



# 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?*

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Thursday, September 27, 2018

5:30 PM

City of Sun Prairie Council Chambers

300 E. Main Street

Sun Prairie, WI 53590

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#### A. Call To Order

*The meeting was called to order at 5:35 p.m.*

*Staff and others present: Lisa Wilkins and Joanna Cervantes (Sunshine Place); Andrea Hughes (WWBIC); Willie Larkin, Janine Stephens, and Jake Brown (Boys and Girls Club of Dane County); Paul Sukenik and Kayla Leibfried (Habitat for Humanity), Kathryne Auerback (Movin' Out); Kittie Smith and Veronica Figueroa (UNIDOS); Norma Gallegos (Latino Academy); Sid Boersma (Stoughton HATS); Joyce Frey (City of Fitchburg); Camile Carter (Madison Black Chamber of Commerce); Peter Ouchakof (staff).*

*Due to the excused absence of Chair Solberg, Vice-Chair Johnson assumed the role of Chairman for the meeting.*

#### B. Public Comment on Items not on the Agenda

*None.*

#### C. Consideration of Minutes

*Motion by Amegashie, seconded by Clausuis, to approve the July 28, 2018 CDBG Commission meeting minutes. Motion carried unanimously by a voice vote.*

[2018  
MIN-227](#)

MINUTES OF THE JULY 26, 2018 CDBG COMMISSION MEETING.

**Attachments:** [07.26.18 CDBG Minutes](#)

This was approved.

## D. Public Hearing

*Staff provided information to the public regarding the CDBG and HOME programs in accordance with Dane County's Citizen Participation Plan; as well as an overview of the 2019 funding recommendations and substantial amendment to the 2018 Action Plan.*

*Public Hearing registrants:*

*1. Andrea Hughes (WWBIC). Thanked the Commission for the funding recommendation and provided an update on initiatives and progress in 2018. WWBIC has served over 140 entrepreneurs through training and classes this year. They have 17 active loan clients in Dane County- and have issued 3 new loans in 2018.*

*2. Paul Sukenik (Habitat for Humanity). Registered in support of the funding recommendations and was available for questions from the Commission.*

*3. Joanna Cervantes and Lisa Wilkens (Sunshine Place). Spoke in support of the Bed Lady project. Provided an update to the Commission- the program has been in works with local vendors to secure beds at a reduced rate for homeless children, and will now be able to double the number of children assisted.*

*4. Kitty Smith (Volunteer for UNIDOS). Although UNIDOS was not represented at the ART interview, Ms. Smith spoke in support of providing financial assistance to the organization. The Spanish language component of programming is essential to the population served and overall community. Residents are using UNIDOS as an intake for all Dane County services. Ms. Smith is asking that the Commission reconsider the funding request.*

*5. Veronica Figueroa (Executive Director of UNIDOS). UNIDOS Help Line was created to help serve those in trauma; call workers are trained to help with the specific needs of the victims that call in. The UNIDOS crisis line helped affected individuals from the recent visit from ICE (Immigration and Customs Enforcement) to the area and was very critical in getting support (including food and supplies) to those families. The organization is asking the Commission to reconsider the funding request.*

*6. Norma Gallagos (Latino Academy of Workforce Development/ LAWD). Thanked the Commission for the continued support of their programming. LAWD hosted a very successful graduation ceremony on September 7, 2018 for the 30 graduates of the GED and CDL programs. Last year the organization had 20 participants in the program, and this year is expecting to serve 40. Support has been seen and realized and will help expand the program throughout the County. LAWD has served 35 participants so far this year- exceeding the goal of 25 that was set for the year.*

*7. Sid Boersma (City of Stoughton/ HATS). Also representing WI Partnership for Housing Development, a partner on the community's housing initiatives efforts. HATS has come a long way to address the issue to homelessness in Stoughton. They are in the process of securing residences for 4 homeless families in the city. There has been ongoing support from the community and many different organizations in the area. They are pursuing an incredibly valuable and innovative effort in Stoughton, and working with school, government, and local organizations to address homelessness in the city.*

*8. Katheryn Awerback (Director of Movin' Out). Thanked the Commission for the funding recommendation of their Mortgage Reduction proposal, and asked for a reconsideration*

of their funding request for the Minor Home Repair program proposal. Movin' Out's Minor Home Repair program is comprehensive and includes tailored housing counseling in addition to a funding component. Accessibility and modifications are huge obstacles for the families they serve. The program works to help families with disabilities and those in poverty to ensure that they have a safe and accessible home. The program serves a unique population, and receives referrals from other organizations with similar programs but who do not serve residents with disabilities. Movin' Out is already working with 3 families in one month of programming. An award of at least \$60,000 would allow them to continue the program, and they ask that the Commission reconsider their funding recommendation.

9. Joyce Frey (City of Fitchburg Economic Development Department). Spoke in support of several projects that will have a meaningful impact for the Fitchburg community, including: Habitat for Humanity, Black Chamber of Commerce, Madison Dental Initiative, Movin' Out, Project Home, Vera Court, and WWBIC.

10. Kayla Liefried (Habitat for Humanity). Thanked the Commission for the support, noting that the organization is able to serve 10 families this year and stabilize 3 communities. Also noted that they have a bilingual associate new to the organization now on staff.

11. Janine Stevens (Boys and Girls Club of Dane County). Speaking in support on behalf of the Executive Director Rod Mitchell. Thanked the Commission and expressed appreciation for the funding recommendation and continued partnership.

12. Camille Carter (Madison Black Chamber of Commerce). Extended a sincere thank you to the Commission for allowing the organization to expand services. Responding to a question about the incubator project, Ms. Carter noted that the incubator will help small businesses expand services and become self-sustainable, as well as providing virtual office space, bookkeeping assistance, and supplemental services in the office space.

13. Joanna Cervantes (Sunshine Place). Speaking to request additional funding for Sunshine Place from the unallocated funds available to be used to help families displaced by the recent explosion in downtown Sun Prairie secure permanent housing. 35 families were displaced as a result of the July 10, 2018 explosion. Sunshine Place has been working diligently with those families to help get them back on their feet. The local fund that was formed to help with short-term housing assistance is running low leaving Sunshine Place at a crossroads. Of 35 families that were affected by the explosion, 15 are still displaced and in need of housing. The primary challenge for the families to secure new housing is rental housing affordability. Currently, several of the families are staying with relatives and friends, while others are being placed in hotels for the interim. Sunshine Place received limited housing assistance funds from WHEDA, but that fund will only be able to sustain the displaced families for another one to two months. The rent disparity for displaced families average out to around \$500 per month, or \$6,000 per family per year. The gap financing needed to sustain the 15 displaced families for one year will be around \$90,000. There are 25 children and 77 total individuals impacted in the 15 displaced families. Sunshine Place is requesting \$90,000 in CDBG assistance to fill the housing affordability gap for the 15 families in need of housing.

Amegashie asked about the fundraising efforts that occurred and if Sunshine Place was a recipient of those contributions?

Ms. Cervantes responded that yes they did and the money has generally been used for short-term housing and other needs and accommodations.

*Ms. Torrence asked if some of the families are also business owners that lost business income?*

*Ms. Cervantes responded that yes, two of the affected families also lost business income but those two families have already found housing.*

*Mr. Amegashie asked if this is a temporary need, or if financial support will still be needed after one year of CDBG assistance?*

*Ms. Cervantes responded that the one year of CDBG assistance will allow the families to secure stable housing; and over that one year period Sunshine Place can provide employment assistance and other critical needs for the families. This Housing First model approach will allow the families to become more independent so that other needs- such as employment- will subsequently follow giving families the ability to sustain market-rate housing and stable living environments after one year.*

*Written comments received that are included as an attachment to the meeting minutes:*

*Movin' Out, in support of the funding recommendation for the Mortgage Reduction project and a request for reconsideration of the Minor Home Repair program funding request.*

*Resident of Sun Prairie, in opposition of the proposed Boys and Girls Club project.*

## E. Action Items

[2018](#)  
[ACT-173](#)

### MICRO-ENTERPRISE BUSINESS LOAN PROGRAM APPLICATION- CALLS ON CALL

**Attachments:** [COC\\_MBL\\_Application](#)

*Commissioner Amegashie, Chair of the Loan Review Team, reviewed the request with the Commission. The Review Team recommended Tabling the loan request due to inadequate financial documents submitted with the application, and requested that the applicant submit updated business financial statements and submit to staff at least one week prior to the next Commission meeting to be taken up at the October meeting.*

*Motion by Stechschulte, seconded by Clausius, to Table the request until the applicant has submitted the requested business financial statements to staff at least one week prior to the subsequent meeting. Motion passed unanimously by a voice vote.*

**This Action Item was tabled.**

[2018](#)  
[ACT-175](#)

FUNDING RECOMMENDATIONS FOR 2019 CDBG/HOME FUNDING  
CYCLE PROPOSALS.

**Attachments:** [Funding Recommendations](#)

*Chair Johnson reviewed the funding recommendations, noting the unallocated \$151,820 in CDBG funds available for allocation.*

*Amegashie proposed allocating \$60,000 to Movin' Out for the Minor Home Repair program and \$90,000 to Sunshine Place for the disaster housing assistance request, noting that this would nearly cover the balance of unallocated CDBG funds.*

*Motion by Clausuis, seconded by Egerer, to amend the funding recommendations to include \$60,000 to Movin' Out for the Minor Home Repair program and \$90,000 to Sunshine Place for disaster housing assistance. Stechschulte abstained from voting due to his professional affiliation with the Sunshine Place organization. Motion passed unanimously by a voice vote.*

*Motion by Egerer, seconded by Amegashie, to approve the funding recommendations as presented and to include the additional funding requests approved in the prior motion. Motion passed unanimously by a voice vote.*

**This Action Item was approved as amended.**

[2018](#)  
[ACT-176](#)

SUBSTANTIAL AMENDMENT TO THE 2018 ACTION PLAN.

**Attachments:** [Funding Recommendations](#)

*Motion by Egerer, seconded by Amegashie, to approve the Substantial Amendment to the 2018 Annual Plan. Motion passed unanimously by a voice vote.*

**This Action Item was approved.**

[2018](#)  
[ACT-197](#)

CDBG SUBCOMMITTEE/ LOAN REVIEW TEAM VACANCY.

*Egerer and Torrance offered their service on the CDBG Loan Review Team subcommittee. Clausuis stated that the Commission Chair is responsible for appointment members of the subcommittee. Torrance and Egerer will contact staff and Chair Solberg with their availability, and Chair Solberg will appoint one of them to the Loan Review Team subcommittee via electronic confirmation.*

**This Action Item was not acted on.**

**F. Reports to Committee**

[2018](#)  
[RPT-242](#)

## SEPTEMBER 2018 EXPENDED FUNDS REPORT.

**Attachments:** [Expended Funds Report- Sept. 2018](#)

*Staff reported on the September 2018 Expended Funds Report, noting an update to the report that the balance of the 2017 Latino Chamber of Commerce contract had been fully drawn.*

[2018](#)  
[RPT-243](#)

## SEPTEMBER 2018 CDBG/RLF LOAN REPORT.

**Attachments:** [09.27.18](#)

*Staff reported on the September 2018 RLF Loan Report, noting that the Camrock loan has been in litigation and will go to court in early 2019.*

### G. Future Meeting Items and Dates

*Staff will send out a Doodle poll to find out availability of Commissioners for moving the regularly scheduled Commission meetings to a different night of the week.*

*Next meeting: October 25, 2018 at 5:30 p.m. at the Town of Westport Kennedy Administration Building, 5387 Mary Lake Road, Waunakee, WI 53597.*

### H. Adjourn

*Motion by Amegashie, seconded by Clausius, to adjourn. Motion carried unanimously by a voice vote, and the meeting adjourned at 6:50 p.m.*

**The meeting was adjourned.**