

Approved Minutes of  
Regular Meeting  
**COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE**  
Village of Oak Park  
March 20, 2018, 7:00 p.m.  
Village Hall, Room 215, 123 Madison Street, Oak Park

**CALL TO ORDER:** Meeting was called to order by Chair Phyllis Russell at 7:00 p.m.

**ROLL CALL:**

**PRESENT:** Chair Phyllis Russell, Catherine Bendowitz, Jason Bergwerff, Julia Hamel, Phyllis Logan, Richard Rogers, Cindy Gray Schneider and Alison Spanner

**ABSENT:** Adam Hirsch (with advance notice)

**STAFF PRESENT:** Mark Dwyer, Grants Supervisor (Staff Liaison) and Elia Gallegos, Grants Coordinator (Recording Secretary)

**REVIEW AND APPROVAL OF MEETING AGENDA:** Chair Russell asked if there were any changes to the Agenda. Noting none, Agenda approved unanimously.

**APPROVAL OF MINUTES:** After review, a motion was made to approve the CDCAC meeting minutes of September 19, 2017 as drafted. Approval of the minutes as drafted passed by unanimous voice vote.

**NON-AGENDA PUBLIC COMMENT:** Chair Russell asked if there was any non-agenda public comment. Noting no citizens present, Chair Russell called on Village staff to provide an overview on the CDBG process, the Consolidated Plan and other Oak Park and regional agencies and collaborations working on planning and funding the community service issues under the purview of the CDCAC.

**VOP: Grants and Internal Topics:**

Grants Supervisor Mark Dwyer described the overall Consolidated Plan and related components of the Plan, including other Oak Park Government CDBG-funded projects. Grants Coordinator Elia Gallegos described the two CDBG-funded affordable housing programs offered to income-eligible households in Oak Park.

Mark Dwyer elaborated on the regional strategic collaboration with other local funders in the community. This initiative involves other governmental bodies, the local continuum of care, and area foundations – all working to find a way to better serve non-profit agencies and their clients.

In addition, a Day in Our Village booth will be shared with the Housing Programs Advisory Committee at Scoville Park on June 3, 2018. At the booth, interested event passersby are given a brief explanation of the grant programs and the committee, and items are given

away. The event was described as great family fun. A Doodle sign up will be sent to both committees for participation. There is a chance that one other Village committee or commission will participate.

**PY 2018 Application Process Overview:** Grants Coordinator Elia Gallegos reviewed the purpose of and schedule for site visits by CDCAC staff and committee members to five 2018 applicant agencies to increase CDCAC-member familiarity with the programs and facilities being considered. A flyer with details had been distributed to members.

Grants Supervisor Mark Dwyer talked about the applications, the application attachments, and the schedule of meetings. Being a short, condensed schedule, it is hoped that all CDCAC members will make all meetings, or – at most – miss just once.

**PY 2018 Application Scoring Worksheets:** Mark Dwyer talked about the potential CDCAC-member scoring system for the three grant category types, a system that is the same as last year except for one component: attendees of the mandatory Grants Programs/Applications Workshop would receive one extra point. The sheets have both a written and an oral scoring component.

On the subject of review and progress, and in reply to a question from member Schneider, Mark Dwyer noted the slow start for both new CDBG Subrecipients, AACF and Way Back Inn. However, they both have received further Village feedback and technical assistance, and are on the right track to possibly have a successful first grant year.

**Other Business:** Chair Russell brought up the Oak Park Homelessness Coalition (OPHC), a local body of concerned persons from Oak Park or Oak Park-area agencies (but not the official HUD-related body for homelessness assistance). Mark Dwyer will send CDCAC members a link to the OPHC Strategic Plan. He will also post to DropBox the CDCAC member funding allocation recommendation Excel worksheets for PY 2016 and PY 2017.

**ADJOURNMENT (voice vote):** Meeting adjourned at 8:23 p.m.

Respectfully submitted,  
Elia Gallegos, with Mark Dwyer