



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?

Tuesday, February 4, 2025

5:00 PM

A. Call To Order

Chair Taylor Brown and Vice Chair Jeremiah DeGollon were absent from the meeting. Therefore, Supervisor Jeff Glazer was appointed by Chair Brown to call the meeting to order. Meeting was called to order at 5:02pm with a quorum present.

Supervisor Glazer asked for nominations to elect a Chair Pro Tem to run the February 4, 2025 CDBG Commission meeting. Commissioner Engelberger made a motion to nominate Supervisor Jeff Glazer as the Chair Pro Tem for this meeting. There were two more calls for nominations; with no other nominations. Motion passed by acclamation with no objections.

Staff Present: Joanna Cervantes, Cindy Grady, Michelle Bozeman, Caleb Odorfer, Pedro Ruiz

Present 7 - RON JOHNSON, GODWIN AMEGASHIE, TERESITA TORRENCE, KATHERINE KAMP, MARTIN LACKEY, JEFF GLAZER, and MICHAEL ENGELBERGER

Excused 2 - JEREMIAH DEGOLLON, and TAYLOR BROWN

B. Consideration of Minutes

[2024](#)
[MIN-413](#)

01/07/2025 CDBG COMMISSION MEETING MINUTES

Attachments: [01-07-2025 CDBG Commission Meeting Minutes](#)

Motion was made by Kathy Kamp and seconded by Supervisor Michael Engelberger to approve the 1/7/2025 meeting minutes. Motion passed unanimously by voice vote.

C. Action Items

[2024](#)
[ACT-333](#) APPOINTMENT TO LOAN REVIEW TEAM

Attachments: [CDBG Commission Subcommittees - Ch 15.40](#)

Cindy Grady gave background information on the Loan Review Team (LRT). Next steps for the subcommittee include completing the revisions for a combined loan manual, determining available funding amount, identifying priority areas in which loans would be applicable, and developing an internal process for the Revolving Loan Fund.

Supervisor Glazer asked for three volunteers for the 2025 Loan Review Team subcommittee. Martin Lackey, Kathy Kamp and Supervisor Glazer volunteered to be on the subcommittee. Supervisor Engelberger made a motion to approve the Loan Review Team subcommittee members. Motion passed unanimously by voice vote.

D. Reports to Committee

[2024](#)
[RPT-486](#) FEBRUARY EXPENDED FUNDS REPORT

Attachments: [CDBG - Expenditure Status Report February 2025](#)
[CDBG - Expenditure Status Report February 2025- CV Grants](#)

Cindy Grady provided information on the Expended Funds Report, which mainly reflects the 2024 grant expenditures. Staff have been working to review all invoices submitted by our subgrantees, and process them for payment. Ms. Grady is working on the federal draws. Most contracts with the agencies have been fully expended; and some contracts are extended through 12/31/2025. Staff ensure that agencies are in compliance and expending funds in Dane County (outside the City of Madison) by: completing monitoring visits of grant recipients, reviewing addresses of grant/program beneficiaries, and checking for allowable expenses.

E. Future Meeting Items and Dates

Public Hearing

Public Hearing on the draft 2024 CAPER & Citizen Input on the 2026 RFP Categories

March 18, 2025, 5:00pm

F. Public Comment on Items not on the Agenda

G. Adjourn

Motion was made by Kamp and seconded by Torrence to adjourn the meeting at 5:22pm. Motion passed unanimously by voice vote.

Minutes respectfully submitted by Amanda Vernia, pending commission approval.