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MEETING
OF THE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

City Hall - Room 1103
121 North LaSalle Street
Chicago, Illinois
Tuesday, September 18, 2018
2:35 p.m.

Present:

- Mr. Graylen McClarn
- Ms. Latoya Vaughn
- Ms. Pamela Butts
- Ms. Kirstin Chernawsky
- Mr. Jason Sun, intern

Reported by: Katie K. Elliott
CSR No. 084-004537

1 MS. VAUGHN: All right, so welcome, everyone.
2 We should do a quick roll call. I'm Latoya Vaughn
3 with the Office of Budget Management. I manage the
4 grants for the City.

5 MR. McCLARN: I'm Graylen McClarn. I'm in
6 grants administration as well, and I oversee the
7 delegates. I'm your friend.

8 MS. CHERNAWSKY: I'm Kirstin Chernawsky with
9 Erie Neighborhood House.

10 MS. BUTTS: Pam Butts, New Eclipse Community
11 Alliance.

12 MS. VAUGHN: All right. So we can get
13 started with updates from the last meeting. So we
14 met with the subcommittees I want to say maybe
15 three weeks ago. And from there, we were supposed
16 to give you guys a full package that included the
17 recommendations from the last committee as well as
18 some new recommendations that were made from our
19 analysts regarding some additional money that we
20 received from HUD this year that we were planning
21 to reallocate next year in the event that we can
22 get those dollars. It's about \$6.8 million that
23 we're hoping to redistribute. But we have not been
24 able to finalize that analyst report because the

1 mayor announced more recently that we're going to
2 be creating a Department of Housing. And so we
3 want to make sure that we have support for that
4 department. So they -- the analysts are now
5 looking to see how we can support the Department of
6 Housing activities with CDBG money. That's always
7 been a priority is to make sure that, you know, the
8 roof repairs are occurring. I think that's the --

9 MR. McCLARN: And porches.

10 MS. VAUGHN: Roofs and porches. So we want
11 to continue those services and make sure that the
12 new department has enough administration, so that's
13 one thing that they're evaluating right now. And I
14 was told that we would have a more definitive
15 analyst report or analysis from the analyst report
16 for the next CDAC committee, but that is going to
17 be after we present the draft action plan. But
18 that's not to say we still won't have time to
19 incorporate funding priorities. And likely some of
20 the priorities that you guys are already reviewing
21 are things that we've already incorporated in the
22 budget. We just need to kind of cross-check to
23 make sure that those priorities are the same and
24 consistent with what you guys have done a review of.

1 We also asked each of the
2 subcommittee members to come together separately to
3 kind of talk about things in a group that they
4 would like to prioritize and present. So this
5 meeting, we're going to kind of see if you guys had
6 a chance to complete the first half based on the
7 prior committee's recommendations. And to see if
8 you guys have anything that you can prioritize and
9 recommend or discuss openly today.

10 We can also follow up at the next
11 committee to show any progress that we've made and
12 kind of provide that analysis for the next -- for
13 the increased allocation.

14 So that's the update that I have.
15 Some housekeeping notes also is we do have -- so
16 we're in budget season right now. I think we plan
17 on presenting our budget I want to say October
18 15th. And then we're going to be doing a public
19 hearing for the CDBG program on the 17th of
20 October. We will post on the OBM website when the
21 date is finalized and when the location is
22 finalized. And also, we're going to be posting it
23 in the local newspapers, so Sun Times, Hoy, and
24 Tribune.

1 MR. McCLARN: Defender.

2 MS. VAUGHN: Oh, the Defender.

3 That's pretty much all I have for
4 updates and open items. But I'm going to open the
5 floor to the members.

6 MS. BUTTS: Pam Butts. We didn't meet -- the
7 subcommittee didn't meet because we were waiting
8 for the analyst's recommendation.

9 MS. VAUGHN: I was worried about that.

10 MS. BUTTS: Yeah, so ...

11 MS. VAUGHN: Did you get a chance to review
12 the prior committee's recommendations.

13 MS. BUTTS: I did, but we didn't meet as a
14 committee to review it. Because I think that we
15 were thinking that, you know, we had to look at the
16 analyst and kind of make a decision based on the
17 additional \$6.8 million.

18 So I did send an e-mail to David,
19 and I think I copied you guys too.

20 MS. VAUGHN: I did see that.

21 MS. BUTTS: And I asked like the status and
22 that, but I didn't get a response.

23 MS. VAUGHN: I got the update this morning
24 from David, and he wanted me to let the committee

1 know that due to the newly created Department of
2 Housing, the funding priorities and analysis has
3 been taken into a different direction until they
4 can get more information that they can provide to
5 the CDAC committee, it's going to be on hold. But
6 he did promise we would have something for the next
7 committee.

8 And we are in budget season, so the
9 decisions are being made kind of quickly. I
10 shouldn't say quickly. Decisions are being
11 reviewed, and it takes a little bit of time for us
12 to finalize things. And then by the time we
13 actually meet as a group, it's maybe a month or two
14 later, so it's a little bit difficult to coordinate
15 those efforts in the midst of the budget season, so
16 I think that's another risk or another challenge
17 that we face with the committee.

18 One thing I will say is we do have
19 another person coming on board within the budget
20 office to manage the CPG program. This person is
21 set to start on the 8th. And one thing I do
22 recognize since I've been a part of this committee
23 is we've had two -- we've had some transition. So
24 it's been difficult to kind of get all the

1 information that we need and all the members on
2 board. So that's been a challenge as well. So I
3 do recognize that.

4 But did you get a chance to review
5 any of those recommendations, and do you have any
6 comments or feedback?

7 MS. CHERNAWSKY: I saw the previous, the ones
8 from the last group. Yes, to be honest, I didn't
9 know that today we were supposed to like present
10 thoughts on that, so I didn't really prepare
11 anything.

12 MS. VAUGHN: No worries.

13 MS. CHERNAWSKY: I think it would be helpful
14 to know what the expectations are for the next
15 meeting so that we can come prepared. And I know
16 for me, for the subcommittees, is there a lead of
17 each subcommittee? Or if there's not, if you could
18 maybe assign a lead or send an e-mail to each
19 subcommittee with expectations of what they're to
20 do so that we can come prepared to the next
21 meeting.

22 MS. VAUGHN: Yes. So we don't have -- I
23 don't think we have a lead established. We just
24 sent out a list to all the members of all the

1 places that they identify that they would like to
2 participate, and then we just shared each other's
3 contact information so we can reach out. But we
4 never established a lead, which would have been
5 ideal to make sure that --

6 MR. McCLARN: You all usually do that on your
7 own in the subcommittees.

8 MS. VAUGHN: Oh, then they would pick a lead.

9 MS. BUTTS: Yeah. So I know that Anthony and
10 I have been in contact, and you know, so we were
11 going to make sure we contact everybody else once
12 we got that information.

13 MS. CHERNAWSKY: I can just informally then
14 take the lead with my subcommittee, but then just
15 knowing, yeah, what the expectation is for the next
16 meeting.

17 MS. VAUGHN: For the next meeting, what I'm
18 hoping to have is that list to you guys from the
19 analyst's recommendations. We do have 6.8 million
20 that we are hoping to allocate to either new or
21 existing activities. It's really open to a host of
22 different, you know, stakeholders to see what the
23 best path would be to fund those types of
24 activities and identify if it's going to be an

1 existing activity or a new activity.

2 One concern or risk is that this
3 might be a one time or short or limited funding
4 allocation. So we don't want to fund things
5 that -- like salaries, for example. You might not
6 want to fund something where you may have to lay
7 off a person or you might not want to fund
8 something where you have to establish a new program
9 and then it has to end because we don't have enough
10 funding to support the activity. So we want to be
11 cognizant of that.

12 So I would say by the time we meet
13 the next time -- and we'll send out an updated
14 meeting notice just to make sure we've reviewed
15 quickly. Because what we'd like to do is leverage
16 the previous committee's recommendations, do a
17 review of that to see if it's still relevant, or if
18 you guys want to make an updated recommendation.
19 And then also give you guys the analysis from the
20 analyst, which basically provided a list of
21 eligible activities that the City could fund with
22 CDBG dollars. That will be based on like a one- or
23 two-time funding stream as opposed to a consistent
24 funding stream.

1 So if we can get that information to
2 you guys, we'd love for you to take that into
3 consideration when you review the prior committee's
4 recommendations. And then come to -- you'll meet
5 separately with your group and then come to the
6 table with more feedback that you can provide or
7 maybe a final recommendation from each group,
8 dependent on what you guys selected. Whether it
9 was citizen participation or housing or, you know,
10 those types of things.

11 Now we know for sure that we're
12 probably going to be -- for sure and the word
13 probably. So now we are certain that -- certain
14 that we're going to be including the Department of
15 Housing in the budget, so we'll we breaking out the
16 Department of Planning and Development into
17 Housing. So if you guys want to take a special
18 look into the housing section to see if -- you
19 know, what funding considerations we have already
20 kind of considered are baked in.

21 By the next time we meet, it's going
22 to be after we present the budget recommendation,
23 which is going to be that draft -- draft action
24 plan. So you guys will have a chance to -- had a

1 chance to look at that as well. So I would also
2 take the draft action plan with the current funding
3 recommendations into consideration with the
4 analyst's recommendations, along with the last
5 committee's recommendations and kind of bake those
6 together into something formal that you guys can
7 submit.

8 MS. BUTTS: Okay. I guess we were under the
9 impression that we had to make some decision prior
10 to October 17th. Is that --

11 MS. VAUGHN: That's what we were hoping.
12 That we could take some of your considerations into
13 the draft action plan. That's a challenge right
14 now because we didn't get those analyst reports
15 completed. What I'm hoping is that a lot of things
16 that we're currently doing is stuff that we built
17 on from prior committees and that we're kind of on
18 the same path and not too far from it.

19 We will have more time to make some
20 recommendations for funding for additional
21 allocations. So what we were planning to do in the
22 budget office is set aside some funding for
23 priorities, so that will be an opportunity. It
24 will be a budget revision, but it will be an

1 opportunity for us to go and break out the funding
2 to distribute costs to different departments or
3 different initiatives within the CDBG eligibility.

4 So we do have some options in place
5 but not much flexibility.

6 MS. CHERNAWSKY: So still ideally you'd like
7 this feedback by October 17th?

8 MS. VAUGHN: Let me see when our next
9 committee meeting is.

10 MS. CHERNAWSKY: Or you just want it by the
11 next committee meeting?

12 MS. VAUGHN: By the next committee meeting
13 would be perfect. So we have a public hearing to
14 talk about the draft action plan and to prepare for
15 the CAPER in the October 17th meeting. So that's
16 when we typically discuss it, at that meeting. But
17 when we meet as a CDAC committee, that's when we
18 pull together more proposals on how we're going to
19 split out the money. And then to see if we have
20 any established funds available or any other
21 options.

22 MS. CHERNAWSKY: You're saying even if it's
23 after the 17th that's when we can do a budget
24 revision.

1 MS. VAUGHN: Exactly.

2 I'm going to check to see when the
3 next CDAC committee is scheduled. So the next
4 committee meeting is scheduled for November 15th.
5 The CDBG allocation goes live January 1st through
6 December of 2019, so any time between that we'll be
7 able to make adjustments to the funding,
8 specifically for money that we've set aside that's
9 going to be set aside in our -- in the budget
10 office's costs.

11 MS. BUTTS: What date in January?

12 MS. VAUGHN: January 1st is the start date of
13 the CDBG program, and it goes through December 31st.

14 MS. CHERNAWSKY: And is the meeting on the
15 15th at 2:00 or 2:30?

16 MS. VAUGHN: It is at 2:00 o'clock. And it's
17 going to be in this room, 1103?

18 Correction. I'm sorry. It's going
19 to be in City Hall Room 604, 2:00 o'clock,
20 November 15th. It's a full CDAC.

21 MS. CHERNAWSKY: I'm sorry. You said
22 room 604.

23 MS. VAUGHN: Room 604.

24 It just hit me the August 20th

1 meeting was set for 2:30. I think that's why I
2 thought this one was 2:30. Random thoughts.

3 That's pretty much all I had on the
4 agenda for today to kind of have some open
5 discussions to talk about planning and
6 recommendations and give you guys an update on
7 where we were with the funding priorities and public
8 hearings.

9 Is there anything else you guys want
10 to talk about? We definitely can.

11 Graylen's not going to say much.

12 MR. McCLARN: I'm sorry.

13 MS. CHERNAWSKY: You said more than I thought
14 you were going to say.

15 MR. McCLARN: I generally don't say anything.

16 MS. BUTTS: That's all I have right now. We
17 can certainly contact the folks and get together.

18 MS. VAUGHN: And I like that you said you're
19 going to informally kind of assign yourself as the
20 lead. Can you let your committee know you've been
21 assigned as the lead? Because I agree with that
22 designation.

23 And Pam, if you're okay -- or
24 Pamela, I'm sorry, if you're okay, you could be the

1 lead for your committee?

2 MS. BUTTS: I don't know. I don't know if
3 we're on the same ones.

4 MS. CHERNAWSKY: I don't know if we are
5 either. I was just trying to find my e-mail to see
6 who signed up for what. And you don't have that
7 with you, do you?

8 MS. VAUGHN: I do not have it with me.

9 MR. McCLARN: I can send it back out to
10 everyone.

11 MS. CHERNAWSKY: I know I have it saved
12 somewhere. I was just trying to see ...

13 MS. BUTTS: I have it.

14 MS. VAUGHN: If you guys are on separate
15 committees, I would love for you to be the leads.

16 MS. BUTTS: Sure.

17 MS. CHERNAWSKY: Here it is.

18 MR. McCLARN: It's almost time to go through
19 the application process again.

20 MS. CHERNAWSKY: I'm on public service.
21 You're on citizenship.

22 MS. BUTTS: So I'll take citizenship.

23 MS. CHERNAWSKY: So we're on separate ones.

24 MS. BUTTS: Right on. It worked out.

1 MS. VAUGHN: We're sitting here in front of
2 two leads on our subcommittee, and I really
3 appreciate you guys taking the lead on that.

4 One thing that Graylen just brought
5 up, and I'm glad he did, is the application renewal
6 process. So we're going to be renewing our CDAC
7 committee, and I really hope you guys have
8 reapplied. Like I said, we have another resource
9 coming to our office who's going to be more
10 dedicated to the CDBG program. And he can be a
11 better lead for the subcommittees and the full. So
12 I'm really, really looking forward to the next
13 round, and to leverage everything we've done in the
14 past to kind of make it better.

15 We did not get a chance to do tours.
16 We were hoping to do some tours across the
17 community, so that's still on the table for the
18 next committee. I think that application process
19 is going to be starting soon, and we'll send out an
20 e-mail notice to everybody. But we have to have
21 folks identified I think by February, because I
22 think this expires in -- this membership expires
23 May 31, 2019, so we'll be working to vet new
24 members, accept applications.

1 If you guys know anybody that would
2 love to be a member, please feel free to share that
3 notice that we sent out. It's going to go out
4 through e-procurement.

5 MR. McCLARN: Yes. That's where you're going
6 to do the application. It will be processed
7 through there as well. We were looking for people
8 like yourselves. It's like please bring some to
9 the table, you know.

10 MS. VAUGHN: Active members, members that are
11 really active in the community that can bring good
12 ideas to the table. Typically we fund the same
13 activities as it relates to like the EHAP program
14 or senior service activities. We fund those same
15 things every year because typically those are the
16 areas of need. But if you guys know of new areas
17 of need, certainly bring those to the table.

18 If you know of anybody that's
19 willing to participate, we'd love to get our
20 membership up and be more active. And like I said,
21 we have a new member coming to our team that's
22 going to help bring some more -- that's going to
23 help extend our resources, which we're really
24 looking forward to. So I would love for you guys

1 to share and spread the word. We'll post -- any of
2 you guys are posting when you actually complete the
3 application online and make it available for the
4 public to respond. But please feel free to share
5 anybody that you feel is relevant.

6 MS. BUTTS: Is there a maximum number of
7 members that you guys --

8 MS. VAUGHN: I don't think we have a maximum
9 number.

10 MR. McCLARN: 40 was supposedly the original
11 number, but that was high, and then it started to
12 shrink.

13 MS. VAUGHN: So I don't think we have any
14 statutory requirements to keep it at a certain
15 level. HUD asks us to make sure we have citizen
16 participation, and so we want to make sure that
17 this complies with the citizen participation
18 requirement. So you know, any citizen that wants
19 to participate is definitely welcome to this
20 committee, and we invite as many people as
21 possible. So ...

22 MR. McCLARN: And we also look for you to
23 bring citizens into the public hearings because we
24 need to know what they think as well.

1 MS. VAUGHN: Just because we fund something
2 every year doesn't mean that it's working or maybe
3 we can kind of tweak the formula a little bit. I
4 know we talked about bringing departments in as
5 well with the community tours, bringing departments
6 in to give you an idea of what they do in the
7 department and how we can better serve communities
8 and pull together program outcomes better. So
9 that's definitely something that can be on the
10 table for recommendations.

11 I don't know if you guys had a
12 chance to look at like the calfer -- not the
13 calfer, I'm sorry -- the CAPER. That's our
14 Comprehensive Annual Performance Evaluation Report.
15 But that will show you our performance target and
16 our performance levels for each one of our
17 programs, and so that's available on the OBM
18 website. The most recent version is 2017.

19 MS. CHERNAWSKY: Did you send a link? In the
20 last e-mail you sent, I just see for the final
21 action plan.

22 MS. VAUGHN: The final action plan, and it
23 might have been one before that. I'm not sure.
24 But the final action plan and the CAPER are on the

1 same website, so you should be able to access it
2 from the CityofChicago.org/budget site. And then
3 under that, it will be an option towards the bottom
4 that says "What We Do," and then if you click on
5 Grants Administration, you'll be able to see
6 different types of information. And then we also
7 have --

8 MS. CHERNAWSKY: If you could send a link to
9 that in like --

10 MS. VAUGHN: Absolutely. I'm trying to
11 remember ...

12 MS. CHERNAWSKY: I'm like -- you know, not
13 that I don't have complete faith in navigating the
14 City's website, but ...

15 MS. VAUGHN: I got you. Okay. So we'll send
16 a link to the 2017 CAPER.

17 MS. CHERNAWSKY: Then as my subcommittee
18 lead, I'll make sure that we --

19 MS. VAUGHN: See, this newly established
20 leadership is working well.

21 So we'll send the 2017 CAPER link,
22 and then we'll also send just a quick expectation
23 for the next meeting, what we hope -- what we're
24 going to bring to the table, which is that analysis

1 of eligible funding activities, as well as we're
2 going to -- should we send out that report again or
3 you guys okay with that or --

4 MS. CHERNAWSKY: I have it.

5 MS. BUTTS: Which one? The final?

6 MS. VAUGHN: The recommendation for final.

7 No, not the final action. The recommendation from
8 the prior group just to kind of --

9 MS. CHERNAWSKY: Oh, resend that.

10 MS. BUTTS: Yeah, I have that too.

11 MS. CHERNAWSKY: Let's see. Yeah, if you
12 could -- wait, no, is that attached on here? I
13 think that's attached.

14 MS. VAUGHN: Because I'll reference it. I'll
15 say, you know, this is the expectations for the
16 next meeting. We want you guys to take a look at
17 this, that, and the other. It will be the 2019
18 draft action review. We'll send you 2017 CAPER.
19 We'll send the recommendation from prior
20 committees, and then we'll send that report that
21 you've been waiting for, which is that analysis of
22 eligible funding.

23 And then after we get all that
24 together, the leaders, you guys will work with your

1 subcommittees to kind of formalize a recommendation.

2 MS. CHERNAWSKY: So the only subcommittee not
3 represented here is Affordable Housing, right?

4 MS. VAUGHN: Sounds about right. I'm going
5 to go with yes.

6 MS. CHERNAWSKY: And then the people on here
7 that don't -- that aren't assigned, you'll -- we'll
8 just --

9 MS. VAUGHN: We'll assign them leaders.
10 We'll say you've been volunteered because you are --

11 MS. CHERNAWSKY: Told.

12 MS. VAUGHN: -- told -- because you missed
13 the meeting, and I know you asked for a conference
14 call. And so we didn't do a conference call. We
15 just assigned you to a committee as lead. Welcome.

16 So we'll work with the subcommittee.
17 You guys will work with the subcommittees to make
18 final recommendations, and our next meeting will be
19 November 15th at 2:00 p.m., room 603.

20 MS. BUTTS: It looks like Sheryl Holman is
21 assigned housing citizen, and she's on all of them
22 so --

23 MS. CHERNAWSKY: Is that a different one?

24 MR. McCLARN: She's on all of them.

1 MS. BUTTS: Yes.

2 MS. VAUGHN: We did have some people like
3 that.

4 MR. McCLARN: So Sheryl Holman, since she
5 wants to be all over the place, she's the leader.
6 She's the leader of Affordable housing.

7 MS. CHERNAWSKY: You're right, yeah.

8 MS. BUTTS: That's where I was going with
9 that.

10 MS. VAUGHN: Thanks, Cheryl.

11 All right. So I think that
12 concludes today's -- unless you guys have something
13 else, but if not, we're going to conclude today's
14 meeting at 2:59, September 18th. Thank you guys
15 for your patience.

16 (The proceedings adjourned at
17 3:00 p.m.)

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REPORTER'S CERTIFICATE

I, Katie K. Elliott, do hereby certify that I reported in shorthand the proceedings of said hearing as appears from my stenographic notes so taken and transcribed under my direction.

IN WITNESS WHEREOF, I have hereunto set my hand at Chicago, Illinois, this 10th day of October 2018.



Illinois CSR No. 084-004537

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