

ORDINANCE ADMINISTRATIVE FACT SHEET

Title of O/R:	AUTHORIZE THE EXECUTION OF SUBGRANTEE AGREEMENTS AND HUD GRANT AGREEMENTS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIP (HOME) PROGRAMS FOR THE 2026 PROGRAM YEAR	
Submitting Department:	Parks and Land Use	
Department Contact(s): <small>(Include dept. manager or staff who has worked on this ordinance in addition to the dept. head)</small>	Kristin Silva, Steve Trimborn	
Who will appear at committee meetings?	Kristin Silva, Steve Trimborn	
Date of Co. Board Meeting at which you plan O/R to be considered:	08/26/2025	Fiscal Note by DOA? Yes <small>(DOA fills this in.)</small>
Routing Number:	Routing # 100-13-25	

Does this O/R create or abolish any positions or involve other Human Resources issues?

_____ Yes* X No

* If yes, the ordinance should be reviewed by HR prior to submission to Corp. Counsel.

Does this O/R appropriate or transfer expenditure authority, additional resources or change the Budget intent?

_____ Yes* X No

*If department staff developed a fiscal impact statement, please send to your assigned budget analyst concurrent with forwarding of O/R to Corp. Counsel.

Does this O/R authorize the execution of any new or extended contracts/leases/MOUs or other agreements that obligate the County?

_____ Yes* X No

*If yes, the proposed documents must be forwarded to risk management and Corp. Counsel for approval. The O/R will not be forwarded to the Co. Board until related agreements receive approval. Departments are responsible for putting approved documents on file with the Co. Clerk.

Are there documents (other than contracts, leases or MOUs) that should be included with this O/R before it goes to the County Board office?

 X Yes* _____ No

If yes, all documents must be received by Corp. Counsel before the ordinance can be forwarded to DOA for review. Contracts or leases that are affected by or are the subject of an O/R must be provided to Corp. Counsel.

Has this O/R been reviewed by Corporation Counsel?

 X Yes _____ No

[Sec. 59.14\(1m\), Wis. Stats.](#) Summary (for publication purposes): This ordinance authorizes the execution of subgrantee agreements and HUD grant agreements for the CDBG and HOME Programs according to the 2026 Annual Allocation Plan for CDBG and HOME.

ENROLLED ORDINANCE 180-27

AUTHORIZE THE EXECUTION OF SUBGRANTEE AGREEMENTS AND HUD GRANT AGREEMENTS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIP (HOME) PROGRAMS FOR THE 2026 PROGRAM YEAR

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has qualified Waukesha County as an entitlement Urban County, and along with participating counties and municipalities, is eligible to receive federal funding to provide benefits primarily to low and moderate income households as well as to meet specific community needs through the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs; and

WHEREAS, Waukesha County, as the grantee, has been authorized by the Waukesha County Board of Supervisors to participate and accept funding; and

WHEREAS, the Parks and Land Use Department's 2026 Proposed Budget includes HUD funding estimated at \$1,442,980 for the CDBG program and \$1,342,416 for the HOME program for total HUD funding of \$2,785,396; and

WHEREAS, Waukesha County estimates receiving program income for CDBG of \$80,000; and program income for the HOME program of \$200,000, which is also included in the 2026 Proposed Budget; and

WHEREAS, subgrantees, participating counties and municipalities will enter into subgrantee agreements with Waukesha County to use HUD funds mainly designated to benefit low and moderate income (at-risk) persons and specific needs of participating jurisdictions.

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the County Executive of Waukesha County is hereby authorized to:

1. Execute, on behalf of Waukesha County, required subgrantee agreements for use of HUD grant funds.
2. Execute appropriate amendments to subgrantee agreements, which are deemed reasonable and appropriate by the County Executive and the Community Development Block Grant Board and the HOME Consortium Board.
3. Execute, on behalf of Waukesha County, Grant Agreements and an Annual Plan requesting funds for Federal Fiscal Year 2026 with the U.S. Department of Housing and Urban Development.

BE IT FURTHER ORDAINED that Community Development program administration is authorized to accept the anticipated 2026 HUD funding for CDBG program funds of \$1,442,980 and HOME program funds of \$1,342,416.

BE IT FURTHER ORDAINED that if actual federal Housing and Urban Development (HUD) award notification amounts are less than estimated, an appropriate reduction of subgrantee grant amounts will be required by the CDBG and HOME Boards and notification of any decreases will

be sent to the Finance Committee, and the Community Development expenditures will be limited to the amount of the award notification.

FISCAL NOTE

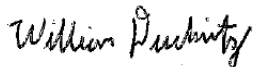
AUTHORIZE THE EXECUTION OF SUBGRANTEE AGREEMENTS AND HUD GRANT
AGREEMENTS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND
HOME INVESTMENT PARTNERSHIP (HOME) PROGRAMS
FOR THE 2026 PROGRAM YEAR

This ordinance authorizes the County Executive to execute agreements with the federal government to accept \$1,442,980 of Community Development Block Grant (CDBG) and \$1,342,416 of Home Investment Partnership (HOME) grants and program income as shown below:

Funding Purpose	CDBG	HOME	Total
2026 Subgrantee HUD Grant Amounts	\$1,442,980	\$1,342,416	\$2,785,396
2026 Program Income	\$80,000	\$200,000	\$280,000
2026 Estimate	\$1,522,980	\$1,542,416	\$3,065,396

If the federal Housing and Urban Development (HUD) funding allocation awards are less than the estimated amount, the CDBG and HOME Consortium Boards will make appropriate reductions to subgrantee grant amounts and send notifications of any decreases to the Finance Committee. The Community Development expenditures will be limited to the amount of the HUD award notifications. According to the Department of Parks and Land use, all subgrantee agreements for projects will include clauses providing for grant funding decreases, if necessary.

If the final federal appropriation amount is greater than the estimated amount, an ordinance to appropriate additional funding will require future County Board approval to increase the CDBG and HOME program expenditure appropriations and revenue budgets accordingly.



William Duckwitz
Budget Manager
8/4/2025