

# MINUTES

**Community Development Citizens Advisory Committee (CDCAC)  
New Member Reception and Information Session  
Oak Park Village Hall, Room 101  
July 1, 2009, 7:00 p.m.**

Present: Chairman William B. Merrill, Mark Benson and Glynne Gervais

Absent: C. Jackson Darnall and Kevin Hooper

Staff: Janis Akerstrom (Village CDCAC Liaison) and Mark Dwyer

The meeting began at 7:07 p.m. CDCAC Members in attendance received their 2010 binder of proposals and other vital documents. CDCAC Members and Village Staff started the meeting by introducing themselves.

Next, an informational video on the Community Development Block Grant (CDBG) Program was shown.

Federal Grant Programs Manager Janis Akerstrom then described details of the CDBG Program and the upcoming Village 2010-2014 Consolidated Planning process for which CDCAC input is sought to determine five-year community development and housing priorities. She pointed out useful documents that are on the CDBG page of the Village's website, including an online survey for the Consolidated Planning process. Village Grants Coordinator Mark Dwyer went over the Emergency Shelter Grants (ESG) Program.

Ms. Akerstrom told members that, while meeting exclusively in the Summer has been the past practice, the CDCAC has the option of meeting each month of the year. Most members present expressed interest in gathering as needed, provided that the issue warrants a meeting. Ms. Akerstrom described the handouts distributed to CDCAC members.

With input from all CDCAC members, Ms. Akerstrom described the proposal evaluation and funding recommendation process, beginning with staff review, presentations by applicants, and then the working meeting at which funding level recommendations are made. She discussed a few 2010 proposals that were rejected or had major issues.

All present talked about the roles and responsibilities of both Village staff and CDCAC members; it was also noted that all CDCAC meetings are covered by the Illinois Open Meetings Act. Finally, CDCAC members were encouraged to recommend willing and enthusiastic persons to be on the CDCAC, as there is room for a few more members.

The meeting was adjourned at 8:09 p.m.