

MINUTES  
of the  
WAUKESHA COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD  
June 13, 2018

The 334th meeting of the Waukesha County Community Development Block Grant Board was called to order by Chair, Larry Nelson at 3:00 p.m. on Wednesday, June 13, 2018, in room 355 of the Waukesha County Administration Center located at 515 W. Moreland Blvd. in Waukesha, Wisconsin 53188.

Members Present: Michele DeYoe, Joan Francoeur, Terry Janssen, Fred Muenkel, Larry Nelson, Kathleen Novack, Cathy Priem, Rev. Stephen Welch, Lillie Wilson, Chuck Wood

Excused Absence: Doug Bartmann,

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

Guests: Diane McGeen & Ben Sheehan, Habitat for Humanity; Michael Carlson, Impact Seven, Inc.

- I. The meeting was called to order by Chairman Larry Nelson at 3:00 p.m. with a quorum of the Board present.
- II. On a motion by Michele DeYoe and seconded by Rev. Stephen Welch, the minutes from the May 9<sup>th</sup> and 10<sup>th</sup>, 2018 meetings were unanimously approved.
- III. There were no public or staff comments.
- IV. The financial status report was reviewed.
- V. The Wisconsin Partnership for Housing Development provides CDBG rehabilitation loans for homeowners up to \$10,000. Kristin Silva suggested the Board review the capped rehab amount and increase it to \$20,000 to reduce limitations to homeowners.  
After a brief discussion by the Board, on a motion by Cathy Priem and seconded by Fred Muenkel, the Board unanimously approved raising the rehabilitation loan cap from \$10,000 to \$20,000.
- VI. Michael Carlson from Impact Seven, Inc. was present to discuss their application for \$150,000 to rehabilitate and preserve the affordability of two adjacent 14-unit affordable housing properties in Mukwonago. Their application from 2017 was approved by the CDBG Board contingent upon them obtaining funding from WHEDA; however, due to a missing signature, WHEDA denied funding and that CDBG money was reallocated to unallocated.  
On a motion by Stephen and seconded by Lillie Wilson, the Board unanimously approved a no-interest loan to be forgiven at the end of fifteen years contingent upon the financial feasibility of the project and subject to the loan closing by 10/31/18.
- VII. Diane McGeen and Ben Sheehan from Habitat for Humanity were present to request their CDBG loans to be forgivable grants to fit better with their business model. Staff recommend that Waukesha County is listed as a soft 2<sup>nd</sup> mortgage holder with the loan amounts to be paid back when the home sells.

Chuck Wood made a motion that was seconded by Terry Janssen to provide Habitat for Humanity with a grant as opposed to a loan. The vote was 2-8; motion failed.

Cathy made a motion that was seconded by Stephen, to provide non-forgivable 0% interest loans payable when the home is sold by the homeowner. The vote was 8-2; motion carries.

- VIII. The Housing Action Coalition (HAC) has found another potential site for the overflow homeless shelter and co-location. St. Joseph's Catholic Church is interested in selling two school buildings. In addition to the \$600,000 already awarded to HAC, their Board is requesting an additional \$400,000 to be used to purchase and rehabilitate the two schools.

On a motion by Michele DeYoe and seconded by Kathleen Novack, the Board approved an additional \$400,000 for a total of \$1,000,000 to be used to purchase and rehabilitate the two schools for an overflow shelter and co-location property. Joan Francoeur abstained from the vote. \$125,000 will come from the unallocated line item, the remaining will be transferred from the Revolving Loan Fund (RLF). This will require a 30-day public comment period to move the funds from RLF to Public Facilities.

- IX. The 2019 allocations were discussed. Staff made recommendations and the Board discussed the following changes to the original recommendations:
- Metro Milwaukee Fair Housing award was increased to \$25,000
  - Waukesha County Community dental was not funded for either program (adult or healthy smiles)
  - Hebron House – Emergency Shelter was increased to \$33,000
  - WWBIC was decreased to \$40,000
  - Lake Area Free Clinic Dental Program was decreased to \$5,000

On a motion by Stephen and seconded by Lillie, the Board unanimously approved the staff recommendations for the 2019 CDBG allocation with the changes noted above.

- X. On a motion by Fred and seconded by Terry, the meeting was adjourned at 5:40 p.m.

Respectfully Submitted,



Larry Nelson