

**CITY OF MIDDLETOWN  
CITIZENS' ADVISORY COMMITTEE**

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**MINUTES**

*20-October-2004*

**Present**

L. Wallace, Chair  
S. Englehardt, Vice Chair  
B. Plum  
V. Amato  
D. Mitkoski  
H. Henry  
A. Marino  
L. Caditz-Peck  
E. Noglow

**Absent**

A. Kelly  
R. Bantum  
E. Bogdan  
A. Watson

**Also Present**

M. Wackers

E. Roberts  
J. Robinson

L. Wallace called the meeting to order at 5:00PM.

L. Wallace called for a review of the minutes. The Committee noted a number of changes that needed to be made. B. Plum motioned to approve the minutes with the changes. S. Englehardt seconded the motion and the Committee approved the motion unanimously.

Before moving to New Business, L. Wallace request that an item of Old Business be discussed. L. Wallace asked how it would work if Positive Solutions contracted a long-term lease. M. Wackers offered two options. First a lump sum would be paid to the owner of the property, which would cover number years of the lease. Second, an escrow account could be setup that could be drawn from to pay the lease over the years. The choice of which option, would be left up to the CAC.

The first item on the agenda was the draft executive summary of the 2003 CAPER. M. Wackers explained that the all the financial obligation for the 2003 fiscal CBG year have been met and the City of Middletown is in compliance. In November there will be a public hearing for the 2003 CAPER.

The second item on the agenda was a discussion about what the CAC would like the broad goals of the next five years to be. L. Wallace stated that she would like to see programs that fund the creation or the ability for individuals to get jobs. V. Amato stated that programs that promote permanent change should be favored. J. Robinson stated that homelessness should be address over the next five years. S. Englehardt saw that the gap in affordable housing has become more severe in Middletown and E. Noglow concurred. L. Caditz-Peck supports low-income housing and access to healthcare. Harland Henry started that programs to support micro-business start-ups should be supported.

The third item on the agenda was Performance Measurements. M. Wackers explained that HUD was looking for ways that we could measure how we are impacting the community with our CDBG dollars. How we can proved that there is a beneficial impact. M. Wackers presented a draft list of measures that are statistics that are obtainable at least on an annual basis and are not labor intensive to collect. M. Wackers asked the Committee to review these, because the Committee will have to adopt a couple of measures for the Consolidate Plan.

The fourth item on the agenda was to review the 2005 CDBG application. L. Wallace stated that the scoring sheets need to correspond to the application. L. Wallace stated that question 17, a definition of outcome should be given. S. Englehardt stated that a conference should be held for the applications to go over the application and process.

There being no further business, the committee adjourned, upon a motion by B. Plum. L. Caditz-Peck seconded the motion and the Committee approved the motion unanimously. The meeting adjourned at 6:05pm.

Respectfully submitted,

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Michiel Wackers  
Community Development Specialist