



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes

ARPA FUNDING ALLOCATION TASK FORCE

Ald. Milele Coggs, CHAIR

Molly King, Luke Knapp, Ald. Jocasta Zamarripa, Ald. Mark Chambers, Aycha Sawa, Nik Kovac, Bernadette Karanja, Steven Mahan, Cecilia Gilbert, and Stephanie Mercado

Staff Assistant, Chris Lee, 414-286-2232, Fax: 414-286-3456, cle@milwaukee.gov

Legislative Liaison, Tea Norfolk, 414-286-8012, tea.norfolk@milwaukee.gov

Andrea Fowler, ARPA Director, 414-286-3556, anfowler@milwaukee.gov

Thursday, January 12, 2023

1:00 PM

Room 301-A, Third Floor, City Hall

This is also a virtual meeting conducted via GoToMeeting. Should you wish to join this meeting from your phone, tablet, or computer you may go to <https://meet.goto.com/764007125>. You can also dial in using your phone United States: +1 (872) 240-3311 and Access Code: 764-007-125.

1. Call to order.

Meeting called to order at 1:17 p.m.

2. Roll call.

*Present 10 - King, Knapp, Zamarripa, Chambers, Jr., Christianson, Kovac, Robinson, Mahan, Mercado, Coggs
Excused 1 - Gilbert*

William Christianson serving as Aycha Sawa's designee.

Also present:

*Andrea Fowler, Budget Office ARPA Director
Tea Norfolk, LRB Fiscal Planning Specialist
Christina Klose, DOA Creative Design and Brand Specialist
Ald. Scott Spiker, 13th Ald. Dist.
Amanda Cervantes, Budget Office*

3. Review and approval of the previous meeting minutes from December 12, 2022.

Meeting minutes from December 12, 2023 were approved without objection.

4. Review of CDBG funding priorities.

Member Mahan gave a summary overview of CDBG funded activities for 2023.

2023 CDBG Entitlement Allocations (by category) were as follows:

I. Public Service

Community Organizing

Neighborhood Strategic Planning, \$950,000

Community Partners Initiative, \$150,000

Community Partnership Unit, \$258,000

Public Service - General

Youth Services: General, \$800,000

Driver's Licenses Recovery/Employment, \$150,000

Employment Services, \$500,000

Employment Services Earn & Learn, \$100,000

Homebuyer Counseling, \$450,000

Homeless Shelters, \$1,300,000

Public Service Total \$4,658,000

II. Planning

Fair Housing Enforcement/Education/Predatory Lending, \$200,000

Eviction Prevention

Planning Total \$200,000

III. Economic Development (ED)

Special Economic Development, \$1,413,000

ED Total \$1,413,000

IV. Capacity Building

Technical Assistance to Community Based Organizations, \$150,000

Capacity Total \$150,000

V. Housing

Housing Accessibility Program, \$42,750

Neighborhood Improvement Program, \$764,600

Milwaukee Builds Program, \$600,000

Youth Builds, \$150,000

Housing Total \$1,557,350

2023 City CDBG Activities were as follows (By Mandated City Departments, Activity, 2022 Proposed Allocation):

Community Development Grants Administration, Administration, \$920,000

Community Development Grants Administration, Continuum of Care Planning,

\$30,000
Comptroller's Office, Administration, \$500,000
Office of Equity and Inclusion, Equal Rights Commission, \$90,000
Dept. of City Development, Environmental Planning & Review, \$28,000

Total \$1,568,000

Dept. of Administration, Emergency Response Fund, \$607,000
Dept. of Administration, Mentor Milwaukee, \$75,000
Office of Equity and Inclusion, Section 3 Compliance, \$150,000

Total \$832,000

Dept. of City Development, Youth Internship Program, \$276,000
Dept. of City Development, Administration, \$190,000
Dept. of City Development, Owner-Occupied Home Rehab Loan Program, \$398,000
Dept. of City Development, Commercial Revitalization, \$127,000

Total \$991,000

Dept. of Neighborhood Services, Landlord/Tenant Compliance Program, \$100,000
Dept. of Neighborhood Services, Code Enforcement Inspectors Targeted
Enforcement, \$1,275,000
Dept. of Neighborhood Services, Code Enforcement - Housing/Lead Abatement,
\$1,065, 650

Total \$2,440,650

Health Dept., In-House Lead-Based Paint Prevention/Abatement, \$690,000
Health Dept., Lead-Based Paint Prevention/Abatement Project, \$1,300,000

Total \$1,990,000

Total 2023 Allocations for City Departments \$7,821,650

2023 HOME Entitlement Allocation (by category) were as follows:

I. Housing

Neighborhood Improvement Program, \$2,205,000
CHDO Affordable Housing Production, \$825,000
CHDO Operating Cost, \$275,000
Housing Production (A/R/S), \$1,118,000
Youth Builds Program, \$100,000

Total \$4,523,000

CITY HOME Allocation \$977,000

2023 HOME Entitle Allocation Total \$5,500,000

2023 City HOME Activities were as follows (By City Departments, Activity, 2023
Proposed Allocation):

Community Development Grants Administration, Administration, \$330,325
Comptroller's Office, Administration, \$97,000
Dept. of City Development, Owner-Occupied Home Rehab Loan Program,

\$448,475

Dept. of City Development, Rental Rehabilitation Loan Program, \$101,200

Total 2023 Proposed HOME Allocations for City Departments \$977,000

For further details of the summary overview and program descriptions of city departments, please refer to "Summary of City of Milwaukee CDBG funded FY2023 Activities" within Common Council File Number 220789.

Member Mahan further commented. CDGA had allocated over \$90 million in other broad grant and philanthropic dollars for 2022 where leveraging could take place with remaining ARPA funds. They had two grant writers and would add a third to work with the Environmental Collaboration Office.

Chair Coggs inquired about any categories that would benefit more with additional funding.

Member Mahan replied. The biggest needs were to stabilize people with affordable housing and access to rental housing and also business assistance through main street improvements, BIDs, live/work spaces, economic development, job creation, and entrepreneurship. The State had begun investing into the commerce of chamber organizations resulting in possible collaborations and seed money for programs. Their grant writers needed more direction to fulfill their work.

Members said that a focus should be on quality affordable housing and that CDBG dollars still would exist should remaining ARPA funds be used for City core services.

5. Review, update, or motion(s) relating to work group memberships and activities.

A. Public Engagement and Information Dissemination Work Group

Ms. Fowler gave an update. The work group met two times and identified 3 dates to hold community input sessions as follows for the full task force to review and approve:

- Saturday, February 4 from 10:00 a.m.-noon at Riverworks, 526 E. Concordia Ave.*
- Saturday, February 11 from 10:00 a.m.-noon at Mitchell Street Library, 906 W. Historic Mitchell St. (Bilingual Spanish Session)*
- Wednesday, February 22 from 5:30-7:30p.m. - Virtual meeting*

Also for task force review and approval was doing another community ARPA survey to engage residents. The survey would be the original ARPA survey to be reformatted to add an additional section as follows:

Maintaining Other City Services

Which three are the most important to you?

*Garbage/recycling collection
Library service hours
Snow removal
Neighborhood services
Inspections
Licenses
Other (please describe)*

Ald. Spiker said for the task force to be mindful of presenting information on the survey to the public, said a QR code should be added, and inquired about redesigning the survey.

Ms. Fowler and members said that the new survey should be consistent to the original for data collection purposes, much work was put into the survey already, there was urgency to disseminate the survey, and a survey design revamp would cause a delay.

Ms. Fowler and members discussed amending the new section to better allude to recovery by changing the title to "Preserving Other Essential City Services" and deleting the categories of "Inspections" and "Licenses" due to making less sense than the others, keeping the order of categories listed on the survey, understanding that the new section was about service delivery, changing the amount of ARPA dollars on the survey to reflect the correct amount of remaining funds, translating the survey into multiple languages (Spanish and Hmong), adding the new section to the end of the survey, and making further necessary minor and formatting edits to fit all sections onto the survey brochure.

Member Kovac moved to amend the survey, as discussed. There was no objection.

Member Zamarripa moved approval of the community input meeting dates and locations as presented. There was no objection.

Chair Coggs said that doing a notice of quorum for the community input sessions would probably suffice, members were invited to attend them, and the sessions would be for information gathering purposes only.

Ms. Fowler said that due to her and member Kovac's unavailability, presenters would have to be determined further for the community sessions with perhaps Ms. Cervantes playing a role.

Members, Ms. Fowler, and Ms. Klose discussed promotion of the community input sessions. Promotional materials from Ms. Klose were presented to the work group for review. Materials had a theme/campaign of Love My Milwaukee to coincide with February and Valentine's Day. Materials included a toolkit; themed informational flyer with graphics, social media information, survey link, and community session information; and a coloring sheet. Materials were ready to distribute for translation.

Chair Coggs said for these promotional materials to be forwarded to members for their review and feedback back to the work group, the work group would have final review of the materials and design, for there not to be major edits to them as that would require full task force review, and for the flyer to be made available to her to distribute at her town hall meeting next week.

The work group would next meet on January 17, 2023.

B. Proposal Collection, Review Funding and Criteria Work Group

Ms. Fowler said that this work group has not met, would meet soon, and proposed the work group membership of members King, Christianson, Knapp, Mercado, Lea Redding, and Joseph Armstrong.

Member Robinson moved approval of the work group membership as presented. There was no objection.

Member Robinson said that the work group could determine the criteria for reprogramming of ARPA funds.

Ms. Fowler said that the Dept. of Administration currently has authority over ARPA reprogramming dollars and that authority could be amended to transferred to the task force.

C. Other

No other discussion.

6. Next steps.

A. Items for future agenda.

Ms. Fowler and members discussed for the next meeting to extend the task force file introduction cycle to March and reporting deadline to April, consider adding a work group to look at City budget and community needs, and look at handling outside ARPA requests.

B. Set next meeting date(s) and time(s).

Next meeting for Monday, February 6, 2023 at 1 p.m.

7. Adjournment.

Member Robinson was acknowledged for her service to the City due to her impending retirement.

Member Robinson thanked everyone who have helped her over the years, said that much of her success were due to the work of teams, that she would continue to pray for and cheer for everyone, and that the focus should be on people.

Chair Coggs said that the impending new Office of Equity and Inclusion Chief Equity Officer, Bernadette Karanja, would replace member Robinson on the task force.

Meeting adjourned at 2:51 p.m.

*Chris Lee, Staff Assistant
Council Records Section
City Clerk's Office*

Meeting materials of the task force can be found within the following file:

[220789](#)

Communication relating to the activities of the American Rescue Plan Act Funding Allocation Task Force.

Sponsors: THE CHAIR