



City of Madison

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

Meeting Minutes - Approved COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

Thursday, March 7, 2013

5:00 PM

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

CALL TO ORDER / ROLL CALL

STAFF: Charnitz, Cothrine, del Moral, Kenny, Lor, O'Keefe, Spears, Wallinger

Markofski called the meeting to order at 5:07 p.m.

Present: 5 -
Ben M. Van Pelt; Monya A. Choudhury; Liz Dannenbaum; Justin O.
Markofski and Russ Whitesel

Absent: 2 -
Matthew J. Phair and Daniel A. O'Callaghan

Excused: 2 -
Tim Bruer and Lauren Cnare

APPROVAL OF MINUTES

Choudhury moved, and Whitesel seconded approval of the January 17, 2013 and the February 7, 2013 minutes.

ROLL CALL

Ald. Phair arrived at the meeting at 5:10 p.m.

Present: 6 -
Matthew J. Phair; Ben M. Van Pelt; Monya A. Choudhury; Liz
Dannenbaum; Justin O. Markofski and Russ Whitesel

Absent: 1 -
Daniel A. O'Callaghan

Excused: 2 -
Tim Bruer and Lauren Cnare

PUBLIC COMMENT

There was no public comment.

DISCLOSURES AND RECUSALS

Van Pelt recused himself from Item 29311.

PUBLIC HEARING

1. [29196](#) PUBLIC HEARING - 2012 Consolidated Action Performance and Evaluation Report (CAPER)

The CDBG Committee welcomes verbal or written statements from Madison residents or groups in preparation for developing the 2012 Consolidate Annual Performance Evaluation Report. The Committee solicits comments on the performance of the 2012 activities and for suggestions for improvements in the upcoming years.

May Lor spoke to the 2012 CAPER homebuyer down payment assistance program results. She said there was only a small percentage of minorities, especially Asians, participating in the program. Her concern was how the City is reaching out to the Asian community to inform them about the program and invite them to apply for it. She said she wasn't certain that the programs currently offered were offered in Hmong, which they should be to include that community. Lor said she was also concerned with outreach to other minorities in the city as well.

Charnitz asked that the Committee submit any comments they have about the CAPER to her by March 13.

Choudhury asked for more detail on items 3 and 6 under the 2012 Highlights. She wondered how the 38% increase in homebuyer assistance activities was related to the foreclosure rate in the area. She also wondered about the 145% increase in the number of households assisted under services to homeless and special populations. She asked what the numbers mean relative to the Framework.

BUSINESS ITEMS

2. [29110](#) Authorize the CD Division to submit and authorize the Mayor to sign an application to the state Division of Housing for Emergency Solutions Grant (ESG), Transitional Housing Program (THP) and Homeless Prevention Program (HPP) funds on behalf of specific agencies providing housing and services to homeless persons; authorize the Mayor and City Clerk to execute agreements with specific non-profit agencies using ETH funds for services for homeless individuals and families.

Wallinger gave a brief description of the application to the State Division of Housing for ESG, THP, and HPP funds. She said the City of Madison serves as the applicant for agencies that are part of the Homeless Services Consortium. This is the second year the state has moved from a competition for funds to a formula-driven process, so the City knows exactly how much money it will get in funding, which is \$428,099. There are 13 agencies included in the application with 15 projects total.

This Resolution was Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES

3. [29194](#) 2013 Point in Time Homeless Count

Wallinger gave an overview of the Point in Time Homeless Count. HUD requires every continuum of care consortium across the country to do a one-night count of all sheltered and unsheltered individuals twice a year. HUD also requires a yearly inventory of all the beds and units available specifically for homeless individuals. The City has chosen historically to do the first count of homeless individuals on the last Wednesday of January, which is also when the rest of Wisconsin does its count. The second count is done on the last Wednesday in July.

How it works is that all the agencies serving persons in emergency shelters, safe haven, and transitional housing count the people they have in their facility on the designated night. People who are unsheltered are counted primarily by outreach workers along with a few volunteers who have connections to the homeless community. They go out between 10 p.m. and 2 a.m. and go block-to-block in the downtown State Street/Capitol area seeking out unsheltered homeless individuals. What the City ends up with is the total number of homeless people in Dane County. She said they counted 732 sheltered homeless individuals and 99 unsheltered individuals. The numbers have continued to rise in the last few years. Wallinger reviewed comparable cities' numbers.

ROLL CALL - O'Callaghan arrived at 5:25 p.m.

Present: 7 -

Matthew J. Phair; Ben M. Van Pelt; Monya A. Choudhury; Liz Dannenbaum; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel

Excused: 2 -

Tim Bruer and Lauren Cnare

- [29194](#) 2013 Point in Time Homeless Count

Discussion highlights:

- The increase in this year's numbers over last year could be due to the number of outreach workers who counted this year. It could also be due to the economy. HUD has also gotten more specific as to whom to count.
- The numbers reflect primarily the greater Madison area, but the City does rely on some Dane County partners like Stoughton United Ministries, Sunshine Place in Sun Prairie, Dane County Parks, and with the Middleton-Cross Plains Area School District to report their numbers.
- The City has had much higher numbers in July over January. Wallinger said she believes the numbers for Arizona and Florida would be much higher than here in Madison.
- Part of the explanation for the increase in numbers over the years might be attributable to improved methods in counting the homeless. The Occupy

Madison movement could also have brought an increase in the number of homeless individuals in Madison.

- The City probably doesn't use this data as much as it does the annualized data it collects on homeless throughout the year, with the exception of the unsheltered count.
- The Committee asked Wallinger to find out the reasons for the lower numbers in Ann Arbor and the higher numbers in Omaha.

4. [29188](#)

Authorizing the selection of a portion of Census Tract 21 as the focus for a concentration neighborhood planning process and the creation of an Ad-Hoc steering committee.

Charnitz gave some background. She said that money was set aside in the 2013 budget for a concentration neighborhood planning process. The CDBG Office provides funds to the Planning Division for a one-year planning process to work with a group of neighborhood residents to develop a neighborhood plan. The neighborhood plan is a comprehensive plan that addresses a variety of issues, including land use, housing stock, parks and recreation and social services. The CDBG Committee sets aside a small amount of funds for a two year period for use with priority projects from the plan. The neighborhood planning group gets to choose the kind of projects they'd like to see in their neighborhood. She said that the City is just finishing up on the Leopold Neighborhood planning process which will be presented to the CDBG Committee soon.

CDBG staff met with planning staff last summer and set the criteria to select the next neighborhood. After looking at the data, they made recommendations for the selection of the next neighborhood. Several criteria are involved. First, the neighborhood has to be within an eligible census tract, one that is 51% or less low-moderate income. Second, it has to be an area that hasn't had a planning process in the recent past. Third, it's an area that has other opportunities available. Fourth, the neighborhood associations in the area wants the planning process. After reviewing all the criteria, staff recommend Emerson-Eken as the next concentration neighborhood.

CHOU DHURY MOVED TO RETURN THE RESOLUTION TO LEAD WITH THE RECOMMENDATION FOR APPROVAL. ALD. PHAIR SECONDED.

Discussion highlights:

- Leopold was done out of order to address some issues that had arisen in that neighborhood.
- Some of the eligible neighborhoods have already had plans done. Schenks-Atwood-Worthington was targeted for 2014 and Tenney-Lapham for 2015.
- Maps and data were handed out in tonight's packet.
- Ald. Rhodes-Conway is excited about the planning process and supports it.
- The goal is to complete the plan within a one-year timeframe.
- The plan will concentrate on the Eken Park Neighborhood and the Emerson East Neighborhood within Census Tract 21.
- A list of neighborhoods the City has assisted is shown on the back of the brochure in the Committee's packet.
- The Southwest Neighborhood was done in 2008 as a broad area, with only two census block groups eligible in the area.

This Resolution was Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES

5. [29311](#)

Authorizing a change of legal entity for the receipt of previously allocated CDBG funds to ACHC Facilities, Inc. instead of Access Community Health Center for the acquisition of land.

O'Callaghan recused himself from this item.

Charnitz explained that Access Community Health Care (ACHC) is moving from one side of Park Street to the other side of Park Street. It's a \$6 million project, and the CD Division was going to put in \$150,000. At the time ACHC applied to the CD Division, they weren't sure they would be getting another grant. They have now received a much larger grant and have decided to forgo the \$150,000 in CD money because of all the administrative burdens attached to the funds. They are withdrawing their application.

A motion was made by Dannenbaum, seconded by Choudhury, to Return to Lead with the Recommendation to Place on File to the BOARD OF ESTIMATES,. The motion passed by the following vote: aye - L Dannenbaum, M Choudhury, R Whitesel, M Phair, recused - D O'Callaghan & B Van Pelt abstain - J Markofski.

Ayes: 4 -

Matthew J. Phair; Monya A. Choudhury; Liz Dannenbaum and Russ Whitesel

Abstentions: 1 -

Justin O. Markofski

Recused: 2 -

Ben M. Van Pelt and Daniel A. O'Callaghan

Excused: 2 -

Tim Bruer and Lauren Cnare

6. [29318](#)

National Community Development Week

Charnitz said that National Community Development Week is from April 6 to April 13 this year. She said the CDBG Office has done a variety of things in the past to get the message out about how valuable community development efforts are. The office has set up press interviews, hosted coffees for agencies and the press, sent letters to agencies, and done proclamations. Charnitz recommended that this year, the CDBG Office do a proclamation and a press release to get the word out about community development efforts. Charnitz said that staff would also like to hear ideas from the CDBG Committee about what to do for National Community Development Week.

The Committee brainstormed several ideas and came up with the following suggestions:

- Highlight neighborhood centers;
- Connect with the press to get stories out about agencies;

- Highlight the link between abuse intervention and CDBG, since April is Sexual Assault Awareness Month; Choudhury will call DAIS and Rape Crisis Center (RCC) and then touch base with Charnitz;
- Send letter out to funded agencies asking them what they're doing that week;
- Suggest agencies include newsworthy Community Development sound bites in their newsletters.

7. [29197](#)

CDBG March 2013 Staff Report

Financial
Status of CDBG referrals
Occupy Madison

Financials

Charnitz said that the \$150,000 from Access Community Health Care hasn't been added back in to the Acquisition/Rehab Fund yet.

Status of Referrals

- Theresa Terrace was approved for purchase by Common Council. Attention needs to be turned toward renovation and operations of the new center.
- The \$10,000 for the cold weather emergency shelter staffing was approved.
- A proclamation was presented to Hickory Hurie thanking him for his service as Interim Director.

Occupy Madison

Charnitz said the site on Fordem Avenue that Occupy Madison was looking at did not get purchased by another party. The offer fell through, so Occupy Madison is looking at that site again. They plan to withdraw the AHTF application they submitted earlier to the Community Development Division and submit a new AHTF application for funds. The County Board is considering allocating \$250,000 for coop housing for 20 people. MCC has been providing informal consulting services to Occupy Madison.

Carenet

O'Keefe said that a conditional use permit was approved by the Plan Commission, and the approval was appealed at last week's Common Council meeting. The request to appeal the approval was denied. Carenet has also submitted an application to WHEDA for Section 42 tax credits.

Truax

O'Keefe said that the second stage of redevelopment at Truax is also seeking WHEDA tax credits. It's possible that this project may also pursue financial support from the Community Development Division through the AHTF.

ROLL CALL - Ald. Bruer arrived at 7:05 p.m.

- Present:** 8 -
Tim Bruer; Matthew J. Phair; Ben M. Van Pelt; Monya A. Choudhury; Liz Dannenbaum; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel
- Excused:** 1 -
Lauren Cnare

[29197](#)

CDBG March 2013 Staff Report

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Neighborhood Center Study

O'Keefe said that most of the discussion on the centers has been focused on the approach for funding for existing neighborhood centers, especially centering on CORE center support, which provides a consistent, predictable, stable funding level to centers. The Community Development Office is attempting to develop an index that can be used to develop a target level of funding for existing centers.

8.

[29244](#)

Report from committees with CDBG Committee representation

1. Gardens Committee (Markofski)
2. Martin Luther King Jr. Humanitarian Award Committee
3. Community Development Authority (Bruer)

1. Gardens Committee (Markofski)

Markofski said that big things are happening with respect to gardens and parks. New garden funds were awarded to Brittingham Park. Community Action Coalition (CAC) ran a successful gardens leadership conference.

2. Martin Luther King, Jr. Humanitarian Award Committee

Mike Miller will give a report on the committee at a future meeting.

3. Community Development Authority (Bruer)

Ald. Bruer said CDA is going through a strategic planning process. He said that CDBG should probably be participating in that process at a future date.

O'Keefe said that there is a new Housing Committee being formed and members will be appointed soon. The new committee will most likely work closely with CDA and the CDBG Committee.

Ald. Bruer said that CDA was considering developing 36 units of affordable veterans' housing at Burr Oaks.

ADJOURNMENT

Whitesel moved adjournment at 7:30 p.m., and Ald. Bruer seconded.
Unanimous.

Anne Kenny, recorder