



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, November 14, 2023

5:00 PM

Hybrid Meeting: Attend in person at the City-County Building in Room 357; attend virtually via Zoom. See below for additional instructions on how to attend the meeting and provide public testimony.

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A. Call To Order

Meeting was called to order at 5:02pm with a quorum present.

Staff Present: Susan Rauti, Corporation Counsel, Joanna Cervantes, Cindy Grady, Michelle Bozeman, Caleb Odorfer, Pedro Ruiz

Present 9 - RON JOHNSON, GODWIN AMEGASHIE, TERESITA TORRENCE, JEREMIAH DEGOLLON, TAYLOR BROWN, Supervisor DAVE RIPP, MAUREEN McCARVILLE, KATHERINE KAMP, and MARTIN LACKEY

B. Consideration of Minutes

[2023](#)
[MIN-381](#)

10-3-2023 CDBG COMMISSION MINUTES

Attachments: [10-3 CDBG Minutes](#)

Motion was made by DeGollon and seconded by McCarville to approve the 10-3-2023 meeting minutes. No discussion and no opposition; motion passed unanimously.

[2023](#)
[MIN-382](#)

10-27-2023 CDBG COMMISSION MINUTES

Attachments: [10-27 CDBG Minutes](#)

Motion was made by Johnson and seconded by Ripp to approve the 10-27-2023 meeting minutes. No discussion and no opposition; motion passed unanimously.

C. Public Hearing on the 2024 CDBG/HOME Funding Recommendations

Joanna Cervantes gave an overview of the CDBG/HOME application and funding process. A competitive Request for Proposals (RFP) was released on May 1, 2023, and applications were due on June 30th. Six CDBG commissioners agreed to be on the Application Review Team (ART), however, four of them had emergencies or conflicts of interest and had to remove themselves from the committee. Two commissioners participated on the ART, which is the minimum number of participants required by Dane County Ordinance. The ART reviewed and scored the applications, and preliminary funding recommendations were presented and approved by the CDBG Commission at the October 3, 2023 meeting. Applicants were notified of the preliminary funding recommendations and were given notice of the public hearing to be held on November 14th.

Chair Brown stated that public comment would be limited to 3 minutes per person; no objections were received from the commission. Public Comment was opened at 5:18pm.

[2023](#)
[RPT-410](#)

11.14.2023 CDBG REGISTRATION REPORT

Attachments: [CDBG Commission Meeting Registration 11.14.2023](#)

[2023](#)
[RPT-409](#)

11.14.2023 WRITTEN COMMENTS

Attachments: [Public Comment - CDBG Commission Meeting 11.14.2023](#)

Public Comment was closed at 5:38pm.

D. Action Items

Commissioner Lackey left the meeting at 5:43pm, prior to the motions.

Present 8 - RON JOHNSON, GODWIN AMEGASHIE, TERESITA TORRENCE, JEREMIAH DEGOLLON, TAYLOR BROWN, Supervisor DAVE RIPP, MAUREEN McCARVILLE, and KATHERINE KAMP

Excused 1 - MARTIN LACKEY

1. 2024 CDBG/HOME FUNDING RECOMMENDATIONS

Dave Ripp recused himself from participating in the discussion regarding 2024 CDBG/HOME Funding Recommendations.

[2023](#)
[RPT-393](#)

2024 CDBG-HOME FUNDING RECOMMENDATIONS

Attachments: [2024 CDBG-HOME Funding Recommendations DRAFT REV 11142023](#)

Motion made by DeGollon and seconded by Torrence to accept the preliminary funding recommendations as presented for discussion.

Discussion on spreading the funds across as many applicants as possible and whether to give funding to agencies with more than one application. There was discussion on one developer getting \$200,000 for each of the two projects.

Brown noted that the ART scored each application individually based on the criteria approved by the commission. The commission can propose to set new criteria next year.

Brown noted in the funding recommendations that there is an overage in available funds in CDBG (\$13,222.74), and HOME (\$69,983.87). Brown noted a shortage of funds in CDBG Public Services (\$32,401.60) and CDBG CV (\$9.00).

Discussion to give overage of CDBG and HOME funds to the next applicants on the scored list, Badger Prairie Needs Network (CDBG) and Madison Development Corporation – Mill Apartments (HOME). The shortage of CDBG Public Services funds would be split to reduce the two lowest-scoring applicants on the list, Omega School and Urban Triage; and the shortage of the CDBG CV funds would be reduced from the bottom scoring applicant, Urban Triage.

Motion made by DeGollon to amend the funding recommendations and add \$13,222.74 in CDBG overage funds to Badger Prairie Needs Network and \$69,983.87 in HOME overage funds to Madison Development Corporation – The Mill Apartments; to reallocate shortage of \$32,401.60 in CDBG Public Services funds and reduce funding for both Omega School and Urban Triage by \$16,200.80 each; and to reallocate shortage of \$9.00 in CDBG CV funds and reduce funding for Urban Triage.

Motion was seconded by Kamp. Motion passes by voice vote.

Discussion on amending the motion by reducing the two HOME top-scoring projects of Northpointe Development Corporation – Uptown Hills and Northpointe Development II Corporation – Main Street Townhomes by \$50,000 each, and reallocating the \$100,000 to Madison Development Corporation – The Mill Apartments.

Motion made by Amegashie to further amend the HOME funding recommendations by reducing Northpointe Development Corporation – Uptown Hills and Northpointe Development II Corporation – Main Street Townhomes by \$50,000 each, and reallocating the \$100,000 to Madison Development Corporation – The Mill Apartments which would receive a total of \$169,983.87.
Motion was seconded by Torrence. Motion passes by voice vote.

2. Substantial Amendment to the 2023 Action Plan

[2023](#) SUBSTANTIAL AMENDMENT & FUNDING RECOMMENDATIONS [ACT-221](#)

Attachments: [2023 Substantial Amendment Funding Recommendations](#)

Joanna gave background on the 2023 Action Plan and the Substantial Amendment. Some projects funded in the 2023 Action Plan were not viable and therefore the funds needed to be reallocated to the same program areas.

Based on motion to amend the 2024 Funding Recommendations, the Substantial Amendment to the 2023 Action Plan will not need to be revised because those projects were not affected.

Motion was made by McCarville to accept the Substantial Amendment to the 2023 Action Plan and seconded by Amegashie. Motion passes unanimously.

E. Reports to Committee

1. CDBG EXPENDITURE STATUS REPORT – NOVEMBER 2023

[2023](#) CDBG EXPENDITURE REPORT - NOV 2023 [RPT-396](#)

Attachments: [CDBG - Expenditure Status Report November.2023](#)

Joanna gave an update on the expenditure report for CDBG/HOME. We met HUD timeliness this year, and we are on track with spending.

2. CDBG CV EXPENDITURE STATUS REPORT – NOVEMBER 2023

[2023](#) CDBG EXPENDITURE REPORT - NOV 2023 - CV GRANTS [RPT-395](#)

Attachments: [CDBG - Expenditure Status Report November.2023 - CV Grants](#)

Two CDBG CV contracts have a balance and they are on track for spending.

3. RLF Report – NOVEMBER 2023

[2023](#)
[RPT-394](#)

11-10-2023 RLF REPORT

Attachments: [11.10.23 RLF report](#)

There is one loan that is overdue. The business is resuming with payments this month.

F. Future Meeting Items and Dates

December 5, 2023 at 5pm

G. Such Other Business as Allowed by Law

Applicants of the CDBG/HOME funds can request to see their scores by submitting an open records request.

H. Adjourn

Motion was made by Amegashie and seconded by Torrence to adjourn at 6:35pm