



City of Madison

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

Meeting Minutes - Approved COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

Thursday, February 6, 2014

5:00 PM

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

CALL TO ORDER / ROLL CALL

STAFF: Mary Charnitz, Terri Goldbin, Anne Kenny, Jim O'Keefe, Julie Spears, Matt Wachter, Sue Wallinger

Markofski called the meeting to order at 5:05 p.m.

Present: 8 -

Maurice S. Cheeks; Lauren Cnare; Matthew J. Phair; Ben M. Van Pelt; Colin A. Bowden; Monya A. Choudhury; Justin O. Markofski and Russ Whitesel

Absent: 1 -

Daniel A. O'Callaghan

APPROVAL OF MINUTES

A motion was made by Cnare, seconded by Phair, to Approve the Minutes of January 13, 2014. The motion passed by voice vote.

PUBLIC COMMENT

Russell Albers of Occupy Madison (OM) and Mary Jo Walters spoke about the Five-Year Comprehensive Plan. Albers said that services for homeless individuals need to be improved. The shelters won't change their 60-day limit for homeless to stay, and so people sleep on the streets. Business people don't like homeless sleeping in front of their business doors. There are arguments, stealing, and fighting going on in the shelters. He said it's really bad at the women's shelters because they don't have enough cots for everyone to stay there, and so these women are turned away. There should be more services for homeless and buildings for people to go to feel safe.

Dan O'Callaghan arrived at 5:10 p.m.

Present: 9 -

Maurice S. Cheeks; Lauren Cnare; Matthew J. Phair; Ben M. Van Pelt; Colin A. Bowden; Monya A. Choudhury; Justin O. Markofski; Daniel A. O'Callaghan and Russ Whitesel

PUBLIC COMMENT

Albers asked the Committee if it would be willing to grant OM money for tiny houses or land. Charnitz explained the CDBG grants application process.

Walters said the City and County are not creating affordable housing and that the homeless can't afford to wait any longer.

Markofski suggested Walters and Albers submit written comments in addition to their verbal comments.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

1. [32882](#) CDBG February 2014 Chair Report

Markofski gave a review of the Gardens Committee. CAC, the current steward of gardens for the city, is in the process of changing and transitioning what their role is and the roles of all the other gardens stakeholders. They're hosting a discussion on March 4 to capture and determine what the opportunities are for gardens in the city and which agency/entity is/are the appropriate stewards of the gardens program. There is a big change underway in how gardens are being run. Right now for 2014, CAC will continue to run gardens as they have done for the past many years, but their future role in gardens will be more limited.

Also under the Chair's Report, Markofski pointed out that everyone received the ordinance regarding committee members' attendance. He reviewed the attendance record and said he had no concerns over negligence on anyone's part. For a meeting that is canceled for lack of quorum, though, there is no distinguishing between "absent" and "excused." If a member is not present and the meeting is canceled because there is no quorum, that member will be marked absent even if that person was excused in advance.

The Committee also discussed the Gardens for Empowerment program under the Chair's Report.

DISCUSSION ITEMS

2. [32592](#) Presentation of the Dane County Fair Housing Equity Assessment (CARPC)

Spears introduced Steve Steinhoff of the Capitol Area Regional Planning Commission (CARPC) and gave a brief intro to the Dane County Fair Housing Equity Assessment, which aligns quite well with the work the City completed on the Analysis of Impediments to Fair Housing.

Steinhoff gave his presentation on the Fair Housing Equity Assessment.

Discussion highlights:

- The areas with the highest transit service have the fewest cars per household, except for Allied.
- Madison scores poorly (47 out of 100) on walk-ability within the city. Walk-ability distance is typically a quarter of a mile.
- In Dane County as a whole, 67,000 households pay more than 30% in housing costs and 29,000 households pay more than 50% in housing costs, so about one-third of the households in the county have a cost burden and 15% have a severe cost burden.
- Distribution of subsidized housing is clustered in areas with high barriers to opportunities.

3. [32867](#) Approve the re-allocation of \$22,358 from the YWCA of Madison to The Salvation Army Dane County to provide case management to homeless single women, and authorizing the Mayor and City Clerk to execute the necessary agreements.

A motion was made by O'Callaghan, seconded by Phair, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

4. [32962](#) Approval of Home-Buy the American Dream Program Underwriting Guidelines

Wachter reviewed the underwriting guidelines for merging the Home-Buy and ADDI programs. Home-Buy is administered by Economic Development staff with oversight from CDA, and ADDI is administered by Community Development staff. Most of the differences in the two programs involve funding sources with just a couple of technical differences in underwriting, but essentially the two programs are doing the same thing and serving the same populations. Currently, if clients come to the City for both types of funding, then the two applications get underwritten twice by different staff, which isn't very efficient. So staff looked for commonalities between the two programs and joined them into one program. It gives the City more flexibility with the funding and creates efficiencies between the two programs.

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

5. [32883](#) Emerging Opportunity Program - spring process overview and appointment of members to the Conference Committee

Charnitz reviewed the application, timeline, and guidelines for the program, which were included in the packet. Right now, the City has \$100,000 out for proposals. The applications are due on February 17. The Conference Committee will meet the week of March 17 to review proposals and make recommendations. Then in the fall there will be a second round of applications for another \$100,000.

The CDBG Committee needs to select three members, one of whom has to be an alder, to serve on the Conference Committee. The Conference Committee

will also deal with Summer Process overlap and any other issues that overlap with the Community Services Committee.

Ald. Cnare volunteered as an alder. Van Pelt and Choudhury also volunteered to serve.

O'Keefe said that the Conference Committee is not an ad hoc committee as it has been in the past. It will be a standing committee with permanent membership.

Ald. Cnare nominated Van Pelt. Choudhury seconded.

Van Pelt nominated Choudhury. Ald. Cnare seconded.

Choudhury nominated Ald. Cnare. Ald. Phair seconded.

O'Callaghan moved to approve the slate of nominations. Ald. Phair seconded. The motion passed unanimously.

O'Callaghan made a motion to discuss Item 7 32670 before Item 6. Ald. Phair seconded. All voted aye except Bowden who voted nay.

7. [32670](#)

Accepting the Interim Report: "Demographic Change and the City of Madison: Findings of the Common Council Legislative Agenda Work Group on Demographic Change and Recommendations for Action" and approving a plan for implementing recommendations therein.

O'Callaghan moved to accept the draft interim report with the following recommendation:

- 1) That the Work Group consider revising the report to more squarely address what the CDBG Committee perceives to be the largest demographic change facing the city in the next generation, which is the dramatic increase in the population of communities of color, and to have the findings, recommendations, and action steps reflect that.

Choudhury seconded with a friendly amendment accepted by O'Callaghan to include the following further recommendations:

- 2) To integrate a financial coaching component in the youth employment segment;
- 3) To encourage the meaningful learning and use of technology in the youth employment action steps;
- 4) To focus the next meetings of the Work Group on poverty, homelessness, and housing

Ald. Cnare asked for comments in the form of an amendment to the resolution or the recommendation for approval with changes.

Ald. Phair said that Council looked at creating a legislative agenda two years ago and narrowed down their list of topics into two areas: 1) finding alternative sources of revenue and 2) exploring changing demographics in the city.

He introduced Heather Allen who is the Common Council Legislative Analyst and has done the bulk of the work for the group.

He said that this report is their mid-term report. They have come up with three recommendations:

- 1) Development of a proposal that addresses the housing and transportation needs of seniors;
- 2) A livability assessment for the city; and
- 3) Rebuilding career pathways for Madison's young people.

Ald. Phair said they are looking for recommendations for the action steps for each of the three recommendations.

Discussion highlights:

- Bowden recommended the group work to understand the way homelessness affects different demographic groups and develop strategies to address homelessness, especially in minority groups.
- Choudhury recommended incorporating financial coaching into the youth employment section because money management is an important component to financial success. Financial coaching would also be important and work well with mentor models, such as internships.
- Bowden suggested encouraging the use of technology at the work place and especially teaching youth how to utilize various computer programs to acclimate them to technology.
- The City is stepping up to do a lot of summer high school student internships. O'Keefe said there are about a dozen agencies throughout the City that are taking on interns.
- Cheeks said a growing segment of Madison's minority population is becoming more impoverished and asked how the report addresses that issue. Ald. Phair said the action steps focus on youth of color. Allen said that the last two recommendations are intended to reach out to low income and minority youth.
- Allen said that the youth internship program is also intended to reach out to homeless youth as well as youth of color and disconnected youth.
- O'Callaghan asked where this fits in with other planning efforts and initiatives.
- Ald. Phair said that the work group would determine which agencies or community partners are best to address the various action steps in the report. They're also talking about how to get the public to join with them.
- O'Callaghan suggested sharing the report with other communities at some point in the future.
- Ald. Cheeks said that the senior and youth components are very tangible with action steps, but the livability assessment feels more like a study without concrete action steps.
- Ald. Cnare said the livability assessment affects every demographic group, and she sees it as more of a diagnostic tool.
- Bowden said there needs to be more focus on people of color in the action steps.
- The Committee discussed the "white supremacy culture," meaning that mainstream culture is actually white culture, as it applies to the legislative agenda and report.
- Choudhury said that culturally specific programming is necessary and more effective with minorities.
- Choudhury said the action steps are great, but it would be good to reframe the lens in the beginning of the report to focus on youth/people of color.

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The motion passed unanimously.

6. [32881](#) 2015-2019 5-year consolidation plan and 2015 - 2016 Goals & Objectives discussion

Charnitz explained the two-year Framework and five-year planning process.

O'Callaghan left the meeting at 7:45 p.m.

- Present:** 8 -
Maurice S. Cheeks; Lauren Cnare; Matthew J. Phair; Ben M. Van Pelt;
Colin A. Bowden; Monya A. Choudhury; Justin O. Markofski and Russ Whitesel
- Excused:** 1 -
Daniel A. O'Callaghan

- [32881](#) 2015-2019 5-year consolidation plan and 2015 - 2016 Goals & Objectives discussion

Charnitz asked for suggestions for changes to the proposed goal areas and objectives, which staff drafted based on survey results, data collection, focus groups, and various reports. Part of staff's goal was to streamline the Framework.

Discussion highlights:

- The Committee recommended deleting the word "or" after the word "renters" under Objective 1.1 Housing Supply and replacing it with a semi-colon, so that the sentences reads:

Increase the supply of affordable housing for homeowners and renters;
preserve or improve the quality of existing housing stock.

- Choudhury suggested adding the acknowledgement that the Committee's

- goal is to end homelessness in the Affordable Housing Goal. Ald. Cnare said she is not willing to go all the way with a global statement saying that everything the Committee does is to reduce homelessness. Ald. Phair agreed.
- Choudhury said she would like to see a housing wage included under job creation. Charnitz said it would probably end up being in the conditions under Objective 2.1 or 2.2. Ald. Phair said a housing wage or living wage designation eliminates many jobs, such as retail jobs.
 - O’Keefe said that CDD wants to focus its job creation efforts on businesses that improve the livability of a neighborhood and supply jobs to local residents.
 - Bowden would like to see the Committee encourage jobs that support walk-ability or are near transit services, not necessarily under the “objectives” but perhaps below them under “conditions.”
 - Charnitz said staff didn’t recommend a lot of changes under Goal Area 3 due to pending reports.
 - Objective 3.3 is CDD’s concentration neighborhood planning process, including business development.
 - The percentage of all funds (from all funding sources) currently devoted to the Affordable Housing Goal is 45.7%, to the Economic Development and Employment Opportunities Goal is 26.9%, to the Strengthening Madison’s Neighborhoods Goal is 16.2%, and to administration is 11.2%.
 - Choudhury asked what percentages of funds by goal area were requested by agencies in the last two funding cycles.
 - Charnitz said there is a 15% public services cap, as well as a 20% administration and planning cap on funds.
 - Choudhury likes the objectives as they are without limitations put on them because that allows for objective assessment of each proposal based on emerging needs or current conditions.
 - Cheeks said he would feel better about assigning percentages to the goals after the Committee receives information on historic trends.
 - The Committee preferred to meet on March 20 at 5:00 p.m. for the public hearing and on April 3 for the final recommendations.

O’Keefe recognized Julie Spears for her excellent work on the Framework.

8. [32878](#)

CDBG February 2014 Staff Report

- Financials
- CC Updates
- Theresa Terrace update
- Meadowood update
- CDBG - HUD Entitlement Conference
- 2015-2016 Funding Process

Financials

There were no questions from the Committee.

Common Council Updates

Charnitz said that the Tennyson/Luther Social Services tax credit project was approved by Common Council and Plan Commission, so they did get their tax credit application in, as did the permanent supportive housing project and the Royster Clark/Movin’ Out project.

Theresa Terrace Update

O’Keefe said that the duplex that was purchased on Theresa Terrace will be demolished and a new building constructed for the neighborhood center. Based on costs estimates the City received from its design consultant, renovation was going to prove very difficult and costly. The City will get a contract to prepare design and construction documents within the next week and will be developing an RFP for an operator for the new center with a strong preference for the provision of summer programming. The new center probably won’t be open until the end of 2014.

Charnitz said there were two resolutions regarding the process at Theresa Terrace in the packet for the Committee’s information only.

Meadowood Update

Construction bids are in and groundbreaking will likely be in March.

CDBG – HUD Entitlement Conference

HUD—Milwaukee has asked Madison and Dane County to host their entitlement conference, which is for staff of all of the entitlement jurisdictions in Wisconsin. The conference will probably be sometime in August possibly at Monona Terrace.

2015-2016 Funding Process

The CDBG Unit will be having a summer funding process for CDBG’s goals and objectives, but OCS will be carrying their contracts over for one more year. Centers will not be included in this summer process because CDD did a two-year funding process for them last summer. Most of the meetings will likely be in July. Staff will hopefully have a calendar available at the next meeting.

9. [32596](#) Report from committee with CDBG Committee representation

Gardens Committee (Markofski)
2014 Dr. King Humanitarian Award

Gardens Committee (Markofski)

Markofski gave a recap of the Gardens Committee meeting. With Brittingham Garden there’s a lot of support from the community and the Parks Department. They’re considering a fence to keep out the rabbits.

2014 Dr. King Humanitarian Award Committee

Bowden said there was a bit of a snafu with respect to his appointment to the Committee. The Department of Civil Rights didn’t think he would be able to vote based on their reading of the ordinance because he wasn’t named to the Committee by the director of CDD.

ADJOURNMENT

Ald. Phair moved adjournment at 9:10 p.m. Ald. Cheeks seconded. The motion passed unanimously.

Anne Kenny, recorder