



Dane County

Minutes - Final Unless Amended by Committee

Community Development Block Grant (CDBG) Commission

Thursday, May 26, 2016

5:30 PM Town of Westport- Kennedy Administration Building
5387 Mary Lake Road
Waunakee, WI 53597

Town of Westport- Kennedy Administration Building
5387 Mary Lake Road
Waunakee, WI 53597

A. Call To Order

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

There were no members of the public present.

Staff present: Peter Ouchakof and Jenna Wuthrich.

Present 7 - DAVE RIPP, Supervisor CYNDA SOLBERG, RON JOHNSON, DONNA VOGEL,
GODWIN AMEGASHIE, GAIL SHEA, and WESLEY SPARKMAN

Excused 4 - RICHARD OBERLE, BRIAN BIGLER, NEIL STECHSCHULTE, and MATT
EGERER

B. Public Comment on Items not on the Agenda

None.

C. Consideration of Minutes

Vogel identified two technical corrections in the Action text in Agenda Item E. and one in the Action text of Agenda Item G.

Motion by Johnson, seconded by Amegashie, to approve the March 10, 2016 meeting minutes with the corrections identified above. Motion carried 7-0.

[2016](#)
[MIN-036](#)

CDBG COMMISSION MEETING MINUTES- 03.10.16

Attachments: [Meeting Minutes- 03.10.16](#)

The Minutes were approved.

D. Action Items

[2016](#)
[ACT-001](#)

ELECTION OF CHAIR AND VICE-CHAIR PERSONS

Attachments: [Election of Chairperson and Vice-Chair](#)

Amagashie nominated Vogel for Chair of the Commission; Vogel nominated Solberg for Chair of the Commission. There were no other nominations. Solberg was elected as new Chair of the CDBG Commission by a 4-3 vote of the Commissioners.

A nomination was made by Shea to re-elect Johnson as Vice-Chair of the CDBG Commission. Johnson was re-elected as Vice-Chair of the Commission by 7-0 vote of the Commissioners.

This Action Item was approved.

[2016](#)
[ACT-039](#)

TENANT-BASED RENTAL ASSISTANCE POLICIES MANUAL

Attachments: [CDBG - Policies - HOME TBRA](#)

The Commissioners reviewed the Tenant-Based Rental Assistance (TBRA) Program Policy and Procedures Manual and provided feedback, clarifications, and technical corrections to staff, which staff will incorporate into the final document.

A motion by Johnson, seconded by Ripp, to approve the TBRA Manual with the corrections provided by Commisisoners. Motion carried 7-0.

This Action Item was approved.

E. Reports to Committee

[2016](#)
[RPT-113](#)

STAFF REPORTS

Attachments: [CDBG-HOME_ExpenditureStatusReports-May2016](#)

[May 2016 Loan Report](#)

Wuthrich reported on the May 2016 CDBG and HOME Exended Funds Report.

Ouchakof reported on the May 2016 RLF Report. Loans that were closed due to default were requested to be discussed at the next meeting. The commission will vote at the next meeting on if the defaulted loans should be taken off the monthly report. It was requested that Corporation Council be consulted prior to the next meeting to discuss options in regards to this.

Staff provided an update on the Urban County Consortium requalification period, noting that municipalities have until May 31 to choose to join/ opt out of the Cooperation Agreement.

F. Adjourn

A motion by Johnson, seconded by Vogel, to adjourn. Motion carried 7-0. Meeting adjourned at 6:19 p.m.

The meeting was adjourned.