



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, August 6, 2024

5:00 PM

Hybrid Meeting: Attend in person at the City County
Building in Room 354; attend virtually via Zoom.

See below for additional instructions on how to attend the meeting and provide public
testimony.

A. Call To Order & Roll Call

Supervisor Glazer welcomed Supervisor Michael Engelberger to the CDBG Commission.

Chair Taylor Brown and Vice Chair Jeremiah DeGollon were absent from the meeting. Therefore, Supervisor Jeff Glazer was appointed by Chair Taylor Brown to call the meeting to order. Meeting was called to order at 5:04pm with a quorum present.

Supervisor Glazer asked for nominations to elect a Chair Pro Tem to run the August 6, 2024 CDBG Commission meeting. Commissioner Ron Johnson 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

Present 6 - RON JOHNSON, GODWIN AMEGASHIE, TERESITA TORRENCE, MARTIN LACKEY, JEFF GLAZER, and MICHAEL ENGELBERGER

Excused 3 - JEREMIAH DEGOLLON, TAYLOR BROWN, and KATHERINE KAMP

B. Consideration of Minutes

[2024](#)
[MIN-167](#)

07-09-2024 CDBG COMMISSION MINUTES

Attachments: [7-9-24 CDBG Minutes](#)

Motion was made by Johnson and seconded by Torrence to approve the 7-9-2024 meeting minutes. No discussion and no opposition. Motion passed unanimously.

C. Action Items

1. [2024
ACT-092](#) SEPTEMBER CDBG COMMISSION MEETING DATE - CHANGE TO 9/10/2024

Staff explained the reasons for moving the September CDBG Commission meeting date. The original date of September 3rd falls immediately after the Labor Day Holiday and some Commissioners would not be at the meeting. In addition, staff needs to publicly post for 30 days the public hearing on the 2025 CDBG/HOME Funding Recommendations. If the preliminary funding recommendations are approved by the commission at tonight's meeting, a 30-day notice would allow for a public hearing at the September 10th CDBG Commission meeting.

Motion made by Johnson and seconded by Amegashie to move the September CDBG Commission meeting date to September 10th. Motion passed unanimously by voice vote.

2. [2024
ACT-093](#) 2025 CDBG/HOME PRELIMINARY FUNDING RECOMMENDATIONS FOR 2025 ANNUAL ACTION PLAN

Attachments: [2025 CDBG-HOME Funding Recommendations](#)

Cindy Grady gave background on the 2025 CDBG/HOME and HOME-ARP RFP and application process. The RFP categories and scoring criteria were previously approved by the Commission, and the Application Review Team (ART) used this same criteria when evaluating and scoring the applications. Applicants were also invited to an interview conducted by the ART. Subsequently, the ART met to discuss the preliminary funding allocations based on the applicants' scores and ranking. All applicants, reviews and scoring were done in Dane County's online system, OpenGov. ART members consisted of Kathy Kamp (Chairperson), Ron Johnson, and Martin Lackey.

Ron Johnson provided additional information, including the number of applicants per RFP category. The ART submitted their scores in OpenGov; then were provided the average scores and rankings of each applicant at their last meeting to determine the funding allocations. There was significantly more funding requested than what was available. ART members agreed to fund agencies at their minimum requests based on the ranking of their scores, when possible. ART also discussed contingencies if more funding was available.

Staff thanked the ART for their time and efforts in reviewing and scoring the applications and interviewing the agencies.

Discussion included information that some applicants' have minimum eligible requests, which are less than the original minimum request. This is due to some budget items being deemed ineligible and therefore some costs were removed. ART members and CDBG staff discussed this with the agencies.

All applicants will be notified of their preliminary funding recommendations, and of the public hearing scheduled for September 10th.

Motion made by Johnson and seconded by Torrence to accept the 2025 CDGB/HOME and HOME-ARP funding recommendations, as part of the 2025 Annual Action Plan. Motion passed unanimously by voice vote.

D. Future Meeting Items and Dates

September 10, 2024 at 5:00pm, City-County Building Room 351.

This will be a Public Hearing for the 2025 CDBG/HOME and HOME-ARP Final Funding Recommendations and the 2025 Annual Action Plan.

E. Public Comment on Items not on the Agenda

None.

F. Adjourn

Motion made by Amegashie and seconded by Torrence to adjourn the meeting at 5:34pm.