



# Dane County

## Minutes - Final Unless Amended by Committee

### Community Development Block Grant (CDBG) Commission

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

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Tuesday, July 30, 2019

5:30 PM

Madison College- Room C2440  
1701 Wright Street  
Madison, WI 53704

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#### A. Call To Order

*The meeting was called to order at 5:30 p.m.*

*Staff and others present: Erik Longreen and Denise Matyka (Project Home); Erica Lopez (Legal Action of WI); Dave Phillips and Peter Ouchakof (staff).*

*Note: The current CDBG roster, which will be updated once the changes are entered into the legislative system, includes: Cynda Solberg (Chair); Ron Johnson (Vice Chair); Bill Clausius (Supv.), Godwin Amegashie; Neil Stechschulte; Richard Oberle; Matt Egerer; and Teresita Torrence. All were present for the meeting.*

**Present** 1 - BILL CLAUDIUS

#### B. Public Comment on Items not on the Agenda

*None.*

#### C. Consideration of Minutes

*Motion by Amegashie, seconded by Clausius, to approve the minutes of the March 26, 2019 CDBG Commission meeting. Motion passed unanimously by a voice vote.*

[2019  
MIN-054](#)

MINUTES OF THE MARCH 26, 2019 CDBG COMMISSION MEETING.

**Attachments:** [03.26.19 CDBG Minutes](#)

The Minutes were approved.

#### D. Presentations

*Commissioner Amegashie, Chair of the CDBG-Application Review Team, reported on the 2020 funding recommendations and contingencies on HUD formula allocation.*

## E. Action Items

[2019](#)  
[ACT-115](#)

DISCUSSION AND ACTION ON RLF LOAN REQUEST FROM LITTLE  
CARDINALS ACADEMY.

**Attachments:** [RLFapplication-LittleCardinalsAcademy](#)

*Commissioner Amegashie, Chair of the CDBG Loan Review Team, summarized the recommendation of the Loan Review Team.*

*Upon discussion, a motion was made by Amegashie, seconded by Stechschulte, to approve the Loan Review Team recommendation with two modifications- Set the interest rate at Prime plus one (determined at the time of closing), and require income certification forms be completed by current employees prior to loan closing. The final motion reads:*

*Approval of the \$150,000 CDBG loan request to Little Cardinals Academy with the following terms and contingencies:*

- 1st mortgage approval from the bank for at least \$590,000 (Dane County will be a 2nd mortgage on the property);*
- Appraisal conducted (securing Dane County's position);*
- Personal Gaurantees of owners;*
- Life insurance of the Key Person in charge (primary owner);*
- Income certification forms completed by current employees prior to loan closing; and*
- Interest rate at Prime plus one determined at the time of closing with a 7 year term amortized with a balloon payment at the end.*

*Motion carried unanimously by a voice vote.*

**This Action Item was approved.**

[2019  
RPT-176](#)

CDBG COMMISSION INITIAL FUNDING RECOMMENDATIONS- 2020  
CDBG/HOME.

**Attachments:** [CDBG 2020 Initial Funding Recommendations](#)

*Chair Solberg introduced the action item noting that there was a formula error on the initial spreadsheet resulting in \$43,490 in additional public service funds. Staff recommended funding only one TBRA project since this is the County's first year administering a TBRA project; and to fund OFS out of HOME which would allow more flexible use of funds than CDBG for the proposed project.*

*After discussion, a motion was made by Solberg to amend the Application Review Team funding recommendations by the following:*

- \$25,000 in CDBG to CAC;*
- \$13,962 in CDBG to Sunshine Place;*
- \$8,000 in CDBG to Stoughton Affordable Transportation;*
- \$24,000 in CDBG to UNIDOS;*
- \$0 for WI Partnership TBRA project;*
- \$70,832 in CDBG to the Lutheran Social Services TBRA project;*
- Move \$50,000 for OFS from CDBG to HOME;*

*Upon ensuing discussion, a motion was made by Amegashie, seconded by Torrence, to amend the first motion by the following:*

- Allocating \$50,000 in CDBG funds to Project Home Major Home Repair;*
- Allocating \$37,775 in HOME funds to Movin' Out Mortgage Reduction.*

*Motion passed unanimously by a voice vote. The attached spreadsheet reflects the changes made in the final motion.*

**This Action Item was approved.**

[2019  
ACT-117](#)

CONTINGENCIES ON 2020 FUNDING RECOMMENDATIONS.

**Attachments:** [2020 Funding Contingencies](#)

*Motion by Amegashie, seconded by Stechschulte, to add the following stipulation to the funding contingencies in the event of an increase in CDBG or HOME funds: "Non-public service projects will receive an equal percentage increase, per federal caps and requirements, up the requested amount."*

*Motion passed unanimously by a voice vote.*

**This Action Item was approved as amended.**

## F. Reports to Committee

[2019  
RPT-167](#)

JULY 2019 CDBG/HOME EXPENDED FUNDS REPORT.

**Attachments:** [CDBG - Expenditure Status Report July.2019](#)

*Staff reported on the July Expended Funds Report.*

*Johnson expressed concern over the fact that Independent Living's 2018 contract was still pending. Staff noted that they would address this and include as an agenda item at the next meeting.*

[2019  
RPT-168](#)

JULY 2019 CDBG LOAN REPORT.

**Attachments:** [07.30.19\\_RLF\\_report](#)

*Staff reported on the July RLF report, noting that Alexander Company has requested a payoff statement for the HUD Section 108 loan.*

## G. Future Meeting Items and Dates

*September 24, 2019 at 5:30 p.m., location TBD. Meeting will include a public hearing on the 2020 funding recommendations.*

*The October Commission meeting will include a discussion of the application review process and possible changes to improve efficiency in future years.*

## H. Adjourn

*Motion by Stechschulte, seconded by Oberle, to adjourn. Motion carried unanimously by a voice vote, and the meeting adjourned at 6:45 p.m.*

**The meeting was adjourned.**