



# City of Madison

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

## Meeting Minutes - Approved COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

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Thursday, January 7, 2010

5:00 PM

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

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### CALL TO ORDER / ROLL CALL

- Present:** 6 -  
Shiva Bidar-Sielaff; Marsha A. Rummel; Charlie R. Sanders; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel
- Absent:** 2 -  
Tim Bruer and Steven C. Bartlett
- Excused:** 3 -  
Ken W. Pritchard; Monya A. Choudhury and Arthur V. Robinson
- STAFF: Clingan, Charnitz, Constans, Garrison, Kenny, Rood, Wallinger  
OTHERS: Dean Loumos (Housing Initiative, Inc.), Rita Giovannoni (Independent Living, Inc.), Matt Mikolajewski
- CALL TO ORDER: Sanders called the meeting to order at 5:10 pm.

### APPROVAL OF MINUTES

Rummel moved to approve the minutes from December 3, 2009 /Markofski seconded. Unanimous approval.

### PUBLIC COMMENT

There was no public comment.

### REQUEST FOR FUNDS OR MAJOR CHANGES IN CURRENTLY FUNDED PROJECTS

#### Housing Initiatives, Inc.

Loumos, who represented Housing Initiatives, Inc., said they would close on their third, 4-unit building at the end of the month. The buildings are strategically dispersed across town. Loumos said they would not be closing at WHEDA until next month.

1. [16942](#) Authorizing the subordination of previously approved loans to Housing Initiatives, Inc. to Wisconsin Housing and Economic Development Authority (WHEDA) and authorizing the Mayor and City Clerk to sign agreements to effect such a change.

Whitesel moved approval/Rummel seconded. Unanimous approval.

**CALL TO ORDER / ROLL CALL**

Bartlett arrived at 5:12 pm

- Present:** 7 -  
Shiva Bidar-Sielaff; Marsha A. Rummel; Charlie R. Sanders; Steven C. Bartlett; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel
- Absent:** 1 -  
Tim Bruer
- Excused:** 3 -  
Ken W. Pritchard; Monya A. Choudhury and Arthur V. Robinson

**YWCA of Madison**

Whitesel asked if this was the same transaction in which the Committee waived shared appreciation a couple of months ago.

Wallinger said that it was the same. She said the circumstances of this subordination were similar to Housing Initiatives, Inc.'s situation.

2. [16941](#) Authorizing the subordination of previously approved loan to YWCA of Madison, Inc. to Forward Community Investments (FCI) and authorizing the Mayor and City Clerk to sign agreements to effect such subordination.

Whitesel moved approval/Bartlett seconded. Unanimous approval.

**CDBG Office Application to the State of Wisconsin**

Whitesel asked if the funding allocations were recommended by CDBG staff.

Wallinger said that staff did not make the recommendations, but rather a consensus of all agencies sitting around the table made the funding recommendations.

3. [16902](#) Authorizing the CDBG Office to submit an application to the State of Wisconsin for Emergency Shelter Grant (ESG), Transitional Housing Program (THP) and Homeless Prevention Program (HPP) funds on behalf of specific agencies providing housing and services for homeless persons.

Bartlett moved approval/Markofski seconded. Unanimous approval.

**Neighborhood Stabilization Program**

Whitesel asked if there was a specific allocation yet.

Rood said no, as this resolution merely allows the CDBG Office to go forward with the application process.

4. [16984](#) Authorizing the CDBG Office to submit an application to the State of Wisconsin Dept. of Commerce for Neighborhood Stabilization Program (NSP) Funds on behalf of specific agencies providing housing for lower income households and amending the 2010 CDBG adopted operating budget to recognize \$645,000 in additional expenditure and revenue authority.

Board of Estimates

**Bartlett moved approval/Whitesel seconded. Unanimous approval**

#### **Amendment to the 2010 Budget to address Homelessness**

Bidar-Sielaff was curious about medical-related examples in the RFP and suggested removing the X-rays. Wallinger said that would be acceptable. Bidar-Sielaff felt comfortable with leaving dental work in the RFP. Bidar-Sielaff suggested amending the RFP to read “minor medical procedures including X-rays” in place of the list of medical procedures.

5. [16666](#) Discussion and action on \$25,000 amendment to the 2010 city budget for the purpose of addressing homelessness.

**Bidar-Sielaff moved approval with the following change: In the fifth paragraph under “Purpose” of the RFP, strike out the words “eye exams/glasses, dental work, X-rays . . . and medications” and replace that language with “minor medical or dental expenses.” Rummel seconded. Unanimous approval.**

#### **Independent Living, Inc.**

Whitesel asked if the Committee were being asked to approve just the \$15,860. Charnitz said no, that there were combinations of funds from the Housing Trust Fund (HTF) and Futures Funds. Charnitz gave the Committee a little context about this request. She said that ILI came to the Committee in October when only \$4,000 was available in Futures Funds. The Committee asked ILI to return at the beginning of the year to apply for \$15,860 in Futures Funds to make a total of \$20,000 from those funds. Staff is also recommending \$19,578 in Housing Trust Funds as a grant.

Discussion highlights:

- Garrison said this loan would zero out the Housing Trust Fund and leaves only about \$200 in the Futures Fund.
- O’Callaghan noted that, if approved, this would be the only project for the entire calendar year to use Housing Trust Funds or Futures Funds.
- Clingan said that Futures Funds count against the administrative total, which is why the amount is so low.
- Charnitz said that the Housing Affordability Subcommittee is looking

at revisions to the HTF distributions formula.

- Giovannoni said that this is a big project and that ILI has gotten its predevelopment money from community. She is very hopeful that this project would meet the needs of the north side.
- Alder Schumacher is very supportive of the project.
- Giovannoni said that the project would have a broad mix of incomes with three levels of care, including care for frail elderly residents, memory care, and apartments modeled after those on Segoe Road. She said that they hope to achieve an increased level of fitness among 80-year-olds through the use of Cherokee Fitness.
- O'Callaghan asked about the development timeline, and Giovannoni introduced Ken Swanson who'll be the point person with respect to the timeline. She said that they have targeted the timeline to be completed by the fourth quarter of this year.
- Giovannoni said she would be talking to WHEDA and HUD for 202 Senior Housing Funds.
- Construction should start the first quarter of 2011.

6. [17010](#) Authorizing the provision of \$15,860 in CDBG funds to Independent Living to support a portion of the pre-development costs associated with the construction of 148 units of affordable senior housing in the Cherokee area.

**Rummel moved approval/Whitesel seconded. Unanimous approval**

#### COMMON COUNCIL REFERRAL

##### Truman Olson with Goodwill Industries of South Central Wisconsin.

Mikolajewski noted that the Council referred the final agreement to all agencies that reviewed the preliminary agreement.

7. [16765](#) Adopting the final Legally Binding Agreement (LBA) to accommodate Goodwill Industries of South Central Wisconsin at 4829 Anniversary Lane, 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 LRA of said revised documents to the Federal Government, and execution of the LBA by the Mayor and City Clerk upon acceptance by the United States Department of Housing and Urban Development.

**Whitesel moved approval/O'Callaghan seconded. Unanimous approval.**

#### CALL TO ORDER / ROLL CALL

Bruer arrived at 5:40 pm

**Present:** 8 -

Tim Bruer; Shiva Bidar-Sielaff; Marsha A. Rummel; Charlie R. Sanders; Steven C. Bartlett; Daniel A. O'Callaghan; Justin O. Markofski and Russ Whitesel

**Excused:** 3 -

Ken W. Pritchard; Monya A. Choudhury and Arthur V. Robinson

**DISCUSSION ITEM**

8. [17000](#) Formation of Joint CSC/CDBG Funding Process Committee

Clingan said that he was trying to form a joint subcommittee with OCS and CDBG members to work in sync to streamline the summer process. Clingan said the scope of the committee would be to meet every other week to look at the application and the review processes between the two bodies. Clingan wanted the process to be less dramatic and more transparent this year with decisions that don't get changed mid-process. The subcommittee would report back to the CDBG Committee.

Discussion highlights:

- Clingan's recommendations would include a smaller body on the OCS side, which currently has six people.
- Bidar-Sielaff was not in favor of writing application language.
- Clingan noted that the joint committee would be focused on the mechanics of the funding process.
- Whitesel suggested that OCS members meet with CDBG staff and the CDBG chair as a delegation to the meetings and return with reports to the CDBG Committee regarding the process.
- Bidar-Sielaff wanted to see the scope of the committee.
- O'Callaghan asked for an example of how this would help.
- The Committee members discussed the value of meeting with OCS or just having CDBG staff and chair report back from their meeting with OCS.
- O'Callaghan suggested calling it the Funding Application Work Group.

**O'Callaghan moved to approve a joint OCS/CDBG Work Group to address the application process that each committee employs with the goal of developing a uniform process; Work Group membership should consist of the chair of the each Committee, CDBG and OCS staff, and up to one other committee member as necessary. The Work Group should report their recommendations to each Committee no later than the March meeting. Bartlett seconded. Unanimous approval.**

**STAFF REPORT**

Garrison reviewed a four-sheet financial report:

- The first sheet has been enhanced since the last meeting.
- The second sheet details 2010 projects that were included as part of the 2008 summer process.

- The third sheet shows the jumping off point for 2010.
- The fourth sheet details funding constraints.

Clingan said he would go over the funding constraints at the February meeting.

#### **OTHER REPORTS**

Bartlett wanted to see an Allied progress report.

Bruer said the Allied units were completely rented.

#### **ADJOURNMENT**

**Bartlett moved adjournment/Bruer seconded. Unanimous approval.**

Respectfully submitted,  
Anne Kenny