

<p>Municipal Building 625 52nd Street – Room 202</p>	<p><i>Community Development Block Grant Committee Agenda</i></p>	<p>Tuesday, June 25, 2013 5:30 p.m.</p>
<p><i>Alderman Daniel Prozanski, Jr., Alderman Anthony Kennedy, Alderman Tod Ohnstad, Alderman Curt Wilson Ron Frederick and Anderson Lattimore</i></p>		

Call to Order and Roll Call

Approval of Minutes from September 19, 2012

1. Election of Chairperson and Vice Chairperson of Community Development Block Grant Committee
2. 2014 Community Development Block Grant Allocation Plan. PUBLIC HEARING
3. 2014 Community Development Block Grant Calendar

Public Comments

Authority Comments

Staff Comments

Adjournment

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
September 19, 2012

MEMBERS PRESENT: Alderman Anthony Kennedy, Alderman Tod Ohnstad, Alderman Curt Wilson, Anderson Lattimore, and Ronald Frederick

MEMBERS EXCUSED: Alderman Daniel Prozanski

STAFF PRESENT: Anthony Geliche

The meeting was called to order at 6:45 p.m. by Alderman Kennedy and roll call was taken.

A motion was made by Alderman Wilson and seconded by Mr. Frederick to approve the minutes of the September 11, 2012 and September 12, 2012 meeting as written.

Mr. Lattimore noted a correction to the September 12, 2012 minutes, on the last page, adjournment, the time noted is 8:2, please correct that. Mr. Geliche said we will change that time to 8:22. A motion was made by Mr. Lattimore and seconded by Alderman Wilson to approve the minutes as corrected. The motion passed. (Ayes 5; Noes 0)

1. Project Funding under the 2013 Community Development Block Grant Program

Alderman Kennedy explained the funds will be distributed by the funding categories. The first category was **Public Service**. Mr. Lattimore noted he will be abstaining from the Public Service category.

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **Urban League/Reducing Employment Barriers for \$1,600**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Wilson and seconded by Alderman Ohnstad to fund the **Urban League/Sickle Cell Awareness, Education & Testing for \$1,000**. The motion passed. (Ayes 3; Noes 1; Abstain-1) *Mr. Frederick voted no. Mr. Lattimore abstained.*

A motion was made by Mr. Frederick and seconded by Alderman Wilson to fund the **Women & Children's Horizons/Legal Advocacy Program for \$17,327**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **Kenosha YMCA/Frank Neighborhood Project for \$23,000**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Wilson and seconded by Mr. Frederick to fund the **ELCA Urban Outreach/Helping Residents Become Self Sufficient for \$11,225**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **Kenosha Literacy Council/Literacy at Work for \$6,300**. The motion passed.

(Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Wilson and seconded by Alderman Ohnstad to fund **Walkin In My Shoes/Survival Backpack Street Outreach for \$3,800**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **New Song Ministries/Whole Person Training for \$1,400**.

Mr. Frederick said the applicant will not be able to do much with such a small amount of money. Unless we are willing to raise the amount, it may be better to zero this out and give this money to support other programs.

Alderman Ohnstad said this amount is similar to the amount they received last year.

Alderman Kennedy said he is impressed with how they diversify their funding. This is an important program and they will possibly get additional funding from another source.

The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Wilson and seconded by Alderman Ohnstad to fund the **Kenosha County Interfaith Human Concerns Network (Shalom Center) / Emergency Family Shelter for \$23,600**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Mr. Frederick and seconded by Alderman Wilson to fund the **Kenosha Area Family & Aging/Volunteer Transportation Service for \$5,000**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Wilson and seconded by Alderman Ohnstad to fund the **Kenosha Achievement Center/Youth Employment Exploration for \$8,525**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Mr. Frederick and seconded by Alderman Ohnstad to fund the Agape Love Christian Ministries at \$0.

Mr. Frederick said when it comes down to giving small amount it becomes counter-productive. They need to have a bigger impact on the community. This decision has nothing to do with the integrity or intent of the program, we just have limited finances.

Alderman Kennedy said he does not support the motion. If we give them a small amount it will not impact our larger applicants.

The motion passed. (Ayes 3; Noes 1; Abstain-1) *Alderman Kennedy voted no. Mr. Lattimore abstained.*

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **Boys and Girls Club/Gang Prevention and Diversion for \$23,031**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

Mr. Geliche noted there is \$826 left to allocate.

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **Walkin In My Shoes for the remaining \$826. This brings their total to \$4,626**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Lattimore abstained.*

A motion was made by Alderman Ohnstad and seconded Alderman Wilson to approve the entire Public Service category as stated. The motion passed. (Ayes-4; Noes-0; Abstain-1) *Mr. Lattimore abstained.*

The next category was ***Housing, Neighborhood Improvement/Economic Development***. Mr. Frederick noted he will be abstaining from the category.

A motion was made by Alderman Wilson and seconded by Mr. Lattimore to fund the **City of Kenosha/Public Works for \$356,273**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Alderman Wilson to fund **Club Breakaway/Facility Improvements for \$2,800**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **HOPE Council/Facility Improvements for \$6,010**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Wilson and seconded by Mr. Lattimore to fund the **Kenosha Human Development Services/Shelter Facility Improvements for \$38,000**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Mr. Lattimore and seconded by Alderman Wilson to fund the **Oasis Youth Center/Facility Improvements for \$2,800**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ohnstad and seconded by Alderman Wilson to fund the **Urban League/Facility Improvements for \$5,865**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Wilson and seconded by Alderman Ohnstad to fund **Women and Children's Horizons/Shelter Facility Improvements for \$38,000**. Mr. Lattimore said he would like to **change that amount to \$45,000**. Alderman Wilson and Alderman Ohnstad agreed. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Ohnstad to fund the WI Women's Business Initiation Corp/Micro Enterprise Technical Assistance for \$99,000. The motion died for lack of a second.

A motion was made by Alderman Ohnstad and seconded by Mr. Lattimore to fund the **WWBIC for \$92,000**. The motion passed. (Ayes 4; Noes 0; Abstain-1) *Mr. Frederick abstained.*

A motion was made by Alderman Wilson and seconded Mr. Lattimore to approve the entire Economic Development category as stated. The motion passed. (Ayes-4; Noes-0; Abstain-1) *Mr. Frederick abstained.*

The final category is **Planning/Management** and everyone will be voting on the category.

A motion was made by Alderman Wilson and seconded by Alderman Ohnstad to fund the **City of Kenosha/Program Administration for \$168,845**. The motion passed. (Ayes 5; Noes 0)

A motion was made by Mr. Lattimore and seconded Alderman Wilson to approve the Planning/Management category as stated. The motion passed. (Ayes-5; Noes-0)

A motion was made by Alderman Wilson and seconded by Alderman Ohnstad to approve the entire project funding allocation as stated. The motion passed. (Ayes-3; Noes-0; Abstain-2) *Mr. Frederick and Mr. Lattimore abstained.*

Mr. Geliche said the Consolidated Plan-Annual Plan will now be open for a 30 day public comment period. It will then go to the City Plan Commission on October 18, 2012; the Finance and Common Council meetings on November 5, 2012.

Public Comments

The following people thanked the Committee: Kathryn Comstock, Women & Children's Horizons; Mary Fischer-Tracy, WWBIC; (and asked why the Kenosha Common Markets did not receive any funding); Laurie Karaway, Club Breakaway; Byron Wright, Kenosha Human Development; Heather Lux, WWBIC; Katherine Marks, 1821 56th Street; and Yolanda Adams, Urban League.

Committee Comments

Mr. Lattimore thanked the Staff, applicants and fellow Committee members.

Alderman Kennedy noted the Kenosha Common Markets did not receive any funding because they said they didn't want money, they were just giving a status report. Alderman Kennedy also thanked Staff and fellow Committee members.

Staff Comments

No Staff comments.

A motion to adjourn was made by Alderman Wilson and seconded by Mr. Lattimore. The motion passed. (Ayes 5; Noes 0). The meeting adjourned at 7:24 p.m.

Meeting Minutes Prepared by: Kay Schueffner, Community Development & Inspections

Community Development Division 625 52nd Street Kenosha, WI 53140 262.653.4030	<i>Community Development Block Grant Committee Fact Sheet</i>	Tuesday, June 25, 2013 5:30 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, 2013 - KENOSHA, WISCONSIN

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 presumed upon delivery to the aldermanic mailbox located within City Hall and upon sending an electronic message to the alderperson's City issued e-mail account. The notice shall announce the time, place and subject matter of the meeting. "Public Meeting" means the convening of members of a City Board or Commission for the purpose of meeting with the public to discuss a topic which is subject to the responsibility, authority, or duties delegated to the Board or Commission.

A.A. Ethics Board.

1. **Title.** There is hereby created an Ethics Board.

2. **Purpose.** The purpose of the Ethics Board is to render advisory opinions regarding the application of the City of Kenosha Code of Ethics, receive and investigate verified complaints alleging violations of the Code of Ethics, conduct hearings

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<p>2014 Community Development Block Grant Fund Allocation Plan. PUBLIC HEARING</p>			

ANALYSIS:

- The Community Development Block Grant (CDBG) Committee is responsible for developing and preparing the Allocation Plan for the 2014 CDBG Program. A copy of the 2013 Plan is attached.
 - The plan must be approved by the City Plan Commission and Finance Committee with final approval by the Common Council.
 - The new plan should consider the following:
 - A project funded with CDBG funds must fit into one of three (3) Federally identified categories:
 - Low and moderate income benefit
 - Elimination of slums and blight
 - Urgent need (emergency situation-disaster)
- 70% of the funds expended during the 2011-2013 program years must benefit low to moderate income persons.*
- Funding Categories:
 - Below are the categories and percentages that were used during the prior program years:

Program Category	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Public Service	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%
Planning & Management	12.85%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%
Housing & Neighborhood Improvement	43.76%	35.25% - 40.25%	33.99%	42%-55%	47%-57%	62% - 65%	62% - 65%	62% - 65%	53% - 63%	65%	65%	65%
Economic Development	3.64%	5%	0% - 15%	7% - 20%	5% - 15%	0% - 3%	0% - 3%	0% - 3%	0% - 12%			
Mall Removal												
Uptown Streetscape	24.75%	24.75%	16.01%									
UW Extension NSRA Implementation				3%	3%							

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- Funding Level Limitations:
 - There are two (2) regulatory limitations on the level of funding.
 - First - Planning, Management and General Administration costs cannot exceed 20% of the total funds expended.
 - Second - only 15% of the total funds can be used for public service projects.
- Planning/Administration
 - These funds are used to administer the CDBG Program and for comprehensive planning activities which include:
 - Comprehensive Plans
 - Individual Project Plans
 - Community Development Plans
 - Capital Improvement Programs
 - Small Area and Neighborhood Plans
 - Analysis of impediments to fair housing choice
 - Environmental and Historic Preservation studies
 - Functional Plans (*housing, land use, energy conservation or economic development*)
 - Reduction/Increase in Funding
 - Direction needs to be provided on what happens if the City receives additional funding as well as if there is a reduction in funding.
 - Reprogramming of Funds
 - Direction needs to be provided on how funds designated to be re-programmed will be re-allocated.

RECOMMENDATION:

For Committee review and recommendation.



Tony Geliche, Community Development Specialist



Jeffrey B. Lapant, Director

Community Development Division 625 52nd Street Kenosha, WI 53140 262.653.4030	<i>Community Development Block Grant Committee Fact Sheet</i>	Tuesday, June 25, 2013 5:30 p.m.	Item 3
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2014 Community Development Block Grant Calendar

ANALYSIS:

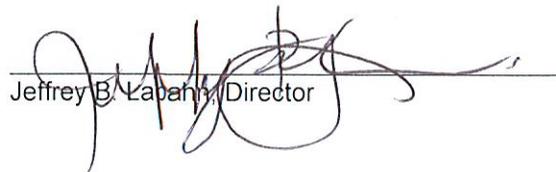
- The attached calendar shows the upcoming 2014 CDBG Program Year meetings.

RECOMMENDATION:



Tony Geliche, Community Development Specialist

/u2/acct/cp/ckays/1CDBG/2014PY/JUNE25/fact-calendar.odt



Jeffrey B. Labahn, Director