



# City of Madison

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

## Meeting Minutes - Approved COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

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Thursday, October 9, 2014

5:00 PM

215 Martin Luther King, Jr. Blvd.  
Room 300 (Madison Municipal Building)

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**Monya Choudhury may participate in this meeting by phone.**

### CALL TO ORDER / ROLL CALL

**Present:** 5 - Maurice S. Cheeks; Lauren Cnare; Colin A. Bowden; Monya A. Choudhury and Justin O. Markofski

**Excused:** 4 - Matthew J. Phair; Ben M. Van Pelt; Daniel A. O'Callaghan and Joseph M. O'Connell

**M Choudhury participated by phone.**

**CITY STAFF:** Mary Charnitz, Anne Kenny, Mike Miller, Susan Morrison, Jim O'Keefe, Julie Spears, Sue Wallinger

**Markofski called the meeting to order at 5:06 p.m.**

### APPROVAL OF MINUTES

**Ald. Cnare moved to approve minutes from August 7, 2014 and September 4, 2014. Bowden seconded. The motion passed unanimously.**

### PUBLIC COMMENT

**Brenda Konkel wanted to address Item 4 on the agenda, Planning for the Provision for Homeless Services for the Winter of 2014-2015. She described what some of the gaps in services will be for the winter. The daytime warming shelter will continue to be a problem, especially if the plan for the shelter is the same as last year's plan. There were significant gaps in the services last year. The volunteer community might not be able to fill the gaps this winter. There are issues with transportation and people not being able to get to the warming shelter with the van service in operation because the van service is unpredictable.**

**She said that there are people banned from some of the public spaces, so they can't get shelter during the day at such places as the library, the City-County Building, and Bethel Lutheran Church. In summary, there are a lot more gaps than what the City can fill, such as storage, showers, and laundry services. She said that porta-potties should be kept in place, even though it doesn't seem like they're getting used that much. The biggest priority is to get a daytime warming shelter in the downtown area, rather than spending a million dollars to put 99 people someplace they can't get to.**

**Ulysses Williams, Homeless Issues Committee board member and president**

and CEO of Sanctuary, which runs the storage facility on Williamson Street for the homeless, said their lease is about to be up at the end of the month. Shine608 was their overseer, but they're pulling out of everything. Sanctuary is trying to find a sponsor and to keep the place running. Some good things came out of the storage facility, including getting people off the street by allowing them to leave their things at the facility so they could get job interviews and look for apartments. They thought the storage facility would stay open until the daytime resource center opened. They would like to see fulltime shelter 24/7, 365 days per year for anyone who wants to get off the street, but they're starting with the storage facility. The doors will close on October 14, however. The organization had been a success because they were getting people off the streets and providing other services for them. When they get back up and running, hopefully by November 1, they want to make the storage facility more secure. They need \$1,418 per month to pay the rent.

## DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

## PUBLIC HEARING

1. [35687](#) Public Hearing: The Committee welcomes public comment on the Draft 2015 - 2019 Consolidated Plan including 2015 Action Plan.

The Committee requests that verbal presentations be limited to 3 minutes but welcomes additional written comments sent to the Community Development Division or [cdbg@cityofmadison.com](mailto:cdbg@cityofmadison.com).

**No one registered to speak at the public hearing. Markofski said staff hasn't received any written comments yet either but that submission of written comments from the public is still welcome.**

## DISCUSSION ITEMS

2. [35586](#) Approving the Community Development Division's HUD 2015-2019 Consolidated Plan including the 2015 Action Plan.

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

**Morrison said the approach for the Plan was to use the Goals and Objectives as the basis.**

**Charnitz said CDD had been on a really tight timeline because the Plan was due November 17 to HUD, but HUD recently deferred the submittal deadline until CDD receives its actual funding allocation. The Committee may, therefore, see the Plan again in the future.**

**Ald. Cnare and Bowden accepted a friendly amendment from Markofski to circulate and incorporate any written comments that come in before October 20 and to direct staff to make specific edits as needed regarding typos and formatting in the document.**

**Markofski asked why Economic Development had been given low priority on**

page 104.

Morrison said that there were only two options to pick from, low and high. Due to the percentages of funding to the other categories, Economic Development is the lowest funding category. CDD wasn't able to rank all the categories as high. Morrison said staff would add a sentence in the narrative section to clarify the reason for the low ranking.

Rhodes said that United Way didn't come to CDD's focus groups, so that's why they're not listed on with agencies that participated on pages 11 to 22.

O'Keefe said that CDD does work with United Way and has ongoing discussions with them on specific topics and projects, including their participation in the evaluation of the funding process.

The motion passed unanimously.

3. [35495](#)

Approving \$108,000 from Housing Reserve Funds to provide additional down payment assistance to qualified homebuyers through Movin' Out, Inc.

Tim Radelet, Executive Director of Movin' Out, Inc. (MOI), was available for questions. Rhodes explained the application. She said MOI received funding for 2015 through the Summer Funding Process. They're now asking to fund an additional three households for 2014 that will fill the gap until they get their 2015 funding. They've finished their other 2014 projects. They have several people on their waiting list whom they could help with the assistance this year.

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

4. [35701](#)

Planning for the provision for Homeless service for the winter of 2014 - 2015.

O'Keefe said staff put this item on the agenda given the developments of the last couple of weeks. The Town of Madison is choosing to fight the zoning permit required for the County to put in operation the daytime resource center on Martin Street. CDD submitted its operating budget request believing that the County would overcome the first appeal the Town of Madison made and be on their way to having an operation facility this winter. Since this is not the case now, the City and County sat down to assemble a package of interim services for homeless for the winter. The City redirected funds in its budget to extend contracts for storage locker rental, transportation services, case management services at the central library, and laundry services. The Mayor's budget has been put together with very little in the budget to deal with the homeless services issue for the winter.

Waller explained to the Committee the seven services that CDD identified as being needed during the upcoming winter. The first is providing services at the central library. The second service is providing transportation. The third would support Project Bubbles, which is a twice-a-week laundry service. The fourth is to provide relief to Bethel for them to possibly hire a part-time person. The fifth service is storage. The sixth is operating money for Briarpatch's Youth Shelter. And the last is to increase the amount in the 2015 City budget to \$50,000 for a half-year of funding.

O'Keefe said that in the absence of a County day resource center, there are

three primary locations that homeless people could access during the day: 1) Hospitality House, which will continue operating until April 30, 2015; 2) Bethel Lutheran; and 3) the central library.

The Committee discussed ways to support services for homeless during the upcoming winter.

Ald. Cnare said the Committee should authorize the Chair to draft a letter of support to the Common Council and Mayor for services for homeless persons this winter for strong consideration in the 2015 budget based on the fact that the intended plan hasn't come to fruition yet, but the needs are still present.

Bowden said he prefers putting detailed numbers and specifics in the statement of support.

Ald. Cheeks said the Committee isn't in a position to make a list of recommendations and that it would be more instructive to give the Common Council a general direction and allow them to flesh it out.

Ald. Cnare made a motion to have the Chair draft a letter to the Common Council and Mayor capturing the Committee's thoughts about supporting budget amendments to increase funding for homeless services in the absence of a day shelter. Choudhury seconded. The motion passed unanimously.

5. [35689](#) Review of 2014 Fall EOP Process and Recommendations

Ald. Cnare said that some of the previous funding was turned back to the City, so the Conference Committee had some wiggle room. The Conference Committee was able to use the staff recommendations to really good intent in selecting the projects.

Bowden said there were a lot of outstanding new programs that were funded with a good number of them managed by people of color, especially the Nehemiah project. There was also an interesting discussion on how the City is working with the Hmong community.

6. [35588](#) Elect a Vice Chair

Markofski suggested referring this item to the next meeting.

Ald. Cnare moved to refer this item to the November meeting. Bowden seconded. The motion passed unanimously.

7. [35589](#) CDBG 2014 October Staff Report

Financials  
Common Council Updates  
Schedule November meeting(s)  
Update on Committee Appointments

**Financials**

Morrison noted the reduction by \$108,000 of CDBG funds that the Committee

just approved for Movin' Out, Inc. tonight. She also said that there were two unanticipated HOME loan repayments this month.

#### Common Council Update

O'Keefe said the Common Council approved the construction bids for Theresa Terrace.

O'Keefe said the Mayor added \$400,000 in new spending to CCD's operating budget, some of it for operations of Theresa Terrace and the new center in the Park Ridge/Park Edge area. CDD will also get a new housing support position to help with the expanded initiative events reflected in the capital budget. Two positions originally from Economic Development will be added to CDD to streamline and improve housing programs.

O'Keefe said the request for qualifications (RFQ) has been released for Phase II of CDD's permanent supportive housing project. CDD will begin the process of soliciting proposals and evaluating them.

#### Schedule November Meeting(s)

Morrison said the November meeting needs to be rescheduled from November 6 to a date further out because staff is now dealing with responses to the rental development RFP. It's looking like November 20 will be the date most agreeable to everyone, but Morrison urged Committee members to email their preferences as soon as possible for a date in November.

#### Update on Committee Appointments

Morrison said there are two new Committee members. One is Greg Rosenberg who was referred by Markofski for the Committee, and the other is Joe O'Connell, who was recommended from the Mayor's Office.

Morrison said that the Committee should think about nominating a new representative to the Gardens Committee between now and the November CDBG Committee meeting when a new representative will be elected.

8. [33867](#)

Report from Committees with CDBG Committee representation

##### 1) Gardens Committee

Markofski said it's an exciting and important time for gardens, though Community Action Coalition (CAC) is no longer the steward of gardens. Various agencies, such as the Mayor's Office, Dane County Extension, Community Ground Works, and Forward Community Investments are trying to put forth a facilitation plan to determine the future of gardens.

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

Bowden said that the MLK Jr. Committee has met since the last CDBG Committee meeting. He said that the MLK Jr. Committee wanted to get the word out that they're always taking applications. One of the challenges is to find enough people to apply for both the youth and adult awards. The deadline for applications is sometime in December.

**ADJOURNMENT**

Ald. Cnare moved to adjourn at 7:15 p.m. Bowden seconded. The motion passed unanimously.

Anne Kenny, recorder