



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

Thursday, June 5, 2014

5:00 PM

215 Martin Luther King, Jr. Blvd.
Room 260 (Madison Municipal Building)

CALL TO ORDER / ROLL CALL

STAFF: Mary Charnitz, Anne Kenny, Susan Morrison, Jim O'Keefe, Sue Wallinger

Others Present: Jordan Bingham

Markofski called the meeting to order at 5:02 p.m.

Present: 5 - Matthew J. Phair; Colin A. Bowden; Monya A. Choudhury; Justin O. Markofski and Russ Whitesel

Absent: 1 - Ben M. Van Pelt

Excused: 3 - Maurice S. Cheeks; Lauren Cnare and Daniel A. O'Callaghan

APPROVAL OF MINUTES

A motion was made by Whitesel, seconded by Phair, to Approve the Minutes of May 1, 2014

PUBLIC COMMENT

There was no public comment.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

[34289](#)

CDBG 2014 Chair Report

Markofski invited Committee members to examine the fit of gardens in the Community Development Framework and priorities and to look again at the value of gardens. The Committee agreed to have the subject of gardens as a future agenda item after the summer funding process. The item could include a presentation by appropriate entities, such as Parks and Mark Woulf of the Mayor's Office, to update the Committee on gardens.

Van Pelt arrived at the meeting.

- Present:** 6 - Matthew J. Phair; Ben M. Van Pelt; Colin A. Bowden; Monya A. Choudhury; Justin O. Markofski and Russ Whitesel
- Excused:** 3 - Maurice S. Cheeks; Lauren Cnare and Daniel A. O'Callaghan

COMMON COUNCIL REFERRAL

[33869](#)

Establishing the City of Madison Racial Equity and Social Justice Initiative.

Jordan Bingham of Public Health Madison and Dane County gave a presentation on the City's Racial Equity and Social Justice Initiative and asked for feedback on the document before adoption. She discussed the definition of equity and the difference between equality and equity. Equality deals with distributing resources equally without regard to what needs are, whereas with equity, the goal is to achieve equality in outcomes so that barriers are removed for everyone. She passed out a document enumerating three priorities. The next implementation steps are (1) to expand the core team to include all departments in the City; (2) to provide training and capacity building; (3) to pilot the tool to 10 organizations; and (4) to recommend a new position to coordinate data across the City.

Discussion highlights

- Bowden asked if there had been push-back on the phrase "equality in outcomes." Bingham said no.
- Choudhury said the report was thoughtfully and beautifully written.

A motion was made by Phair, seconded by Whitesel, to Return to Lead with the Recommendation for Approval to the BOARD OF HEALTH FOR MADISON AND DANE COUNTY. The motion passed by voice vote/other.

DISCUSSION ITEMS

[34265](#)

Amending the 2014 City adopted operating budget by reallocating \$13,000 from Miscellaneous Appropriations to the Community Development Division operating budget and authorizing the Mayor and City Clerk to use those funds to amend existing contracts with the Tenant Resource Center, Inc. , as the fiscal agent for Shine608, Inc. to provide storage locker space at the Social Justice Center (\$5,600), and with the Center for Community Stewardship, as the fiscal agent for Project Bubbles, to provide laundry services (\$5,400), and to transfer \$2,000 to Dane County Human Services to continue the provision of support service outreach by Shine608 at the downtown Central Library Branch, in order to maintain these support services to homeless persons pending the expected November 1, 2014 opening of the County Day Resource Center.

A motion was made by Choudhury, seconded by Van Pelt, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

[34150](#)

Authorizing the City of Madison to accept a HUD Continuum of Care (CoC) Homeless Services planning grant in the amount of \$38,283; amending the 2014 CDBG Operating Budget to reflect this additional revenue and commensurate expenditures; and authorizing the Mayor and City Clerk to enter into an agreement with the Corporation for Supportive Housing, Inc. for planning services.

Wallinger gave an overview about HUD's new requirements and mandates. The Continuum of Care has asked the Corporation for Supportive Housing to assist with four different things: (1) help create a map of services to assist with coordinated intake; (2) help determine what a rapid re-housing program is and what a housing first program is; (3) provide a day-long talk session with agencies to get them interested in Housing First; and (4) moving people from transitional housing to permanent housing. Housing First is providing housing before case management services to get homeless people into housing. HUD wants us to take our supportive permanent housing and turn it into Housing First.

A motion was made by Choudhury, seconded by Bowden, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

34284

Acknowledging a net increase of \$193,964 in anticipated federal HUD grant revenue and commensurate expenditures for FY14, adopting an updated version of the Community Development Division's HUD-required 2014 Action Plan that reflects these changes, and amending the 2014 CDBG Operating Budget as appropriate.

Charnitz gave background on the increase in HUD funds. In 2013, the Committee made recommendations for 2014-15 for neighborhood centers, gardens, and employment programs with an anticipated cut in funding of about 10%. CDD's budget allocation for 2014 was increased a net total of about \$200,000. CDD is recommending that the additional money be used to fund the B-List, which includes restoring 4% to neighborhood centers from 2013, and then from the 2012 B-List, providing additional funding to the ADDI program, the Housing Crisis Initiative, the HMIS, and the Housing Development and Reserve Funds.

O'Keefe said the adjustments that this amendment is going to make to neighborhood centers are very small. He suggested with the next B-List that the Committee consider prioritizing recommendations to certain programs rather than spreading funds proportionally over all programs.

A motion was made by Whitesel, seconded by Van Pelt, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

34288

2015 - 2016 CDD Summer Funding Process

Charnitz explained each section of the summer process information binder that members received tonight. Once the proposals actually come in, members will be asked to complete the conflict of interest forms specific to the summer process. Also included in the binder are Roberts' Rules, the 2014-2015 Goals and Objectives, the CAPER, a timeline, and the proposal review criteria sheets. The Committee will receive investment summaries that give the funding history of each project. Proposals are due June 13, and the Committee will receive copies of them by June 20. Committee members should inform the CDBG Unit whether they'd like to pick up their proposal binders or have them couriered to them. The CDBG Committee will have a regular meeting on July 10. Staff reviews will go out on July 15 along with investment summaries. She asked members submit their questions on proposals by 4:30 on July 16. After presentations and discussion of the proposals at several of meetings in July,

the Committee will turn in their ranking sheets at the July 29. After the Committee makes preliminary recommendations, there will be a public hearing, and then the Committee will make its final recommendations.

The Committee discussed incorporating equity into its evaluation and ranking criteria but wasn't sure how they would communicate to applicants at this point that they want to address equity in the proposals. Charnitz suggested posting an announcement on the website. They decided it was too late to ask the question for current proposal evaluations and that they would discuss a tool for evaluating racial equity for the future at an upcoming meeting.

[33866](#)

CDBG Staff Report

Financials

Financials were not distributed at the meeting.

Common Council Updates/Previews

There was no update.

O'Keefe said that the 2015 capital budget is being developed now. He reminded the Committee that the two-phase permanent supportive housing project is well underway with a development partner and location selected. The project targets chronically homeless individuals. The City is starting to turn its attention to phase two of the project for 2015. CDD will put together a fairly aggressive capital budget to expand affordable rental housing, which is in short supply throughout the city. CDD will also continue to apply for low income housing tax credits (LIHTC). WHEDA is in the process of rewriting their QAP, which guides how they score LIHTC applications. The City is considering developing an RFP process to synch with WHEDA's process.

Ald. Phair left the meeting at 7:20 p.m

Present: 6 - Maurice S. Cheeks; Ben M. Van Pelt; Colin A. Bowden; Monya A. Choudhury; Justin O. Markofski and Russ Whitesel

Excused: 3 - Lauren Cnare; Matthew J. Phair and Daniel A. O'Callaghan

[33867](#)

Report from Committees with CDBG Committee representation

Markofski said there is strong mayoral support for the sustainable future of gardens. Parks' involvement is also promising. There was also strong attendance at the meeting hosted by four garden leaders to help other garden leaders understand how gardens will work now that Community Action Coalition is no longer involved with them.

Martin Luther King Jr. Humanitarian Award Committee (Bowden)

Bowden said that the last meeting of the Committee was canceled due to lack of quorum.

Conference Committee (Ald. Cnare, Choudhury, Van Pelt)

There was no report.

ADJOURNMENT

Whitesel moved adjournment at 7:22 p.m. Van Pelt seconded. The motion passed unanimously.

Anne Kenny, recorder