



# City of Madison

City of Madison  
Madison, WI 53703  
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## Meeting Minutes - Approved COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

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Thursday, April 2, 2015

5:00 PM

330 W. Mifflin Street  
Room 1 & 2 2nd floor (Madison Senior Center)

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### CALL TO ORDER / ROLL CALL

**Present:** 5 - Matthew J. Phair; Ben M. Van Pelt; Daniel A. O'Callaghan; Joseph M. O'Connell and Greg L. Rosenberg  
**Absent:** 2 - Maurice S. Cheeks and Lauren Chare  
**Excused:** 1 - Colin A. Bowden

**CITY STAFF:** Mary, Charnitz, Anne Kenny, Jim O'Keefe, Sue Wallinger

O'Callaghan called the meeting to order at 5:06 p.m.

### APPROVAL OF MINUTES

A motion was made by Phair, seconded by Van Pelt, to approve the March 5, 2015 minutes. The motion passed by voice vote.

### PUBLIC COMMENT

There was no public comment.

### DISCLOSURES AND RECUSALS

Rosenberg recused himself from discussion and voting on Item 4, the resolution approving allocation of up to \$54,000 to Community GroundWorks, Inc. He served on their Site Management Committee through September 2014, and the City imposes a one-year waiting period before he can vote on items for Community GroundWorks.

1. [37362](#) CDBG April Chair Report

O'Callaghan had no report for the Committee.

### BUSINESS ITEM

2. [37806](#) Authorizing an allocation of up to \$200,000 in federal CDBG funds to support Porchlight, Inc.'s acquisition of property located at 4130 Lien Road, for the purpose of building 16 units of supportive permanent housing.

**A motion was made by Phair, seconded by Rosenberg, to Re-refer to the COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE. The motion passed by voice vote.**

3. [37808](#)

Authorizing the City of Madison to accept a supplemental allocation of HCRI grant funds from the Wisconsin DOA's Division of Housing; amending the Community Development Division's 2015 Adopted Operating Budget as appropriate; and authorizing the Mayor and City Clerk to enter into agreements necessary to accept the funds.

**Discussion highlights:**

- **The resolution approves the City accepting extra HCRI funds from the State.**
- **The City has been very efficient at investing HCRI dollars in the community, so the State awarded the City the extra \$27,000.**

**A motion was made by Rosenberg, seconded by Phair, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote.**

**Rosenberg recused himself from the meeting and left the table at 5:10 p.m**

**Ald. Cheeks and Ald. Cnare arrived at 5:11 p.m.**

**Present:** 7 - Maurice S. Cheeks; Lauren Cnare; Matthew J. Phair; Ben M. Van Pelt; Daniel A. O'Callaghan; Joseph M. O'Connell and Greg L. Rosenberg  
**Excused:** 1 - Colin A. Bowden

4. [37815](#)

Approving and allocation of up to \$54,000 to Community GroundWorks, Inc. to administer a Community Garden Leadership Development and Self Management program; and authorizing the Mayor and the City Clerk to enter into an agreement with the agency to implement the program.

**Ald. Cnare moved to return the resolution to lead with the recommendation for approval. Van Pelt seconded.**

**Karen von Huene of Community GroundWorks, Inc. and Mark Woulf of the Mayor's Office were available for questions.**

**Discussion highlights:**

- **Ald. Cnare asked if Dane County were putting any money into this project. Von Huene said they are in the sense that Dane County Extension has staff and administrative time invested in the project, but Dane County doesn't have any say in what Community GroundWorks does with community gardens in the City of Madison.**
- **Von Huene said that Dane County has a large group of volunteers helping onsite at the gardens. AmeriCorps and Vista people are funded through Dane County.**

**Rosenberg returned to the meeting at 5:16 p.m.**

5. [37816](#)

Approving the transfer of authority and associated responsibility for oversight and administration of several City lending programs, from the City's Community Development Authority (CDA) to its Community Development Division (CDD).

A motion was made by Phair, seconded by Cheeks, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote.

6. [37731](#)

Authorizing the Mayor to sign, and the Community Development Division to submit, a grant application to the Wisconsin Department of Administration's Division of Housing for 2015-2016 ETH grant funds on behalf of local agencies providing housing and services to homeless and at-risk persons.

Wallinger said she hadn't been able to get the list of the actual proposals that are part of the \$471,453 grant request to the Committee before the meeting because the State shortened its application timeframe. The Homeless Services Consortium met twice and developed this list of programs. There are a couple of new programs this year: include Elizabeth House, which is a Care Net program serving young women and children; and Tenant Resource Center's proposal to do outreach to the chronically homeless single adults.

Discussion highlights:

- The rest of the proposals are a continuation of programs funded already.
- The funding amount doesn't fluctuate year-to-year as much as it had in the past due to the fact that the State now utilizes a formula for determining allocations.
- The formula is based on poverty, the number of homeless in the county, and the number of empty beds available in the system.
- The Briarpatch proposal does not involve their youth shelter facility. Instead, it is their transitional housing coop project on Roth Street. Briarpatch preferred to ask a couple of larger funders for funding for the youth shelter because of the \$25,000 proposal maximum on the ETH application.

A motion was made by Phair, seconded by Cnare, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote.

7. [37714](#)

CDBG April 2015 Staff Report

Financials  
CAPER  
Emerging Opportunities Program  
Community Building and Engagement Program  
Funding Process Study and 2015 Funding Process  
Concentration Neighborhood Plan  
Community Development Week

Financials

O'Keefe said the CDD continues to face some challenges with the new MUNIS financial system, so the financials may not be up-to-date. Independent Living, Inc. returned an award of more than \$400,000 from 2012. Their Tennyson Lane senior housing project is proceeding, but ILI decided to forgo the City's money because of the administrative burden attached to the federal funds. There is the possibility that they may come back to the Committee for AHF money, but that's unlikely.

CAPER

Charnitz said the annual CAPER was due at the end of March and was submitted on time. HUD now has a certain number of days during which they can ask the City questions about the CAPER. Once it's approved by HUD, CDD will provide copies of the CAPER to the Committee.

#### Emerging Opportunities Program

O'Keefe said that the application window has closed, and CDD received 37 proposals seeking a total of \$730,000. One proposal was deemed ineligible because it came from the Madison Police Department. CDD has \$175,000 in the spring cycle to allocate, with \$5,000 being the minimum amount allowed for requests. He said he has read through about half of the proposals so far, and there are some very good ones in the batch. The staff team reviewing the proposals has a series of meetings scheduled where they will develop an allocation plan, which they will present to the Conference Committee. Conference Committee meetings are scheduled on April 16 and April 20. The Conference Committee will finalize its recommendations for the Common Council in May. The second cycle of the EOP will have \$100,000 available in the fall.

#### Community Building and Engagement Program

O'Keefe said CDD ran concurrently a \$100,000 funding application cycle for the Community Building and Engagement program. Though it's not certain, funding is likely to continue depending on Common Council's assessment of the success of the program. CDD received nine proposals seeking for \$360,000. CDD has set a minimum award of \$25,000. The City has assembled a multi-agency staff team to review proposals. The staff team is comprised of representation from the CDD, the Public Library, Madison Police Department, the Planning Division, the Mayor's Office, and the County's Joining Forces for Families program.

#### Funding Process Study and 2015 Funding Process

O'Keefe said that the Committee saw the PowerPoint presentation last month regarding the funding process study. Forward Community Investments (FCI) is about to release their final draft report by Monday of next week. FCI and CDD are working toward scheduling a number of public meetings and input sessions on the report. Feedback will shape a formal resolution to be introduced to the Common Council in late April and will be referred to all the different policy committees affected by the study, including the CDBG Committee.

#### Concentration Neighborhood Plan

Charnitz said the Committee approved the resolution at the March meeting, and it was referred to the Plan Commission. The boundaries were expanded slightly to include Blooming Grove, which will become part of Madison eventually. A Blooming Grove resident was added as a representative to the steering committee.

#### Community Development Week

Charnitz said the Mayor's Office released an announcement about Community Development Week, which officially begins April 6. The release highlighted a couple of CDD projects from 2014. Katie Crawley of the Mayor's Office is in touch with reporters to try to generate some press for the work CDD does.

#### Other Updates

O'Keefe said that resolution reallocating \$6,000 to support a Registry Week coordinator position was taken up by the Common Council and a minor change made. Instead of Porchlight being the entity the money for this position will pass through, Tenant Resource Center (TRC) will be the agency because the person recruited for the coordinator position works for TRC. The coordinator will identify and assess chronically homeless individuals to develop a central registry.

O'Keefe said that the CDD received final formal authorization from the Common Council to enter into a contract with Heartland Housing for the Rethke Street permanent supportive housing project. The contract will be finalized within a week. The County Board is also authorizing \$950,000 for this project. Heartland plans to break ground on the project around May 1.

8. [37756](#)

Report from committees with CDBG Committee representation

#### 1) Gardens Committee

Rosenberg said that the topic of a concentration neighborhood plan for Census Tract 20 came up at the last meeting. There was a lot of discussion about incorporating urban agriculture as one of the elements to be considered during the planning process. He will be following up with Susan Morrison about how to incorporate urban agriculture into this process.

#### 2) Martin Luther King, Jr. Humanitarian Award Commission

There was no report to the Committee.

### ADJOURNMENT

Ald. Cheeks moved to adjourn at 5:55 p.m.; Ald. Cnare seconded. The motion passed unanimously.

Anne Kenny, recorder