

CDBG Application Number:
CATEGORY:

For Office Use Only



WAUKESHA COUNTY

PROGRAM YEAR 2023 (January 1 – December 31, 2023)

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM APPLICATION FORM FOR MUNICIPALITIES

DEADLINE FOR SUBMISSION: March 11, 2022, 4:30 pm

Room 320, Waukesha County Administration Building

GENERAL INFORMATION

- 1. Project Title: City of Waukesha - ADA
- 2. Project Address (if different from Applicant's address): _____
- 3. Applicant's Legal Name: City of Waukesha Wisconsin
- 4. Address: 201 Delafield St., Waukesha, WI 53188
- 5. Primary Contact Person/Title: Alex Damien, P.E. Interim Director of Publics Work
- 6. Telephone: 262-524-3600 Fax: _____
- 7. E-Mail: adamien@waukesha-wi.gov
- 8. Federal Identification Number (Required): 39-6005642
- 9. DUNS Number (Required): 073850166
- 10. Amount of CDBG 2023 Funds Requested: \$130,900
- 11. Total Project Costs: 130,900.00
- 12. National Objective: Meeting ADA requirements

13. Check One:

a. New Project

Continuing previously funded project

Capacity and Experience (15 Points Total)

14. Provide a brief description of your municipality's experience in managing a similar project.

The City of Waukesha is the largest municipality in the County of Waukesha and has been using CDBG funds for more than 20 years. The Engineering Department manages all construction projects for the City, therefore has the experience needed to continue managing CDBG projects.

15. Describe the role specific staff will have in this project. Who will be responsible for managing the project, reporting to Waukesha County, preparing invoices, etc.?

Katie Jelacic, P.E., will oversee the projects. The Park Rec Department will inspect Waukesha Springs and David's Park, but Katie would be the project manager.

Project Approach (25 Points Total)

16. Provide a concise description of the proposed project.

Waukesha Springs Park and David's Parks will both have a new resilient surface installed. The original surface has degraded and needs to be replaced. The playgrounds are approximately 7,700 sq. ft. based on \$17/sq. ft the cost is estimated at \$130,900.

If the proposed project is a rehabilitation / ADA / historic rehabilitation of a facility or business, please answer the following:

17. Address of Facility: N/A

18. Year it was built: N/A

19. Is the property on a local or national list and/or registered as a historic property?

Yes

No

Don't Know

20. Select how your project will serve Low and Moderate Income People (Choose one):

- a. Benefit to LMI **individuals** (at least 51% of total beneficiaries of program must be LMI and income information must be gathered from all participants)
- b. **Presumed Benefit** (all individuals served in the program qualify as low income because of the type of population served, i.e.: Elderly, Severely Disabled Adults , Abused Children, Battered Spouses, Homeless Persons, Illiterate Adults , Persons with AIDS, Migrant Farm Workers. Income information does not have to be collected.)
- c. Benefit to an **area** that is primarily residential and is located in an eligible census tract (at least 30.34% of residents are LMI). See instructions for a list of eligible census tracts.) Provide list of census tracts and block groups: _____
- d. Housing units created to benefit LMI individuals or households (every CDBG funded unit must be occupied by and LMI individual or household).
- e. Jobs created to benefit LMI individuals (1 job must be created for every \$35,000 of CDBG funds invested in project; 51% of all jobs created must be for LMI individuals).
- f. Project serves residents of a **NRSA** and agency is a certified CBDO. Provide name of NRSA:

- g. Project addresses conditions of **Slum and Blight** on an Area or Spot Basis. Must provide designation of Slum and Blighted area from jurisdiction when contract is signed, and addresses of affected properties.
- h. ADA Rehabilitation of a public facility or public improvement
- i. Historic Preservation of residential or commercial properties. Must be designated on a spot slum and blight basis or homeowner or business must qualify as low income.

NEEDS AND OUTCOMES (25 Points)

21. Describe the need for your program or project.

22. Describe two anticipated measurable outcomes for your proposed project and activities.

Consolidated Plan Priorities and Analysis of Impediments (20 Points)

23. Select the appropriate activity category below for your project. Projects categories are listed in the order of highest priority for 2023 at the top of each list.

| Public Services | |
|-----------------|---|
| | Homeless shelter and services |
| | Youth / Childcare / Abused and neglected children |
| | Seniors and disabled |
| | Substance abuse / Mental health / Healthcare |
| | Domestic abuse |
| | Meals /Nutrition |
| | Employment training |
| | Education |
| | Transportation |
| | Other (list) |

| NRSA | |
|------|--|
| | Employment training / Job readiness education |
| | Neighborhood revitalization housing efforts (rehab or new construction) |
| | Crime prevention |
| | Job creation |
| | Transportation to jobs |
| | Job retention programs |
| | Public services |
| | Neighborhood revitalization non-housing efforts (beautification, parks, streets, etc.) |
| | Other (list) |

| Housing | |
|---------|---|
| | Homeowner rehabilitation program / loans |
| | Rental rehabilitation (special needs / transitional or permanent housing for very low income / supportive services and case management attached to units) |
| | Rental rehabilitation (multi-family projects, general low-income population) |
| | Housing counseling |
| | Acquisition / site preparation of land for housing purposes (not construction) |
| | Downpayment assistance |
| | Residential historic preservation |
| | Other (list) |

| Public Facilities and Improvements (Rehab/construction costs--not operating costs) *the rehab may be for ADA compliance OR to benefit low-moderate income people for each activity | |
|--|---|
| | Homeless facilities |
| | Youth / Abused children facilities |
| | Senior / Disabled facilities |
| | Neighborhood / Community centers |
| | Parks / Playgrounds / Recreational facilities |
| | Water / Sewer improvements |
| | Streets / Sidewalks improvements |
| | Flood drainage improvements |
| | Parking lots |
| | Other (list) |

| Economic Development | |
|----------------------|---|
| | Loans to small/medium businesses for low-moderate income job creation / retention |
| | Commercial / Industrial infrastructure development or improvements |
| | Facade improvement loans to businesses |
| | Non-residential historic preservation |
| | Other (list) |

| Administration and Planning | |
|-----------------------------|--------------------------------------|
| | Housing rehab program administration |
| | Revolving Loan Fund administration |
| | Planning for communities or NRSA's |
| | Fair Housing activities |
| | Other (list) |

24. Select the activity or activities below that best show how your municipality is working to alleviate impediments identified in the 2020—2024 Analysis of Impediments to Fair Housing Choice.

a. Impediment #1: Lack of a regional housing strategy or plan

1. Participate at a local or regional level in a housing plan process that expands housing options for low and moderate income people.
2. Participate in regional housing mobility programs.

b. Impediment #2: Lack of regionally dispersed affordable housing

1. Offer financial incentives, or help to connect to incentives like HOME and CDBG, to encourage the development of affordable housing in low poverty/high opportunity areas.
2. Encourage proper maintenance of privately owned affordable rental housing.

c. Impediment #3: Restrictive local land use regulations and other ordinances

1. In municipalities served by sewer service, allow for the development of new single-family and two-family homes on lots of 10,000 square feet or smaller.
2. Allow for home sizes less than 1,200 square feet.
3. In municipalities served by sewer service, allow for the development of multi-family housing at a density of at least 10 units per acre.
4. To support higher density residential development, expand sanitary sewer services consistent with adopted Regional Sewer Service Plans.
5. Amend design regulations to promote flexibility in development and construction costs.
6. Communities with sewer service should designate recommended Mixed Use areas on local land use plan mapping, and provide for multi-family housing within Mixed Use zoning categories to increase supply of multi-family housing.
7. Adopt inclusionary zoning provisions, such as higher density allowances and a waiver or modification of other development standards where certain set-asides are made for affordable housing for moderate and low-income families.
8. Adopt flexible zoning regulations such as PUD and TND to permit higher densities and a mix of housing types.

d. Impediment #4: Restrictive zoning regulations for group homes and community living facilities

1. Review community living arrangements / group home sections of zoning ordinances to determine if the regulations limit development of these facilities and make appropriate changes.
2. Consider amending local ordinances to allow community living arrangements to be located less than 2500' feet from another such facility.

e. Impediment #5: Prevalent "fear of others" exists among residents, including NIMBYism

1. Develop a diversity awareness curriculum for staff, and fair housing training for key staff.
2. Provide training programs for local leaders, elected officials and general public on the benefits of population and housing diversity.

f. Impediment #6: Strong Jobs-Housing-Transit Mismatch

1. Encourage development of new affordable and/or mixed income housing near job centers in communities throughout the Collaborative region.
2. Facilitate affordable and workforce housing development near existing and planned transportation facilities.
3. Provide incentives for affordable housing development, such as density bonuses and fee waivers, to spur development.
4. Educate elected officials and local leaders of communities in the Collaborative region about the need for affordable and workforce housing to ensure continued economic growth.
5. Designate areas suitable for mixed use development on local land use plan maps. Areas near job centers should be prioritized to provide for a variety of housing types and opportunities to live and work within the same area.

g. Impediment #7: Lack of Fair Housing Enforcement and Guidance

1. Develop fair housing ordinance to affirmatively state desire to provide equal access to housing. A fair housing ordinance typically includes: a. A definition of the protected classes b. Types of real estate transactions that are subject to

the ordinance c. Identification of the entity responsible for receiving fair housing complaints

2. Support fair housing enforcement. Consider financially supporting agencies that further fair housing efforts. Host fair housing training in your community. Create and distribute materials on fair housing to landlords and Realtors.



h. Impediment #8: Lack of accessible housing for people with disabilities

1. Prioritize public funding for housing developments that address the needs of people with disabilities or the elderly.
2. Adopt or promote construction design concepts such as universal design (UD) and Visit-ability standards and features in all new housing, including consideration of providing density bonuses or other incentives to encourage such housing.



i. Impediment #9: Gap in homeownership by racial and ethnic minorities compared to white households

1. Create or support the creation of training/counseling programs to encourage current renters to become homeowners to increase the number of minority households in the region who are homeowners.

PROJECT BUDGET (15 points)

Guidance: The following sheet should be used to present a proposed line item budget for Capital projects. In column A, list the items for which CDBG funding is requested. In Column B provide the calculation for estimated costs explaining how this costs was determined. In Column C provide the proposed amount of CDBG funding that will be required in order to complete the project. In Column D indicate the total amount of CDBG funding requested for the project.

| A Budget Item | B Calculation | C Total Project Costs | D Total amount of CDBG Requested |
|---|---|--------------------------|-------------------------------------|
| PROJECT COSTS | Provide a description of how estimated costs were reached | | |
| <i>Acquisition</i> | _____ | \$ _____ | \$ _____ |
| a. Cost of Building or Land | _____ | \$ _____ | \$ _____ |
| b. Settlement Costs | | | |
| Hard Construction Costs | | | |
| a. Cost of Construction | _____ | \$ _____ | \$ _____ |
| b. Contingency | _____ | \$ _____ | \$ _____ |
| Relocation Costs | _____ | \$ _____ | \$ _____ |
| Holding Costs | _____ | \$ _____ | \$ _____ |
| Architecture and Engineering | _____ | \$ _____ | \$ _____ |
| Construction Administration | _____ | \$ _____ | \$ _____ |
| Application Fee | _____ | \$ _____ | \$ _____ |
| Environmental/Lead Survey | _____ | \$ _____ | \$ _____ |
| Marketing | _____ | \$ _____ | \$ _____ |
| Permits & Fees | _____ | \$ _____ | \$ _____ |
| Appraisals | _____ | \$ _____ | \$ _____ |
| Hazard & Builders Risk | _____ | \$ _____ | \$ _____ |
| Taxes (Property) | _____ | \$ _____ | \$ _____ |
| Accounting | _____ | \$ _____ | \$ _____ |
| Legal | _____ | \$ _____ | \$ _____ |
| Title/Recording | _____ | \$ _____ | \$ _____ |
| Inspection Fees | _____ | \$ _____ | \$ _____ |
| Other: _____ | _____ | \$ _____ | \$ _____ |
| | TOTAL DELIVERY COST | \$ _____ | \$ _____ |
| TOTAL AMOUNT OF CDBG FUNDS REQUESTED | | | \$ _____ |

Appendix A: Results of Prior Year Projects

25. Was your agency able to spend the CDBG allocation awarded within the calendar year? (Provide explanation for any extensions into the next year for 2019, 2020 and 2021)

The 2021 contract was not fully reimbursed until 2022 waiting on paperwork from the contractor. The construction was complete in 2021. As of this application all money has been received by the City.

26. Has your agency had any CDBG funds reprogrammed (taken back) by the CDBG Board? (Explain for 2019, 2020 and 2021)

NO

An officer of the organization's governing body must sign this application:

The undersigned, an authorized officer of the organization, does hereby certify that the information set forth in this grant application is true and correct, that the Federal tax exemption determination letter provided as part of this application has not been revoked and the present operation of the organization and its current sources of support are not inconsistent with the organization's continuing tax exempt classification as set forth in such determination letter.

Name Alex Damien Date: 3/10/22
Title Interim Dir. of Public Works


Signature _____

Save Instructions:

Once you download the PDF application file from the Waukesha County website, save it to a file on your computer and rename it (suggestion "2023 CDBG Application"). You may now open the saved, renamed PDF file and fill in the application. You may save your changes and come back to the application at another time to complete it. Once it is complete, save the file (rename it to something like "Final 2023 CDBG Application w/date"), print and sign it, and email it as an attachment to mgudynowski@waukeshacounty.gov, or mail the original to the Waukesha County Department of Parks and Land – Community Development before the deadline submission date of **March 11, 2022** by 4:30 pm.