

Department of City Development

Brian F. O'Connell, AICP
Director

Matthew G. Sadowski, AICP
Assistant Director/Principal Planner



Room 102 - City Hall
730 Washington Avenue
Racine, Wisconsin 53403
262 636-9151
Fax: 262 635-5347

May 30, 2014

Mayor John Dickert
Members of the Common Council
c/o Janice Johnson-Martin, City Clerk

Subject: Request that CDBG Local Option/Contingency Funds be approved to finalize the TBRA program with Racine Kenosha Community Action Agency (RKCAA).

Dear Mayor Dickert and Honorable Aldermen:

On May 6th, 2014 you approved a HOME Housing Investment Partnership Program contract extension for RKCAA until November 30th, 2014. The contract extension approved provided tenant-based rental assistance (TBRA) to low-to-moderate individuals and families.

This request from RKCAA is to use up to \$13,200 from the CDBG Local Option/Contingency Funds to cover the salary and fringe of the case manager assigned to the program participants.

Participation in intensive case management is a required element of the program. The goal for participants is to achieve economic independence and self-sufficiency. At the outset of the program, tenants agreed to a contract with RKCAA to participate in this program. The case management to 20 low-to-moderate individuals and families includes the following:

- Housing counseling
- Financial management education
- Asset building
- High school/G.E.D. or post-secondary education completion
- Job skills and training

I respectfully request the Common Council to approve the use of Local Options/Contingency Funds to RKCAA of up to \$13,200 for salary and fringe of their case manager to be completed by November 30, 2014. Please refer this request to the Community Development Committee for its review and recommendation.

Fiscal note: This request falls under the 15% cap on public service from the Local Option/Contingency CDBG fund. As of the date of this memo there is a total of \$19,835 available; \$6,635 will remain for budget shortfalls, etc of other public service sub-recipients.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian F. O'Connell", is written over a light blue horizontal line.

Brian F. O'Connell
Director of City Development

Attachments – May 5, 2014 Request from RKCAA
May 13, 2014 Response from Dept of Community Development
May 22, 2014 Response from RKCAA to Dept of Community Development

Cc: File

BFO:dls:1