



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

MEETING MINUTES

November 20, 2025

Community Room, City Hall

5:30 p.m.

Members: Tiffany Burns (Chair), Tiyan Williams (Vice-Chair), Kyle Ackerson, Nathan Browning, Jacquelyn Hobson, and Vivian Segovia-Perez

Absent: Julie Johnston and Stephanie Vallar

City Staff: Alex Hoffmann-Zobel, Sharilyn Parsons, and Deborah Simpson

CDAAC Meeting

1. Call to Order
 - a. The meeting was called to order at 5:34 p.m.
2. Roll Call (*Quorum 4*)
 - a. A roll call was conducted, and it was determined that quorum existed at 5:34 p.m.
3. Approval of Agenda
 - a. Nathan Browning motioned to approve the agenda at 5:35 p.m., seconded by Jackie Hobson. A voice vote was taken, and the motion was approved.
4. Approval of Minutes
 - a. October 23, 2025
Nathan Browning motioned to approve the minutes at 5:35 p.m., seconded by Vivian Segovia-Perez. A voice vote was taken, and the motion was passed.
5. Public Comments on Non-Agenda Items

There were no public comments.
6. New Business
 - a. Sharilyn Parsons-Imagine Kalamazoo PowerPoint Presentation
 - New public comments session opening in December 2025
 - b. Alex Hoffman-Zobel, CDBG Public Services Applications PowerPoint Presentation
 - 84 applications received

- 14 non-profit organizations applied
- 2 applications did not qualify under HUD requirements
- 1 did not qualify as they were outside of city limits
- 12 expected to pass the risk assessment (\$220,000 available)
 - 1) Catholic Family Services, \$20,000
 - 2) Community Aids Resource and Education Services (CARES), \$25,000
 - 3) Kalamazoo Friends of Recreation, \$30,000
 - 4) Gryphon Place, \$94,349
 - 5) Hope Thru Navigation and Mothers of Murdered Sons (MOMS), \$80,000
 - 6) KC Ready 4s, \$78,690
 - 7) Legal Aid of Western Michigan, \$40,000
 - 8) Milestone Senior Services, \$20,000
 - 9) MRC Industries Inc., \$20,262
 - 10) Northside Association for Community Development (NACD), \$45,000
 - 11) YWCA Kalamazoo, \$35,000
 - 12) Kalamazoo Literacy Council, \$50,000
- Next Steps
 - 1) Risk assessment completed after Thanksgiving
 - 2) CDAAC receive applications in early December
 - 3) CDAAC will review and score applications individually in early December
 - 4) Scores due by CDAAC by January 12, 2026
 - 5) January Meeting: Deliberations occur
 - 6) February Meeting: Funding discussions/Interviews occur
 - 7) March Meeting: Funding recommendations
- Alex Hoffman-Zobel welcomed new member, Kyle Ackerson, to the committee

7. Old Business

- None

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

Eastside (Tiffany Burns)

- Still looking to hire a new Executive Director

Edison (Jackie Hobson)

- Contacting the Neighborhood Association about vacant lots in the area
- Got in contact with the County to inquire about the process of obtaining the property
- Talking with The Land Bank and the Treasurer's office
- Jackie Hobson feels the information she obtained should be readily available to the public
She was able to have some of the barriers removed to purchase a vacant lot next to her home

Nathan Browning

- Complete Streets Advisory Committee
 - 1) Changing from two lane streets to three lanes including bike lanes
 - 2) Public information-road dyes coming to East side of Cork Street
 - 3) There are some Safe Street for All planned for Kilgore and Lover's Lane
 - 4) Spaghetti Bowl (Stadium, Oakland, Lovell)-Plans for reconfigurations

9. Staff Communication/Updates (5 mins.)

- If anyone would like to reach out to their representative about HUD funding, Alex Hoffman-Zobel will send information by email.

10. Public Comments

- Dawn Millar inquired about the match CDBG applications require. She wanted to know if that was at dollar for dollar match. Alex Hoffmann-Zobel explained it was a percentage.
- Ms. Millar asked if the funding served the unhoused.
- Ms. Millar asked if the funds must be used by certain groups. Jackie Hobson stated she believes a person must be enrolled in a program, such as Senior Services, to benefit from the funding.

11. Adjournment

Tiffany Burns adjourned the meeting at 6:51 p.m.

X Tiffany Burns 1-22-20
Tiffany Burns Date

X Deborah Simpson 1-22-2020
Deborah Simpson Date