



City of Madison

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

Meeting Minutes - Approved COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Thursday, March 2, 2023

5:30 PM

Virtual Meeting

CALL TO ORDER / ROLL CALL

Staff present: Linette Rhodes, Ben Doing, John Vogt, Hardy Garrison, Linda Horvath (Planning), Breana Collins (Planning).

Ousman Darboe called the meeting to order at 5:33pm with a quorum present.

Present: 8 - Barbara Harrington-McKinney; Nikki Conklin; Matthew J. Phair; Angela K. Jones; Ousman Darboe; Jennifer H. Campbell; Tiffany D. Malone and Megan N. Miller

Excused: 3 - Barbara Harrington-McKinney; Nikki Conklin and Jennifer H. Campbell

APPROVAL OF MINUTES

A motion was made by Jones and seconded by Alder Phair to Approve the minutes of February 2, 2023. Motion passed by voice vote.

PUBLIC COMMENT

1. [76449](#) Public Comment

None

DISCLOSURES AND RECUSALS

Angela Jones disclosed that Literacy Network is a program they oversee and invest in through their work with United Way -- it is one of their funded partner agencies.

ACTION ITEMS

2. [76399](#) Adopting the Hawthorne-Truax Neighborhood Plan as a supplement to the City of Madison Comprehensive Plan

Attachments: [HT draft 230228 introduction.pdf](#)
[HT CDBG Memo 030223.pdf](#)
[HT CDBG Pres 030223.pdf](#)
[HT TPPB Memo 030623.pdf](#)
[HT TPPB Pres 030623.pdf](#)
[HT CDA 030923.pdf](#)
[HT CDA Memo 030923.pdf](#)
[HT Plan Comm Memo_031023.pdf](#)

A motion was made by Malone and seconded by Jones to return to Lead with the recommendation to Approve Adopting the Hawthorne-Truax Neighborhood Plan as a supplement to the City of Madison Comprehensive Plan.

Motion passed by voice vote.

3. [76394](#)

Approving a loan of up to \$68,000 to Literacy Network, Inc. from the Community Facilities Loan Program to help finance the expansion of programming space at 701 Dane Street, and authorizing the Mayor and City Clerk to sign an agreement for that purpose.

Attachments: [Literacy Network - Community Facilities Loan - Operating Plan.pdf](#)
[Literacy Network - Community Facilities Loan Application.pdf](#)

A motion was made by Alder Phair and seconded by Miller to return to lead with the recommendation to Approve Approving a loan of up to \$68,000 to Literacy Network, Inc. from the Community Facilities Loan Program to help finance the expansion of programming space at 701 Dane Street, and authorizing the Mayor and City Clerk to sign an agreement for that purpose.

Motion passed by voice vote.

4. [76401](#)

Approving the allocation of up to \$220,500 of federal Community Development Block Grant (CDBG) funds and up to \$250,000 of American Rescue Plan Act of 2021 (ARPA) State and Local Fiscal Recovery Funds (SLFRF) to Sustain Dane to extend the administration of the Energy Efficiency in Naturally Occurring Affordable Housing project, and authorizing the Mayor and City Clerk to enter into Purchase of Service Agreements with Sustain Dane to implement the project.

Attachments: [Sustain Dane - Non-Competitive Selection Request - CC Approval Required](#)

A motion was made by Jones and seconded by Alder Phair to return to lead with the recommendation to Approve Approving the allocation of up to \$220,500 of federal Community Development Block Grant (CDBG) funds and up to \$250,000 of American Rescue Plan Act of 2021 (ARPA) State and Local Fiscal Recovery Funds (SLFRF) to Sustain Dane to extend the administration of the Energy Efficiency in Naturally Occurring Affordable Housing project, and authorizing the Mayor and City Clerk to enter into Purchase of Service Agreements with Sustain Dane to implement the project.

Motion passed by voice vote.

5. [76395](#)

Approving a Substantial Amendment to the City's FY21 Annual Action Plan to include supplemental HOME-ARP grant funds awarded to the City of Madison by HUD as part of the 2021 American Rescue Plan Act; amending the Community Development Division's Adopted 2023 Operating Budget to recognize the additional grant revenue

and commensurate expenditures; and authorizing the Community Development Division to issue one or more Request for Proposals to allocate the funds.

Attachments: [Final draft_City of Madison 2021 HOME-ARP Amended Action Plan.pdf](#)

A motion was made by Malone and seconded by Miller to return to Lead with the recommendation to Approve Approving a Substantial Amendment to the City's FY21 Annual Action Plan to include supplemental HOME-ARP grant funds awarded to the City of Madison by HUD as part of the 2021 American Rescue Plan Act; amending the Community Development Division's Adopted 2023 Operating Budget to recognize the additional grant revenue and commensurate expenditures; and authorizing the Community Development Division to issue one or more Request for Proposals to allocate the funds.

Motion passed by voice vote.

6. [76393](#)

Approving the extension of contracts between the City of Madison and several partner agencies including the State of Wisconsin, the Center for Community Stewardship, the United States Department of Housing and Urban Development (HUD), Fiscal Assistance, Inc and Occupy Madison, and authorizing the Mayor and City Clerk to execute contract amendments with each of the identified agencies.

A motion was made by Jones and seconded by Alder Phair to return to lead with the recommendation to Approve Approving the extension of contracts between the City of Madison and several partner agencies including the State of Wisconsin, the Center for Community Stewardship, the United States Department of Housing and Urban Development (HUD), Fiscal Assistance, Inc and Occupy Madison, and authorizing the Mayor and City Clerk to execute contract amendments with each of the identified agencies.

Motion passed by voice vote.

7. [76059](#)

SUBSTITUTE: Authorizing the sole source purchase of services by the Community Development Division from EQT By Design to conduct and evaluate stakeholder engagement and identify strategies associated with older adult services in Madison, funded by an allocation of American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) and Community Development Block Grant (CDBG) funds.

Attachments: [EQT by Design - Non-Competitive Selection Request - CC Approval Require Senior Services Sole Source 76059 ver 1.pdf](#)

A motion was made by Malone and seconded by Miller to return to Lead with the recommendation to Approve the SUBSTITUTE: Authorizing the sole source purchase of services by the Community Development Division from EQT By Design to conduct and evaluate stakeholder engagement and identify strategies associated with older adult services in Madison, funded by an allocation of American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) and Community Development Block Grant (CDBG) funds.

Motion passed by voice vote.

8. [76451](#)

Updates to Home Buy the American Dream Program

Attachments: [2023 Down Payment Program Proposed Changes.pdf](#)

Linette Rhodes provided updates regarding changes to the Home-Buy the American Dream (HBAD) down payment assistance program.

A motion was made by Malone and seconded by Jones to approve the updates to the Home Buy the American Dream Program.

Motion passed by voice vote.

DISCUSSION ITEMS

9. [76452](#) Consolidated Annual Evaluation Performance Report (CAPER)

Attachments: [Draft CAPER Executive Summary.pdf](#)

Linette Rhodes discussed the housing assistance and supply, and economic development aspects of the Consolidated Annual Performance & Evaluation Report (CAPER).

In April, more information will be provided when the homeless, housing resources, and neighborhood assets/community facilities parts of the CAPER will be discussed.

REPORTS

10. [76450](#) Staff Report

Attachments: [Year-at-a-Glance CDBG Committee 2023.pdf](#)

Linette Rhodes discussed the CDBG timeliness plan that had to be submitted to HUD and is being reviewed. Other updates on this topic provided, including that the committee's approval will be sought once guidance from HUD is received.

Committee reminded that the April committee meeting will be in person at the Madison Municipal Building, and that multiple reminders will be sent to members to avoid quorum issues.

ADJOURNMENT

A motion was made by Alder Phair and seconded by Miller to Adjourn at 7:22pm.

Motion passed by voice vote.