

MINUTES  
of the  
WAUKESHA COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD  
September 12, 2018

The 336th 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, September 12, 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, Cathy Priem, Rev. Stephen Welch, Lillie Wilson

Excused Absence: Chuck Wood

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 Doug Bartmann, the minutes from the August 8, 2018 meetings were unanimously approved.
- III. There were no staff comments and nobody from the public present.
- IV. The financial status report was reviewed.
- V. The following grants have remaining funds that can be transferred to the unallocated line item; the motions to transfer the funds were all unanimously approved by the Board:
  - a. 2016 Waukesha County - Foxbrook Pier \$32.20  
Motion by Michele, seconded by Rev. Stephen Welch
  - b. 2017 City of Waukesha - Cemetery Sidewalks \$.15  
Motion by Stephen, seconded by Fred Muenkel
  - c. 2017 Revolving Loan - Administration \$16,723.44  
Motion by Doug, seconded by Kathleen Novack
  - d. 2017 UW Waukesha Foundation - ADA Compliance \$151.63  
Motion by Michele, seconded by Joan Francoeur
  - e. 2017 UW Extension – Phoenix Heights Strategic Plan \$1091.47  
Motion by Doug, seconded by Terry Jannsen
  - f. 2017 Waukesha County – Administration \$14,847.50  
Motion by Michele, seconded by Fred
  - g. 2017 WI Partnership for Housing Development – Administration \$48.07  
Motion by Doug, seconded by Kathleen
  - h. 2018 Habitat for Humanity – White Rock Redevelopment \$187,872  
Motion by Doug, seconded by Kathleen

- VI. Kristin Silva received a request from the Women's Center to combine money from two of their 2018 grants with outstanding balances and change the scope to include additional work.

On a motion by Michele and seconded by Cathy Priem, the Board unanimously approved combining \$6215 from the 2018 Facilities Improvement with \$6800 from the 2018 Employment Training grant for a total of \$13,015 as a Facilities Improvement grant to include updating their lighting to LED.

- VII. Kristin updated the Board on the search for an overflow shelter. The Housing Action Coalition (HAC) is prepared to write an offer on the 1201 Sentry Dr. location.
- VIII. Kristin, along with the HAC, met with the Interim Executive Director and Board president of Hebron House of Hospitality (HHH) to discuss a formal complaint against their agency. Kristin felt it was a very productive meeting, HHH representatives were open to this discussion and interested in making changes.
- IX. Kristin prepared a substantial amendment for the 2018 Annual Action Plan to allow an additional \$400,000 to be used in the Public Facilities category for the overflow shelter, transferred from the Economic Development category (Revolving Loan Fund). The amendment was published, there was a public hearing with nobody in attendance, and a 30-day public comment period that will end 9-20-18.

On a motion by Michele and seconded by Doug, the Board unanimously approved the substantial amendment, conditional upon review of any significant public comment.

- X. On a motion by Stephen and seconded by Lillie Wilson, the meeting was adjourned at 4:01 p.m.

Respectfully Submitted,



Larry Nelson