



Agenda
Community Development Block Grant Meeting
Municipal Building, 625 52nd Street - Room 202, Kenosha, WI
Tuesday, November 1, 2016
7:00 pm

Aldersperson Anthony Kennedy, Chairperson
Aldersperson Dave Paff, Vice-Chairperson
Aldersperson Curt Wilson

Committee Member Anita Faraone
Committee Member Ron Frederick
Committee Member Scott Haraty

Call to Order
Roll Call
Citizens Comments

Approval of the Minutes of the Meeting Held October 25 and October 26, 2016

1. Project Funding under the *2017 Community Development Block Grant Program*

Committee Member's Comments

*IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 653-4030 BY NOON
OF THIS MEETING DATE TO MAKE ARRANGEMENTS FOR REASONABLE ON-SITE ACCOMMODATIONS.*

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
October 25, 2016

MEMBERS PRESENT: Alderperson Anthony Kennedy, Alderperson David Paff, Alderperson Curt Wilson, Anita Faraone, Ronald Frederick and Scott Haraty

STAFF PRESENT: Anthony Geliche

The meeting was called to order at 6:30pm by Alderperson Kennedy, roll call was taken.

Citizens Comments – No Citizens comments.

A motion was made by Ms. Faraone and seconded by Mr. Haraty to approve the minutes of the August 31 and September 13, 2016 meetings. The motion passed. (Ayes 6, Noes 0)

Tony Geliche, Community Development Specialist, noted that the Allocation meeting will be held on Tuesday, November 1, 2016 at 7:00pm. Also, any additional information that is requested from the Applicants must be to the Department of Community Development & Inspections by 4:00 pm on Thursday, October 27, 2016.

1. Consideration of Proposals for Funding under the 2017 Community Development Block Grant Program

Applicant: Kenosha Human Development Services, Inc.
Project: Juvenile Shelter Care - Flooring
Request: \$18,400.00

Byron Wright was the representative. The funds would be used to replace the carpets at the juvenile shelter with laminate flooring.

Question: What type of fund raising do you do?

Answer: Very little. We do more grant writing instead and that brings in about \$700,000 to fund the activities of KHDS.

Question: Can you please resubmit the Budget, correcting the 20% of the funds that are matched by the board.

Answer: Ok

Applicant: Urban League of Racine and Kenosha, Inc.
Project: Roof Replacement Project
Request: \$13,350.00

Yolanda Adams was the representative. The funds would be used to replace the roof at the agency building. Ms. Adams noted that only one bid was submitted and she will be submitting the other two by Thursday.

Question: What type of fund raising do you do?

Answer: We do a fund raiser approximately every other month. The Mexican Fiesta is the largest and the others are smaller.

Question: Why did you get a bid from someone in Milwaukee instead of local?

Answer: We have asked local contractors, two others will be getting us estimates.

Question: Staff noted this request does not address the priority of the Consolidated Plan, please explain.

Answer: Mr. Geliche responded that this particular request does not address a "priority" need in the Consolidated Plan, but the Committee can still fund them.

Applicant: Urban League of Racine and Kenosha, Inc.
Project: Kenosha Hispanic Center Program
Request: \$30,000.00

Yolanda Adams was the representative. The funds would be used to fund the Hispanic program. Ms. Adams noted that the Center does meet with many more people, but the are not reflected in the numbers because either they are not a legal citizen or resident of Kenosha.

Question: How many people are included with these salaries?

Answer: One person.

Question: How many hours and how much per hour?

Answer: This would be 30 hours at \$11 per hour instead of now 15 hours at \$10.

Question: You note the area as Lincoln and Frank Neighborhoods.

Answer: The service is City wide, but the most clients come from these two areas.

Question: If there are others providing the same services, could you combine?

Answer: The other is UMOS (United Migrant Opportunities Services) and they provide energy assistance only.

Question: Why do only 50% of clients complete the program?

Answer: Some people just come for interpretation assistance and may not receive a full evaluation.

Applicant: WI Women's Business Initiative Corporation (WWBIC)
Project: Job Title: BUSINESS OWNER
Request: \$85,000.00

Heather Lux and Katherine Marks were the representatives. The funds would be used for salaries of those who provide technical assistance to clients.

Question: What type of fund raising do you do?

Answer: We receive funds from Grants -Federal and State, Local funding, the annual luncheon and private funds.

Question: Have any of your clients defaulted on their loans?

Answer: Less than 3%, which is lower than the banks. We have only had two clients that defaulted and were funded by CDBG money. Both clients paid the money back.

Question: Is the funding for one position?

Answer: No, it covers the hours that are spent to providing technical assistance. Mr. Geliche added that they provide a time sheet of services provided and they are reimbursed in that manner.

Question: Do you have a number of hours that you spend on each client?

Answer: That amount is different depending on what type of help they need.

Question: Where would a person go for a small business loan and consultation if WWBIC wasn't here.

Answer: We are the last resort for lots of people. We want them to go to a bank if they can, but if they don't qualify they come to us.

Applicant: Shalom Center of the Inter-Faith Network of Kenosha County
Project: Food Pantry Energy Efficiency Update & Capacity Building
Request: \$82,000.00

Lynn Biese-Carroll was the representative. The funds would be used to fund new cold storage coolers/freezer and have the heating/cooling conditions rectified.

Question: What type of fund raising do you do?

Answer: We receive 70% of funds through private donation and the rest comes from Grants, private and government.

Question: Do customers of the food pantry use SNAP, Supplemental Nutritional Assistance Program?

Answer: Yes, we explain to them what their benefits are and how to get the most for their money.

Question: Is there any scrap value to the old refrigeration units that would be replaced?

Answer: Possibly.

Question: You mentioned there will be a savings with new refrigeration units, could you please provide copies of utility bills and an estimate of what those saving might be.

Answer: Yes.

Applicant: Shalom Center of the Inter-Faith Network of Kenosha County
Project: Case Manager for Homeless Shelter Clients
Request: \$35,000.00

Lynn Biese-Carroll was the representative. The funds would be used to fund the Homeless Shelter Case Manager position.

Question: What number of people will we require the case manager to serve to qualify for the CDBG funds?

Answer: Mr. Geliche said the number of people the case manager needs to serve will be spelled out in the Agreement.

Question: What criteria constitutes an active case management client?

Answer: We see the person in the dining room as an outreach worker. *After discussion it was agreed that the need is for an outreach worker rather than a Case Manager.*

Applicant: Women and Children's Horizons, Inc.
Project: IT Infrastructure Improvements
Request: \$30,000.00

Erin Davis was the representative. The funds would be used to upgrade the IT infrastructure at the administrative office and the shelter.

Question: Would these funds be for an entirely new IT system?

Answer: They would be for some key components to upgrade to a commercial type system rather than a home type system.

Question: Explain the \$6,000 of VOCA funds.

Answer: We receive more from VOCA, but the \$6,000 is the IT portion.

Question: The quote from Impact does not include any licensing, explain.

Answer: We are not going to replace the software.

Question: Do you qualify for any discounted software for non-profit organizations?

Answer: We do get a reduced price for certain software if that is what is needed.

Question: Are you looking at your current needs or looking to expand?

Answer: We need to improve the traffic flow of what we currently have, but keep in mind some expansion. Our facilities are about at capacity at this time.

Applicant: Women and Children's Horizons, Inc.
Project: Legal Program Manager
Request: \$25,000.00

Beth Ballo and Jessica Krejcarek, Assistance District Attorney were the representatives. The funds would be used to fund a portion of the legal advocacy program manager.

Question: How long have we funded this program?

Answer: Mr. Geliche said every year since 2006.

Question: What type of fund raising do you do?

Answer: We receive money from the State, VOCA Grant and Department of Children and Families.

Question: Is this a new position, additional person?

Answer: No

Question: Is this person "on-call" or there full time?

Answer: They are stationed in the DA's office full time.

Question: There are other groups that provide legal support.

Answer: Alderperson Kennedy said not at the same level and not in the DA's office. Ms. Ballo added that they are the only organization that offers assistance to domestic violence and sexual assault cases.

Applicant: Kenosha Literacy Council
Project: Literacy at Work
Request: \$28,000.00

Cheryl Hernandez, John Hogan, Cassie Christianson and Ashleigh Henrichs were the representatives. The funds would be used to fund testing materials, student registration costs and staff time.

Question: Do you provide interpretation services?

Answer: No, not translation. We teach.

Applicant: City of Kenosha
Project: Elimination of Blighted Structures
Request: \$100,000.00

Tony Geliche was the representative. The funds would be used to remove the blighted structures that contribute to a decline of the neighborhood.

Applicant: City of Kenosha
Project: Section 108 Loan Repayment
Request: \$260,000.00

Tony Geliche was the representative. The funds would be used to make payments on the Section 108 Loan Guarantee, if approve by HUD.

Applicant: City of Kenosha – Public Works
Project: Street Improvements
Request: \$260,000.00

Tony Geliche was the representative. The funds would be used to improve the condition of several roads in the City (submitted in case HUD does not approve the Section 108 Loan).

Applicant: City of Kenosha
Project: Program Administration/Comprehensive Planning
Request: \$188,557.00

Tony Geliche was the representative. The funds would be used to fund Comprehensive Planning and Program Administration.

Question: Are the Section 108 and Program Administration applications a for sure?

Answer: Yes.

Question: Are the properties that are razed private or bank owned properties?

Answer: Usually private, but may be bank owned.

Question: When the property is razed, does the cost go on the tax roll?

Answer: Yes, if any money is paid back it is sent back to CDBG.

Aldersperson Paff noted that the Section 108 Loan repayment is for the construction of a new fire station. Aldersperson Paff has constituents that do not want to see Station 5 close because of this new station.

Question: How will we make the recommendation to for City's requests?

Answer: Make the recommendation to fund the Section 108 loan and if that is not approved, funds could go to other activities.

Committee Comments

A motion to adjourn was made by Aldersperson Wilson and seconded by Aldersperson Paff. The motion passed. (Ayes 6, Noes 0) The meeting adjourned at 9:21pm.

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

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
Minutes
October 26, 2016

MEMBERS PRESENT: Alderperson Anthony Kennedy, Alderperson Curt Wilson, Anita Faraone, Ronald Frederick, Scott Haraty

MEMBERS EXCUSED: Alderperson David Paff

STAFF PRESENT: Anthony Geliche

The meeting was called to order at 6:30 pm by Alderperson Kennedy, roll call was taken.

Citizens Comments

1. Consideration of Proposals for Funding under the 2017 Community Development Block Grant Program

Applicant: Walkin' In My Shoes
Project: Street Outreach Program
Request: \$14,046.00

Jo Wynn was the representative. The funds would be used to provide information about prevention services that would link the homeless to immediate assistance.

Question: You have \$2,000 for a part time salary, is that for you?

Answer: Yes.

Question: Are you a member of the Kenosha Emergency Services Network?

Answer: *No. It was suggested that Ms. Wynn explore and participate in the various services to see if something could benefit her program.*

Question: Are there any changes in the supplies you need in your backpack or the cost of the supplies?

Answer: The supplies are still needed, but the cost of the supplies is increasing.

Question: Have you asked Bed Bath and Beyond for products?

Answer: We are need of more children's products instead of type of products they have to offer.

Question: Do you get donations from Jockey?

Answer: We haven't for a couple of years.

Applicant: Boys & Girls Club of Kenosha
Project: Lincoln Park Outpost Be Great: Participate
Request: \$40,300.00

Jake McGhee and Felicia Dalton were the representatives. The funds would be used to provide a weekday mentoring/prevention summer program.

Question: Are the funds for one position on multiple positions.

Answer: All positions in the program.

Question: Where do you get your meals from for this program?

Answer: The Boys & Girls Club has meals at the club and prepared them for this activity as well. *It was suggested that they contact the Shalom Center to see if they had extra food that could help to defray their costs.*

Applicant: Kenosha Area Family and Aging Services, Inc.
Project: Volunteer Transportation Service
Request: \$5,000.00

Barb Tenuta was the representative. The funds would be used to cover expenses for mileage reimbursement.

No questions, but it was noted that there has been no increase in the reimbursement amount since 2008.

Applicant: ELCA Outreach Center
Project: Help Residents Gain Life-Sustaining Employment
Request: \$20,730.00

Karl Erickson was the representative. The funds are for a portion of the GED Program, the Legal Advice Program and the Dress for Success Program.

Question: Out of the 1,840 people served, how many are for each program.

Answer: About 20% for the GED Program, 40% for the Legal Program and 40% for the Dressed for Success Program.

Question: Does anything prohibit the attorney from turning a client's case from Pro Bono to a chargeable case?

Answer: No, that is up to the attorney. About 95% of the clients come in and get question answered and don't require extensive help.

Applicant: Kenosha YMCA
Project: Frank Neighborhood Project
Request: \$35,000.00

Cindy Altergott, Pat Demos, Chris Finkle, Angela Hayes and Pastor Harris were the representatives. The funds would help fund the Frank Neighborhood Project.

Question: Are the funds you are requesting for one position or multiple positions?

Answer: Multiple positions.

Question: Why is this limited to the Frank Neighborhood?

Answer: We don't turn anyone away, but with more funding and more support staff we could possibly expand in the future.

Applicant: Kenosha Achievement Center, Inc.
Project: Transportation on-Board Security Cameras
Request: \$20,400.00

Kristie Matteau and Chris Weyker were the representatives. The funds would be used to upgrade the on-board security cameras on-board the Care-A-Van.

Question: How has this system worked, what are the benefits?

Answer: Ms. Weyker offered a story of how the cameras clarified a situation between a client and Staff.

Question: What are the differences between the camera options?

Answer: The differences are 1) ease of operation; 2) ability to install equipment ourselves; and 3) lens/quality of pictures.

Question: Is the data storage on the camera or direct to office?

Answer: It is currently on the camera or unit and can be uploaded. The camera we would like has the ability to direct feed if we want to in the future.

Question: What if you receive partial funding?

Answer: We would get less equipment.

Question: Does anything prohibit you from acknowledging a donor?

Answer: No.

Applicant: Great Lakes Community Conservation Corps
Project: Pre-Apprenticeship Training
Request: \$45,000.00

Ola Baiyewu was the representative. The funds would be used to prepare the participants for jobs.

Question: How do you prepare the participants to take the apprenticeship test.

Answer: We teach them to use tools used at a desired job.

Question: How do they get employed?

Answer: We work with them to find and secure a job.

Question: How many have you placed in the building trades?

Answer: This program started last year, so it is a work in progress.

Question: How much time will you spend in Kenosha?

Answer: We will have someone here full time to recruit people and help them meet the requirements.

Question: Is the amount you are asking for going for one salary?

Answer: Yes.

Question: Do you work with Kenosha County Job Center and Gateway College?

Answer: Yes.

Question: Where is the training?

Answer: Some here and some in Racine, we are working on securing a location here.

Question: How will transportation be provided?

Answer: We will do that.

Question: If some of the board members are newer than when this project was approved, how do you know they approve it continuing?

Answer: We meet quarterly. I have the ability to enter into contracts.

Applicant: St, Matthew's Lakefront ElderGarten
Project: Senior Community Garden
Request: \$15,000.00

Janice Erickson and Tim Garland were the representatives. The funds would be used to for the crushed stone for the paths of the garden.

Question: What is the height of the garden?

Answer: 31"

Question: What is the relationship of the Non-Profit to the property owner?

Answer: We have a 5 year Agreement for the usage.

Question: How will this crushed stone work for the age of the group you are targeting?

Answer: This type of material is used extensively in outdoor gardens or paths.

Committee Comments

Mr. Geliche noted that the Women & Children's Horizons IT proposal was moved from Public Service to Housing and Neighborhood Improvement/Economic Development per direction from HUD. Mr. Geliche will email proposal sheets that must be returned by noon on Tuesday. Staff will forward any additional information that is submitted.

A motion to adjourn was made by Alderperson Wilson and seconded by Ms. Faraone. The motion passed. (Ayes 5, Noes 0) The meeting adjourned at 8:53pm.

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



*A Private, Non-Profit
Community Social
Services Agency*

24-Hour Crisis Intervention

Endorsing Resolution

October 26, 2016

This resolution endorses Kenosha Human Development Services' request for Community Development Block Grant funds for laminate flooring at 6012 8th Avenue.

Kenosha Human Development Services has additional funding of \$4,600.



Mark Johnson, Chairperson
Board of Directors
Kenosha Human Development Services, Inc.



Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	Amount
Source: CDBG ENTER CDBG AMOUNT HERE	\$18,400.00
Source: Kenosha Human Development Services	\$4,600.00
Source:	
TOTAL REVENUE:	\$23,000.00

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	CDBG Funds	Other Funds	Total Amount
Expense: Overall Floor Expense	\$18,400.00	\$4,600.00	\$23,000.00
Expense:			\$0.00
TOTAL EXPENSES:	\$18,400.00	\$4,600.00	\$23,000.00

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS