



Kankakee Community Advisory Board (CAB)

January 7, 2026 12:00 PM

Council Chambers, 385 E. Oak St.

Agenda

1. Call to Order – Assistant Director Miya Petitgoue
2. Public Comment:

Please state your name and address. Comments limited to 3 minutes.
3. Roll Call
4. Approval of Meeting Minutes – December
5. ECDA Report – Miya Petitgoue, ECDA Assistant Director
6. Old Business
 - a. Establishing 2026 Goal Structure
7. New Business
 - a. Member at Large: By-Law Change Update
 - b. Headshot & Bio Request
8. CAB Comments
9. Adjournment

Next Meeting: February 4, 2026 @ 12:00 PM

** Meeting is a Public Service Public Hearing & will extend the 1-hour time frame. Schedule will be submitted to CAB Members by January 23, 2026 after review of eligible applications. **

Community Advisory Board Members: Roderick Sessions (1), Ximena Ramirez (2), Pat Coy (3), Paula Robinson (4), Doug Young (5), Zelma Evans (6), Nettie Williams (7)



Kankakee ECDA
Community Advisory Board
December 3, 2025, 12:00 p.m.
Council Chambers, 385 E. Oak St.

Regular Meeting Minutes

The regular meeting of the Community Advisory Board (“Board”) of the City of Kankakee’s Economic and Community Development Agency (“ECDA”) was scheduled for a 12:00 PM start on Wednesday, December 3, 2025, proper notice having been given to the public and Committee members. Without a quorum, ECDA’s Assistant Director Miya Petitgoue moved to Agenda Item 5 and proceeded with providing the Committee Update to the Board members in attendance.

Assistant Director Petitgoue presented the ECDA report to the Board. In the month of October, there were six (6) completed housing rehabilitation projects and 33 active projects within the Housing Rehabilitation Grant Programs. ECDA Waitlists still remain closed for the foreseeable future and currently has 179 households on the general waitlist and 94 on the Lead Hazard Control Waitlist. Lead Hazard Control Program already has a few that received clearance in December, so those projects are moving along. Asst. Director Petitgoue explained that a project cannot be counted as completed until we received the Lead Clearance from our Lead Inspector, even if the construction work is done. Healthy Homes Production Program (HHP) is also on track to have at least 2 completed in December. MIRA projects have materials that are on back order and will likely start in January. CDBG Demolitions are nearing completion – building structures are down but debris cleanup and ground treatment. Board Member Coy asked for clarity on if the City owned those parcels and what the process is after a demolition happens on City owned properties. Assistant Director Petitgoue communicated that the City of Kankakee does own the properties being demolished on 5th Avenue through CDBG and each parcel in a demolition can have a different outcome or process after complete. There are properties that the City may have a purpose for, or they may sell the property to put it back on the tax roll – these decisions are voted on through City Council. Properties not owned by the City of Kankakee that are either demolished or in poor condition are up to private ownership, or at times Kankakee County if property taxes have not been paid.

Assistant Director Petitgoue provided an update on Business Licensing and Attraction work being done at ECDA; data presented is from October due to the timing of reporting for Economic Development Committee. It was communicated that some of the new Business Licenses for this report included licenses for businesses that have changed location, name, or ownership. Attraction Work is a lot of behind the scene data updating for the new year. An announcement was provided for Visit Kankakee regarding the transition in leadership. Executive Director, Nicole Gavin, is stepping out of her role and the Visit Kankakee Board has appointed Angelina Gear as Interim Director.

The regular meeting of the Community Advisory Board (“Board”) of the City of Kankakee’s Economic and Community Development Agency (“ECDA”) was called to order by ECDA Assistant Director Miya Petitgoue on Wednesday, December 3, 2025 at 12:19 p.m. in the Council Chambers, proper notice having been given to the public and Committee members. There were no public comments. The following Board members were present: Roderick Sessions (1), Pat Coy (3), Paula

Community Advisory Board Members: Roderick Sessions (1), Ximena Ramirez (2), Pat Coy (3), Paula Robinson (4), Doug Young (5), Zelma Evans (6), Nettie Williams (7)

Robinson (4), and via Zoom: Zelma Evans (6). Asst. Director Miya Petitgoue recognized a quorum was present.

Assistant Director Petitgoue asked the Board to review the November 5, 2025 regular meeting minutes, which had been made available to the Committee in advance of the meeting. **Upon a motion by Board Member Sessions and seconded by Board Member Robinson, the Board voted on a voice vote to approve the meeting minutes from November 5, 2025.**

CDBG Public Service funds for the 2025-26 Program Year are able to draw down funds for receipts dated May 2025 through April 2026. Agencies will need to serve 51% of the population listed in their Grant Agreement to draw funds. The schedule for the 2026-27 Program was reviewed. Social Service Agencies wanting to apply will be required to participate in a mandatory informational session to receive the application packet: December 2nd @ 12:00 PM or 5:00 PM and December 4th 12:00 PM or 5:00 PM all at ECDA Offices (275 E Court Street, Suite 201). Agencies will then submit a letter of intent by 3:00 PM on December 19, 2025 in person and then the agency will receive the digital application. Applications are due in person on January 16, 2026. The Public Hearing for CDBG Public Service will take place at the February Community Advisory Board Meeting – this meeting will be longer than standard CAB meeting.

The Private Security Incentive Program (“PSIP”) is actively accepting applications. The City Comptroller’s Office verified an additional amount of funding that was allocated by City Council for this program and ECDA staff is waiting on verification for the amount of funding.

ECDA continues to promote its office’s programs through social media outreach (1,497 Facebook followers and 414 Instagram followers) and electronic newsletter (657 subscribers). ECDA representatives hosted ECDA’s Community Conversation in partnership with Uplifted Care was on November 5th and participated in St. Mary’s Food Pantry and 3rd Annual Kankakee County Homeless Summit. Community meetings for November include the Kankakee County Community Outreach Leadership Team (KCCOLT) meeting, KAN-I-Help Info Policy Council Meeting, Success by 6’s Coalition Meeting, and a Day of Action Planning Meeting. Assistant Director Petitgoue encouraged Board Members to attend the Kankakee County Museum’s Gallery of Trees to see ECDA’s “Kankakee: Then & Now” tree.

Board Member Coy asked for clarity on Fortitude Community Outreach’s (Fortitude) ability to operate at their Kankakee location. Assistant Director Petitgoue communicated that although Fortitude did not receive their Conditional Use Permit to operate the overnight shelter at that location, they are providing case management services and food services. Per Fortitude’s social media they are also providing overnight shelter in partnership with a local hotel.

In discussion about the November Day of Action Planning Meeting, Board Members discussed ideas that they had for the projects throughout their neighborhoods. Ideas are provided below.

Partner with Organizations: assist in completing tasks needed such as cleaning, painting, packing lunches, etc. Organizations mentioned were Gift of God, We Stand for Christ Jesus Ministries, New Vision

Clean-Up Focuses: Jeffers Park, power washing/painting overpasses

Under Old Business, the Board discussed goals for the Community Advisory Board in 2026. Assistant Director. Petitgoue presented a document outlining CAB 2026 Goals and activities based on November’s CAB meeting discussion. All present Board Members participated in a discussion for

Community Advisory Board Members: Roderick Sessions (1), Ximena Ramirez (2), Pat Coy (3), Paula Robinson (4), Doug Young (5), Zelma Evans (6), Nettie Williams (7)

feedback on CAB Goal Document and the decisions are summarized below. A new document will be presented at the January CAB meeting for final approval.

1. Remove Subcommittees
2. Prioritize Goal #2 for 2026 while including the work of the Ward Meetings
3. Assistant Director Petitgoue will connect with City Council Members to begin connecting with CAB Members in these goals.

Under New Business, there was a discussion of establishing the 2026 calendar of meetings. The presented calendar is to continue meeting on the 1st Wednesday of each month at 12:00 PM in City Council Chambers. **Upon a motion by Board Member Coy and a second by Board Member Sessions, the 2026 Calendar of Meetings was approved.**

New Business CDBG Public Service Update was discussed primarily in the ECDA Report. Additional discussion in this time included Board Member Evans requested clarity on if an agency is eligible to apply for funding multiple years in a row. Assistant Director Petitgoue communicated that receiving funds in a previous year does not disqualify an agency for an upcoming year. For reoccurring agencies, there must be clarity that the funding is service a new population of people.

Under CAB Comments, Board Member Coy reiterated the request to have a “CAB Member at large” to assist in reaching a quorum at meetings. Assistant Director Petitgoue stated she would look into this.

Upon a motion by Board Member Robinson and seconded by Board Member Sessions, the Board voted via voice vote to adjourn at 1:20 p.m.

The next meeting of the Committee will be Wednesday, January 7, 2025 at 12:00 PM.

Respectfully Submitted,

Miya Petitgoue



DIRECTORS' REPORT

Prepared by: Directors' Barbi Brewer-Watson & Miya Petitgoue

JANUARY 2026

CONSTRUCTION PROGRAMS

DATA FROM DECEMBER2025

CONSTRUCTION

In Progress: **31**

First Ward: 7

Second Ward: 5

Third Ward: 2

Fourth Ward: 0

Fifth Ward: 7

Sixth Ward: 5

Seventh Ward: 5

Completed in 2025: **45**

Lead Program: **13**

Healthy Homes: **15**

CDBG Programs: **13**

MIRA Program: **4**

General Wait List: **172**

all ECDA waitlists remain closed

Data Updated: 12/29/2025

PUBLIC SERVICE PROGRAMS

DATA FROM DECEMBER 2025

Data Updated: 12/29/2025

COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC SERVICE PROGRAM

GOAL: dispend funding to social service agencies serving Kankakee residents

2025 - 2026

Cornerstone Services (\$10,000)
Funds Drawn Down: \$00.00
Households Served: 0/20

Catholic Charities (\$20,000)
Funds Drawn Down: \$00.00
Households Served: 0/9

Still I Rise (\$10,000)
Funds Drawn Down: \$00.00
Individuals Served: 0/45

Harbor House (\$20,000)
Funds Drawn Down: \$00.00
Individuals Served: 0/22

Salvation Army HPP (\$20,000)
Funds Drawn Down: \$00.00
Individuals Served: 0/25

UPDATE: all Grant Agreements have been submitted. Quarterly Report due February 13th

2026 - 2027

January 16th: Applications Due
February 4th: Public Hearing @ CAB
March 4th: CAB Recommendation
April 6th: CD Committee Recommendation
April: City Council Approval & Grant Agreements Circulated

ECDA Received 11 Letter of Intent from 11 Organizations



PRIVATE SECURITY INCENTIVE PROGRAM

Funds available for lighting/camera reimbursement

DECEMBER: \$1,527.39
7 APPLICATIONS

TOTAL PROGRAM FUNDS

Month	# of Applications	Amount Spent
QUARTER 1	18	\$3,214.90
QUARTER 2	13	\$2,532.40
QUARTER 3	10	\$2,114.32
QUARTER 4	14	\$2,632.08
2025	55	\$10,493.7

REMAINING FUNDS: \$7,367.92

COMMUNITY OUTREACH

DATA FROM DECEMBER 2025

MEDIA OUTREACH



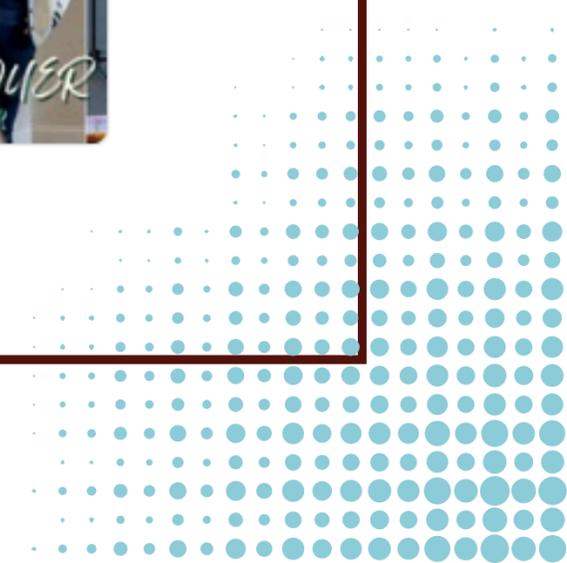
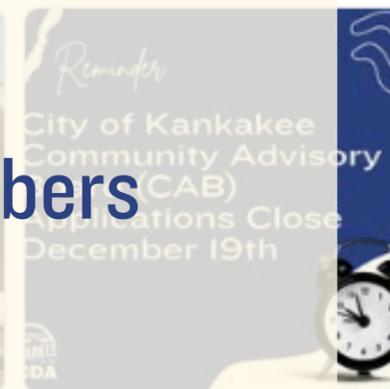
1,507 followers



418 Followers



656 Newsletter Subscribers



COMMUNITY EVENTS

DECEMBER 2025:

Kankakee County Museum's Gallery of Trees

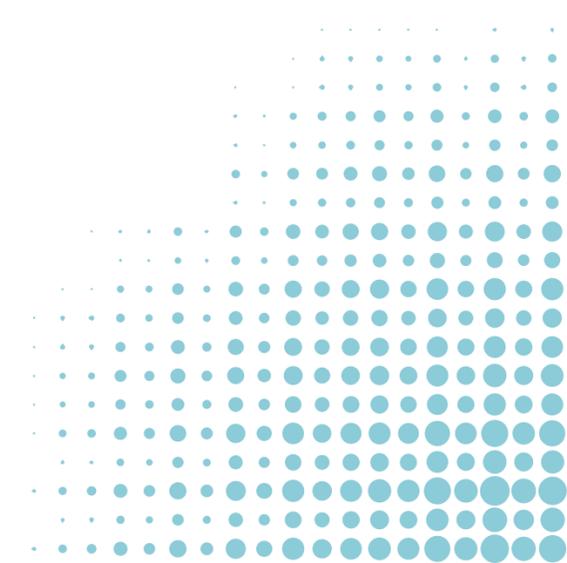
December 4 - 28, 2025 (closed Christmas Day)

ECDA Tree Featured "Kankakee: Then & Now"

JANUARY 2026:

January 13 - St Mary's Food Pantry

January 22 - Contractor Recruitment



COMMUNITY MEETINGS

DECEMBER 2025

December 3 - CAB Meeting

December 4 - Day of Action 2026 Planning Meeting

December 18 - Project SUN Community Planning Team Meeting

JANUARY 2026:

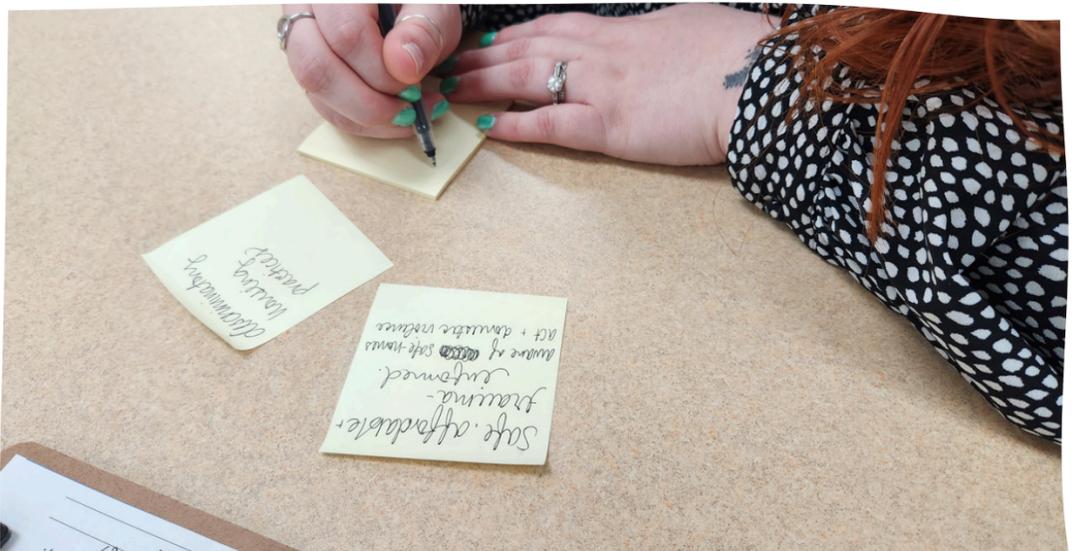
January 6 - KCCOLT Meeting

January 7 - CAB Meeting

January 8 - Central Illinois Continuum of Care Meeting

January 15 - Success by 6 Coalition Meeting

January 28 - KAN-I-Help Info Policy Council Meeting





DIRECTORS' REPORT

Prepared by: Directors Barbi Brewer-Watson & Miya Petitgoue

JANUARY 2026

12-Month Implementation & Evaluation Framework: Community Advisory Board 2026 Goal

GOAL: Partner with City Council & ECDA team to be more of a public face for their role on the Community Advisory Board, allowing residents to know who they can go to

Implementation Plan

Months 1–3: Identity & Visibility Development

- Work with ECDA communications team to create:
 - CAB member bios + photos, one-page “Meet Your CAB” document
 - Updated website presence with contact information
 - Decide on public-facing email or communication channel
- Establish communication with Ward Council reps to understand Ward-specific needs.
- Develop a Community Engagement Calendar for the year (Ward Meetings & event opportunities)
- Publish CAB profiles on ECDA website & social media

Months 4–6: Visibility Rollout

- Introduce CAB formally at one City Council or Ward Meeting
- Help promote Ward Meetings through flyer distribution, social shares, and in-person conversations
- Begin wearing name badges at events/meetings

Months 7–10: Resident Outreach

- Table at ECDA events with a CAB-specific presence
- Host 2 “CAB Office Hours” (in-person or virtual)
- Track resident questions or issues brought to the CAB

Months 11–12: Evaluation & Visibility Review

- Survey residents on awareness of the CAB and its role
- Meet with Ward Council reps to evaluate the partnership
- Review communication volume and types of resident inquiries
- Update communication materials as needed

ANNUAL REVIEW

Summary of all quantitative metrics collected, summary of community partner feedback (Agencies, City Council, ECDA), board self-assessment, resident survey results

Evaluation Indicators

Quantitative: Number of residents interacting with CAB members

Qualitative: Resident understanding of CAB purpose, feedback from ECDA team & City Council, CAB member comfort with public-facing role