

MINUTES  
of the  
WAUKESHA COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD  
July 13, 2016

The 312th meeting of the Waukesha County Community Development Block Grant Board was called to order by Vice-Chair, Rev. Stephen Welch at 3:00 p.m. on Wednesday, July 13, 2016, 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, Fred Muenkel, Larry Nelson, Kathleen Novack, Robyn Turtenwald, Rev. Stephen Welch, Lillie Wilson

Excused Absence: Doug Bartmann, Terry Janssen, Gilbert Yerke

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

Guests: None

- I. The meeting was called to order by Vice-Chairman Rev. Stephen Welch at 3:00 p.m. with a quorum of the Board present.
- II. On a motion by Michele DeYoe and seconded by Robyn Turtenwald, the minutes from the June 8, 2016 Board meeting were unanimously approved.
- III. Kristin Silva updated the Board on the cooperation agreements. Three communities have opted out of the HOME Consortium: Villages of Pewaukee, Palmyra, and Belgium. The Village of Pewaukee is the only CDBG community to opt out. Communities can opt back in the following year if they change their mind. Kristin will let the non-profit agencies know that the residents in communities that have opted out are not eligible for services funded with CDBG money. Larry suggested sending a press release to show which communities are participating and which communities are not.

There was a recent HUD monitoring on the Economic Development files, everything went very well and HUD was very complimentary. There were two minor concerns that will be easily corrected.

Gilbert Yerke's term as a CDBG Board member will be ending later this year and a new Chair will be appointed by the County Executive. Gilbert has served on the CDBG Board since 1994.

The Board discussed ways to promote CDBG and HOME programs. There is a new community relations press liaison in the County Executive's office and Kristin will meet with her to discuss publicizing and showcasing the programs that are benefitting the communities.

- IV. Kristin reviewed the Financial Status report and provided updates on some of the out-of-cycle grants
  - The Women's Center expects to complete their project in September
  - Menomonee Falls has signed the cooperation agreement and is still eligible to receive CDBG funding, Kristin emailed them to determine whether or not they will still use the grants
  - The two County projects are slated to start this year.
  - Kristin and Christina Brockish will visit the Museum next week to discuss their progress.
- V. The 2017 proposed allocation was published in the paper and a 30-day public comment period ended on 7/13/16. Many comments were received expressing support for the Literacy Council, and one member from the public was present at the hearing on 6/22/16 to discuss questions she had about the CDBG program.

180° Juvenile Diversion	Creating Lasting Families	\$5,000
Association for the Rights of Citizens with handicaps	Parking Lot Reconstruction	\$33,598
Big Brothers Big Sisters of Metropolitan Milwaukee	Mentoring Program	\$9,000
City of Waukesha	Adaptive Recreational Programs	\$5,075
City of Waukesha	ADA Compliance	\$56,400
City of Waukesha	Cemetery Sidewalk	\$7,226
City of Waukesha	Façade Program	\$40,000
City of Waukesha	Homeless Services	\$2,600
City of Waukesha	Landmark Paint & Repair	\$10,000
City of Waukesha	Saratoga/Haertel Field Summer Playground	\$5,600
City of Waukesha	Senior Activity Coordinator	\$10,000
City of Waukesha	Sentinel Park Summer Program	\$5,600
City of Waukesha	Small Business Grants	\$20,000
City of Waukesha	Wayfinding	\$30,000
Easter Seals	Adult Day Building Improvements	\$20,500
Easter Seals	Safe Babies/Healthy Families	\$20,500
Family Promise of Western Waukesha Co.	Family Promise	\$9,000
Family Service Agency	C.A.R.E Center	\$10,000
Food Pantry of Waukesha County Inc.	Special Diet Program	\$5,000
Habitat for Humanity	Acquisition/Rehab	\$90,000
Hebron House	Emergency Shelter	\$67,000
Hebron House	Jeremy House	\$8,500
Hope Center	Day Center	\$13,500
Hope Center	Outreach Meal Program	\$50,000
Housing Resources Inc	Homebuyer Education & Counseling	\$20,000
Interfaith Senior Programs	Housing Support for Seniors & Disabled Adults	\$7,500
Interfaith Senior Programs	Transportation Collaborative	\$5,500
La Casa de Esperanza	Early Childhood Education	\$15,000
Lake Area Free Clinic	Dental Clinic	\$5,000
Lake Area Free Clinic	Medication Assistance	\$6,500
Literacy Council of Greater Waukesha	Outreach & Recruitment	\$8,000
Metropolitan Milwaukee Fair Housing	Fair Housing Services	\$13,000
NAMI	SSI/SSDI Outreach	\$5,000
Oconomowoc Silver Streak	Taxi Replacement	\$8,000
Parent's Place	Community Education Program	\$8,000
Richard's Place, Inc.	HIV/AIDS Support	\$5,500
Salvation Army	Emergency Lodge	\$8,500
Salvation Army	Community Meal Program	\$18,000
Seniors on the Go!	Taxi Replacement	\$8,000
St. Joseph's Medical Clinic	Prescription Payment Assist.	\$10,500
Wisconsin Women's Business Initiative	Revolving Loan Fund	\$305,000
The Caring Place, Inc.	Meals-On-Wheels	\$6,000
The Women's Center	Case Management	\$7,000
The Women's Center	Emergency Shelter	\$30,000
The Women's Center	Sexual Abuse Counseling	\$15,000
Town of Genesee	Interactive Disability Pad	\$35,000
UW Extension	Phoenix Heights NRSA Strategic Plan	\$10,000
UW Extension	Small Business Retention	\$30,000
UW Waukesha Foundation	ADA Compliance for Field Station	\$18,500
Unallocated	TBD	\$20,389
Waukesha County	Administration	\$268,000
Wauk. Co. Community Art Project	After School Arts Program	\$5,000
Wauk. Co. Community Dental Clinic	Healthy Smiles for Tots & Teens	\$10,000
Wauk. Co. Community Dental Clinic	Adult Dental Clinic	\$10,000
WI Partnership	Housing Rehabilitation	\$176,880
Wisconsin Women's Business Initiative	Downtown Waukesha Business Attraction	\$40,000
<b>Total</b>		<b>\$1,672,868</b>

On a motion by Robyn and seconded by Lillie Wilson, the Board unanimously approved the 2017 allocation with no further changes. The motion carries.

- VI. A discussion was held regarding the 2016 application process since this was the first year all of the applications were available electronically. Overall the Board was pleased with the new process and liked that the applications were grouped in categories. Some suggestions for the next application cycle were to:
- Create a summary sheet that includes the important information used for application scoring
  - Reorganize first few pages of the application to aid in scoring
  - Provide a template to the agencies for the interviews with questions the Board would like answers to
  - Avoid scoring the taxis since they receive the same level of funding each year and they would not be required to attend the interview sessions.
  - Tighten up the application to eliminate large blank spaces

Kristin talked with the HUD representatives about NRSAs while they were monitoring the Economic Development files. HUD would like to see how the NRSAs are being funded and whether or not the money provided to the NRSAs have improved the neighborhoods. HUD's primary focus for NRSAs is to create jobs and provide job training. This will be an agenda item at the next meeting to discuss NRSA applications going forward.

- VII. On a motion by Robyn and seconded by Fred Muenkel, the meeting was adjourned at 4:06 p.m.

Respectfully Submitted,



Rev. Stephen Welch