

MINUTES
of the
WAUKESHA COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD
February 14, 2018

The 329th meeting of the Waukesha County Community Development Block Grant Board was called to order by Chair, Larry Nelson at 3:02 p.m. on Wednesday, February 14, 2018, in room 355 of the Waukesha County Administration Center located at 515 W. Moreland Blvd. in Waukesha, Wisconsin 53188.

Members Present: Doug Bartmann, Michele DeYoe, Joan Francoeur, Terry Jannsen, Fred Muenkel, Larry Nelson, Kathleen Novack, Rev. Stephen Welch, Lillie Wilson, Chuck Wood

Excused Absence: None

Staff Present: Kristin Silva, Lori Rutzinski, and Christina Brockish; Waukesha County

Guests: None

- I. The meeting was called to order by Chairman Larry Nelson at 3:02 p.m. with a quorum of the Board present.
- II. On a motion by Michele DeYoe and seconded by Terry Jannsen, the minutes from the January 10, 2018 meeting were unanimously approved.
- III. Kristin Silva stated that there is still no Federal budget for 2018; they will be operating under a continuing resolution.
The 2018 contract process has begun and is going smoothly.
A new Board member will be replacing Robyn Turtenwald's open seat and will attend meetings starting in June with an official start date of 5/29/18.
Kristin updated the Board on the five year regional plan process for the AFH/AI. This was to be a joint plan with Milwaukee County, the City of Milwaukee, Wauwatosa and the City of West Allis. Kristin has asked for status updates and tried to reconvene the group; however, there has not been any response from Milwaukee. Kristin will reach out to HUD to talk about next steps.
- IV. The financial status report was reviewed.
- V. The Waukesha County Executive reviewed the CDBG By-Laws and approved and signed them.

On a motion by Rev. Stephen Welch and seconded by Fred Muenkel, the Board unanimously approved adopting the CDBG By-Laws. The final copy was also signed by Board President, Larry Nelson.
- VI. Kristin updated the Board on the status of the 2016 and 2017 Wisconsin Partnership for Housing Development (WPHD) grants. The 2016 funds are all under contract and will be billed out soon, and approximately half of the 2017 are under contract.

On a motion by Chuck Wood and seconded by Doug Bartmann, the Board unanimously approved extending the 2016 WPHD Rehab grant to 6/30/18 and the 2017 WPHD Rehab grant to 12/31/18.
- VII. HUD is requiring additional detailed reporting for the 2017 CAPER. Kristin has asked the UW Extension office to help with collecting the detailed information that is required.

On a motion by Michele and seconded by Kathleen Novack, the Board unanimously approved the Memorandum of Understanding with UW Extension and to compensate them in the amount of \$5,100 for services provided.

- VIII. The new 2018 CDBG Executive Committee was created, on a motion by Michele and seconded by Lillie Wilson, the Board unanimously approved the Executive Committee below:

Chairperson:	Larry Nelson
Vice Chairperson:	Fred Muenkel
Member at Large:	Joan Francoeur
Member at Large:	Doug Bartmann

- IX. The Board ranked their priorities within the application categories, an average was taken to determine the order of priorities when scoring the 2019 CDBG application.
- X. The 2019 CDBG application is very similar to the 2018 with updates to the priorities. Some questions were removed in an effort to avoid duplication.
- XI. Kristin updated the Board on the permanent site for the Overflow Shelter, there were too many environmental issues with the property located on Maple Street. Kristin found another location that appears to be a good choice. The Housing Action Coalition (HAC) would like to put an offer on the project at 417 Barney Street in Waukesha.

On a motion by Michele and seconded by Doug, the Board approved to allow HAC to put an offer to purchase for the property at 417 Barney Street, Waukesha, WI 53186. Joan abstained from the vote.

- XII. On a motion by Kathleen and seconded by Lillie, the meeting was adjourned at 4:19 p.m.

Respectfully Submitted,



Larry Nelson