Services started a Give and Take Store at 445 W. Michigan Ave., Ste 102. Donations are also accepted.

Nathan Browning

- Action Plan for Safe Streets has a draft available for anyone to review
- Online survey for the plan is asking for suggestions
- School and Federal funding has been awarded to Safe Routes To Schools to add crossings and sidewalks.

9. Staff Communication/Updates (5 mins.)

- Rachael Smith, Compliance Specialist I conducted an interview with WZZM about Lead Safety. Alex Hoffmann-Zobel will email the link for the interview.
- Pre-approved plans are now online and can be purchased. The plans are on the City of Kalamazoo website.
- Sharilyn Parsons conducted tours of the prototypes.
- The plans include all the permits needed to be built.
- New City Manager has been approved by the City Commission, Malcolm Hankins.

10. Public Comments

- Mrs. Fiona Hoffmann-Zobel: Gull Road has added a median. If we would like more in other neighborhoods, where do we direct this request?
- Nathan Browning suggested submitting the request through the survey for the Safe Streets Action Plan.

11. Adjournment

Tiffany Burns adjourned the meeting at 6:22 p.m.

X Tiffany Burns

X Deborah Simpson 11-20-2025