



City of Madison

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

Thursday, August 5, 2010

5:00 PM

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

CALL TO ORDER / ROLL CALL

- Present:** 6 -
Shiva Bidar-Sielaff; Monya A. Choudhury; Charlie R. Sanders; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel
- Absent:** 3 -
Tim Bruer; Marsha A. Rummel and Arthur V. Robinson
- Excused:** 1 -
Ken W. Pritchard

STAFF: Charnitz, Clingan, Dungan, Kenny, Miller, Rhodes, Rood, Short, Wallinger

OTHERS: Richard Freihofer, Vernon Taylor, Diana Shinall, Agustin Olvera, Gregg Shimanski, Mark Olinger, Matt Mikolajewski, Sue Hanson, George Edgar, Tom Landgraf, Dan Fitzgerald, Ald. Julia Kerr, Heidi Wegleitner, Brenda Konkel, Ellen Barnard, Shannon Barry, Steven Schooler, Tracy Stewart, Greta Hansen, Tobi LeMahieu, Rita Giovannoni, Linda Lane, Janis Reek

CALL TO ORDER: Sanders called the meeting to order at 5:05 pm.

APPROVAL OF MINUTES

A motion was made by O'Callaghan, seconded by Markofski, to Approve the July 1, 2010 Minutes. The motion passed by voice vote/other.

PUBLIC COMMENT

Richard Freihofer, of the Tenney-Lapham Neighborhood Association, addressed the Committee, noting that this was the second time he has appeared before them. Last time, he spoke to the Committee about a troubled resident of a housing project that Housing Initiatives operates in his neighborhood. That resident was running up and down the street yelling racial epithets. This time, he is speaking to the Committee about a project that Madison Development Corporation wants to do in the neighborhood. MDC wants to use a building costing \$800,000 to provide housing for very disturbed people. Freihofer said that there were already 12 shelters within

four blocks of his house and that this is not livable. He said there is a problem with concentration of this type of housing and that the Committee can't let them keep going in to his neighborhood. He said that lack of neighborhood input was also a problem and that people are leaving the area because of it. He asked the Committee to stop this concentration of people with mental disabilities in his neighborhood. He said that another problem this type of housing creates is that it takes properties off the tax rolls. Non-profits are not paying property taxes on these properties. He said that 95% of the people in the neighborhood are against these projects.

CHAIR REPORT

O'Callaghan made a motion to take Item 19442 ahead of Item 17266. Whitesel seconded; unanimous.

REQUEST FOR FUNDS OR MAJOR CHANGES IN CURRENTLY FUNDED PROJECTS

19338

Authorizing the provision of \$25,000 in Reserve Funds to assist TJ's Independent Support Brokerage Firm, Inc. with leasehold improvements on an 8800 square foot building to house new classrooms for their Madison Apprenticeship Program (MAP) and a dry cleaner business, Taylor's One Price Cleaners (TOP).

Diana Shinall and Vernon Taylor said that TJ's is an agency that provides case management for those who are developmentally disabled. They said that MAP is a 12-week life skill program for LMI and disadvantaged individuals. TOP will provide hands-on training in customer service, cash handling, dry cleaning, maintenance, and janitorial work. Students will enroll in a 12-week extension of MAP with TOP.

Discussion highlights:

- Last night's request before the Conference Committee was for programming funds and tonight's request is for facility improvement funds.
- TOP will have a regular staff of dry cleaners, and students will be trained in those areas.

Choudhury moved approval of staff recommendations to provide \$25,000 in CDBG funds as a 10-year forgivable loan with CDD waiving the 10-year lease requirement in lieu of a five-year lease with a five-year option. In the event that TJ's ends its lease agreement prior to 10 years, they will be asked to pay back a pro-rated share of the loan. CDD will also require a written letter of approval from the landlord for the \$25,000 in improvements.

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

ROLL CALL

Alder Bruer and Alder Rummel arrived at 5:20 p.m.

Present: 8 -
Tim Bruer; Shiva Bidar-Sielaff; Marsha A. Rummel; Monya A. Choudhury;
Charlie R. Sanders; Daniel A. O'Callaghan; Justin O. Markofski and Russ
Whitesel

Excused: 2 -
Ken W. Pritchard and Arthur V. Robinson

18930

THIRD SUBSTITUTE - Authorizing the provision of \$385,000 in Federal HOME, and HOME Match and/or Community Development Block Grant (CDBG) funds to assist the City of Madison Community Development Authority to acquire and construct 50 units of affordable senior rental housing.

Gregg Shimanski of the CDA said that Ald. Bruer has helped this neighborhood revitalize. He said that Horizon is a development partner and explained the program. They are requesting \$385,000 in HOME funds as gap financing for the project. Shimanski said that 30 Section 8 vouchers are attached to this project. He said that this is the first of three phases, with Phase II happening next summer and then Phase III. He said they wouldn't be here seeking funds but for the market being what it is.

Charnitz highlighted changes to the revised staff recommendations and said we do have all the funds for this year. She said that marketing costs as outlined in the fifth paragraph on page 2 of the recommendation do seem reasonable to staff. She said that the loan-to-value (LTV) issue was addressed in the third paragraph on page 2 of the recommendation and that the Committee should fund contingent on the LTV ratio being within those guidelines. She said as to soft costs, the project has put more of our funds into the capital budget so that only 15% of our funds go toward soft costs. She said the proforma is in line and appropriate.

Bruer said that he's proud of the fact that this project is in South Madison, where we're having a model of "new urbanism." He also said it all started with CDBG, which went into this neighborhood first years ago. A lot of collaborative efforts with WHEDA, CDBG, etc., have produced great projects like this. He said as we go forward, we're building bridges and is pleased that we're pioneering in South Madison.

Bruer moved to approve staff recommendations to fund at the requested \$385,000 with \$343,835 in HOME and \$41,165 in HOME Match funds. Funding contingent on a final decision on the merits of the Circuit Court condemnation challenge and when all appellate opportunities and deadlines have passed which allows the CDA to move forward on the project or a new project design is developed that does not include the 383 W. Badger Road property, compliance with relocation requirements, compliance with framework requirements regarding LTV. Whitesel made a friendly amendment to approve with the condition that the project will come back to CDBG with notification of any changes in the site and an outcome of the legal case. Bidar-Sielaff seconded.

Absent: 1 -
Pritchard

Excused: 1 -
Robinson

Ayes: 6 -
Bruer; Bidar-Sielaff; Rummel; O'Callaghan; Markofski and Whitesel

Noes: 1 -
Choudhury

Abstentions: 1 -
Sanders

19215

Accepting the terms and conditions outlined within a Letter of Intent ("LOI"), authorizing the execution of a Purchase and Sale Agreement ("Agreement"), and adopting the final Legally Binding Agreement ("LBA") to accommodate Porchlight Inc. ("Porchlight") at 4002 Nakoosa Trail; and, amending the City's previously submitted Redevelopment Plan, Homeless Assistance Submission, and Public Comment documents regarding the Truman Olson United States Army Reserve Center (1402 S. Park Street) property accordingly, authorizing submission by the Community Development Authority of said revised documents to the Federal Government, and execution of the LBA by the Community Development Authority upon acceptance by the United States Department of Housing and Urban Development.

Matt Mikolajewski spoke about the project and the executed letter of intent, which was in the packet. He said he was happy to answer questions.

Discussion highlights:

- **The Nakoosa Trail site is served by Madison Metro and is adjacent to amenities, such as a grocery store. Health services are not far from the site.**
- **Neighborhood Associations supported this project. CDA and CDBG worked hard and close on the project.**

Bidar-Sielaff moved adoption of the resolution. Bruer seconded. Unanimous

COMMON COUNCIL REFERRAL

19244

SECOND SUBSTITUTE - Providing additional detail in describing the EECBG-funded programs to be administered by City CD Division staff, and authorizing the Mayor and City Clerk to execute the requisite agreements necessary to implement the goals and objectives of these programs.

Larry Studesville, Sue Hanson and George Edgar of Wisconsin Energy Conservation Corporation (WECC), explained the project. Hanson said that Focus on Energy is the statewide energy efficiency program for the state of Wisconsin and that they are overseen by the Wisconsin Department of Energy, among others. The non-residential program, after completion of energy audits will focus on lighting upgrades, production process efficiencies, insulation, HVAC, boiler and air handling upgrade projects.

Discussion highlights:

- **The Home Performance with Energy Star program is delivered through a network of third party contractors.**
- **Focus on Energy does its own quality assessment.**
- **Focus on Energy is a prescriptive program that offers a list of 10 or 12**

different measures, like attic insulation, new water heaters, etc., that are vetted through a third party for energy efficiency and cost effectiveness.

- Homeowners can select which measures they wish to employ.
- LEED is more about a “green” effort and isn’t necessarily more energy efficient than Energy Star.
- The grant is focused on items that can’t be moved from the home, such as HVAC, insulation, etc.
- The CDBG Committee is the oversight committee for EECBG.

Whitesel moved adoption of the substitute resolution. Bidar-Sielaff seconded. Unanimous.

19442

SUBSTITUTE - Authorizing a loan from the Affordable Housing Trust Fund to the Community Development Authority for the Truax Park Apartments Project and authorizing the Mayor and City Clerk to execute a Loan Agreement with the CDA.

O’Callaghan moved to table this topic until after discussion of the AHTF ordinance; Choudhury seconded. Unanimous.

Gregg Shimanski spoke for the CDA and said that this project was equally important to the Burr Oaks project as the redevelopment of 71 existing units of public housing located at Truax Park. Truax contains 50-year-old housing that is in need of remodeling, upgrading, and retrofitting. The first phase of redevelopment of the entire site will contain 320 units. They have received \$10,000,000 in WHEDA tax credits.

Mark Olinger said that the objectives of the Truax Park Master Plan include:

- (1) No displacement,
- (2) No net loss of public housing,
- (3) Commitment to existing residents
- (4) Becoming part of a larger Hope Six/Choice Neighborhoods application eventually.

Olinger said that the units are extremely well built and that this phase is exemplar of what is to come.

Tom Landgraf spoke about the Hope Six program and said that Truax certainly fits into a significant development. One of the things in Choice Neighborhoods is that they give significant points to communities that seek other funding. They have a loan of \$1,050,000.

Landgraf handed out a diagram that represents what a landlord does with rent he collects. Three major pieces in the diagram represent what the landlord pays in interest (debt service), property taxes, and operating expenses. He said there is currently no debt service on Truax. They want to put extra money to redevelop from the Affordable Housing Trust Fund (AHTF), which will give them a debt service of 20%, (the other 80% being from tax credits).

Discussion highlights:

- Bidar-Sielaff said that the Committee would need to change the ordinance to be able to fund the project and asked when CDA decided that the AHTF was a good place for piece of funding. Shimanski said that there is no other source

of funding, which is the reason the CDA is here tonight.

- Markofski said he loves the project and likes the direction of the proposed use of the AHTF, but he doesn't feel he could vote to make such a change to the amendment of the ordinance.
- Rummel asked whether or not they've approached the Mayor for the funds, and Shimanski said yes and that the AHTF was where they were sent.
- Whitesel reiterated what Markofski said and said he feels uncomfortable making a decision based on an uncertainty regarding the ordinance. The Committee would be bound by the old ordinance, not able to act under a new ordinance.
- O'Callaghan said he shares the same concerns, but is also sensitive to the opportunity to take advantage of the funds - leveraged together - so that we don't lose other sources, e.g., the tax credits.
- Bidar-Sielaff asked if there were a possibility of scaling down the project, and Landgraf said that they really have to do it this way. Once committed to tax credits, they have to stay with it as is.
- Rummel asked what the timeline was, and Landgraf said that they need to close the transaction and spend 10% of costs by the end of September.
- Rummel asked Ray Harmon what the Mayor is thinking. Harmon said that they talked about the economic environment, and the Mayor asked the CDA to look at the AHTF. They thought the ordinance would be done by now.
- Shimanski said that the contractor has come through with an incredible deal.
- Brenda Konkel said that she is glad the Committee is asking questions. She said the policies for the AHTF are unclear. She could understand a bridge loan to the CDA, but she said the project bothers her because there are no new units and that the money is going to rehab only old units at \$200,000 per unit.
- Heidi Wegleitner said she represents low income people in legal cases. She said that one of the toughest parts of her job is to tell people that they should seek public housing, especially with the waiting list it has. She believes that the fact that this doesn't create any new units is a problem. She said it also doesn't create long-term affordability. She said the AHTF doesn't allow what they are asking for. She wondered why this is so late and why they couldn't have looked at this a couple of months ago.
- O'Callaghan said the property is owned by the CDA; and in terms of long-term affordability, it continues to be owned by the CDA, so it does have long-term affordability.

Further discussion:

- Agustin Olvera said that 98% of the people on the waiting list are below 50% AMI.
- Landgraf said that the CDA holds title to the land on two 50-year ground leases and explained cost per unit to rehab. He said a big piece to the rehab is to put in elevators to make the project accessible.
- Ald. Julia Kerr said that she has the sense that the Committee is struggling under pressure from the CDA and said that there are a couple of important things to think about. The CDA can't meet the 10% requirement without this money. Part of her political concern about the project concerns the tax credit program and the long-range plan for public housing. She said she is afraid of the CDA having to give up the tax credits because WHEDA might think that if they aren't able to pull off this project, they might not be able to deliver for other later public housing projects involving tax credits.
- Dean Brassler explained the trust fund ordinance. He handed out a chart that showed the trust fund is earning 1.5% interest. He said the ordinance

would have to be changed before the City could give out the loan.

- Kerr explained the Common Council process with respect to the ordinance: If the ordinance isn't changed, the loan isn't disbursed, she said.
- O'Callaghan said if we were to make changes to the ordinance and make the loan, it would make more money for the AHTF as a loan than if we do nothing and let the money sit.
- Kerr said that Heidi Wegleitner's statement is incorrect. She said that it is so important to invest in current housing stock. She said many of the residents are very poor, old, and/or disabled.

ROLL CALL

Bidar-Sielaff left the meeting at 7:00.

Present: 7 -

Tim Bruer; Marsha A. Rummel; Monya A. Choudhury; Charlie R. Sanders; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel

Excused: 3 -

Ken W. Pritchard; Shiva Bidar-Sielaff and Arthur V. Robinson

17266

AMENDED ALTERNATE Amending Sec. 4.22 of the Madison General Ordinances to allow the payment of developers' operating costs from the Affordable Housing Trust Fund.

Rummel moved referring both this item and Item 19442 to the "if needed" meeting on August 17. Bruer seconded. Unanimous.

Brenda Konkel gave a history of the AHTF from its inception to now. She said the Mayor has changed lately how to get money into the fund. She said Kerr was right, that there is no new money coming in. She went through some of the changes in the ordinance. She said that she had wanted to set up the fund to help people with PMI.

Discussion highlights:

- O'Callaghan asked Konkel if she supports the changes in the fund. Konkel said one problem is Inclusionary Zoning (IZ) buy back. She handed out IZ language.
- Rood discussed the accessibility language as outlined in her memo to the Committee.
- Konkel said that CDD doesn't have any policies in place and no report on the project before the Committee tonight.
- Whitesel said the ordinance is the unfinished business of the Council. He said he didn't think the Committee is in a position to know what the Council wants us to do with this. It's the Council's job to decide what's in the ordinance.
- O'Callaghan said that this ordinance has been referred to us 12 times in three years.
- Whitesel said we only have the old ordinance to work with.
- Markofski asked if changing the ordinance is the appropriate role for the Committee. He asked what alders present think.
- Rummel said that rehabbing is an important goal of this ordinance.
- Markofski asked if this Committee should write this amendment.

- Kerr said that Alder Schumacher is fine with the draft of the ordinance as is.
- Bruer said that this body has the authority to recommend policy to Council. He suggested a special meeting to discuss this item.

Further discussion:

- Whitesel asked if 8/17 were compatible with the Council's meeting schedule in September.
- Bruer said that CDD should survey Council members to see if they can be present on that date and encourage other organizations to make comments for the meeting.
- Kerr said she can't be here for the meeting on the 17th.

19442

SUBSTITUTE - Authorizing a loan from the Affordable Housing Trust Fund to the Community Development Authority for the Truax Park Apartments Project and authorizing the Mayor and City Clerk to execute a Loan Agreement with the CDA.

Rummel moved referring both this item and Item 19442 to the "if needed" meeting on August 17. Bruer seconded.

DISCUSSION ITEMS

19301

Porchlight, Inc., declines \$20,000 in ESG funds for Spring Street exterior improvements.

19337

CDBG 2010 August Staff Report

Report from committees with CDBG Committee representation and designation of Commission representatives.

Gardens:

Choudhury said that the Gardens Committee will need a new member from CDBG to go to its meetings after September.

2011 - 2012 CDBG FUNDING PROCESS QUESTIONS AND ANSWERS

19408

2011 - 2012 AGENCY QUESTIONS AND ANSWERS (CDBG COMMITTEE).

19396

2011 - 2012 CDBG FUNDING PROCESS-OWNER OCCUPIED HOUSING APPLICATIONS

1. Independent Living , Inc. - Home Modification
2. Madison Area Community Land Trust (MACLT) - MACLT Stewardship Funds
3. Project Home - Home Repair

19397

2011 - 2012 CDBG FUNDING PROCESS HOUSING FOR BUYERS APPLICATIONS

1. Habitat for Humanity - Habitat Housing for Home Buyers

2. Madison Area Community Land Trust (MACLT) - MACLT Deep Green Retrofit Program
3. Madison Area Community Land Trust (MACLT) - MACLT Foreclosure Prevention Fund
4. Madison Area Community Land Trust (MACLT) - MACLT Acquisition Funds
5. Madison Area Community Land Trust (MACLT) - MACLT Passive Home Program
6. Movin' Out, Inc. - Program A
7. Operation Fresh Start, Inc. - Affordable Homeownership / Employment & Training
8. Urban League of Greater Madison - Home Ownership Program
1. ULGM - No one appeared to speak to the Committee.

19406

2011 - 2012 CDBG FUNDING PROCESS HOUSING - RENTAL HOUSING APPLICATIONS

1. Common Wealth Development - Affordable Rental Housing
2. Goodwill Industries of South Central Wisconsin, Inc. - Land Acquisition
3. Goodwill Industries of South Central Wisconsin, Inc. - Sunfish Court Apartment Rehab
4. Goodwill Industries of South Central Wisconsin, Inc. - Elaine Meyer Apartment Rehab
5. Goodwill Industries of South Central Wisconsin, Inc. - Stein Apartment Rehab
6. Movin' Out, Inc. - Program B Rental
7. Operation Fresh Start - Housing Rehab & Preservation Services

19422

2011 - 2012 CDBG FUNDING PROCESS ECONOMIC DEVELOPMENT APPLICATIONS

1. AABBA/Entrepreneur Support & Development
2. Common Wealth Development/Garver Art Facility
3. Community Ground Works at Troy Gardens
4. Latino Chamber
5. MDC/MBE-WBE-DBE- Contractor Mentoring
6. Northside Planning Council
7. WWBIC/Microenterprise Development Continuum
1. Northside Planning Council (NPC) Proposal

Q. Has a business plan been created?

Ellen Barnard said yes, a plan has been created and that their financials are based on the business plan.

Q. On what basis is the projection of 25-35 FTE jobs made?

Barnard said that they based their projection on a couple of methods. She said they looked at similarly-sized projects in the country and what they generated and then extrapolated from that data. She said there would likely be 80-100 users of the incubator per year with a wholesale bakery at the kitchen.

Q. What is the relationship between the staff of the NPC and Development Team? What is the experience of the ED of the NPC and this type of project?

Barnard said staff has been useful to do a variety of tasks negotiating

land use for the airport land. As for the executive director, five to ten percent of his time is provided to the kitchen. She said his background is in planning.

Q. Projected staffing costs to support 1.5 FTE seems low. Please detail.

Barnard said that it really depends on what they pay. They're estimating paying \$30,000 to \$35,000 for 1.5 FTE per year, which is in line with the rest of the country.

Q. Revenue projections for the operating budget are higher than suggested by the feasibility study. Please explain.

Barnard said that we can get more users than what the feasibility study indicated.

Q. Is the \$60,000 included in the budget in the acquisition and in the construction management line item duplicative?

Barnard said they are not duplicative, that it is \$500,000 over two years. She said the application was hard to figure out.

Q. How would the project proceed if it only received half of the request in the first year?

Barnard said she has made arrangements for a bridge loan with Forward Community Investments, which would be paid back over time.

Q. Raising \$450,000 will be a daunting task. (This is in addition to the grant sources you have already identified.) How do you propose to do this? Is receipt of \$100,000 from the energy grant realistic?

Barnard said she has a team on hand that feels very confident that they can do the fundraising. As to the \$100,000, she said she doesn't know. They will find out eventually. It's possible that it's realistic, but there is nothing to apply for yet.

Choudhury asked if they have happened across any information about anticipated turnover, and Barnard said it was all about turnover and that they will do follow-up will all users of the kitchen.

19382

2011 - 2012 CDBG FUNDING PROCESS HOMELESS APPLICATIONS

1. DAIS - Housing Related Aid
2. Porchlight, Inc. - Housing Operations & SRO Housing & Support Services
3. Porchlight, Inc. - Hospitality House / DIGS Program
4. Porchlight, Inc. - Partnership for Transitional Opportunities (PTO Maintenance Training /Utilities)
5. Porchlight, Inc. - Outreach
6. Porchlight, Inc. - Eliminating Barriers to Stable Housing (EBSH)
7. The Road Home Dane County, Inc. - Interfaith Hospitality Network Shelter

Program

8. The Salvation Army of Dane County - Warming Shelter
 9. Tellurian UCAN, Inc. - ReachOut
 10. YWCA of Madison, Inc. - Second Chance Tenant & Financial Education Workshop/SKILLS
1. DAIS - Housing Related Aid Proposal

Q. May I please see a copy of your current organization chart for Admin and Programs?

Shannon Barry handed out a copy of their organizational chart.

Q. Please provide an update regarding your plans to expand DAIS shelter capacity and improve your shelter facilities.

Barry said they are at the very early stages of a pre-capital campaign and have added a board of trustees for that purpose to their board of directors. In addition, she said they added staff in an accountant position. They have also completed an initial facility plan. They have looked at all of the data in terms of clients using their services. They have the smallest shelter per capita in the state of Wisconsin and are currently looking at their size and scope. They also just contracted to do a capital campaign feasibility study and are working on a business plan. They are working with Forward Community Investments to look at financing. They are looking at branding strategies with marketing. She said a lead gift has been promised.

2. Porchlight - Housing Operations & SRO Housing & Support Services Proposal

Q. To what do you attribute your ability to maintain contact with clients after discharge? Please describe your process for maintaining contact with clients after they have left your program.

Steve Schooler said that it depends on the program. He said that Safe Haven is our transitional housing program. Once they leave our housing, contact is usually initiated by the clients. We don't have any formal follow-up.

3. Porchlight - Partnership for Transitional Opportunities (PTO Maintenance Training/Utilities) Proposal

Schooler handed out written answers to question posed to Porchlight for this project.

Q. Please estimate the number of jobs created (FTEs) by this program and discuss how this project contributes to job creation and the participants' future earning potential.

Of the 6 participants in the turnover project, 2 were able to substantially increase their incomes (WC) adding 20 hrs/wk (working

in field and gaining benefits) and (PG) going from unemployed to 40 hrs/wk in two PT jobs (also receiving benefits - healthcare, etc. through Chrysalis) and 1 (RH) was able to add 10 hrs week to his total hours.

The remaining 3 were able to supplement their incomes to help meet basic needs. Of these three, 1 (MW) has a disability (stroke survivor w/ cognitive difficulties) that while making substantial employment difficult, has demonstrated that he could be a good candidate for sheltered and/or supported employment and has improved his self-esteem regarding his ability to work and in general, feel better about himself. One (JF) had a minimum of hours due to exiting the PTO program but experienced a taste of what it is to work - having not worked in years due to her disability (MI). The last one, (LK), has been able to improve her work history and secure a good work reference. As she is on SSDI there are opportunities for her to work at least part time (20 hrs/wk).

All participants, in addition to gaining the direct job skills related to the custodial and painting fields, all attain transferable skills through their participation in the program. These skills are punctuality, care of materials, attention to details, job responsibility, independent thinking, problem-solving, and pride in workmanship. Additionally, through on-the-job counseling, they are able to see how they fit into a workplace. These attributes allow for participants to improve their work histories, add skills to their resumes, and increases their confidence in their abilities. Thus, their employability is increased.

4. YWCA of Madison, Inc - Second Chance Tenant & Financial Education Workshop/SKILLS Proposal

Q. Please specify how your curricula begins to interrupt generational poverty and describe the supports available to program participants upon discharge that facilitate their transition out of a culture of poverty.

Tracy Stewart said that Second Chance class helps the client through a two-week program. During week one, the class is targeted toward people who are homeless or on the verge of homelessness. The class tries to give people the skills to combat the problems that contributed to their situation. During week two, volunteer property managers come in to talk to people about the landlord perspective. They also give clients a free copy of their credit report.

[19390](#)

2011 - 2012 CDBG FUNDING PROCESS ACCESS TO RESOURCES
APPLICATIONS

1. Community Action Coalition for South Central Wisconsin, Inc (CAC) - Housing Counseling

2. Metropolitan Milwaukee Fair Housing Council - Fair Housing Services
3. Independent Living, Inc. - Home Share
4. Project Home, Inc. - Prairie Crossing Resident Services Coordinator
5. Tenant Resource Center, Inc. (TRC) - Housing Mediation Service
1. Community Action Coalition for South Central Wisconsin, Inc. (CAC) - Housing Counseling Proposal

Q. Please provide additional information regarding the reason for the increase in fund request and the source of any funds that are no longer available to CAC that impacts this request.

Greta Hansen said that the reason for the increase is because in order to keep providing housing counseling, we need these funds and gave an example of the funding gap. She said they spent more than they had planned last year and were recommended to seek additional funds.

2. Metropolitan Milwaukee Fair Housing Council - Fair Housing Services Proposal

Tobi LeMahieu handed out written answers to question posed to the Fair Housing Council for this project and also handed out the full text to their entire proposal.

Q. There is insufficient narrative to review this application. Please provide complete text for the goals and objectives of the program.

Proposed Program Contract Goals:

In all, an estimated 400 individuals will receive direct fair housing services.

The proposed activities have two service goals:

- i) Fair housing enforcement services will provide victims of illegal housing discrimination increased access to legal remedies, counseling on fair housing rights and access to testing.
- ii) Madison residents who receive fair housing educational, technical assistance, information and referral services will have increased knowledge of fair housing rights and increased ability to seek appropriate resources for fair housing and non-fair housing related issues.

Program Outcomes:

Outcome Objective #1:

MMFHC's direct-service fair housing enforcement services will provide victims of illegal housing discrimination with increased access to legal remedies. Services provided to victims will include counseling on their fair housing rights and access to enforcement services,

including fair housing testing, which is the most effective evidence-gathering method in fair housing enforcement. The quality of MMFHC's enforcement services ensures credible and objective evidence, thus maximizing the successful resolution of complaints. Additionally, MMFHC's systemic investigation will aid in combating illegal housing discrimination in the City of Madison rental market.

Performance Indicator(s);

The impact of services is gauged by recording the number of allegations of illegal housing discrimination received, the number of complaint referrals made to administrative agencies (e.g., the U.S. Department of Housing and Urban Development and the State of Wisconsin Equal Rights Division) and/or attorneys for adjudication and the number of tests conducted.

Outcome Objective #2:

Madison residents who receive fair housing education, technical assistance, and information and referral services will have increased knowledge of fair housing rights and increased ability to seek appropriate resources for fair housing and non-fair housing related issues, resulting in increased referrals and complaints. Information provided to members of the rental housing industry will ensure that property owners and managers are prepared to do business in compliance with fair housing law. In addition, persons with non-fair housing inquiries will receive information regarding fair housing issues and will be referred to other community resources.

Performance Indicator(s):

The impact of services is gauged by recording the number of persons requesting and receiving education and outreach services, the number of agencies, businesses and individuals requesting and receiving technical assistance and professional support services and the number of persons being provided with information and referral services for non-fair housing inquiries.

Whitesel asked if they have ever recovered damages for clients through the legal system, and LeMahieu said that most cases settle before they get to their hearings.

3. Independent Living, Inc. - Home Share Proposal

Q. *Provide additional information on the process to recruit IL staff as home-seekers for Home Share Plus. How will they address potential conflict of interest issues?*

Linda Lane and Rita Giovannoni said that ILI spends a lot of time matching clients to one another. The home sharer *becomes* ILI's employee, not vice versa. The deal caller is the senior.

Q. *Please discuss your plans/process for recruiting homes and matches in which English is not the primary language.*

Lane and Giovannoni said that they use marketing materials in more diverse languages. They also work with ethnic communities to do outreach.

- Q. *Please describe what is included (type of background checks, etc) in each assessment.*

Lane and Giovannoni said that they perform background checks on both the home sharer and home seeker from the state of Wisconsin and other states if applicable. They also do reference checks, e.g., personal and professional.

- Q. *Please clarify the differences between Home Share Plus and Home Share in terms of need, goals, objectives, budget and client assessment.*

Giovannoni said the goals are really the same for both programs: to help older adults stay in their homes longer. As to need, Home Share is about companionship and help with chores, while Home Share Plus is about help with personal care, such as showering, dressing, and meds management. As to budget, the same staff administers both programs. A lot of time is spent ensuring good matches.

Whitesel asked if Home Care Plus assistants need to be certified by any program, such as CNA. Lane said they don't require licenses.

Whitesel questioned the 90% objective, and Lane said that it refers to the match. The objective is to make sure the match is still good after a year. Giovannoni said they don't accept cognitively challenged or dementia patients into this program.

Choudhury asked how often they check on the match, and Lane said that they do quarterly checks.

Giovannoni expressed her concern about the amount of money requested and said that the program needs all funds requested.

4. Project Home, Inc. - Prairie Crossing Resident Services Coordinator Proposal

Jan Reek said that this proposal was put in the wrong category initially and handed out written answers to question posed to Project Home.

- Q. *2-3 years ago this project restructured their financing to improve their financial position. Since this happened and the project received 30 vouchers, what is the financial position of the housing project?*

We restructured the financing of Prairie Crossing to improve our financial position in 2007. We paid off our permanent financing, which

had an interest rate of 8.5%, using a combination of capital contributions from Project Home and the tax credit investor, grand funding from the City, and a low interest loan from WHEDA. We also obtained 20 (not 30) project-based vouchers for the property.

While the property's financial position has improved, the tax credit investor and Project Home continue to make operating deficit contributions. In 2008, Project Home contributed \$36,293 to cover operating deficits, including the loan reserve deposit. In 2009, Project Home contributed \$22,660, our best year to date.

Q. What is the current occupancy rate and are there funds available to assist with support of this project?

We currently have 32 occupied units out of 47, for an occupancy rate of 68%. We do not anticipate that funds will be available to support this project. The project is very important. Providing supportive services to residents is a HUD requirement if more than 25% of the units in a property have project-based vouchers. HUD, in effect, is saying that services must be provided to residents to help them to solve problems that otherwise might threaten their ability to maintain their housing. It acknowledges the potential destabilization of families and neighborhoods when there is a concentration of households having very low income.

Q. In 2010 the City funded only 63% of the total project costs. The 2011 budget proposes that the City fund 100% of the project. What happened to the "other funds" that supported this project in 2010?

There are no other funds except for Project Home's discretionary cash. We are asking for 100% of the program costs because Prairie Crossing is having a difficult year due to the low occupancy rate and the special needs of the residents. After 10 years of operation, it appears that Prairie Crossing will fill up and empty out on an annual basis, which is a time consuming and expensive proposition.

One of the reasons exacerbating the turnover at Prairie Crossing is that project-based voucher holders are eligible to receive a tenant-based voucher at the end of 12 months. This is a HUD requirement. If the tenant is in good standing, they may take the tenant-based voucher and move away. Many of our residents have chosen to do this. Identifying and qualifying applicants to fill the vacant units is a time consuming process.

Q. Please clarify the dollar amount of your CDBG request.

We are requesting \$21,352 per year for both 2011 and 2012.

Q. Please discuss your program in the context of interrupting generational poverty.

The assistance provided to residents by the Resident Services Coordinator is more than a “hand out” to solve an immediate financial problem. Working with the Resident Services Coordinator enables residents to develop new skills and knowledge about resources that are available to them. The residents can then transmit these new ideas and perspective on life to their children, who can benefit in turn. In this way, the joint work of the Resident Services Coordinator and the residents can be a positive influence in interrupting generational poverty.

Bruer recused himself from giving ratings and said he would not vote on the projects next week so as not to skew the results in favor of his district or the other groups he represents and so as not to compromise the integrity of the Committee.

ADJOURNMENT

A motion was made by Whitesel, seconded by Bruer, to Adjourn. The motion passed by voice vote/other.