



## COMMUNITY DEVELOPMENT

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Steven P. Crandell, Director

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### Memo

To: Common Council

From: Steven P. Crandell, Director of Community Development

Date: May 16, 2014

Re: Resolution - 2015 Community Development Block Grant Funding Allocation

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The City of Waukesha CDBG Citizen Advisory Committee met on Tuesday, May 13, 2014 to recommend a 2015 CDBG funding allocation on to the Common Council. The City received 9 applicants for funding, totaling over \$358,000. The 2015 allocation from the Waukesha County CDBG program will be approximately \$213,000.

As in years past and this year the requests for CDBG funds exceeds our annual allocation amount which presents a challenge to the Committee. However, the Committee and the Common Council have chosen not to allocate all the CDBG funds to one or two programs, but have provided CDBG funds to several programs. By doing so as a city we have assisted in efforts of historic preservation, neighborhood revitalization planning, housing rehabilitation, ADA compliance, downtown redevelopment, and transportation for the disabled.

Again, this year the Committee's recommendation follows that concept. The Committee and Council have wisely allocated our limited CDBG funds to benefit many which has had a positive impact on the quality of life within the city.

The CDBG Citizen's Advisory Committee recommends in favor of the attached "Resolution" and asks for your adoption at the May 20, 2014, Council meeting.

If you should have any questions or concerns, please contact me.

Thank you.

SPC/sk/resolution\_CDBG\_2015



**RESOLUTION  
AUTHORIZING APPROVAL OF THE  
RECOMMENDED ALLOCATION OF 2015  
CITY OF WAUKESHA  
COMMUNITY DEVELOPMENT BLOCK GRANT**

WHEREAS, the City of Waukesha and Waukesha County have agreed to a formula distribution of annual Community Development Block Grant (CDBG) funds for specific local government needs in the City of Waukesha, and

WHEREAS, the City of Waukesha CDBG Citizen Advisory Committee has reviewed the applications submitted for 2015 funding and recommended for approval the following projects and allocation of funds:

**2015 CDBG FUNDS**

Façade Program	\$ 15,000
Housing Rehab	\$ 85,541
Landmark Paint/Repair	\$ 8,000
Historic Springs Restoration	\$ 10,000
Senior Activity Coordinator	\$ 13,000
Sentinel Park Summer Program	\$ 8,000
Saratoga/Haertel Field Summer Programs	\$ 8,000
Adaptive Recreation	\$ 9,000
ADA Rehab Les Paul Bandshell/Resurface Schuetze Playground	\$ 56,459
<b>TOTAL</b>	<b>\$ 213,000</b>

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Waukesha that the recommendations of the City of Waukesha CDBG Citizen Advisory Committee are hereby approved recommendations be incorporated into the Waukesha County final statement of Community Objectives and use of funds for the 2015 program year.

Pass this 20th day of May, 2014.

Attest:

\_\_\_\_\_  
Gina Kozlik, City Clerk

\_\_\_\_\_  
Shawn Reilly, Mayor

Fiscal Note: These are Federal Funds with no negative impact on the City budget.

provide a brief description of your agency and experience:

Waukesha Parks, Recreation & Forestry Department serves a diverse Southeastern Wisconsin community of nearly 70,000 residents, helping to make it a desirable place to live, work and play! Aided by a progressive departmental Strategic Plan and adopted Park & Open Space Plan, the park system has grown to include 48 sites encompassing nearly 1,100 acres of active parkland and natural resource areas. Facility opportunities abound featuring a recreation center, nature center, community buildings, two sports complexes, two self-supporting outdoor aquatic facilities, 24 park shelters, skatepark, formal gardens, band shell, amphitheatre, dog run, toboggan runs, 48 tennis/pickleball courts, and 29 fully accessible playgrounds. In addition, an extensive trail system and popular riverwalk corridor link with regional trails. We offer a comprehensive recreation program of award winning activities and community special events for persons of all ages/abilities. We are also a community leader in mobilizing and utilizing the talents of over 1,600 (and growing) volunteers annually. The department also plans and cares for an extensive urban forest that totals nearly 30,000 street, park and public property trees. New partnerships, (in particular leveraging recreation with education) and resources have been realized to help address budget challenges through the SPARS (Sponsorships, Partnerships, & Alternative Revenue Sources) program along with support from our Friends of WPRF and Park Foundation organizations. On going assessments, strategic planning, and use of technology helps us stay connected to the Waukesha community.

**19. Provide a brief description of your project:**

The City of Waukesha Parks, Recreation & Forestry Department (WPRF) offers a comprehensive recreation summer playground program at Sentinel Park, located at Madera Street and Sentinel Drive. It is an eight week, high quality program that is free of charge to the neighborhood children. The playground program is offered to youth ages 6 - 17 years. Over the past eight years, the program has grown from serving approximately 30 children the first year, to 60+ children the past several summers. Youth ages 13 - 17 participate in the L.I.T. (Leaders in Training) program.

Two leaders work together to provide the children with activities, field trips and special events that are fun, age appropriate, challenging and most importantly safe. The activities and events are the tools used to engage the youth, while teaching them lifelong skills such as communication, ability to resolve conflict and leadership. The Sentinel Park playground participants enjoy free lunches with their leaders thanks to the Salvation Army lunch program, nutrition education from UW-Extension, and a reading motivation program from the Waukesha Public Library. A very important component to the program at Sentinel Park is the community safety addressed through visits by the Waukesha Community Policing Officers.

The target population for the Sentinel Park Playground Program is children living in the immediate park neighborhood. This is a diverse, low-moderate income area. In 2013, of the 63 youth participating in the program, 28 children were Hispanic, 14 children were Caucasian, 14 children were Black/African American and 7 were Multi-Racial.

The following activities are used to achieve program outcomes.

1. Staff Training - Leaders are trained in CPR, 1st Aid, games, arts, rhythms and sport skills.
2. Community Involvement - Partners provide varied services to youth. Field trips are an important program component to engage youth in the community outside their neighborhood.
3. Quality Curriculum - Traditional & non-traditional activities are offered, changing weekly. Arts: Duct Tape Projects, Paper Quilling, Fuse Beads, Bead Animals ; Rhythms: Boomwackers, Karaoke, Bucket Drumming; Sports: Pillow Polo, Field Hockey, Soccer and LaCrosse.
4. The L.I.T. Program (Leaders in Training) for youth 13 - 17 years used the book "7 Habits of Highly Effective Teens" by Sean Covey as a step-by-step guide to help teens improve self-image, build friendships, resist peer pressure and achieve their leadership goals.

The collaboration between all the different community partners working at Sentinel Park, provides a much needed public service addressing crime prevention, recreational needs, child supervision, nutritional needs, and education related to healthy choices and healthy activities in this LMI neighborhood.

18. Provide a brief description of your agency and experience:

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19. Provide a brief description of your project:

The City of Waukesha Parks, Recreation & Forestry Department (WPRF) offers a comprehensive recreation summer playground program at Saratoga School and Park (formerly Haertel Field), located at W. College Ave and Walton Ave. It is an eight week, high quality program that is free of charge to the neighborhood children. The playground program is offered to youth ages 4 - 17 years. Over the past eight years, the program has grown from serving approximately 10 children the first year, to 80+ children the past several summers. Youth ages 13 - 17 participate in the L.I.T. (Leaders in Training) program.

Three leaders work together to provide the children with activities, field trips and special events that are fun, age appropriate, challenging and most importantly safe. The activities and events are the tools used to engage the youth, while teaching them lifelong skills such as communication, ability to resolve conflict and leadership. The Saratoga Park Playground participants enjoy free lunches with their leaders thanks to the Saint Vincent de Paul lunch program, nutrition education from UW-Extension, and a reading motivation program from the Waukesha Public Library. A very important component to the program at Saratoga Park is the community safety addressed through visits by the Waukesha Community Policing Officers.

The target population for the Saratoga Park Playground Program is children living in the immediate park neighborhood. This is a diverse, low-moderate income area. In 2013, of the 89 youth participating in the program, 64 children were Hispanic, 14 children were Caucasian, and 11 children were Black/African American.

The following activities are used to achieve program outcomes.

1. Staff Training - Leaders are trained in CPR, 1st Aid, games, arts, rhythms and sport skills.
2. Community Involvement - Partners provide varied services to youth. Field trips are an important program component to engage youth in the community outside their neighborhood.
3. Quality Curriculum - Traditional & non-traditional activities are offered, changing weekly. Arts: Duct Tape Projects, Paper Quilling, Fuse Beads, Bead Animals ; Rhythms: Boomwackers, Karaoke, Bucket Drumming; Sports: Pillow Polo, Field Hockey, Soccer and LaCrosse.
4. The L.I.T. Program (Leaders in Training) for youth 13 - 17 years used the book "7 Habits of Highly Effective Teens" by Sean Covey as a step-by-step guide to help teens improve self-image, build friendships, resist peer pressure and achieve their leadership goals.

The collaboration between all the different community partners working at Saratoga Park, provides a much needed public service addressing crime prevention, recreational needs, child supervision, nutritional needs, and education related to healthy choices and healthy activities in this LMI neighborhood.

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19. Provide a brief description of your project:

The Adaptive Recreation Programs provided through the Waukesha Parks, Recreation & Forestry Department (WPRF) provide recreation opportunities and community outings for youth and young adults with physical and cognitive disabilities.

The recreation programs are coordinated at the Schuetze Recreation Center and other park sites in Waukesha. Three specific programs are provided to youth/adults with disabilities:

1. Recreation services
2. Respite for care givers
3. Inclusion services

WPRF collaborates with Easter Seals Southeast Wisconsin and United Cerebral Palsy of Southeastern Wisconsin to provide these programs.

SPARC, which stands for Special People at the Recreation Center, is a nine week summer camp program for people ages 7 - 21 years old, with or without a disability. This summer day camp is run at the Schuetze Recreation Center and traditional camp activities are provided, including fitness, swimming, playground time, music, movies, games, crafts and community outings. Programming is provided Monday - Friday, 7:30 am - 6:00 pm. SPARC is structured similar to the WPRF summer playground program, with the addition of the services of a certified nursing assistant and Easter Seals staff trained to work with people with disabilities. An important part of SPARC are the community outings provided once a week to campers. Inclusion is a sense of belonging created by a community where children with and without disabilities are respected and valued as contributing members. The weekly outings reinforce inclusion in the Waukesha community.

R & R Club (Respite and Recreation) is provided six Friday evenings during the school year at the Schuetze Recreation Center as a partnership with United Cerebral Palsy of Southeastern Wisconsin (UCP). Youth ages 0 - 18 years can attend the three hours of recreation activities provided by UCP staff and volunteers. Parents and/or guardians are encouraged to utilize the respite time however best fits their needs. These Friday nights are highly utilized as a social time for the youth and a respite time for the families.

Inclusion Services are provided to youth, adults, and older adults who request these services in order to participate in a WPRF program. An example of this service is a young boy who is hearing impaired, has joined the WPRF soccer league and needs a sign language interpreter in order to participate in the program. Another example is an older adult who is deaf, needs a sign language interpreter to participate in several senior social groups at the Schuetze Recreation Center. WPRF promotes inclusion in all our recreation programs and we have experienced an increase in requests for inclusion/accessibility services.

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19. Provide a brief description of your project:

The City of Waukesha must respond to and adapt to the ever-changing and growing senior population in our community. The need for health, social, educational and recreational services provided at low costs and access to these programs is vital for a healthy community. Because of health, fitness and lifestyle changes, many members of the baby boomer generation are participating in recreational activities at ages well past those in previous generations.

A comprehensive senior program is primarily based at the Schuetze Recreation Center in Frame Park, a multi-generational center with an emphasis on senior activities. The program is successful due to the collaborative efforts of many community partners who provide senior services. City of Waukesha Parks, Recreation & Forestry Department (WPRF), Aging and Disability Resource Center (ADRC), Waukesha Housing Authority (Saratoga Heights) and Interfaith of Waukesha County all work together to provide quality services to Waukesha residents 55 years and better.

The ongoing purpose of this project is to:

1. To expand seniors' access to services related to Independent Living issues.
2. To provide to health, social, educational & recreational programs to meet the changing needs of seniors of all age categories.
3. To formally track participation levels in WPRF "open" programs for seniors.
4. To collaborate with outreach programming at Saratoga Heights Complex.
5. To expand collaboration between WPRF and ADRC in efforts to increase information outreach.

Specific 2015 program goals include:

1. To implement technology based classes for the 55+ community.
2. To continue to expand active, older adult activities with a focus on health and wellness.
3. To increase volunteerism amongst seniors 55+.

# Historic Springs

Provide a brief description of your agency and experience:

The City of Waukesha Landmarks Commission's goal is to protect, enhance and perpetuate the City of Waukesha's cultural, social, natural, economic, political and architectural history as embodied and reflected in its improvements, landmarks, landmark sites and historic districts.

The Landmarks Commission has slowly been stabilizing, repairing and restoring the few remnants of historic springs that remain in Waukesha. No other organization exists in our city to do this, and if it isn't done, these springs and springhouses will be lost forever. Only a handful of the 50 or more historic commercial springs that once covered the City of Waukesha still exist. Almost all of them have been neglected or ignored for many years and they are in a decayed condition. The Commission is trying to gradually restore these precious few remnants and then help to preserve them.

19. Provide a brief description of your project:

## Historic Springs

Repairs to and eventual restoration of at least one (1) spring house or spring remnant, depending on the extent of the deterioration (i.e., projects involving deteriorated spring houses may take more than a single grant and a single grant year to complete). The recent replacement of deteriorated blocks and tuckpointing of the exterior of the Silurian Springhouse at Waukesha Springs Park is an example. It took several years worth of CDBG grants to be able to afford to do this very expensive and crucial part of the Silurian Springhouse's restoration effort.

Beginning in 2013 additional exterior repairs at Silurian Spring became the next top priority for the Landmarks Commission. Starting in 2014 we have a firm with expertise in mural restoration starting analysis and restoration of the eight deteriorating tile mosaics around the exterior of the springhouse, and repair/replace deteriorated tiles at the entrance to the springhouse. These expensive exterior repairs are needed before the mosaics are so deteriorated as to make restoration impossible. As with past springs projects, this project is anticipated to be expensive given the skills and expertise needed to properly restore these tile mosaic murals, so the City is planning on a phased 2-4 year implementation. These funds also will be used for minor projects to repair and restore some of the other historic springs.

18. Provide a brief description of your agency and experience:

The City of Waukesha Landmarks Commission's goal is to protect, enhance and perpetuate the City of Waukesha's cultural, social, natural, economic, political and architectural history as embodied and reflected in its improvements, landmarks, landmark sites and historic districts. The Commission's two major functions are approving any exterior work on landmarks and properties within historic districts (Certificate of Appropriateness) and administering the Landmark Commission Paint and Repair Grant Program, which is funded via CDBG, to aid homeowners with the costs to repair and restore their historic properties in the appropriate manner.

Landmark Paint  
and Repair

19. Provide a brief description of your project:

Financial and administration/design assistance to owners of qualified historic properties in the care and maintenance of their properties. Assistance primarily is targeted to halt and eliminate blight and decay on each and any threatened historic property. As historically and architecturally significant properties age, blight and decay can set in. The LCP&R program is designed to assist historic property owners with the proper care and repair/restoration of these valuable community assets so that they continue to provide for local business, industrial, and housing needs in the oldest areas of the City. Many of the Historic properties also fall within the 'LMI Eligible Areas' as identified by Waukesha County including census tracts 55133202600, 55133202700, 55133202302 and 55133202500.

Landmark Paint/Repair



# Facade Program

brief description of your agency and experience:

The City of Waukesha took over the Waukesha Business Improvement District's Downtown Facade Grant Improvement program in the spring of 2013 after the property owners voted to disband the Business Improvement District. The BID had been the applicant and administrator of this important program since its inception. The Department of Community Development has assisted the BID with this program and as mentioned above, has been administering the program since the dissolution of the BID. We also work on another similar matching grant program, the Landmarks Commission Paint and Repair Grant, so we are experienced in these types of programs.

## 19. Provide a brief description of your project:

Over the years many downtown properties have been neglected and have not received adequate maintenance. In addition in the mid-1900s many of the original facades were redone with unattractive storefronts that do not blend cohesively into the historic downtown. This has created an unwelcome environment when attracting new business downtown.

The project serves downtown and nearby property owners by providing matching funds for upgrading building facades, awnings, and storefront signage. Due to the termination of the BID in 2013 there was not a CDBG application for 2014 funding and there were limited expenditures for improvements with 2013 funds. The City has taken over the program, expanded the boundaries to include additional areas, and has been including information on the program in out neighborhood improvement outreach.

We are requesting funds for 2015 to continue offering facade grants to continue incentives for central city commercial property owners to rehabilitate their own buildings. The program will continue to be a matching grant program so we are leveraging private dollars into facade improvements as well. The grants would cover facades, painting, awning, and storefront signage. The grant limits would be as follows:

1. Facade matching grants up to \$10,000 based on the scope of the project.
2. Facade paint matching grants up to \$1,000
3. Storefront sign matching grants up to \$500 for exterior signs and \$150 for window graphics.
4. Awning matching grants for up to \$500 per awning to a maximum of \$1,000.

Grant applications and award amounts will be reviewed by the Community Development Department.

4. Provide a brief description of your agency and experience:

HRAP

The City of Waukesha Department of Community Development consists of two divisions, Planning and Building Inspection, administered by the Director of Community Development. Until the City's CDBG program merged with Waukesha County, the department administered all CDBG entitlement activity.

All community development and housing rehabilitation activity is administered through the department, under oversight of the Common Council, Redevelopment Authority, or the CDBG Committee. A number of past and current programs focus on rehabilitation and maintenance of the city's existing rental and owner occupied housing stock. Among these, the anchor program is HRAP, begun in 1978.

19. Provide a brief description of your project:

The Housing Rehabilitation Assistance Program (HRAP) has successfully operated since 1978. The HRAP functions under management of the City's Housing Rehabilitation Specialist, whose duties include grant writing and administration; program outreach; applicant processing and eligibility verification; property inspections; lead risk assessments and clearances; specification, work write-up and work plan development; project estimating and budgeting; bid processing; contract administration; loan or grant underwriting; quality control and progress inspections; payment processing; project close-outs and record keeping; and grant reporting. Management of program financial activity is by the City's Finance Department. Each duty conforms with the model for HUD funded housing rehabilitation programs.

The program provides city wide funding and project management for repair and rehabilitation of eligible owner occupied housing. The program has incorporated the use of HUD's Healthy Homes Rating System to help evaluate and prioritize necessary durable improvements. Rehabilitation work is funded by amortized or deferred loans, and in some instances, grants. Emphasis is given to bulk water management, health and safety issues, and energy saving improvements. Recapture of most funds is achieved when the improved property is sold, where upon funds are re-invested through the program.

description of your agency and experience:

ADA

Waukesha is the largest municipality in the County of Waukesha. It is the County

**19. Provide a brief description of your project:**

Project 1: The Les Paul Bandshell will be rehabilitated in Cutler Park. The Bandshell is used by Multiple musical groups throughout the year, as well as, by the School District for performances throughout the year. The structure is not ADA Compliant and will need the addition of a Wheelchair Lift. A ramp can not be constructed due to grade issues, and the indian burial grounds adjacent to the bandshell. The burial grounds can not be disturbed, therefore, the lift is the only option to make the bandshell ADA complaint. (\$18,323.00) (Estimate Attached)

Project 2: Schuetze Building playground. The City uses resilient surfaces under all the playground equipment we install. The Schuetze Building is in need of an entire new playground, including equipment and surface. As in the past, a portion of the playground project would be paid for with CDBG funds. (\$76,272.00) (based on 4,767 sq. ft of surface at \$16/sq.ft)

Project 3: Continuation of the signage upgrade project. (\$25,000.00)