



# City of Madison

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

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Thursday, May 28, 2009

5:00 PM

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

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### SPECIAL MEETING

#### CALL TO ORDER / ROLL CALL

- Present:** 5 -  
Charlie R. Sanders; Arthur V. Robinson; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel
- Absent:** 1 -  
Marsha A. Rummel
- Excused:** 4 -  
Tim Bruer; Shiva Bidar-Sielaff; Monya A. Choudhury and Steven C. Bartlett

Staff: Bill Clingan, Community Development Director, Barb Constans and Anne Kenny, CDBG Staff

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

Sanders introduced Russ Whitesel and welcomed him to the Commission.

#### PUBLIC COMMENT

None at this time.

#### STIMULUS DISCUSSION ITEMS

##### 1. STIMULUS UPDATE

Clingan said that the Stimulus Update would probably be a standing item on several agendas to come.

Clingan presented information regarding the Stimulus Update:

- We received an NSP award for over \$1 million dollars to put people into foreclosed homes.
- The Commission acted upon the Eviction Prevention funds in the amount of \$817,000 at an April meeting.
- The Energy Conservation Block Grant funds plan is due on June 25; we should receive \$2.4 million dollars, \$1 million of which will be spent on infrastructure and \$1.4 million will be used in one of three ways as discussed at the previous meeting.

### CALL TO ORDER / ROLL CALL

Rummel arrived at 5:10 pm.

**Present:** 7 -

Shiva Bidar-Sielaff; Marsha A. Rummel; Charlie R. Sanders; Arthur V. Robinson; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel

**Excused:** 3 -

Tim Bruer; Monya A. Choudhury and Steven C. Bartlett

### STIMULUS UPDATE continues

- We are anticipating that the Energy Block Grant dollars will be in President Obama's next budget, so it will have some longevity; the grand scheme is to move from neighborhood to neighborhood doing "green" rehab.
- NSP2 probably won't apply for Madison's census tracts (CT) as they aren't challenged enough. Clingan noted that not one of the CTs in Dane County showed up as a challenged CT.

**2. Approving the City's Substantial Amendment to the Community and Neighborhood Development Consolidated One Year Action Plan (2008); authorizing the Mayor and City Clerk to sign the amendment as a condition for receiving HUD Community Development Block Grant –Recovery funds, and amend the Adopted CDBG Operating budget to recognize \$534,096 in federal revenues and commensurate expenditure authority and authorizing the CDBG Office to issue several Requests for Proposal for provision of services.**

Clingan said that the resolution for this item has already been introduced to Council and BOE; it has been returned back to us for this meeting so that it is back to the Common Council by June 5th, which is HUD's deadline for submission of the plan.

Clingan described the CDBG-R proposed model and noted that HUD wants to get the dollars out the door as soon as possible. He also said that HUD is very interested in job creation and retention.

Clingan reviewed the proposed model for the CDBG R grant and said that we are proposing four special projects for the funds to be done through an RFP process:

1. Foreclosure prevention;
2. Employment services for those facing potential eviction (eviction prevention dollars discussed earlier cannot be used for job services or to help people stay in housing);
3. Economic development;
4. Housing rehab/infrastructure.

The Commission asked who would do the employment services. Clingan named several groups that might be interested in doing a proposal for this category through

the RFP process, including:

- Dane County, which funds a couple of organizations who do this service;
- Urban League, which has expressed interest;
- Common Wealth Development, which is involved in foreclosure issues;
- YWCA, which does job counseling.

Clingan said we have until 2012 to expend the dollars and our thought is to expend them through 2010 or 2011.

**14747**

Approving the City's Substantial Amendment to the Community and Neighborhood Development Consolidated One Year Action Plan (2008); authorizing the Mayor and City Clerk to sign the amendment as a condition for receiving HUD Community Development Block Grant - Recovery Program funds, and amend the Adopted CDBG Operating budget to recognize \$534,096 in federal revenues and commensurate expenditure authority and authorizing the CDBG Office to issue Requests for Proposals (RFP) for provision of services.

**This Resolution was RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER**

**Returns to the STIMULUS UPDATE**

Foreclosure Prevention: Robinson asked whether or not there are people who are near foreclosure status who wouldn't know to call their lender. Clingan said that is sometimes the case. He said that we have talked to local bankers who thought this is a good plan.

Constans said she that many people who get far behind on their mortgages wouldn't know what to do first and the Foreclosure Prevention job position would help those people. Whitesel asked if this position would offer help for owners only or if it's also for renters whose landlords are in foreclosure. Clingan said it depends on what is needed in the market.

Constans noted that HUD caps public services, such as job services and employment counseling, at 15% of any pot of money.

Rummel asked if there is going to be a lot of duplication of services already available, such as services provided by the County. Clingan said the average caseload coming into Dane County for various programs is 400-500 people per worker, so there is a great need for services.

Constans noted that we are trying to provide to HUD enough specificity in our proposal and said that the Commission is *not* voting on how the money will be spent yet. The vote tonight is just to approve the proposal to HUD.

Constans also explained that we are trying to create "crosswalks" between different services, such as job services and eviction prevention.

**CALL TO ORDER / ROLL CALL**

Whitesel left the meeting at 5:35 pm.

**Present:** 6 -  
Shiva Bidar-Sielaff; Marsha A. Rummel; Charlie R. Sanders; Arthur V. Robinson; Daniel A. O'Callaghan and Justin O. Markofski

**Excused:** 4 -  
Tim Bruer; Monya A. Choudhury; Steven C. Bartlett and Russ Whitesel

**STIMULUS UPDATE continues**

Rummel asked staff to clarify how the office plans to advertise foreclosure prevention. Constans said that rather than set parameters for agencies, she would prefer to have agencies tell us in their proposals how they would handle issues, such as advertising.

Clingan noted that the RFP process would add to the substance of the foreclosure prevention services.

O'Callaghan asked if the 15% for services is non-negotiable. Constans said that is correct.

**CALL TO ORDER / ROLL CALL**

Whitesel returned to the meeting at 5:40 pm.

**Present:** 7 -  
Shiva Bidar-Sielaff; Marsha A. Rummel; Charlie R. Sanders; Arthur V. Robinson; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel

**Excused:** 3 -  
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**STIMULUS UPDATE continues**

Clingan discussed what the office proposes to do with the remaining 85% of funds relative to items #3 and #4:

**#3 Economic Development**

- We want to link these dollars to services already offered by the City through the Economic Development Unit

**#4 Housing Rehab/Infrastructure**

- What we've been told is that some houses cannot be weatherized until they have been rehabbed; we are hoping to partner the dollars with the energy block grant money.

Whitesel asked if an RFP would be done for items #3 and #4. Clingan said that we first need to determine if there is a money threshold where the Commission would have to vote; staff could make decisions regarding the applications on their own regarding applications up to the threshold.

Constans noted that we couldn't contract over \$25,000 without specific Common Council approval.

Rummel said it would be helpful to have the process specified for items #3

and #4 and wondered if it would be an RFP process or by CDBG staff decisions for item #3.

Rummel asked what job retention meant. Constans said that HUD's regulations are very specific about what "job retention" means in terms of measurement of goals.

O'Callaghan moved, Whitesel seconded to approve the proposed model and accept allocations with a modification to add additional language in the first paragraph that all actions related to the proposal shall be subject to existing policies, procedures, guidelines, and processes for administering CDBG funds. Rummel made a friendly amendment, which both O'Callaghan and Whitesel accepted, that "job retention" under Number 3, Economic Development, would be based on the same standards as those required under CDBG regulations and that the word "contracts" would replace the word "projects" under Number 4, Housing Rehabilitation/Infrastructure. Approval was unanimous.

### 3. PUBLIC NOTICE MEETING

#### 14844

One for One Replacement Plan Section 104(d) of the Housing and Community Development Act of 1974, as Amended for Habitat for Humanity of Dane County property at 5834 Russett Road. (Information only)

Constans explained the 'One for One Housing Replacement' as required by HUD and said that including the item on today's agenda would suffice as the public notice requirement by HUD.

Constans noted that Habitat for Humanity intends to use CDBG and City HOME Match funds to purchase a site located at 5834 Russett Road in the City of Madison. Currently, the property houses four two-bedroom housing units. The four existing units will be re-constructed into two 3-bedroom town home units suitable for larger families. The two 3-bedroom replacement units were completed by Operation Fresh Start and came on line within one year of the date of this notice. They are located at 1713 Northfield Place, which came on line June 4, 2008, and 1809 Boyd Avenue, which came on line October 15, 2008. Federal HOME funds were used to construct the replacement units.

### ADJOURNMENT

**Markofski moved to adjourn at 6:15 pm/Robinson seconded. Unanimous approval.**

Respectfully submitted,  
Anne Kenny, recorder.