



CDA STAFF REPORT

MEMO DATE: May 30, 2019
MEETING DATE: **JUNE 3, 2019**

TO: Village of Cottage Grove Board of Trustees
CC: Matt Giese – Village Administrator
Lee Boushea – Village Attorney

FROM: [Erin Ruth, AICP – Village Planning Director](#)

RE: **Dane County Community Development Block Grant Consortium**

BACKGROUND

At its May 20, 2019 meeting the Village Board unanimously voted to provide a letter to Dane County indicating the Village's intent to join the Dane County Community Development Block Grant Consortium. This action followed a positive recommendation from the CDA.

Staff delivered that letter of intent to Dane County staff. Dane County replied with a template for a resolution approving the necessary cooperative agreement. The resulting Village of Cottage Grove Resolution 2019-03: Authorizing a Cooperation Agreement with Dane County for Housing and Community Development Grants."

STAFF RECOMMENDATION

Staff recommends that the Resolution 2019-03 be **APPROVED**.

Note that the resolution indicates approval of the Cooperation Agreement, so approving the resolution provides approval of both documents.

VILLAGE OF COTTAGE GROVE

221 E. COTTAGE GROVE RD.
COTTAGE GROVE, WI 53527
(608) 839-4704



May 20, 2019

Peter Ouchakof
CDBG/RLF Administrator
Dane County Office of Economic & Workforce Development
City-County Building, Room 421
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703

Dear Mr. Ouchakof:

Thank you for attending the Village of Cottage Grove's Community Development Authority meeting on May 13, 2019. As you know, at that meeting the CDA unanimously voted affirmatively to make a recommendation to the Village Board to take the steps to join the Dane County CDBG Consortium.

At their May 20, 2019 meeting, the Village Board of Trustees considered the CDA recommendation and unanimously voted affirmatively to direct staff to notify Dane County of the Village of Cottage Grove's intent to join the consortium. This letter is intended to provide that notification. A Village Action Report recording those votes is attached for your reference.

I understand that subsequent steps are needed to complete the process of joining the consortium, including passing a resolution and signing a cooperative agreement. We welcome any assistance or guidance you can provide on completing those steps.

On behalf of the Village, thank you for the opportunity to join the consortium. We look forward to a productive working relationship.

Sincerely,

A handwritten signature in black ink, appearing to read "Erin W. Ruth".

Erin Ruth, AICP
Director of Planning & Development
Village of Cottage Grove

CC: John Williams, Village President; Matt Giese, Village Administrator; Lee Boushea, Village Attorney



VILLAGE ACTION REPORT

PROJECT: Dane County Community Development Block Grant Consortium

APPLICANT: Village of Cottage Grove

REPORT DATE: May 21, 2019

PROJECT DESCRIPTION: Dane County is a CDBG entitlement community that distributes funding to municipalities that participate in the Dane County CDBG Consortium through an annual competitive process. Cottage Grove is currently one of only four Dane County communities that are not part of the consortium. Village staff is seeking direction from the CDA and Village Board regarding the prospect of joining the consortium.

COMMUNITY DEVELOPMENT AUTHORITY MEETING: May 13, 2019

STAFF REPORT PROVIDED BY: X Planner, Engineer, Public Works

MOTION: by Ahearn (1st), Valencia (2nd)

Recommendation to Village Board to take the necessary steps to join the Dane County CDBG Consortium was APPROVED.

VOTE: 6 Aye, 0 Nay, 0 Abstain

VILLAGE BOARD MEETING: May 20, 2019

STAFF REPORT PROVIDED BY: X Planner, Engineer, Public Works

MOTION: by Valencia (1st), Murphy (2nd)

Direction to staff to notify Dane County of Village of Cottage Grove's intent to join the Dane County CDBG Consortium was APPROVED.

VOTE: 6 Aye, 0 Nay, 0 Abstain