

HOW TO USE THE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PACKET ARCHIVE

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Municipal Building 625 52nd Street Room 202	Community Development Block Grant Committee Agenda	Tuesday December 7, 2010 5:00 p.m.
<i>Alderman David Bogdala – Chairman, Alderman Theodore Ruffalo – Vice Chairman Alderman Jesse Downing, Alderman Daniel Prozanski, Ron Frederick, Art Landry, and Anderson Lattimore</i>		

Call to Order and Roll Call

Approval of Minutes from September 15, 2010

1. Consideration of Proposals for Funding under the 2011 Community Development Block Grant Program

Public Comments

Committee Comments

Staff Comments

Adjournment

**Community Development Block Grant Committee
Minutes
Wednesday, September 15, 2010**

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

MEMBERS EXCUSED: Alderman Daniel Prozanski

STAFF PRESENT: Anthony Geliche

The meeting was called to order by Alderman Bogdala at 6:03 p.m. Roll call was taken.

Approval of Minutes from the July 13, 2010 Meeting

A motion was made by Mr. Frederick and seconded by Alderman Downing to approve the minutes from the July 13, 2010 meeting. The motion passed unanimously. (6 ayes; 0 noes)

1. 2011 Community Development Block Grant (CDBG) Fund Allocation Plan. PUBLIC HEARING

Public Hearing opened.

Clarence Griffin, 6800 Third Avenue, Kenosha, said he is pleased with the cooperation and success Kemper Center has had with CDBG funding over the years. His hope is that the CDBG Committee will look at the success Kemper Center has had over the past several years because of CDBG funding and continue to support their efforts.

Jim Buck, 7103 37th Avenue, Kenosha, said the Kenosha Community Sailing Center is located on the docks by the Yacht Club. The organization teaches sailing to youth and would appreciate any assistance the CDBG Committee can provide.

Jessee Salazar, 5606 Sixth Avenue, Kenosha, invited the CDBG Committee to an Open House for Level Teen Lounge on September 30, October 5, 10 and 15 from 6:00-9:00 pm. He will be submitting a grant proposal for funding for this organization.

Jim Kennedy, 7819 Fifth Avenue, Kenosha, representing Kenosha County Health & Human Services (KCHHS) said he appreciates the CDBG Committee's consideration of targeting their resources and working collaboratively with other agencies. There are areas funded by both KCHHS and CDBG. Mr. Kennedy suggested the CDBG Committee consider pooling some of their resources with a successful summer youth employment program. During the summer of 2009 and 2010, several high school youth were referred into the program to work 20 hours per week at \$7 per hour. They learned life skills while working and earning a wage. Police statistics showed juvenile arrests went down for both 2009 and 2010. The pilot program has ended and the initial funding is gone. We hope you will consider working with the Job Center and KCHHS to keep the program going.

Jo Wynn, 2211 50th Street, Kenosha, asked for continued support for the Survival Backpack Outreach program.

Wally Graffen, 6906 62nd Avenue, Kenosha, thanked the Committee for the support they have given the Boys and Girls Club. Mr. Graffen encouraged collaboration between agencies. Programs will be stronger if they work together.

Pastor Jerry Christiansen, 103 S. Fourth Street, Silver Lake, is the founder and Director of New Song Ministries. He thanked the Committee for their support and gave staff a copy of their August 2010 newsletter.

Alderman Anthony Nudo, 5808 47th Avenue, Kenosha, said on July 19, 2010, he brought a Resolution before the Common Council requesting consideration of CDBG funds for two (2) full time police officers to provide additional protection 24/7 to the McKinley neighborhood. The Resolution failed 7 ayes; 9 noes. Alderman Kennedy and I share a portion of the McKinley area. Thirty-seven days later, a call for assistance was made as someone was being viciously attacked just outside the McKinley neighborhood. Alderman Nudo said he understands police can respond to an emergency call not in their patrol area, if needed (if funded by CDBG). Alderman Kennedy asked the Mayor to respond with a saturation of police assistance using CDBG funds. Additional police protection could help eliminate crime and blight in that area.

Public hearing closed.

Tony Geliche, Community Development Specialist, said the purpose tonight is to review and possibly set the 2011 Allocation Plan. The Committee establishes the categories and the percentages for each category. Two categories have percentage caps – Public Service is capped at 15% and Planning/Management is capped at 20%. The remaining local categories have been Housing & Neighborhood Improvement and Economic Development. The Allocation Plan provides information for agencies such as what they can apply for, evaluation criteria, funding percentages, reprogramming of funds, etc.

Information for targeting resources, the two (2) Neighborhood Revitalization Strategies, and funding information from agencies in the community as to what agencies and programs they fund has been provided to the Committee. A map of the Reinvestment Area has also been provided.

Projects funded by CDBG must benefit low-to-moderate income people or eliminate slums and blight. Low-to-moderate income is defined annually by HUD using census data.

Mr. Frederick asked if there are other neighborhood plans available besides the two (2) that were included in the packet. Mr. Geliche said the two (2) strategies from prior years used neighborhood plans that were already in place. They were also the two (2) neighborhoods most in need. Other areas were not discussed at that time.

Alderman Bogdala asked staff to provide the dollar amounts in the various CDBG accounts. Mr. Geliche said we received approximately \$92,000 of additional funding which according to the 2010 Allocation Plan should be allocated based on applications on file. There is approximately \$125,000 in unused funds. These funds are from several different years. The funds accumulated from a couple projects that didn't happen or if agencies didn't use all of their funding. Lakeshore BID has a revolving fund of about \$198,000. The fund was set up several years ago for rehab work in the downtown area. The agreement was that if the funds were not used, they would be returned to CDBG. We continue to give them the access to the funds to try to help the downtown area. We are estimating our 2011 funds will be \$1.163 million based on 2010 funding.

HUD receives approximately \$4 billion in funding which is dispersed to approximately 900 entitlement communities. The amount each community receives is based on age of housing, income, etc. Mr. Geliche suggested keeping the additional 2010 funds separate from all other

available funds. Alderman Bogdala asked if the additional 2010 funds could be allocated at this time. Mr. Geliche said they could. Alderman Bogdala said if the same percentages are used, the additional \$92,000 would be divided by the percentages in each of the categories. Mr. Geliche said the cap is based on expenditures. The Public Service category has a 15% cap. The City has never gone over that cap. The lateness in receiving funding could cause a problem, but the numbers should balance.

Alderman Bogdala asked how a dedicated police officer would get paid with CDBG funds. If the police officer was funded for 10 months and the funds ran out, what happens after that? Mr. Geliche said CDBG pays as a reimbursement. Pay records would be submitted and we would draw as expended time. Alderman Bogdala asked if they would have to submit time sheets and reports. Mr. Geliche said yes, they would have to submit time sheets and reports. The City cannot take CDBG funds in place of City funds, but we can use the funds for additional services. Alderman Bogdala asked if CDBG funds could be used for saturation patrol. Mr. Geliche said they could if saturation patrol in the area was not their normal practice. Our records are audited every year. They would see we are funding police officers and check time records, hours, etc. So, a program would have to be created, asked Alderman Bogdala. Mr. Geliche said yes, a program such as the Foot Patrol Program established in the 1980s.

Mr. Frederick said he supports a saturation patrol. In addition, he would like to bring programs providing youth employment, gang prevention, economic development, etc. into the same neighborhood. A package of this type in a neighborhood would really make an impact with a more desirable result. Alderman Bogdala asked what the category would be to provide this result. Mr. Geliche said the category could be a hybrid of both the Public Service and Housing & Neighborhood Improvement categories. He cautioned the Committee to thoroughly review each category if combining them. Alderman Downing said the agencies could collaborate on the proposal and the City administer the proposal.

Mr. Landry suggested not using the Lakeshore BID funding. Mr. Geliche said those funds have not been recalled at this time. We want to leave the funds where they are until a decision was made to recall them. Alderman Bogdala asked who makes the decision to recall the funds. Mr. Geliche said the CDBG Committee controls the funds. Mr. Geliche provided some history regarding the funds. Several years ago, there were two (2) organizations – Lakeshore BID and Uptown BID. The Uptown BID has dissolved. The funds were put into an account to do projects in the downtown and uptown areas. The businesses would then pay back the funds. The Lakeshore BID lost interest in using the funds. CEDCO and WWBIC were funded using Economic Development funds. CEDCO provided technical assistance to people wishing to start a business and WWBIC provided loans and technical assistance for small businesses.

Mr. Geliche stated that based on the 2000 Census, which is the most current census data, McKinley is not considered a low-to-moderate income neighborhood. Other services could be provided such as job training as long as the people receiving the training are low-to-moderate income people. *(Note: Census data checked dater the meeting indicated that the area bounded by 60th Street, 52nd Street 30th Avenue and 39th Avenue is low-to-moderate income.)*

A motion was made be Alderman T. Ruffalo and seconded by Mr. Landry to maintain the current 15% funding for Public Service and 20% funding for Planning/Management.

Alderman Bogdala noted the 15% for Public Service and 20% for Planning/Management is the maximum percentage allowed. He agreed with the motion. Alderman Ruffalo said he would like to see organizations in the Public Service category collaborate. The Committee will work on the details for this. Mr. Landry said the Committee can always revisit the approved 15% also.

The motion passed unanimously. (6 ayes; 0 noes)

Alderman T. Ruffalo asked the Committee to consider downtown when discussing a target area. The downtown area has had blight problems for many years. He would like to see a comprehensive plan for blight removal for the downtown area and then move forward with the plan.

Alderman Bogdala suggested the remaining 65% be used in the Housing & Neighborhood Improvement category and a revolving loan fund. Mr. Geliche suggested giving it a different title. The category should be generic to eliminate blighted properties. Alderman Bogdala said eliminating categories would allow the Committee to focus on a target area. The applicant could submit a proposal stating what they could do for that area. How would focusing on a target area impact an agency such as WWBIC? If a category was created called Housing & Neighborhood Improvement/Economic Development, would WWBIC still be eligible? It would give us the best resources for our money. Mr. Geliche said in years past, we have set ranges so we could put more money in Economic Development providing flexibility.

Alderman Bogdala asked WWBIC how working within a targeted area would impact them. Heather Lux, 600 52nd Street, Kenosha, said it is a broad category. It is great to give more money to those who can do the most for Kenosha. Economic Development funds help with job creation. Alderman Bogdala said if a category stressed cleaning a building, razing a building, renovating a building and/or provide revolving loan funds to get a business started, would that make sense and work for WWBIC. Ms. Lux said it is no different than what WWBIC is currently doing except it forces them to focus on a smaller geographic area. Alderman Bogdala asked if the \$85,000 available could be used anywhere in the City. Mr. Geliche said yes it could. Alderman Bogdala asked Ms. Lux if WWBIC were confined to a specific area, how would they be impacted. Ms. Lux said they would like to be able to operate throughout the whole city, but if funds are provided to draw business into a specific area, WWBIC would like to be a part of that also.

Mr. Geliche said the language in the Allocation Plan could state that we will give priority to proposals that focus on our goals in a targeted area, but we will accept proposals for projects throughout the City. Mr. Landry asked if the percentage or the area should be set first. Mr. Geliche noted if the percentage is set without the area, the process cannot move forward. Both the percentage and area should be defined. Alderman Bogdala said if the Committee allocated the remaining 65% of funds to a specific area it could make it difficult for some projects to qualify. Mr. Geliche said any activity outside of the specified area would not qualify. An example would be road improvements. Only road improvements in the specified area would qualify. Mr. Frederick suggested the language read "preference" instead of "priority." Mr. Geliche suggested "need" or "priority."

Mr. Landry asked how the other 13 aldermen will respond to setting a target area. Alderman Bogdala said that is a valid point. But, if we don't take care of the areas within the City, the problems will move outward. Alderman Bogdala said he felt the majority of the Common Council will benefit based on what this Committee decides.

A motion was made by Alderman T. Ruffalo and seconded by Mr. Frederick to combine Housing & Neighborhood Improvement and Economic Development into one category called Housing & Neighborhood Improvement/Economic Development for the remaining 65% funding. The motion passed unanimously. (6 ayes: 0 noes)

Alderman T. Ruffalo said downtown has been in it's current state of blight for many years. There has been talk to revitalize the area, but nothing has been done. Alderman T. Ruffalo said he would like to see some improvements made to the area.

Mr. Landry asked if the Committee should discuss how they will allocate any additional funds or handle any reduction of funding. Mr. Geliche said historically, if there was a reduction, we have reduced funds across the board. If an increase in funding is received, we have funded applications on file, road improvements, and saved the funds for a later date. By including this information in the Allocation Plan, if additional funds are awarded or if there is a reduction in funding, we do not have to go back to Common Council for approval. *Alderman T. Ruffalo said any additional funding should be distributed per percentages outlined. The wording for any reduction in funding should remain the same.*

Mr. Geliche said funds have accumulated over time. The Allocation Plan stipulates where these funds will go. Alderman Bogdala asked if these are the unused funds. Mr. Geliche said no, but if they are not used for 2011, then the funds can be reprogrammed as designated. Currently, the reprogrammed funds go to local neighborhood strategies. Alderman Bogdala asked if the funds could be put into a specific category. Mr. Geliche said they can go into any or all of the three (3) categories. But you run the risk of going over the caps. You also have to designate whether you want to use the applications on file, send out an RFP, etc. Mr. Lattimore said Public Service and Planning/Management are the two (2) smaller categories, so it seems best to put the money into the Housing & Neighborhood Improvement/Economic Development category. Alderman Bogdala said he would like to see the funds be used for applicants whose proposal may not fit into the target area, but really provide a needed service to the community. Mr. Geliche suggested using the funds for "applicants as designated by the Community Development Block Grant Committee."

A motion was made by Mr. Lattimore and seconded by Mr. Landry to distribute reprogramming of funds through a Request for Proposals to the CDBG Committee. The motion passed unanimously. (6 ayes; 0 noes)

Mr. Frederick suggested that youth, downtown and McKinley, and public safety and emergency services be designated as priorities in the Allocation Plan. Mr. Geliche said according to the census, McKinley is not a low-to-moderate income neighborhood. If we cannot prove an increase in police protection is benefiting low-to-moderate income people, the project will not qualify. CDBG is locked into 2000 census data until about 2013.

Alderman Downing left.

Mr. Geliche suggested applying the same priorities in a neighborhood identified by the census as low-to-moderate income. Then the project would be eligible under the Block Grant Program. We usually do not work to benefit an area. Mr. Geliche said he would review what is eligible for area benefits to make sure we don't miss anything.

A motion was made by Mr. Frederick and seconded by Mr. Landry to establish the following priorities: Youth (population); Downtown (area); Emergency Services (as listed on ESN document); and Public Safety.

Mr. Geliche said HUD will not let the Committee designate downtown as a target area. Facade work can be done in the downtown area. Alderman T. Ruffalo asked if blight removal would qualify. Mr. Geliche said downtown as an area would meet the blight removal priority.

Alderman Downing returned.

Alderman T. Ruffalo said blight removal in the downtown area covers everything except a benefit to youth. Mr. Frederick said his motion is not as specific as it should be, but it provides direction and clarity for the applicant. Alderman Bogdala asked what if someone came in with a

very good proposal that does not apply to the target area. Mr. Frederick suggested adding that preference or priority will be given to applications addressing the above criteria.

Mr. Geliche said the Consolidated Plan adopted by Common Council addresses the same issues being discussed. We can refer applicants to the Consolidated Plan for direction on what our goals and priorities are. The Allocation Plan has defined where we want to see the funds spent.

Alderman Bogdala passed the gavel to Alderman T. Ruffalo and left.

An amendment to the motion was made by Alderman T. Ruffalo and seconded by Mr. Lattimore to change the targeted population from "youth" to a priority of "youth/job creation."

Alderman Bogdala returned. Alderman T. Ruffalo returned the gavel to Alderman Bogdala.

The motion passed unanimously. (6 ayes; 0 noes)

Mr. Geliche restated the priorities: targeting youth/job creation; downtown as an area; emergency services; and public safety. Some organizations do not fit into any of these categories. We will add a disclaimer that priority will be given to those who meet the priorities. Mr. Geliche said the Committee will continue to see proposals for road and facility improvements. We do not want to discourage anyone from applying. HUD told us we needed to prepare a Consolidated Plan and that we need to address these needs. The Allocation Plan shows we are addressing the Consolidated Plan.

Mr. Landry said under the proposal we just passed, agencies like Shalom Center and Women & Children's Horizons are encouraged to apply and would get preference. Kemper Center would not fit into any category, but can still apply. Mr. Geliche said many organizations provide youth services. Alderman Bogdala said we are not looking for 10 agencies providing 10 services, but five (5) agencies providing 10 services. We are looking for collaboration. Many organizations provide overlapping services. We don't want to prevent anyone from applying. An example is the Boys & Girls Club sharing their facility with other agencies.

Alderman Bogdala said the Committee can set metrics for the proposals. The Committee may approve funding contingent on the agency meeting specific criteria. Alderman Bogdala asked if language needed to be included regarding collaboration. Mr. Geliche said we have organizations applying for funds who provide the same services. We would only provide funds to one (1) and tell the organizations they need to work together. We have also awarded funds to agencies based on their collaboration with other agencies.

Mr. Geliche asked the Committee if they really wished to make the list of Emergency Services provided by ESN public. Mr. Landry noted some of the services are not in the City. Mr. Frederick suggested "as defined by the ESN or homeless services." Mr. Geliche said there should be an understanding of what is to be funded. We need to be more specific. What do we consider Emergency Services – homeless, roofs, etc. Alderman Bogdala asked if it could be removed because Public Services is a priority.

Byron Wright, a member of ESN, said the list was provided to the Committee because of a request from the City. ESN prepared the list based on information on the ESN website. The two (2) main emergency services are food and shelter.

A motion was made by Alderman T. Ruffalo and seconded by Mr. Lattimore to define Emergency Services as food and shelter. The motion passed unanimously. (6 ayes; 0 noes)

Mr. Geliche said the Allocation Plan would go to Plan Commission on September 23, 2010 and Common Council on October 4, 2010. If approved, the 30 day application period could be in October or November. Budget is the Monday and Tuesday before Thanksgiving. Interviews could be conducted the first full week of December. Mr. Geliche said he would put a schedule together and submit it to the Committee.

A motion was made by Alderman T. Ruffalo and seconded by Mr. Landry to approve the 2011 Allocation Plan. The motion passed unanimously. (6 ayes; 0 noes)

Public Comments

Public comments opened.

Byron Wright, 5517 16th Avenue, Kenosha said he has lived in the inner City his whole life. Any additional police officers should be at the taxpayers expense. The location where additional police officers are needed changes daily. Mr. Wright said as Director of Kenosha Human Development Services, he recommends the Committee look at the fact there is an alcohol problem in the City. There is limited treatment available for drug and alcohol victims. Oxford House is a type of facility where victims can live as long as they stay sober. He would encourage assistance to projects that don't always fit into the priorities. Any time we can help people stay sober is good.

Jesse Salazar, 5606 Sixth Avenue, Kenosha, encouraged adding additional police officers to the workforce. Neighborhoods are crumbling fast. Many houses are being vandalized. We need to keep drugs off the streets. Teens need a place to go. The teen homeless situation is not good.

Public comments closed.

Committee Comments

Mr. Frederick suggested the Committee visit the website for the Oxford House.

Alderman Bogdala thanked everyone in attendance for a good meeting. He is hopeful that with this direction, the City will see long-lasting effects to some serious problems. Tackling these issues will have an effect on all areas of the City. Alderman Bogdala said he is looking forward to seeing the proposals as they come forward. There will be some tough decisions to make. This Committee will do the best they can to make the biggest impact for the City.

Alderman Bogdala thanked staff for putting the meeting together.

Staff Comments

Mr. Geliche said several members of this Committee are new to the process. After the Committee makes their recommendations, the Common Council is the final review for the program. The Committee can expect to see between 25-40 proposals. Proposals will be heard over two (2) nights. Applicants are given 15-20 minutes to present their proposal and answer any questions from the Committee. The Committee will reconvene to allocate funding. The funding recommendations will be published in the Kenosha News and then forwarded to Common Council for approval.

The Committee is not given all of the information that is submitted by each applicant. Items such as audits, non-profit certification, etc. is kept on file in our office. The Committee receives a list of these items. A letter is sent to applicants letting them know the application it is available, where they can obtain a copy and when it is due.

If any Committee member needs additional information, we will try to accommodate. You will also be provided a funding history. Once approved, the program is forwarded to HUD for their approval and our grant agreement. Common Council will see the program twice. They will see the Committee recommendations and then the actual agreements.

Alderman Bogdala said he did some research on a super block in Chicago which talked about the same issues we were discussing. It was a successful program. They started by putting additional police officers on the streets. Obviously, they started with more money than we have.

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

The meeting adjourned at 8:11 p.m.

Certification that the minutes have been approved by the Community Development Block Grant Committee.

Jeffrey B. Labahn, Secretary

Community Development Block Grant Schedule
Tuesday, December 7, 2010
Room 202, 5:00 p.m.

	Applicant / Project Title
1	Kenosha Area Family & Aging Services, Inc. Volunteer Transportation Service
2	Women & Children's Horizons Legal Advocacy Program – Legal Coordinator
3	Spanish Centers of Racine, Kenosha, and Walworth, Inc. Community Outreach and Translations
4	Shalom Center Emergency Family Shelter
5	Oasis Youth Center (Receiving agent: St. Luke's Evangelical Lutheran Church) Oasis Youth Center Expansion of Services
6	New Song Ministries, Inc. Circles of Support – Returning Citizens (Re-Entry Services Program)
7	Lemon Street Gallery and ArtSpace, Inc. WiFi in Union Park Neighborhood – Phase Two
8	Kenosha YMCA Frank Neighborhood Project
9	Kenosha Literacy Council, Inc. Effective and Efficient Adult Literacy programming
10	HOPE Council, Inc. Offender to Opportunity: Workforce Readiness Program
11	ELCA Urban Outreach Center Helping Residents become Self-Sufficient
12	Boys and Girls Club Summer Youth Employment Program

Municipal Building 625 52nd Street Room 202	Community Development Block Grant Committee Agenda	Wednesday December 8, 2010 5:00 p.m.
<i>Alderman David Bogdala – Chairman, Alderman Theodore Ruffalo – Vice Chairman Alderman Jesse Downing, Alderman Daniel Prozanski, Ron Frederick, Art Landry, and Anderson Lattimore</i>		

Call to Order and Roll Call

1. Consideration of Proposals for Funding under the 2011 Community Development Block Grant Program

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Adjournment

Community Development Block Grant Schedule
Wednesday, December 8, 2010
Room 202, 5:00 p.m.

	Applicant / Project Title
13	City of Kenosha – Public Works Street Improvements
14	Carpenter's Home Improvement, Inc. Carpentry Career & Technical Education Program
15	Wisconsin Women's Business Initiative Corp. Jobs, Opportunity and Hope: The Microenterprise Development Continuum
16	Kenosha Human Development Services, Inc. Tuckpoint/Paint – Community Services Building
17	Kenosha Community Sailing Center (KCSC) Kenosha Community Sailing Center Sailing Program
18	Kenosha Community Health Center, Inc. Boys & Girls Club Medical Clinic with Behavioral Health Expansion
19	Kenosha Community Health Center, Inc. Second Floor Dental Expansion Project
20	Community Economic Development Corporation Micro-Enterprise Technical Assistance Program
21	Urban League of Racine and Kenosha, Inc. Facility Improvement – New Roof
22	Urban League of Racine and Kenosha, Inc. Reducing Employment Barriers for the Homeless and Ex-Offenders
23	United Way of Kenosha County Fund-Raising Study
24	City of Kenosha Program Administration/Comprehensive Planning