



Dane County

Minutes - Draft

Community Development Block Grant (CDBG) Commission

Thursday, August 27, 2015

5:30 PM

Badger Prairie Health Care Center
1100 E. Verona Ave.
Verona, WI 53593

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Verona, WI 53593**

A. Call To Order

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

Staff and other present: Bob Power, Colonial Club; Erik Longreen and Wyolanda Singleton, Project Home; Andrea Hughes, WWBIC; Dorothy Petersen, Dawn Ramstad, Bonnie Stenjem, Sharon Mason-Boersma, and Steven Tryon, Stoughton United Ministries; Mayra Medrano, Alison Helland, and Lupe Mantes, Latino Chamber of Commerce; Baltazar De Zinda, Jennifer Johnson, Heavenly Cavazos, and Juan Martinez, Latino Academy; Sue Cotten, Nehemiah; Casey Behrend, Briarpatch Youth Services; Mary Myen and Rebecca West, Movin' Out; Joanna Cervantes, Hispanic Chamber of Commerce of Wisconsin; Amy Good, Habitat for Humanity; Eric Upchurch and Brandi Greyson, YWCA Madison; Jeff Knops (remotely), commercial RLF loan; Peter Ouchakof and Jenna Wuthrich, staff.

Present 9 - DAVE RIPP, RON JOHNSON, RICHARD OBERLE, BRIAN BIGLER, DONNA VOGEL, GODWIN AMEGASHIE, GAIL SHEA, WESLEY SPARKMAN, and MATT EGERER

Excused 2 - Supervisor CYNDA SOLBERG, and NEIL STECHSCHULTE

B. Announcement of Possible Closed Session

Chair Vogel announced the possibility of a closed session for Action Item F.4. Per Wis. Stat. 19.85(1)(f), the CDBG Commission may go into closed session for the purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

C. Public Comment on Items not on the Agenda

None

D. Consideration of Minutes

Motion by Amegashie, seconded by Ripp, to approve the minutes of the July 23, 2015 meeting as presented. Motion carried 7-0.

approved

[2015](#)
[MIN-226](#)

MINUTES OF THE 07/23/15 CDBG COMMISSION MEETING

Attachments: [Minutes 07-23-15](#)

E. Public Hearing

1. Information to be shared as part of the Public Hearing

Staff provided information to the public regarding the CDBG and HOME programs in accordance with Dane County's Citizen Participation Plan.

Bigler was counted present at 5:35 p.m.

Egerer was counted present at 5:39 p.m.

2. Public Hearing on the 2016 Action Plan.

Chair Vogel called the Public Hearing to order at 5:40 p.m.

Persons speaking on the 2016 Action Plan (Name, representing self or organization, and speaking in support or opposition):

Dorothy Petersen, Stoughton United Ministries, support.
Dawn Ramstad, Stoughton United Ministries, support.
Baltazar De Zinda, Latino Academy/ Vera Court Neighborhood Center, support.
Casey Behrend, Briarpatch Youth Services, support.
Tom Solyst, Vera Court/ Latino Academy, support.
Juan Martinez, self, support.
Jennifer Johnson, Vera Court Neighborhood Center, support.
Bonnie Stenjem, Stoughton United Ministries, opposition.
Sharon Mason-Boersma, Stoughton United Ministries, opposition.
Heavenly Cavazos, self, support.
Susan Cotten, Nehemiah Community Development Corporation, opposition.
Amy Good, Habitat for Humanity, support.
Steven Tryon, Stoughton United Ministries, opposition.
Eric Upchurch, YWCA Madison, opposition.
Brandi Grayson, YWCA Madison, support.
Joanna Cervantes, Hispanic Chamber of Commerce of Wisconsin, support.
Mayra Medrano, Latino Chamber of Commerce of Dane County, support.
Lupe Montes, Latino Chamber of Commerce of Dane County, (did not specify).

Persons registering in support or opposition:

Eric Upchurch, YWCA Madison, opposition.
Brandi Grayson, YWCA Madison, support.
Bob Power, Colonial Club, support.
Andrea Hughes, WWBIC, support.
Mayra Medrano, Latino Chamber of Commerce of Dane County, support.
Alison Helland, Latino Chamber of Commerce of Dane County, support.
Mary Myers, Movin' Out, support.
Rebecca Wiese, self, support.

Written comments were also submitted by Aaron Oppenheimer, City Administrator for the City of Sun Prairie, in support of the Colonial Club funding recommendation; and Fred Schnook, Executive Director for the Community Action Coalition (CAC) of South Central Wisconsin, in support of the CAC funding recommendation.

Chair Vogel closed the Public Hearing at 6:23 p.m.

3. Public Hearing regarding the Substantial Amendment to the 2015 Action Plan.

Chair Vogel called the Public Hearing to order at 6:24 p.m.

Persons registering to speak in support:

*Wyolanda Singleton, Project Home.
Erik Longreen, Project Home.*

As part of their testimony, Project Home requested an amendment to their 2015 contract to increase funding by \$70,000 using unallocated HOME funds for immediate use in the major home rehabilitation program. In 2015, Project Home's applicants unexpectedly requested larger than usual job costs, and all applicants met or exceeded the program requirements, leaving Project Home with a funding gap and unable to serve three of their applicants. The requested funds would be committed immediately to serve the final three applicants, and would be spent by the end of the contract period.

Chair Vogel closed the Public Hearing at 6:28 p.m.

F. Action Items

1. [2015
ACT-214](#) 2016 CDBG COMMISSION FUNDING RECOMMENDATIONS

Attachments: [2016 Funding- CDBG Commission Recommendations](#)

Commissioners first discussed the non-public service portion of the Action Plan funding recommendations. Amegashie expressed concerns that the Hispanic Chamber of Commerce of Wisconsin (HCCW) operates out of Milwaukee, and may be duplicating work that is already done by the Latino Chamber of Commerce of Dane County (LCCD). Chair Vogel asked if the top ranking official from each of the two organizations would speak to their proposed project in detail. Mayra Medrano from LCCD and Joanna Cervantes from HCCW spoke on behalf of their organizations detailing their 2016 proposed projects.

The public service portion of the Action Plan funding recommendations was discussed next. Commissioners pointed out the high number of meritable proposals totaling \$666,742 and noted the difficulty in selecting awards for the 2016 public service projects given the \$164,853 available in public service funds. Amegashie re-iterated his concerns over duplication of efforts, and noted the high impact of Stoughton United Ministries program relative to the amount of funds they requested. Amegashie moved to amend the 2016 Action Plan by removing \$24,853 in funding from the HCCW Essential Life Skills Training Initiative, and allocating the funds to Stoughton United Ministries (\$5,000), Nehemiah proposal #1- Housing Stabilization for Ex-Offenders (\$10,000), and the YWCA (\$9,853). The motion to amend did not receive a second.

Motion by Johnson, seconded by Ripp, to approve the 2016 Action Plan as presented. Motion carried 8-1.

approved

2. [2015
ACT-269](#) SUBSTANTIAL AMENDMENT TO THE 2015 ACTION PLAN

Attachments: [2015 Action Plan- Substantial Amendment](#)

Commissioners asked if staff were aware of Project Home's intent to request an amendment to their 2015 contract prior to the meeting. Staff responded that Project Home inquired earlier in the week on whether or not an amendment request could be heard at the public hearing. Staff informed Project Home that public hearings are used as an official forum for obtaining the public's views, and such a request could be proposed at the hearing should they choose to do so. Commissioners were not opposed to the request, only wished for advanced information. Motion by Vogel, seconded by Oberle, to approve the Substantial Amendment to the 2015 Action Plan and include the \$70,000 increase in funding to Project Home's Major Rehab program, as shown on the attached spreadsheet. Motion carried 8-0-1 (Shea abstained).

Amegashie and Sparkman left 7:35 p.m.
approved

3. [2015
ACT-260](#) REQUEST FOR LOAN MODIFICATION BY JEFF KNOPS

Attachments: [Corp Counsel Memorandum](#)

Jeff Knops appeared before the Commission (via video conference) to request a loan modification to a ED-RLF loan disbursed by the County in July 2012. The request included:

- 1.) 6 month abatement of loan payments, from September 1, 2015 through March 1, 2016.*
- 2.) Restructuring of repayment schedule to lower monthly payments.*

Possible Closed Session

Per Wis. Stat. 19.85(1)(f), the CDBG Commission may go into closed session for the purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Motion by Bigler, seconded by Vogel, to go into closed session pursuant to Wis. Stat. 19.85(1)(f) for further discussion and action on the loan request for Jeff Knops. Motion failed 1-6. Discussion ensued in open session.

denied

Ayes: 1 - BIGLER

Noes: 6 - RIPP, JOHNSON, OBERLE, VOGEL, SHEA and EGERER

Excused: 2 - SOLBERG and STECHSCHULTE

Absent: 2 - AMEGASHIE and SPARKMAN

4. Discussion and action on a loan modification request for Jeff Knops.

Because Knops did not request a specific new term and loan rate for modification, the Commission separated his request into the two items stated above. Action would be taken on the abatement request; however, additional loan modification requests would be deferred until the September 24th Commission meeting, provided that Knops submits a written request to the Commission by 3:00 p.m. on September 17th, 2015 that includes a specific interest rate, term, and any other definitive modifications requested, along with supporting documentation and any information to be requested by the Commission. The Commission requested that Corp Counsel review Knops new proposal when submitted, especially as it relates to the sale of the first mortgage to a private party.

Motion by Oberle, seconded by Ripp, to approve the request for a 6 month abatement (Sept. 1, 2015- March 1, 2016) of loan payments for Jeff Knops; interest will continue to accrue and be added to the loan balance. Motion carried 7-0.
approved

G. Reports to Committee

[2015
RPT-393](#)

CDBG EXPENDED FUNDS REPORT- AUGUST 2015

Attachments: [CDBG - Expenditure Status Report August 2015](#)

Wuthrich reported on the August 2015 CDBG Expended Funds report.

[2015
RPT-394](#)

HOME EXPENDED FUNDS REPORT- AUGUST 2015

Attachments: [HOME - Expenditure Status Report August 2015](#)

Wuthrich reported on the August 2015 HOME funds report.

[2015
RPT-395](#)

RLF LOAN REPORT- AUGUST 2015

Attachments: [Loan Report 08.17.15](#)

Ouchakof reported on the August 2015 RLF Loan report.

H. Adjourn

Motion by Johnson, seconded by Egerer, to adjourn. Motion carried 7-0. The meeting was adjourned at 8:15 p.m.
adjourned