



City of Madison

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

Thursday, February 5, 2015

5:00 PM

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

CALL TO ORDER / ROLL CALL

Present: 7 - Maurice S. Cheeks; Lauren Cnare; Matthew J. Phair; Ben M. Van Pelt;
Colin A. Bowden; Joseph M. O'Connell and Greg L. Rosenberg
Excused: 2 - Monya A. Choudhury and Daniel A. O'Callaghan

CITY STAFF: Anne Kenny, Mike Miller, Susan Morrison, Jim O'Keefe

Bowden called the meeting to order at 5:10 p.m.

APPROVAL OF MINUTES

Ald. Phair moved to approve minutes from November 20, 2014. Ald. Cheeks seconded. Van Pelt asked for a friendly amendment to change the minutes to reflect that he was present from the beginning of the meeting. Ald. Phair and Ald. Cheeks accepted the friendly amendment. The motion passed unanimously.

PUBLIC COMMENT

Alfonso Flores, representing the Waterways Cooperative and Worthington Park Neighborhood Association, wanted to put on the City's radar an effort afoot in his neighborhood to harness the community and economic growth potential in the area. The whole project, which is in an area they're calling Starkweather Commons, encompasses The Salvation Army property and the three commercial properties along the East Washington Avenue frontage road. The grand vision for Starkweather Commons is that it would have facilities for community programming, tech, food, affordable housing, and retail. The whole build out of Starkweather Commons will most likely take about 10 years.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

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Chair report

There was no Chair Report.

DISCUSSION ITEMS

[36990](#)

Southwest Partnership - STEP presentation

Marianne Morton of Common Wealth Development gave background information on the Southwest Transitional Employment Program (STEP). John Wroten spent about a year in the neighborhood hearing what was important to the residents, and the number one priority to arise out of this effort was employment and jobs. The Southwest Partnership, in cooperation with neighbors and stakeholders, developed a program that was neighborhood-based and very accessible. The \$19,000 from the Emerging Opportunities Program (EOP) allowed them to work collectively with folks in the area.

Mike Bruce of Joining Forces for Families (JFF) said that they focused their efforts through the EOP grant on the three NRT areas in the neighborhood. He said that about three years ago Orchard Ridge United Church of Christ solicited proposals for about \$140,000, which they tied to a capital campaign for remodeling the church. JFF submitted a proposal and hired John Wroten who worked with the community to launch STEP. They work with neighborhood residents who are looking for employment. They help them with resumes, references, and case management. The number one issue they see tends to be family stability.

Angelique Webb spoke of her experience with STEP since early November 2014. What she found in working with STEP is that she is able to work to earn her wages rather than having the money just handed to her. She got the help she needed with STEP. She's secured a home and a full-time job, and she and her son are thriving. She also assists people with the STEP program now. STEP has the tools to help people thrive.

Baxter Richardson of the Orchard Ridge United Church of Christ said that a STEP advisory board got rolling very early in the process and started meeting every other week to talk about the program. They heard a lot about what was working and what was not working and evaluated things as they went along. They explored opportunities for volunteers to be involved in the program. The program has been transformative for everyone who has been involved with it, from volunteers to those they've assisted.

Ald. Phair commented that EOP was intended to plant seeds, as it has done with STEP. He said he liked how the faith community, non-profit community, and government were all working together.

Van Pelt said it was encouraging to see the program's success and would welcome similar groups to participate the EOP process.

37034

Authorizing up to \$125,000 of CDBG funds to support Literacy Network's acquisition of the former south Madison Wingra Clinic property located at 701 Dane Street to expand literacy services to Madison area adults.

Jen Davie and Jeff Burkhart of the Literacy Network and Mike Miller of CDD gave a quick background of the request for funds to purchase the old Wingra Clinic property located behind Walgreen's on South Park Street. The Literacy Network provides literacy tutoring and ESL services to adult learners. Miller said that the demand for services has increased over the last few years. They serve a little over 1,000 adult learners a year. The new space would allow

them to double that number. They're looking to purchase the property for \$300,000, and it has been assessed at \$818,000. Staff is recommending \$125,000 to assist with the acquisition of this property. Literacy Network is anticipating doing about \$600,000 in renovations, which they're hoping to begin in July and to complete by June 2016.

Burkhart said that one in seven—or 55,000 adults in Dane County need literacy services. They will have no trouble serving 2,000 people a year in their new space, which is located closer to a lot of their learners. Literacy Network has been around for 41 years. They hope to assist clients to achieve better education and jobs with mentoring and coaching.

Discussion highlights:

- Staff recommended only \$125,000 in CDBG funds because there are other organizations that will be coming to the CDBG Committee for funds for their projects.
- The Literacy Network's capital campaign is in the quiet phase, but they've secured a six-digit contribution. They did a feasibility study early on, so they've been planning for this for about a year-and-a-half.
- Literacy Network also provides programs at 20 different locations besides their current site on South Park Street, such as schools, libraries, healthcare centers, and the Dane County Parent Council.
- Many refugees tend to be placed in South Madison, which provides a great opportunity to work with the Literacy Network.

Ald. Cnare moved to return the resolution to lead with the recommendation for approval. Van Pelt seconded. The motion passed unanimously.

[36991](#)

Informational presentation on minor changes to the Homeownership Project Underwriting Guidelines.

Morrison said that CDD takes a look at underwriting guidelines for home loan programs annually. Three relatively minor changes have been proposed for 2015. They include:

1. Providing a guideline about the mortgage interest rate CDD will use on its loans. The rate will be 2% above WHEDA's current rate at loan approval in order to protect first-time homebuyers from predatory interest rates.
2. Providing a provision for taking into consideration a self-employed person's depreciation of assets when determining their income.
3. Adding a provision for requiring documentation of income in the event that an applicant deposits greater than 25% of their annual qualifying income into their bank account within two months of a loan application.

[36992](#)

Update on the Affordable Housing Funds for 2015

O'Keefe gave an update on projects that have been awarded Affordable Housing Funds. The Common Council and Mayor authorized \$4.25 million in the 2015 capital budget to support affordable housing efforts, with an early focus on expanding the supply of affordable rental housing and doing as much as possible to leverage funds against Section 42 Tax Credits administered by

WHEDA. WHEDA's application window closed on January 30 with five Madison-based projects vying for credits with City support. They include:

1. Phase 2 of the Permanent Supportive Housing Initiative on Tree Lane, which will add 41 housing units for families;
2. The Union Corners proposal on East Washington Avenue;
3. The Maple Grove proposal on the city's southwest side;
4. The Tennyson Lane development on the city's northeast side; and
5. The On Broadway proposal to add 36 units of affordable housing on the city's south side.

O'Keefe said that, altogether, these projects would add almost 300 units of affordable housing to Madison's supply. Although all of them are good projects, not all are guaranteed to receive tax credits. Tax credits will be awarded at the end of April. The tax credits are an essential part of the financing for these projects.

O'Keefe said that CDD wants to spend more time working with the Planning Department for next year's RFP process to determine locations for projects to be developed.

[36864](#)

Appoint/Re-confirm CDD Conference Committee Representatives

Morrison said that Ald. Cnare, O'Callaghan, and Bowden were on the Conference Committee for the last EOP process in fall of 2014. Members need to be confirmed or appointed for the April 2015 EOP process. Ald. Phair and Van Pelt offered to be on the Conference Committee.

Ald. Cnare moved to approve O'Callaghan, Van Pelt, and Ald. Phair as members of the Conference Committee. Ald. Phair seconded. The motion passed unanimously.

REPORTS

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CDBG January 2015 Staff Report

Financials

CD Week (April 6-11, 2015)

Update on staffing changes for the CDBG Unit and the CDD

Information on the EOP and the Community Engagement programs.

Theresa Terrace and Meadowood Center Updates

CC updates

Financials

Morrison said there are no major changes since November 2014 except for the provision of \$125,000 in CDBG acquisition/rehab funds for the Literacy Network.

O'Keefe said that projects from Porchlight, Operation Fresh Start, and One City are likely headed our way in the future.

CD Week

Morrison said the National Community Development Week is from April 6-11, 2015. Ald. Cnare said that the alders on the Committee would do a resolution thanking people for participating in community development in Madison for CD Week and work on publicity for the event.

Update on staffing changes for the CDBG Unit and the CDD

Morrison gave staffing updates. She said that CDD recently took on two staff members from EDD. They are Craig Wilson and Terri Goldbin, who both work on homeownership loan and rehabilitation programs. Helen Dietzler on CDD's administrative staff is retiring in March. CDD also has added two new positions that will be starting this year. One is the Neighborhood Planner position to work closely with Planning. The other is a Housing Specialist to support housing projects in the Division. CDD is also looking at hiring several interns from the AASPIRE and Wanda Fullmore internship programs.

Information on the EOP and Community Building and Engagement funding programs

Morrison said members received the EOP timeline with their packets. There's also another funding program to be run by Community Resources, but which CDBG staff will also participate. The City has budgeted \$100,000 for the Community Building and Engagement Program to increase community cohesion, resident engagement, and promote resident leadership capacity and skills. An RFP will be issued for those funds and will follow the EOP timeline with the Conference Committee considering those proposals.

Theresa Terrace and Meadowood Center Updates

Morrison said that Theresa Terrace construction is underway and on schedule to open June 1, 2015. The City has a contract with the Wisconsin Youth Company to run the center.

Morrison said the Meadowood Neighborhood Center will have its grand opening on February 10, 2015 at 6:00 p.m. with refreshments.

Gardens

Morrison said the Community Gardens program has gone through a business planning process, and there are now three partners in the collaborative, including Community Groundworks, UW Extension—Dane County, and Public Health Madison and Dane County. The new group has come together to run gardens in place of Community Action Coalition (CAC).

[36135](#)

Report from Committees with CDBG Committee representation

1. Gardens Committee (Rosenberg)
2. Martin Luther King Jr Humanitarian Award Committee (Bowden)

1) Gardens Committee

Rosenberg said that the recent issue is getting the new partnership off the ground. The idea is that Community Groundworks will be starting up a new

community gardens program. The lead staff would be housed there. Support from the City would be in the form of funding from CDD and staff time from Parks. UW Extension will also provide staff time. This is a new model after a jarring transition from CAC, and governance issues are being sorted out. There's a community garden leader summit on February 28, 2015.

2) Martin Luther King, Jr. Humanitarian Award Commission

Bowden said the award ceremony was a very successful event. The Commission gave out two adult awards, one to Barbara Nichols and the other to Peng Her. They had no official youth applicants. They had about eight or nine adult applications. The recipients have been pillars of the community for decades. The Commission will be discussing whether or not to have a youth award in the future.

ADJOURNMENT

Ald. Phair moved to adjourn at 7:20 p.m. Ald. Cnare seconded. The motion passed unanimously.

Anne Kenny, recorder