



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Draft

Community Development Block Grant Advisory Board

Monday, April 8, 2024

6:00 PM

Room 303

The meeting will commence either immediately following the conclusion of the Finance & Personnel meeting or at 6 p.m., whichever comes first.

Call To Order

Mayor Mason called the meeting to order at 7:34 p.m.

PRESENT: 5 - Helm, Chair Mason, West, Jones and Peete

EXCUSED: 1 - McCarthy

Approval of Minutes for the March 18, 2024 Meeting.

A motion was made by Peete, seconded by West, to approve the March 18, 2024 minutes. The motion PASSED by a voice vote.

Public Hearing: 2023 Consolidated Annual Performance and Evaluation Report (CAPER)

Mayor Mason called for public hearing three times. No members of the public commented.

[0298-24](#)

Subject: Communication sponsored by Mayor Mason to adopt the Citizen Participation Plan.

Staff Recommendation of the CDBG Advisory Board on 04-08-24: To adopt the Citizen Participation Plan by resolution and accept any future revisions mandated by HUD.

Fiscal Note: There is no budgetary impact in the adoption of the Citizen Participation Plan.

Attachments: [ABM Citizen Participation Plan](#)
[Racine Citizen Participation Plan 2024](#)
[#0298-24 Resolution](#)

A motion was made by West, seconded by Jones, to adopt the Citizen Participation Plan by resolution and accept any future revision mandated by HUD. The motion PASSED by a voice vote.

[0234-24](#)

Subject: Communication sponsored by Mayor Mason to adopt the

Section 3 Implementation Plan.

Recommendation of the CDBG Advisory Board on 04-08-24: To adopt the Section 3 Implementation Plan by resolution and accept any future revisions mandated by HUD.

Fiscal Note: There is no budgetary impact in the adoption of the Section 3 Implementation Plan.

Attachments: [ABM Section 3 Implementation Plan](#)
[Section 3 Implementation Plan](#)
[#0234-24 Resolution](#)

A motion was made by Peete, seconded by West, to adopt the Section 3 Implementation Plan by resolution and accept any future revision mandated by HUD. The motion PASSED by a voice vote.

[0240-24](#)

Subject: Communication sponsored by Mayor Mason to adopt a resolution accepting all revisions of the existing CDBG Housing Repair Program Policies and Procedures Manual.

Recommendation of the CDBG Advisory Board on 04-08-24: To adopt the proposed revisions to the CDBG Housing Repair Program Policies and Procedures Manual by resolution and accept any future revisions mandated by HUD.

Fiscal Note: No budgetary impact is associated with this request.

Attachments: [ABM CDBG Repair Program Manual Updates](#)
[Racine CDBG Repair Manual Draft_040524](#)
[#0240-24 Resolution](#)

A motion was made by West, seconded by Peete, to recommend adopt the CDBG Housing Repair Program Policies and Procedures Manual by resolution and accept any future revision mandated by HUD. The motion PASSED by a voice vote.

[0237-24](#)

Subject: Communication sponsored by Mayor Mason requesting an allocation of \$20,000 from HOME Funds to the DeKoven Center to fill the financial gap of the displaced residents from the 2200 Washington Ave complex fire.

Recommendation of the CDBG Advisory Board 04-08-24: To approve that the Mayor and City Clerk be granted permission to execute the contract with the DeKoven Center for emergency shelter provision due to the fire at 2200 Washington Avenue.

Fiscal Note: There is sufficient money in the HOME fund to support this

project, contract # 2024085.

Attachments: [ABM_TBRA DeKoven](#)
[#0237-24 Resolution](#)

A motion was made by Jones, seconded by Helm, to recommend approval that the Mayor and City Clerk execute the contract with the DeKoven Center for emergency shelter provision due to the fire at 2200 Washington Avenue. The motion PASSED by a voice vote.

[0236-24](#)

Subject: Communication sponsored by Mayor Mason to approve the acquisition of 1216 Geneva St. per the Right of First Refusal defined in the recorded Land Use Restriction Agreement.

Recommendation of the CDBG Advisory Board on 04-08-24: To approve the acquisition of 1216 Geneva St. and that CDBG funds be allocated for the rehabilitation of the property, preparing it for resale.

Fiscal Note: Budgetary impact will be based on the price determined by pending foreclosure proceedings, there are sufficient CDBG funds to purchase the property.

Attachments: [ABM_1216 Geneva Foreclosure Purchase](#)
[#0236-24 Resolution](#)

A motion was made by Peete, seconded by Helm, to recommend approval of the acquisition and rehabilitation of 1216 Geneva St. The motion PASSED by a voice vote.

CLOSED SESSION

A motion was made by West, seconded by Jones, to convene into closed session. The motion PASSED by the following roll call vote:

AYES - Helm, Jones, Mason, Peete, West

It is intended that the Community Development Block Grant Advisory Board will meet in closed session pursuant to Wisconsin Statutes Sec. 19.85 (1)(f), regarding consideration of financial or personal histories of specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data.

Discussion of item #'s 0239-24 & 0299-24.

The Community Development Block Grant Advisory Board will return to open session and may take action on items discussed in closed session.

OPEN SESSION

A motion was made by West, seconded by Jones, to convene into open

session. The motion PASSED by the following vote:

AYES - Helm, Jones, Mason, Peete, West

[0239-24](#)

Subject: Communication sponsored by Mayor Mason requesting approval to restructure two outstanding loans held by DPM Entertainment, LLC, dba Kouzena200.

Recommendation of the CDBG Advisory Board on 04-08-24: To approve the term extensions for both loans as presented in closed session.

Fiscal Note: No budgetary impact is associated with this request as this is a loan repayment. All payments made will be directed back into the revolving loan fund as program income.

Attachments: [#0239-24 Resolution](#)

A motion was made by West, seconded by Peete, to recommend approval to restructure the two outstanding loans held by DPM Entertainment, LLC, dba Kouzena220 as discussed in closed session. The motion PASSED by a voice vote.

[0299-24](#)

Subject: Communication sponsored by Mayor Mason requesting a Racine Energy Efficiency (REEP) Loan for the owner of 2300 Gillen Street.

Recommendation of the CDBG Advisory Board on 04-08-24: To approve the REEP home energy efficiency repair loan for 2300 Gillen Street.

Fiscal Note: There are sufficient REEP funds for this project. Loan payments will be paid to the REEP revolving loan fund.

Attachments: [#0299-24 Resolution](#)

A motion was made by Jones, seconded by Helm, to recommend approval of the REEP loan for 2300 Gillen Street. The motion PASSED by a voice vote.

Adjournment

There being no further business, the meeting was adjourned at 8:04 p.m.

If you are disabled and have accessibility needs or need information interpreted for you, please contact the City Development Office at (262) 636-9151 at least 48 hours prior to this meeting.