

MINUTES
of the
WAUKESHA COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD
March 11, 2015

The 297th meeting of the Waukesha County Community Development Block Grant Board was called to order by Chairman Gilbert Yerke at 3:15 p.m. on Wednesday, March 11, 2015, in room 355 of the Waukesha County Administration Center located at 515 W. Moreland Blvd. in Waukesha, Wisconsin 53188.

Members Present: Doug Bartmann, Joan Francoeur, Terry Jannsen, Fred Muenkel, Larry Nelson, Kathleen Novack, Robyn Turtenwald, Rev. Stephen Welch, Lillie Wilson Gilbert Yerke

Excused Absence: Michele DeYoe

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

Guests: Kimberly Haines, Waukesha County Corporation Counsel; Ericka Trawitzki and Kris Androsky, Hebron House of Hospitality; Jerry Braatz and Steve Chmielewski, UW-Extension

- I. The meeting was called to order by Chairman Gilbert Yerke at 3:16 p.m. with a quorum of the Board present.

Terry Jannsen introduced himself to the Board, introductions were held around the table.

- II. On a motion by Fred Muenkel and seconded by Kathleen Novack, the minutes from the February 11, 2015 meeting were unanimously approved.
- III. No Public Comments were heard.

Staff comments: Kristin Silva shared that the new website design is now available online, Lori Rutzinski went through the different screens of the Community Development website to show where to find the applications and other resources.

Kristin announced that the out-of-cycle Public Facility application will be available at the same time as the 2016 application. The informational meeting held on February 9, 2015 was well-attended and it is expected we will receive several applications for these funds. All applications are due 3/25/15.

- IV. Kristin reviewed the Financial Status Report, the 2015 contracts have not been added, but will be by the next meeting in a new format.
- V. Due to a decrease in HUD funding combined with a reduced amount of actual 2014 program income, the Public Services allocation for 2015 will need to be decreased by approximately \$18,000. Kristin presented some options to the Board to reduce contract amounts: decrease each PS contract by \$1,000 or decrease each contract by approximately 8%. A discussion was held and on a motion by Rev. Stephen Welch and seconded by Robyn Turtenwald, the Board approved decreasing each contract by approximately 8%, with Larry Nelson opposing. The 2015 Public Services contracts will be amended as follows:

Agency	Project	Original Award	Amended Award
City of Waukesha	Adaptive Recreation	\$9,000	\$8,300
City of Waukesha	Sentinel Park	\$8,000	\$7,400
City of Waukesha	Haertel Field	\$8,000	\$7,400
City of Waukesha	Senior Activity Coord.	\$13,000	\$12,000
Women's Center	Emergency Shelter	\$30,000	\$27,800
Salvation Army	Emergency Lodge	\$8,500	\$7,900
Hope Center	Day Center	\$13,500	\$12,500
Hebron House	Emergency Shelter	\$75,000	\$69,500
Oconomowoc Silver Streak	Taxi Services	\$8,000	\$7,400
Lake Country Cares Cab	Taxi Services	\$8,000	\$7,400
Seniors on the Go	Taxi Services	\$8,000	\$7,400
Food Pantry	Food Allocation	\$8,500	\$7,900
Interfaith Senior Programs	Transportation Collaborative	\$5,500	\$5,100
Hebron House	Jeremy House	\$8,500	\$7,900
Richard's Place	HIV/AIDS Supportive Housing	\$6,000	\$5,600
Interfaith Senior Programs	Housing Support	\$7,500	\$7,000
Family Promise	Family Promise	\$9,000	\$8,300
Community Outpatient Health Services	Medication Assistance	\$6,500	\$6,000
Lake Area Free Clinic	Medication Assistance	\$6,500	\$6,000
Hebron House	Case Management	\$22,104	\$20,500

- VI. The substantial amendment in the Citizen Participation Plan, which is the policy requiring that a 30-day public comment period be held for substantial funding allocation changes made by the Board during the year, was approved at the last months' CDBG Board meeting at 25%; however, the HOME Board has approved the substantial amendment rules should apply when the funding allocation is changed by 30%.

On a motion by Rev. Stephen Welch and seconded by Joan Francoeur, the Board unanimously approved changing the recommendation to 30%.

- VII. Kristin explained that WCEDC will no longer administer the revolving loan fund (RLF), Wisconsin Business Development Service Corporation will service the existing loan portfolio. An RFP will be issued to run the RLF. Money was set aside for 2015, this money will be awarded to the business that will take over the RLF program.

- VIII. Kris Androsky, the new director for Hebron House was present to update the Board on the Outside-In program. Kris explained that the Davis-Bacon labor standards were new to them and these additional costs were not budgeted when making the initial request.

On a motion by Larry Nelson and seconded by Robyn Turtenwald, the Board unanimously approved the additional \$13,667 to the Outside-In contract with the funds to come out of the unallocated line item. This will be in addition to the previously approved \$27,500 contract.

- IX. Jerry Braatz and Steve Chmielewski from UW Extension gave a PowerPoint presentation to show the Board the results of their research for the Haertel Field NRSA Strategic Plan that is required by HUD every five years.
- X. On a motion by Kathleen Novack and seconded by Rev. Stephen Welch, the meeting was adjourned at 5:02 p.m.

Respectfully Submitted,

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

Gilbert Yerke