

MINUTES  
of the  
WAUKESHA COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD  
August 8, 2018

The 335th 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, August 8, 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, Cathy Priem, Rev. Stephen Welch, Lillie Wilson, Chuck Wood

Excused Absence: Doug Bartmann, Kathleen Novack

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

Guests: Annette "AJ" Simms, Hebron House of Hospitality, Inc.; Jeff Fortin, City of Waukesha

- 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 Terry Janssen and seconded by Fred Muenkel, the minutes from the June 13<sup>th</sup>, 2018 meetings were unanimously approved with a correction to item number VIII, paragraph two, to read: 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 *school buildings* for an overflow shelter and co-location property."
- III. Kristin Silva shared that the 2018 Annual Plan has been approved but we're still waiting for the release of funds. The 2019 funding is expected to remain at status quo.  
  
Baker Tilly Auditors spent the week reviewing the CDBG and HOME programs. There will be one finding for minor reporting timeliness; otherwise it was a clean audit.
- IV. The financial status report was reviewed. There are some items that can be reallocated to the unallocated line; this will be completed at the next Board meeting.
- V. Annette "AJ" Simms, the Interim Director for Hebron House of Hospitality, was present to introduce herself to the Board and reach out to keep communication lines open. She shared numbers outlining the critical need for the services they provide.
- VI. Jeff Fortin, Senior Planner for the City of Waukesha, was present to discuss the reallocation of funds for two 2018 projects. The City would like to transfer \$30,780 from the 2018 Downtown Branding project and \$39,900 from the 2018 Entrance Signs project for a total of \$70,680 to be used for another shared dumpster and streetscape improvements.

On a motion by Rev. Stephen Welch and seconded by Lillie Wilson, the Board unanimously approved transferring \$70,680 from the 2018 Downton Branding and 2018 Entrance Signs to Downtown Shared Dumpster and Streetscape Improvements.

- VII. Kristin shared that the 2019 CDBG proposed allocation has passed through the Waukesha County Board of Supervisors.  
On a motion by Chuck Wood and seconded by Terry, the Board unanimously approved the motion to reinforce the 6/18/18 CDBG Board approval of the 2019 allocation.
- VIII. The Housing Action Coalition (HAC) has found two other potential sites for the overflow homeless shelter and co-location. The first property is at 230 S. Prairie Street and the second is at 1201 Sentry Dr.  
On a motion by Michele DeYoe and seconded by Stephen, the Board unanimously approved to allow HAC to put an offer to purchase for either of these projects up to \$1,000,000.
- IX. On a motion by Michele and seconded by Lillie, the meeting was adjourned at 3:54 p.m.

Respectfully Submitted,



Larry Nelson