

COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE

Time and Place: The Community Development Citizens Advisory Committee met on Monday, June 17, 2013 at 3:00 pm, Birch Room at City Hall

Members Present: Chairman Bohlken, Gumness, D. Ackerman, S. Ackerman, Brezinski, Lucas, Freiberg and Thao

Members Excused: Reif

Others Present: Ann Werth, Tammy Stratz, Heather Wessling and Travis Lepinski

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and received by the Daily Herald in the proper manner.

(1) **Call to Order**

Chairman Bruce Bohlken called the meeting to order at 4:02 pm and thanked everyone for attending. Introductions were made for the benefit of Travis Lepinski, our new employee at Community Development.

(2) **Approval of minutes from September 12 and September 17, 2012**

Motion by D. Ackerman, second by Freiberg to approve the minutes as presented. Motion carried unanimously.

(3) **Approval of Block Grant Economic Development Policy and Procedures.**

Stratz indicated that the City received notification from the Milwaukee HUD office that Community Development will be monitored this August on their Economic Development Program that is funded through Block Grant. Therefore, staff is reviewing all policies and procedures and updating them as needed. Wessling discussed the Economic Development Policy and Procedures manual that was distributed to committee members with the agenda. D. Ackerman asked if the committee members were the same for all the different types of loans that McDevco has to offer. Wessling indicated there were different members for each loan committee and she would change the policy reflecting those different committee members. Bohlken pointed out a couple of grammatical errors, those will be corrected also. Gumness approved the Economic Development Policy and Procedures Manual as corrected, D. Ackerman seconded. Motion approved unanimously.

(4) **Approval of Updated Community Development Procurement Policy (addendum to City Policy).**

Stratz discussed the Procurement Policy that was distributed with the agenda packet. The City of Wausau's Common Council approved a Procurement Policy in January, 2012. Community Development needed to add an addendum to that policy that states that if federal/state funds are used in a project, federal/state guidelines must be followed when bidding projects, purchasing items, etc. The addendum reflects those HUD guidelines that must be followed. S. Ackerman moved to approve the Community Development Procurement Policy as written. Freiberg seconded, motion passed unanimously.

(5) **2013 Block Grant Program: Re-allocation of increased funding from U.S. Department of Housing and Urban Development (HUD)**

Bohlken indicated that he and Stratz met previously to discuss the additional \$63,731 the City of Wausau will be receiving for its 2013 Block Grant program year. Stratz indicated where staff recommended the additional funding would go. The following was recommended:

Administration	-	\$116,000 - up from \$103,000
Homeowner Rehab	-	\$120,731 – up from \$115,000
Brownfields	-	\$30,000 – up from \$20,000
Economic Development-		\$80,000 – funding stayed the same
Blight Elimination	-	\$30,000 – up from \$25,000
Street Reconstruction	-	\$115,000 – funding stayed the same
Neighborhood Revital.	-	\$ 50,000 – up from \$47,000
Catholic Charities	-	\$ 10,000 – up from -0- - for their Project Step Up program
Fair Housing	-	\$ 5,000 – up from \$2,000
Wheels to Work	-	\$ 12,000 – up from -0-
YWCA	-	\$ 12,000 – up from \$10,000

This totals the new funding amount of \$580,731. Committee members were happy with the news of the additional funding and the ability to fund additional public service activities. They discussed funding agencies that work with basic needs and assisting households to work their way out of poverty. D. Ackerman moved to approve the funding changes as discussed. Lucas seconded. Motion passed unanimously.

(6) **Scheduling of Public Hearing**

Stratz indicated the need to reprogram the Commercial Rehabilitation Program funds. The City set aside general funds to assist with this program and with the federal rules involved with Block Grant funds, small projects are able to be funded a lot smoother with the City's funds. Therefore, staff is proposing to reprogram the remaining Block Grant Commercial Rehabilitation Loans. There are a couple different programs that these funds would better assist. Staff will evaluate the proposed projects and will bring to the public hearing that will need to occur in order to reprogram these funds. Committee members decided to hold the public hearing on Monday, July 8th at 4:00. Staff will run the ad as needed in the paper and will send out the agenda as needed.

(7) **Program Updates**

Werth updated the committee on the progress that the Community Development Authority is having on their renovations at Riverview Towers. The proposed plan to renovate the front of the building will be going to Plan Commission that night. Werth invited members for a tour of the facility.

Werth discussed the press conference that had recently been held awarding the City of Wausau for a \$400,000 EPA grant in which will be utilized to clean up the downtown riverfront. Stentchfield Creek will be day lighted this summer which will create 2 acres of buildable land. Committee members are excited to see how the riverfront will be developed.

Werth also indicated that Heather Wessling has taken another position in another city. Her last day will be this Friday. We are sad to see her go and wish her the best of luck. Ann Lucas is also leaving the committee. She will be moving to Rib Mountain, so this will be her last committee meeting. Staff thanked her for all her hard work and dedication to the committee. This leaves this committee five members short. If any committee members have ideas of replacements, please forward them on to Stratz. Bill Hebert, Inspections/Zoning Administrator for the City, has asked to be placed on our committee so we will start seeing him attending the upcoming meetings.

Brezinski mentioned that he was asked to bring the Boys and Girls Club funding issue back to the Citizens Advisory Committee, but he refused to do so. He stated that he wouldn't do that due to the tough decisions this committee had to make last fall and wouldn't second guess the committee's decision. He does stand behind his decision to have the City fund them because they are a valuable tool in keeping kids off of drugs.

(8) **Adjourn**

With no other business to come before the committee, S. Ackerman moved to adjourn the meeting, Lucas seconded. The meeting was adjourned.

Respectfully Submitted,

Bruce Bohlken
Chairman