



City of Madison

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

Thursday, November 14, 2013

5:00 PM

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

CALL TO ORDER / ROLL CALL

- Present:** 6 -
Lauren Cnare; Ben M. Van Pelt; Colin A. Bowden; Monya A. Choudhury;
Justin O. Markofski and Russ Whitesel
- Absent:** 1 -
Daniel A. O'Callaghan
- Excused:** 2 -
Maurice S. Cheeks and Matthew J. Phair

STAFF: Mary Charnitz, Nancy Dungan, Anne Kenny, Mike Miller, Jim O'Keefe,
Linette Rhodes, Julie Spears, Sue Wallinger

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

APPROVAL OF MINUTES

This minutes of October 3, 2013 were moved for approved by Alder Cnare,
seconded Bowden.

PUBLIC COMMENT

There was no public comment.

O'Callaghan arrived at 5:08 p.m.

- Present:** 7 -
Lauren Cnare; Ben M. Van Pelt; Colin A. Bowden; Monya A. Choudhury;
Justin O. Markofski; Daniel A. O'Callaghan and Russ Whitesel
- Absent:** 1 -
Maurice S. Cheeks
- Excused:** 1 -
Matthew J. Phair

DISCLOSURES AND RECUSALS

Regarding Item 9, Markofski disclosed that he has owned a Madison Area CLT home for eight years.

BUSINESS ITEMS

1. [32032](#) CDBG November 2013 Chair Report

Markofski pointed out that the Committee received the Race to Equity report in November's packet. Committee members are also invited to hear a presentation of the data and material at the Water Utility Offices at 119 East Olin Avenue next Wednesday, November 20 from 4:00 to 5:00 p.m.

Markofski said that last month the Committee discussed the issue of the Mayor's wanting to use Affordable Housing Trust Funds to fund some homeownership activities in the Office of Economic Development. The issue has been averted, and the AHTF is preserved. Ald. Cnare said that part of the reason the Council decided against approving the use of AHTF in the Mayor's budget is because the CDBG Committee has promised to find ways to make use of the funds.

Markofski said that he attended the Summit on Homelessness in Dane County and said it was personally stirring to be reminded of the challenge of homelessness in the community. He said he was personally motivated to recover some urgency to change the conversation as to where priorities are. He made a personal appeal to the Committee to continue to look for solutions to the issue.

Markofski said that the chairs and head staff of the CDA, Housing Committee, and CDBG Committee met last week to find ways to share and communicate information and see where we can identify collaboration points. Out of that, the SRO project is an exemplary snapshot of what is possible when CDA and CDBG collaborate. He is encouraged by how the staff in the two departments are working together. The chairs and staff may meet quarterly or as relevant items come up.

2. [31986](#) Public Hearing for needs and trends for 2015-2019 5 year plan

Paul Kasuda distributed his comments to the Committee. He said he is not too concerned about promoting homeownership because as the population ages, homes owned by elderly who move to independent- or assisted-living will become available to homebuyers. He is more concerned about working families who cannot save sufficient funds for security deposits. He suggests that the City should establish a small (\$15,000 to \$20,000) fund to be used solely for low-income households to borrow funds for security deposits. There would have to be means testing and an income ceiling. Participants would have to sign a contract to repay the funds on a monthly basis within two years. An already existing non-profit agency could be contracted to administer the program and report back to the CDBG Committee. He suggested that initial

funding be sought through HUD, or alternatively, through such other sources as the Madison Foundation, Kohl Foundation, Ford Foundation, Johnson Wax Foundation, or other organizations that may be interested.

Cheryl McCollum of Habitat for Humanity of Dane County said they have served LMI for the past 25 years and are currently building 13 homes here in Dane County. They have served 225 families, and those family partnerships have impacted over 500 children. In Dane County, there are approximately 10,000 families who could be assisted by Habitat with homeownership. Homeownership benefits society. Children of homeowners tend to do better academically than children of renters in math and reading and have a greater chance of graduating high school and going to college. Additionally, homeowners move less frequently, which benefits children. The City and County have looked to Habitat to provide stability in some communities in the area. In 25 years, Habitat has found that building a neighborhood is more effective than building just one home. Neighbors get to know one another through classes on homeownership offered by Habitat. Neighbors knowing each other and working together provide for a stable community. To keep their homes affordable, Habitat needs City and County funding to help pay for land for development. Habitat appreciates past support, and they look forward to working together in the future.

Ald. Cnare asked how many homeowners they place in a neighborhood. McCollum said it depends on the neighborhood and the project. Sometimes they have two or three neighbors together and sometimes, as with Twin Oaks, 25 or more.

O'Callaghan asked how they arrived at 10,000 for the number of potential families who could benefit from Habitat's program. McCollum said they looked at the number of renters in Dane County who were in the income group they usually serve.

Meg Miller from the Center for Families – The Respite Center said that they receive money from the Community Services portion of the City. The Respite Center does crisis and emergency child care and is open 24 hours a day, seven days a week. They serve over 400 families a year with over 800 children. They have been seeing many homeless families, which has been a drain on their resources. They have three to four families a day asking for care for their children because they don't have shelter. This has been going on year-round now. These are families who are sleeping in their cars or on the streets. They aren't sheltered with The Salvation Army or The Road Home. She wanted to speak to the Committee to let them know about this problem. It is difficult for staff to say "no" and turn these people away. It lowers staff morale.

Choudhury said it was really helpful to have Miller speak and that the Committee maintains awareness of the essential services needed for homeless families.

Ald. Cnare asked if the problem had to do with evictions, and Miller said yes.

Bowden asked if they see the same families often; Miller said some but not many were the same, though some have been homeless for two or three years.

Terri Goldbin from the City's Economic Development Division (EDD) said she

works with the Home Buy program. The EDD also has a rehab program. Some of these programs are running out of funding and really need an infusion of money. With Home Buy, they've done about \$1.8 million in loans to 300 households over the last six years. With the rehab program, they've done about \$3.9 million in loans in the last five years to help homeowners rehab their homes and, in many cases, bring them up to code. Homeownership strengthens neighborhoods and helps homeowners to accumulate wealth.

Bowden asked about the interest rate of EDD's loans. Goldbin said that some loans are long-term deferred and no payments are made until the homeowner refinances or sells their property. Otherwise, some loans are based on the City's borrowing rate of 2.75% (3.25% next year), while other loans are at 5.25%.

Janis Reek and Wyolanda Singleton of Project Home passed out their comments. Reek described Project Home's Home Repair program for LMI. Program participants purchase the materials for the job and pay \$10 per hour for labor provided by Project Home staff. In the past five years, over half the households were disabled or seniors or both, and one-third were female-headed households. Common repairs include upgrading bathrooms, fixing showers, and replacing broken windows. Their program is affordable for low income households, enabling homeowners to stay in their homes.

Singleton said she is the intake supervisor for the program and explained what she does.

Whitesel asked if this program included renters, and Reek said it does not.

Amber Thompson, a YWCA shelter case manager, wanted to share some observations. They've recently had a client who makes \$1,800 per month, but she can't find a landlord willing to rent to her. This is a trend that seems to be emerging, especially with some of the new landlord/tenant laws. She advocated for having the SRO project as more of an efficiency model so that there isn't a shared bathroom or kitchen because that can create safety issues for some clients. Also, there is a continued need for assistance for homeless families. The Road Home's waiting period is four to five months for families in need. The Salvation Army's Warming House is turning away over 20 people per night.

Deborah Ellis-Brock of Wisconsin Women's Business Initiative Corporation (WWBIC) said that she is the Regional Project Director in South Central Wisconsin. She wanted to speak about the importance of economic development and echo what's been in the previous Five-Year Plan. Madison and Dane County are seeing a growing need for—and interest in—business education, financial awareness, and entrepreneurship as an option to create a strong economic base. She said that the Association for Economic Opportunity said that if one out of every three small businesses in the country would hire just person, this entire country would be at full employment.

Dee Barnard, Director of Access to Independence, which is an agency that serves people with disabilities, said that in the last year, their number of calls and contacts with people with disabilities who are at risk of becoming homeless is astronomical. And there is no place to send them. Barriers to accessible apartments have increased. They've seen individuals and families

living in their cars or on the street. This is the worst it's ever been. She asked that the Committee look at programs to increase affordable housing for people with disabilities.

Whitesel said that there's a huge expansion of new apartments going on all over the city. He asked if there is a continuing obligation to build accessible housing. Barnard said there should be under the ADA, but the units going in now are not affordable for very low income individuals and households.

Choudhury said word on the street is that Access is the agency to call first for help and that many homeless veterans with psychiatric disabilities are seeking help from Access to Independence before they seek help from any other agency. Barnard said that Access assists people with services they need.

Sally Martiniak, President of Forward Community Investments (FCI), said FCI is a community development loan fund that provides low interest loans to non-profits across the state. They also provide capacity-building services for non-profits. One of the things the Committee should be aware of is that non-profits are providing more and more services with less and less resources. It's not only money they ask the Committee for but also to grow new leadership that is coming onboard. Every year they do a survey of non-profits across the state, and one thing they've been seeing is that non-profits are operating with less and less reserves. Many have eaten in to their reserves since the recession and have less than one month of reserves.

Joe Schlesing, Director of Meadowood Neighborhood Center, said he has seen people in his area having more and more difficulty accessing affordable housing. He's been hearing more and more about absentee landlords who do not vet the people they rent to. There's been an uptick in crime, which might be related.

O'Callaghan asked whether the housing was single-family or multi, and Schlesing said they were four-unit buildings. Landlords are as far away as Chicago and not concerned with upkeep of their properties.

Van Pelt asked if property management companies are running the properties. Schlesing said he didn't know but that he didn't think so.

Bowden asked about abusive practices. Schlesing said not so much abusive as neglectful practices.

Whitesel said that Building Inspection will go out and inspect properties for interior or exterior problems.

Bowden asked when Committee members could provide their input on issues discussed at the hearing or mentioned in written comments. Markofski said the Committee would have ample opportunity later in the process for Committee input.

Charnitz went over the timeline for the Five-Year Plan. She said it's not due to HUD until next November (2014), but because CDD's Framework comes from the Five-Year Plan and because of the two-year funding process next summer, there are pieces of the Plan that will have to be moved ahead much faster—by March, 2014. The CDD is on a fast track and will bring a timeline for the

Five-Year Plan process to the December, 2013 meeting.

3. [32033](#) Presentation/Discussion on the Roles of City & Other funders in addressing Homeless Issues

Wallinger introduced Martha Cranley with United Way and Tim Saterfield from Dane County. She said that in 2013, the City spent over \$1 million in the area of homelessness, with 77% of those funds going for financial assistance and services, 15% for capital, and 8% on administration. The City serves as the collaborative applicant on behalf of the continuum of care. HUD has expanded and created new rules, such as the HEARTH Act, now McKinney-Vento as amended by HEARTH. The City provides staffing to Homeless Services Consortium, which must now have a board of directors per the new rules. The board can act on funding requests, and the City will be staffing the board of directors as well. The Homeless Services Consortium is required to have bylaws per new HUD rules.

The Consortium is also charged with starting a coordinated intake system. The City has roughly \$150,000 invested in a contract with Community Action Coalition (CAC) for those services through 2014. CAC is getting off the ground now with the Housing Crisis Hotline. It's still very small with just two staff people, but they intend to see it grow. The Consortium also had to create written standards so that all the non-profits who receive money from HUD and the City have the same sort of broad rules.

The City applies for over \$3 million in funds every year from HUD and also does the point-in-time counts twice a year. The City collects a lot of data from about 40 programs that give an annualized sense of how many homeless are served. Wallinger said Linette Rhodes of CDD is involved with the Homeless Management Information System (HMIS) for collecting data.

Cranley said that part of United Way's agenda for change is to decrease family homelessness. They are employing four strategies to combat homelessness: Housing First, case management, access to food, and rent assistance. They're investing \$1.7 million in Housing First-related eviction prevention and case management programs. They spend a little over \$2 million total, which includes access to food through food bank and financial coaching.

In the housing First program, United Way partners with family shelters to provide case management and rent assistance for up to two years. Those families are seeing close to an 80% success rate in maintaining housing for a year after they finish the program. They are also engaged in a great deal of case management and rent assistance to keep people in place and prevent eviction. They partner with about 14 different agencies to provide services across the county. Their biggest partners are the homeless shelters for families, but they're also investing in case management for singles at the YWCA.

Saterfield passed out a chart of the funding status of the Dane County budget with respect to homelessness. He said they spend the bulk of their funds on shelters. The 2014 budget initiatives show how things are evolving. They have set aside funding for a daytime resource center for homeless. They have been unable to find a suitable location for the center for this year. They hope to have

something up and running by the summer. The shelter would have showers, storage, computers, and access to other services. They are helping Bethel Lutheran to expand their services to five days a week and are funding Shine 608 to assist them with doing case management at the central library. They'll also be funding Porchlight to do van transportation to assist homeless individuals with getting around town. They will be assisting homeless and runaway youth through Briarpatch/YSOS and will help Briarpatch with their new youth homeless shelter. They also have \$25,000 available for emerging homeless issues and will be contributing to the City's SRO project. The County's role has been to worry about the shelter system, but interest exists to move beyond that and work with the day center.

Discussion highlights:

- The County Board will take up the budget on Monday and is likely to pass these items.
- HUD can designate the unified funding agency (UFA) for funding in a region, but there's no money in the budget for UFAs. The City could apply to be the UFA for this area.
- The Housing Services Consortium has grown and has had as many as 75 people attending meetings.
- The County's contingency fund may pay for public bathrooms for homeless.
- There are several challenges to coming up with a site for the day resource center for homeless, including cost, size of space, finding a willing seller, and finding site locations in the downtown area.
- The first plan to prevent and end homelessness was completed in 2006. A committee meets annually to go over all the action steps and pull the data together to see what progress is being made. They made some fine-tunings to the plan in 2011. The plan is used in a lot of the funding decisions they make. The goals are to provide services to address and prevent homelessness, provide a safety net to those who are homeless, and to increase the inventory of affordable properties.
- The plan to prevent and end homelessness informs the Five-Year Plan.
- United Way is a participant in the plan to prevent and end homelessness.
- Dane County is in the process of updating its comprehensive plan, which the state required.

4. [31990](#) Approve the use of up to \$2,663 in ESG funds to for the purpose of creating a Homeless Services Consortium website.

A motion was made by Whitesel, seconded by Van Pelt, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote.

5. [32009](#) Adopting a development plan for Phase II of the Allied Drive Neighborhood Redevelopment as required by Enacted No. RES-08-00057.

Natalie Erdman and Matt Wachter of CDA spoke about this project.

Wachter said that as part of the CDA's deal with the City to take over the section of Allied Drive that was acquired in 2006, CDA has made a development plan for each phase that addresses affordability and outreach. The first phase of the development was the Section 42 Revival Ridge apartments, which were

completed in 2009. Phase II was going to be townhomes, and Phase III was to be single family homes. Given the economy and housing market, CDA decided to move straight to the single family home component as Phase II, which is what Mosaic Ridge is. They're moving through the development plan, and land use approval is happening at the same time. They are closing on an RFQ tomorrow to find their development partner.

The design of the homes is modest with 2, 3, and 4 bedrooms. They have stringent design guidelines with a neighborhood association. They will be green built. They've had a fairly good response so far. They have an education and homebuyer readiness program. They have an affordability goal of one-third of the units at 50% or lower AMI, one-third at 50-80% AMI, and one-third at market rate, probably above 80%. To accomplish the affordability for about 60% AMI, they will layer CDD's homeownership loan funds, AHTF funds, CDA funds, construction financing, and forgivable debt on the price of land. To assist households below 50% AMI, they're hoping to partner with agencies, such as Habitat for Humanity and Movin' Out, Inc.

Discussion highlights:

- Helping LMI households attain homeownership is good, but there has to be support for them to maintain their homes once they're in them.
- Some families will use Section 8 vouchers to assist them with payments and ongoing sustainability of homeownership.
- Greenpath was selected because they have experience with the communities being served in this project.

A motion was made by Choudhury, seconded by Whitesel, to Return to Lead with the Recommendation for Approval to the PLAN COMMISSION. The motion passed by voice vote.

6. [31709](#)

SUBSTITUTE Creating Sections 33.18, 3.12(11), renumbering current Secs. 3.12(11) and (12) to Secs. 3.12(12) and (13) and creating Secs. 33.15(4)(g) and 33.16(4)(l) of the Madison General Ordinances to create the Community Development Division Conference Committee and designate members of the Community Development Block Grant Committee and the Community Services Committee to serve on the Community Development Division Conference Committee.

Charnitz said that there was an initial resolution drafted to allocate the 2013 EOP funds of \$200,000 and to establish an ordinance to govern the program. The establishment of the ordinance was not put forth to the Council at the time of authorization of the 2013 funds so it could be vetted and include experience gained from the 2013 process. O'Keefe worked with Council members to create this ordinance. The ordinance clarifies the intent of the EOP is to assist grassroots organizations. They don't have to be a 501(c)(3) in order to get funds. It streamlines the detail of the fund and gives a framework for implementation that keeps the fund flexible. It also expands the role of the initial EOP Conference Committee to be a permanent committee to deal with EOP and Summer Process decisions for neighborhood centers, gardens, and employment goals areas. It also expands the role of EOP to deal with any issues that involve overlap between the OCS and CDBG Committees. CDBG and OCS Committees will recommend people to serve on the Conference Committee, but the Mayor will have final appointing authority. Appointments will be for one year, after which members will need to be reappointed.

A motion was made by Van Pelt, seconded by Choudhury, to Return to Lead with the Recommendation for Approval to the COMMON COUNCIL ORGANIZATIONAL COMMITTEE. The motion passed by voice vote.

7. [31728](#)

Economic Development update

Mike Miller said he wanted to give the Committee a year-end update on the impact of the economic development funding decisions the Committee has made.

Frank Staniszewski of Madison Development Corporation (MDC) handed out a document and said that they've partnered with the City since 1978 in business development and job creation activities. MDC's business loan program is funded primarily by program income. Loans are repaid to the revolving loan fund. The activity in the loan fund has been fairly steady over the life of the program. They make about 15 loans a year. Loans are typically larger than WWBIC's and can be up to \$150,000. They also have a Venture Debt loan program, which is partially funded by CDBG. They have about \$700,000 of CDBG dollars dedicated to the Venture Debt program in their portfolio. It's a participation pool in which they leverage CDBG funds with over \$5 million total from partners in the community, like MGE, WHEDA, and local banks.

Businesses that MDC has assisted create new jobs. The majority of the jobs are "quality" jobs, defined as a job that pays at least twice the minimum wage with benefits that include health insurance. Additionally, well over half the jobs are filled by LMI. They also do their best to find and make loans to minority- and women-owned businesses.

Within the Venture Debt Program, which is targeted to technology businesses, they see a lot of very high paying tech jobs, such as engineers and software developers.

Deborah Ellis-Brock of WWBIC said that WWBIC partners quite a bit with MDC. To date, they have loaned to 56 businesses and 88 jobs have been created, which include 78 to LMI. Recently, one of their clients whose salon has added five new jobs was featured in UMOJA. Currently, they have 30 businesses existing in the fund today. They serve LMI and are increasing their partnerships. They work very closely with the Latino Chamber of Commerce (LCC), the Madison Black Chamber of Commerce (MBCC), and the Hmong Chamber of Commerce.

Miller said that the two chambers the Committee funds (the LCC and MBCC) are doing quite well also. The LCC has created a Latino Professional Community to be more involved in the business climate. The MBCC did a re-launch of their organization and are doing a lot of outreach, such as with WWBIC, and have partnered with several other Black Chambers of Commerce, such as Milwaukee, Chicagoland, Wisconsin, and Illinois Black Chambers of Commerce.

Miller described one business, a multi-cultural funeral business, that MDC assisted that will hopefully be opening by the end of the year. He also described how the City has helped Will Green of Mentoring Positives through

WWBIC to work on his business plan.

Miller said that the CDD will be working with EDD and other local partners on the Mayor's new employment plan to hire 1,500 people in the construction trades.

Discussion highlights:

- WWBIC's approach to helping small businesses succeed with their loans is threefold: access, opportunity, and support.
- Over the life of their loans, businesses with WWBIC are assigned small business consultants. These specialists review financials and analyze the businesses. They help businesses to grow by assisting with marketing and sustainability.
- WWBIC also provides support to clients with classes that are mostly free.
- WWBIC is there from the start and helps businesses before there's a problem.
- MDC works with more mature businesses. They provide technical assistance in the financial area. They assist with getting the right financial documents together.
- MDC provides larger loans and deals more with their clients' imperfections in credit.
- MDC also does second mortgages for real estate.
- About two-thirds of MDC's loans are to existing businesses that wish to expand.
- MDC's loans with CDBG are revolving loans from repayments of previous loans.
- WWBIC does a wide variety of outreach through classes at a wide range of venues and events in the community.
- MDC does outreach to various chambers of commerce and incubators. They also work with technology networks. They worked with MATC through the TEC Center.

8. [31991](#)

Approve Common Wealth Development's request to waive the 2013-2014 CDD Program Goals and Objectives loan-to-value ratio limit for 2013-2014 SW Rental Acquisition & Rehab projects.

Marianne Morton and Paul Jasenski of Common Wealth Development (CWD) presented their proposal. As a side note, Morton said that their Jenifer Place project just this morning received the Community First Award from the Federal Home Loan Bank.

Morton said CWD is here to request a loan-to-value waiver for properties that they're hoping to purchase on the southwest side. Jasenski said CWD bought two four-unit buildings on Leland Drive in August, and the rehab of those buildings is going well. They are trying to position themselves to make an offer to purchase one or two foreclosed properties, but they will exceed the loan-to-value ratio with a ratio of up to 130%.

Morton said there are some very responsible landlords in the area, but there are also some very neglectful landlords who do not vet their tenants or provide upkeep of their properties. CWD is working on neighborhood revitalization by rehabbing buildings and providing good service to tenants.

Spears said that CDD is seeing these kinds of projects where there is an additional level of rehab needed to get the project done in the interest of making changes in the area.

Discussion highlights:

- The buildings CWD wants to buy are not structurally compromised. They are just worn down after years of neglect.
- The Balsam Road and Leland Drive properties are by Meadowood Park and were built in the late 50s or early 60s.
- These two buildings are very close to the Meadowood Neighborhood Center.
- There is another potential buyer for one of the buildings, but CWD is not intending to compete with them for the property.
- Ald. Cnare asked if CDD should think about changing the loan-to-value ratio. Spears said that that is one item they are reviewing in the context of the 2015-2019 Consolidated Plan.
- The loan-to-value ratio request of 130% roughly translates to \$10,000 per unit.

A motion was made by Bowden, seconded by Cnare, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote.

31941

SUBSTITUTE - Authorizing the carry-over of CDBG, HOME and other funds, and the extension of previously authorized projects within the Community Development program budget.

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

Dannenbaum left the meeting at 7:55 p.m.

Present: 6 -

Lauren Cnare; Ben M. Van Pelt; Colin A. Bowden; Monya A. Choudhury; Justin O. Markofski and Russ Whitesel

Excused: 3 -

Maurice S. Cheeks; Matthew J. Phair and Daniel A. O'Callaghan

10. 31982

CDBG November 2013 Staff Report

Race to Equity: A Baseline Report on the State of Racial Disparities in Dane County
Financials
CC updates
2014 Draft of CDBG Committee Meetings
Final Draft 2014 Annual Action Plan

Race to Equity: A Baseline Report on the State of Racial Disparities in Dane County

There's a meeting next Wednesday regarding the Race to Equity report, and the report will be on the agenda for discussion in December.

Financials

There were no questions regarding the financials.

Common Council Updates

Everything that Committee has approved since the last meeting has gone through the Common Council without changes.

2014 Draft of CDBG Committee Meetings

The January meeting has been moved from the first Thursday to the second Thursday (January 9, 2014). Charnitz asked everyone to review the calendar of meetings for 2014 and let her know if any particular date doesn't work out so that CDD can make the change and book a room for another meeting.

Van Pelt suggested changing the Thursday, July 3 meeting date to the second Thursday in July. Charnitz said staff would look at making that change.

Final Draft 2014 Annual Action Plan

The final draft of the Action Plan went to HUD in Milwaukee this afternoon and is due tomorrow. The Committee will get a copy of the Action Plan at their December meeting.

Spears said that a press release went out November 6 on Section 3 and the City-County jobs collaboration. Spears explained that Section 3 is offered through HUD and seeks to place Section 3 residents in jobs or assist Section 3 businesses. As an example, she said OFS is a Section 3 business and helped to meet CDD's Section 3 requirements last year on several projects.

11. [31983](#) Report from committees with CDBG Committee representation

Garden Committee (Markofski)

Markofski said the Gardens Committee is still working on a decision about the "New Garden" fund. There's a desire to strengthen garden leadership by using the funds, so they may change the name and purpose of the fund so that it doesn't always have to go to a new garden or garden expansion. Whitesel suggested calling it "seed money." They are also looking at how to streamline with Parks and future sitings of gardens in parks.

ADJOURNMENT

Whitesel moved adjournment. Ald. Cnare seconded. The motion passed unanimously.

Anne Kenny, recorder