

Municipal Building 625 52nd Street – Room 202	<i>Community Development Block Grant Committee Agenda</i>	Thursday, June 14, 2012 5:00 p.m.
<i>Alderman Daniel Prozanski, Jr., Alderman Anthony Kennedy, Alderman Tod Ohnstad, Alderman Curt Wilson Ron Frederick and Anderson Lattimore</i>		

Call to Order and Roll Call

Approval of Minutes from September 14, 2011

1. Election of Chairperson and Vice Chairperson of Community Development Block Grant Committee
2. Unallocated / Unused Community Development Block Grant Funds. PUBLIC HEARING
3. 2013 Community Development Block Grant Calendar

Public Comments

Authority Comments

Staff Comments

Adjournment

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
September 14, 2011

MEMBERS PRESENT: Alderman David Bogdala, Alderman Jesse Downing, Arthur Landry, Alderman Theodore Ruffalo, Anderson Lattimore, and Ronald Frederick

MEMBERS EXCUSED: Alderman Daniel Prozanski

STAFF PRESENT: Jeff Labahn and Anthony Geliche

The meeting was called to order by Alderman Bogdala at 6:00 p.m. and roll call was taken.

Approval of Minutes from the August 22, 2011 and August 23, 2011

A motion was made by Mr. Frederick and seconded by Mr. Lattimore to approve the minutes as presented. The motion passed unanimously (Ayes-6; Noes-0).

1. Project Funding under the 2012 Community Development Block Grant Program

Alderman Bogdala identified the Committee members who will abstain from voting on categories due to their involvement with related committees. Mr. Lattimore will abstain from the Public Service category. Mr. Frederick will abstain from the Housing and Planning & Management categories.

The Committee reviewed the Public Service category - \$144,925 Available.

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund the City of Kenosha - Police Department at -0-. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund the Kenosha Area Family & Aging - Volunteer Transportation for \$5,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund Women & Children's Horizons - Legal Advocacy Program for \$20,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Walkin' In My Shoes - Survival Backpack Street Outreach Program for \$5,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund the Urban League - Customer Service & On-Line Cashier Training for -0-. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Alderman Downing voted no and Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Bogdala to fund ELCA Urban Outreach Center - Helping Residents become Self-Sufficient for \$41,260.

Mr. Frederick said he believes this is a worthy cause, but he does not support that amount, he would support a more modest amount. Alderman Ruffalo withdrew his motion.

A motion was made by Mr. Frederick and seconded by Mr. Landry to fund ELCA Urban Outreach Center - Helping Residents become Self Sufficient for \$20,630. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Kenosha Literacy Council - Long Term Literacy for \$5,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Oasis Youth Center - Site Security for \$5,000. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Mr. Lattimore abstained.*

Mr. Geliche said the balance remaining is \$84,295.

A motion was made by Alderman Ruffalo and seconded by Mr. Frederick to fund Kenosha Achievement Center - Employment Exploration for \$15,325. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

Mr. Geliche said the balance remaining is \$68,970.

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Kenosha YMCA - Frank Neighborhood Project for \$25,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Shalom Center - Emergency Family Shelter for \$25,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

Mr. Geliche said the balance remaining is \$18,970.

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund Spanish Center - Continuum of Care for \$18,970. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Mr. Landry and seconded by Mr. Frederick to approve the entire Public Service category as stated. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

The Committee reviewed the Housing, Neighborhood Improvement/Economic Development category - \$628,009 available.

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund Women & Children's Horizons - Building Repairs for \$45,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund Urban League - Facility Conversion for -0-. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Alderman Downing voted no. Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Mr. Landry to fund City of

Kenosha - Street Improvements for \$400,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Downing and seconded by Mr. Landry to fund Kenosha Achievement Center - Workshop Improvements for \$25,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

Mr. Geliche said balance remaining is \$158,009.

A motion was made by Mr. Landry and seconded by Mr. Lattimore to fund Kenosha Sailing Center - Small Boat Basin for \$4,800.

Alderman Bogdala said he will not be supporting this motion.

The motion failed. (Ayes-2; Noes-3; Abstain-1) *Alderman Bogdala, Alderman Downing and Alderman Ruffalo voted no. Mr. Frederick abstained.*

A motion was made by Alderman Downing and seconded by Alderman Ruffalo to fund Kenosha Sailing Center - Small Boat Basin for -0-. The motion passed. (Ayes-3; Noes-2; Abstain-1) *Mr. Landry and Mr. Lattimore voted no. Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Mr. Landry to fund WI Women's Business Initiative Corp - Micro-Enterprise Development Continuum for \$150,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

Mr. Geliche said balance remaining is \$8,009.

Alderman Bogdala asked for clarification of Habitat for Humanity could be funded. Mr. Geliche yes, but they must be incorporated before their agreement goes before the Common Council.

A motion was made by Alderman Ruffalo and seconded by Alderman Bogdala to fund Kenosha Common Markets - Community Commercial Kitchen & Marketplace for \$8,009. The motion failed. (Ayes-2; Noes-3; Abstain-1) *Alderman Downing, Mr. Landry and Mr. Lattimore voted no. Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Mr. Landry to at the remaining \$8,009 to the City of Kenosha - Street Improvements request. The motion passed. (Ayes-4; Noes-1; Abstain-1) *Alderman Ruffalo voted no. Mr. Frederick abstained.*

A motion was made by Mr. Landry and seconded by Mr. Lattimore to approve the entire category as stated. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

The Committee reviewed the Planning/Management category - \$193,233 available.

A motion was made by Alderman Ruffalo and seconded by Alderman Bogdala to fund Kenosha Common Markets - Feasibility Study for \$30,000.

Mr. Landry said he does not support the funding. Funding them will directly affect the City and taxpayers. The informational sheet we received from Mr. Geliche shows only six months of wages and we have already used up \$88,000 for wages.

Alderman Ruffalo said he believes the funding for \$30,000 is reasonable, it is only half of what they are asking for. They will be providing opportunities for the community at

large. This is a cultural problem. We need to create entrepreneurs, create jobs. This is a vision for our future.

Alderman Downing said he would like to fund the study to see if it is feasible at all. Alderman Downing suggested funding them for \$25,000.

Mr. Lattimore asked where we would get funds to pay the City wages if this money was taken from that funding request.

Alderman Bogdala said he would like to fund at a higher amount, but will settle for the modest request of \$30,000. There will be savings from the changes and merger of the Departments of City Development and Neighborhood Services & Inspections. Alderman Bogdala added that as Chairman of the Finance Committee, he will find the funds within the budget and make sure this does not impact the taxpayer.

The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund the HOPE Council - Hope House Planning Grant for \$10,000. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to fund the City of Kenosha - Program Administration for \$153,233. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Mr. Landry to approve the entire category as stated. The motion passed. (Ayes-5; Noes-0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ruffalo and seconded by Alderman Downing to approve the entire project funding allocation as stated. The motion passed. (Ayes-4; Noes-0; Abstain-2) *Mr. Frederick and Mr. Lattimore abstained.*

Public Comments

Alan Eisenberg, Acting CEO and President of the Urban League, 5123 N. Lake Drive, Milwaukee, said he does not understand why the Urban League did not receive any funding this year. The Urban League submitted a request for funding to convert a space into a dormitory. The Urban League was then going to get clients from Walkin in My Shoes. The Urban League also requested an amount to assist their computer lab to train and educate individuals for a job. Total funding was denied and he would like an explanation. I would like someone to get back to me.

Jo Wyn, 7911 60th Avenue, Kenosha, thanked the Committee for the proposed funding. We talked about aiding the youth services portion, the Urban League may be able to help with that.

Heather Lux, 10282 51st Court, Pleasant Prairie, thanked the Committee for their proposed funding.

Committee Comments

Mr. Frederick said that Kenosha does have a Youth Services program that is currently administered by Kenosha Human Development Services.

Mr. Lattimore told Mr. Eisenberg if the Urban League has other programs you are partnering with, please document that information in your proposal. Mr. Lattimore also thanked Staff for their hard work.

Alderman Bogdala thanked Staff and other Committee members for their hard work.

Staff Comments

A motion to adjourn was made by Alderman Downing and seconded by Mr. Lattimore. The motion passed unanimously (6 ayes; 0 noes).

The meeting adjourned at 6:43 pm.

Meeting Minutes Prepared by: Kay Schueffner, Department of City Development

Community Development Division 625 52 nd Street Kenosha, WI 53140 262.653.4030	<i>Community Development Block Grant Committee Fact Sheet</i>	Thursday, June 14, 2012 5:00 p.m.	Item 1
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Election of Chairperson and Vice Chairperson of Community Development Block Grant Committee.

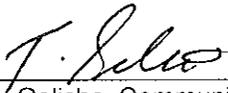
ANALYSIS:

- The Code of General Ordinance, Section 1.06 X.5., referencing "City Boards and Commissions, Community Development Block Grant Committee, Officers", states:

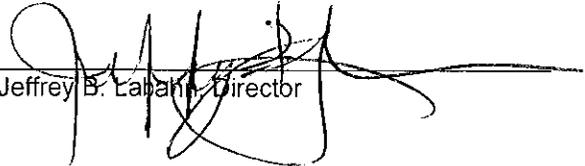
The Committee shall elect a Chairperson and Vice Chairperson from among its members at its initial meeting and annually at its first meeting of each calendar year.

- Section 1.06 X.5 is attached for your reference.

RECOMMENDATION:



Tony Geliche, Community Development Specialist



Jeffrey B. Labahn, Director

CODE OF GENERAL ORDINANCES, 2012 - KENOSHA, WISCONSIN

accordance with Section 70.075, Wisconsin Statutes, and such other provisions of Chapter 70, Wisconsin Statutes, as may be applicable.

3. Members. There shall be five (5) members appointed by the City Assessor and confirmed by the Common Council. The membership shall consist of the City Assessor and such assistant assessors, appraisers and other expert technical personnel as the City Assessor may appoint.

4. Term. The term of members shall be indefinite, subject to termination without cause by the City Assessor.

5. Officers. The City Assessor shall be the chairperson and shall appoint a vice chairperson from among its members. The City Assessor may appoint a member or an employee of the Assessment Department to act as Secretary for the Board.

6. By-Laws. The Board may, from time to time, adopt bylaws and rules of procedure fixing the time and place of meetings, prescribing the manner of keeping records, and treating other matters.

7. Duties. The Board shall have the duties specified in Section 70.075, Wisconsin Statutes, and such other provisions of Chapter 70, Wisconsin Statutes, as may be applicable.

X. City Development Block Grant Committee.

1. Title. There is hereby created the "City Development Block Grant Committee".

2. Purpose. The purpose of the City Development Block Grant Committee shall be to make recommendations respecting the expenditure of City Development Block Grant funds.

3. Members. There shall be seven (7) members; three (3) members of the Finance Committee of the Common Council; three (3) members of the City Plan Commission; and one (1) citizen of the City. All members shall be appointed by the Mayor and confirmed by the Common Council.

4. Term. The term of members shall be: from the Finance Committee, for the duration of their two (2) year term of office as alderperson; from the City Plan Commission, for the balance of their appointed term; for the citizen member, three (3) years. Any member from the Finance Committee or City Plan Commission who shall for any reason cease to hold such position shall cease to be a member of the Committee. There shall be no limit on the number of

consecutive terms of members.

5. Officers. The Committee shall elect a chairperson and vice chairperson from among its members at its initial meeting and annually at its first meeting of each calendar year. The Director of Community Development and Inspections shall appoint an employee of the Department of Community Development and Inspections to act as Secretary for the Committee at no additional compensation to be paid to said employee, other than compensatory time off, if applicable, unless such compensation is authorized in advance by the Common Council.

6. By-Laws. The Committee may, from time to time, adopt by-laws and rules of procedure fixing the time and place of meeting, prescribing the manner of keeping records, and treating other matters.

7. Duties. The Committee shall have the following duties:

a. Solicit comments from the public pertaining to the housing and community development needs of the City.

b. Recommend to the City Plan Commission and Finance Committee a five (5) year Consolidated Plan.

c. Recommend to the City Plan Commission and Finance Committee an annual Fund Allocation Plan.

d. Solicit proposals for the use of City Development Block Grant Funds, annually.

e. Recommend to the City Plan Commission and Finance Committee expenditure of the City Development Block Grant Funds.

f. Provide recommendations on the reprogramming of unexpended City Development Block Grant Funds, as needed.

Y. Aldermanic Notice

Whenever a City Board or Commission, or personnel authorized by the Board or Commission, has scheduled a public meeting, which is not a regularly scheduled meeting of the Board or Commission, separate aldermanic written notice shall be given by the Board or Commission to each alderperson at least 72 hours prior to the commencement of such meeting unless for good cause such notice is impossible or impractical, in which case shorter notice may be given, but in no case may the notice be provided less than two (2) hours in advance of the meeting. The written notice shall be on paper and in electronic mail (e-mail) format. The affected alderperson(s) shall be required to give approval for their district. Receipt shall be

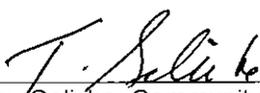
Community Development Division 625 52 nd Street Kenosha, WI 53140 262.653.4030	<i>Community Development Block Grant Committee Fact Sheet</i>	Thursday, June 14, 2012 5:00 p.m.	Item 2
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Unallocated / Unused Community Development Block Grant Funds. PUBLIC HEARING

ANALYSIS:

- Currently, there are four "classifications" of Unallocated / Unused funds:
 1. **Un-programed Funds - \$234,892.06**
 - a. Funds remaining from activities that are completed or were never undertaken.
 - b. Funds that were not allocated to an activity.
 2. **Economic Development Funds - \$193,252.76**
 - a. Funds remaining from Economic Development activities that are completed.
 - b. Program Income that was returned from the Lakeshore BID.
 3. **Neighborhood Improvement Funds - \$328,684.67**
 - a. Funds that were allocated for housing activities to specific areas to undertake eligible activities such as acquisition/rehab/demolition.
 4. **Housing Rehab Funds - \$286,902.92**
 - a. Program Income generated from the repayment of old Housing Rehab Loans
 - b. Funds have been used to fund the Rehab Grant Program.
 - c. Funds have been used to fund Temporary Relocation for the County's Lead Relocation Program.
- The attached spreadsheet provides details on each balance of these 4 classifications
- Depending on how the funds are reallocated, Public Hearings may be required.
- The City's Fund Allocation Plan provides guidance on how these funds can be utilized.
- Staff will provide additional information on the Allocation Plans at the meeting.

RECOMMENDATION:



Tony Geliche, Community Development Specialist



Jeffrey B. Laban, Director

CDBG Unprogrammed Fund Balance

Year	Account	Source of Funds	Amount
2011	290-06-50604	Sailing Center	391.11
2010	289-06-50602	Urban League-Apprentice	309.04
	289-06-50603	Literacy Council	441.86
	289-06-51602	Walkin' In My Shoes	0.83
	289-06-50605	Spanish Center-Outreach	441.00
	289-06-51602	ELCA Urban Outreach Center	439.19
	289-06-51602	Potter's Center	4.00
	289-06-50617	YMCA	156.08
	289-06-51602	Unallocated Entitlement	107,094.00
			108,886.00
2009		Urban League	167.08
		Health Center	60,825.91
		Urban League	2,686.71
		Spanish Center	250.00
		Potter's Center	2.52
		Legal Action	2,950.00
		Margaret Ann's Place	3,500.00
		New Song Ministries	2,016.00
	259-06-51602		72,398.22
2008		Walkin' In My Shoes	544.90
		Senior Center	1,559.00
		Fire Dept	4.36
	258-06-51602		2,108.26
2007		AODA Safehouse	4,443.00
		Margaret Ann's Place	27.00
		Spanish Center	114.00
		ELCA	460.49
	257-06-51602		5,044.49
2006		History Center Keepers Cottage	1,093.86
		Spanish Center	220.00
	256-06-51602		1,313.86
2005		Neighborhood Inspection	1.00
		Senior Center	1,849.00
		Spanish Center	367.66
		Unallocated Entitlement	42,532.46
	255-06-51602		44,750.12
	TOTAL		234,892.06

CDBG Economic Development Fund Balance

Account	Source of Funds	Amount
256-06-50350	ED Unallocated	154.08
290-00-57808	BID Program Income	187,685.05
255-06-50355	CEDCO Unused	2,888.32
256-06-50355	CEDCO Unused	2,525.31
		193,252.76

CDBG Neighborhood Improvement Fund Balance

Account	Source of Funds	Amount
257-06-50450		109,883.16
255-06-50465		80.51
258-06-50450		218,721.00
		328,684.67

CDBG Housing Rehab Fund Balance

Account	Source of Funds	Amount
251-06-51601		59,589.14
258-06-51601		67,290.38
259-06-51601		45,198.76
289-06-51601		65,709.62
290-06-51601		49,115.02
		286,902.92

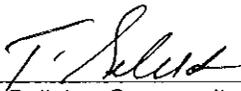
Community Development Division 625 52 nd Street Kenosha, WI 53140 262.653.4030	<i>Community Development Block Grant Committee Fact Sheet</i>	Thursday, June 14, 2012 5:00 p.m.	Item 3
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2013 Community Development Block Grant Calendar

ANALYSIS:

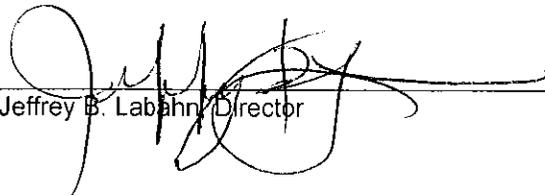
- The attached calendar shows the upcoming 2013 CDBG Program Year meetings.

RECOMMENDATION:



Tony Geliche, Community Development Specialist

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Jeffrey B. Labahn, Director

2013 CDBG Program Calendar

Date

Activity

Week of June 25 (One Meeting)	Public Hearing/CDBG Committee Allocation Plan
Thursday, July 19	City Plan Commission Review of Allocation Plan
Monday, August 6	Finance Committee Review of Allocation Plan
Monday, August 6	Council Approval of Allocation Plan
August 7 to August 24 10:00 AM	Application Period
Week of September 10 (Two Meetings)	Interview Dates
Week of September 17 (One Meeting)	CDBG Committee Allocation
Thursday, October 18	City Plan Commission Approval
Monday, November 5	Finance Committee Approval
Monday, November 5	Common Council Adoption
Thursday, November 15	Must be submitted to HUD by this date

June

S	M	T	W	Th	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

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12	13	14	15	16	17	18
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26	27	28	29	30	31	

September

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23	24	25	26	27	28	29
30						

October

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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- Holiday
- CDBG Committee Meeting Date
- CDBG to City Plan, Finance, Council
- Application Period