

MINUTES  
of the  
WAUKESHA COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD  
August 14, 2019

The 346th 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, August 14, 2019, in room 355 of the Waukesha County Administration Center located at 515 W. Moreland Blvd. in Waukesha, Wisconsin 53188.

Members Present: Joan Francoeur, Fred Muenkel, Larry Nelson, Kathleen Novack, Cathy Priem, Lillie Wilson

Excused Absence: Doug Bartmann, Terry Janssen, Charlie Shaw, Chuck Wood

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

Guests: Andrew Vechart & Michael Crowley, Habitat for Humanity; Tom Gudex, Village of Lannon; Nate Ewanowski, Strand Associates

- I. The meeting was called to order by Chairman Larry Nelson at 3:02 p.m. with a quorum of the Board present. Larry Nelson announced that Terry Janssen has officially resigned from the CDBG Board, leaving nine current members and a quorum of at least five.
- II. On a motion by Joan Francoeur and seconded by Fred Muenkel, the minutes from the July 10, 2019 Board meeting were unanimously approved.
- III. HUD representatives monitored CDBG & HOME projects this month, Kristin Silva said the monitoring went well and the final report will be shared with the Board once it is received.

The 2019 funding and Annual Plan have been approved by HUD so we should receive our 2019 allocation soon.

The First draft of the Consolidated Plan will be available at the September Board meeting. Representatives from the consulting company, Mosaic, will present the plan. There will be a 30-day public comment period and then the final approval will be requested at the November CDBG Board meeting.

~~There has been an increase in reports of disruptive behavior around downtown Waukesha. Kristin shared that NAMI and the Women's Center will be providing a training for businesses to help deal with the transient and homeless population.~~

- IV. The financial spreadsheet was reviewed. There is approximately \$306,600 available in unallocated from prior years and returned money.
- V. Mike Hogan at The Women's Center contacted Kristin to discuss the 2018 grant for the Transitional Living Mechanical Systems. The work was completed under budget so they are requesting an extension to use the remaining \$10,474 to replace and modify a driveway and parking lot to better serve both transitional homes.

On a motion by Cathy Priem and seconded by Kathleen Novack, the Board voted 5-1 to allow The Women's Center to replace and modify their driveway and to extend the deadline to 12/31/19 for the remaining \$10,474.

- VI. Mike Crowley, CEO, and Andy Vechart, Construction Manager, were present to discuss the out-of-cycle application for Habitat for Humanity (HFH) in the amount of \$131,000. The funds would be used to rehabilitate a property at 1116 White Rock Ave. in Waukesha. The rehab should take approximately eight months.

On a motion by Lillie Wilson and seconded by Kathleen, the Board unanimously agreed to refer the application to the Executive Committee of the CDBG Board for further review. Funding decisions will be made at the 9/11/19 CDBG Board meeting.

- VII. Tom Gudex, Village of Lannon, and Nate Ewanowski, Strand Associates, were present to discuss the out-of-cycle application for the Village of Lannon requesting \$682,000 to help low-income homeowners offset costs associated with hooking up to a safe water source.

On a motion by Lillie and seconded by Joan, the Board unanimously agreed to refer the application to the Executive Committee of the CDBG Board for further review. Funding decisions will be made at the 9/11/19 CDBG Board meeting.

- VIII. On a motion by Kathleen and seconded by Fred, the meeting was adjourned at 4:43 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Larry Nelson". The signature is written in black ink and is positioned above the printed name.

Larry Nelson