

**CDBG Application Number:**

**CATEGORY:**

*For office use only*

**CITY OF WAUKESHA**

**PROGRAM YEAR 2027 (January 1 – December 31, 2027)**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM APPLICATION FORM FOR CITY OF WAUKESHA  
ALLOCATION**

**DEADLINE FOR SUBMISSION: April 24, 2026, 4:30 pm City Hall – Community Development or email to [rgrams@waukesha-wi.gov](mailto:rgrams@waukesha-wi.gov)**

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**GENERAL INFORMATION**

1. Project Title: City of Waukesha ADA & Public Infrastructure– Frame Park Formal Gardens Pathways & Historic Pillars Restoration
2. Project Address (if different from Applicant’s address): 0 East Moreland Blvd Waukesha, WI 53186 \_\_\_\_\_
3. Primary Contact Person/Title: Melissa Lipska, Parks & Forestry Operations Manager \_\_\_\_\_
4. Telephone: 262-524-3721 \_\_\_\_\_
5. E-Mail: mlipska@waukesha-wi.gov \_\_\_\_\_
6. Amount of CDBG 2026 Funds Requested: \$360,000. \_\_\_\_\_
7. Total Project Costs: \$360,000. \_\_\_\_\_
8. National Objective (check all that apply):
  - Benefiting low – and moderate – income persons
  - Preventing or eliminating slums or blight
  - Meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.
9. Check One:
  - New Project
  - Continuing previously funded project
10. Provide a brief description of your 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.
11. Describe the role specific staff will have in this project. Who will be responsible for managing the project, reporting to Community Development, preparing invoices, etc.?

Mathew Vincent, or another Engineering Staff member will oversee the project.

**12. Provide a concise description of the proposed project.**

The Frame Park Formal Gardens were built and dedicated in 1928. Since then, there have been ADA and other improvements to the gardens. This project would consist of removing the existing flagstone pathway beneath the pergola and replacing it with decorative concrete to meet ADA standards. The historic stone pillars and walls will be repaired and tuckpointed. The antique terra cotta urns will be refurbished as well. The estimate is based upon rough budget numbers received from contractors and consultants.

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

**13. Address of Facility:** 0 Moreland Blvd Waukesha, WI 53186

**14. Year it was built:** 1928

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

Yes                       No                       Don't Know

**16. Select how your project will serve Low and Moderate Income People (Choose one if applicable):**

Benefit to LMI **individuals** (at least 51% of total beneficiaries of program must be LMI and income information must be gathered from all participants)

**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.)

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:

[Click here to enter text.](#)

Housing units created to benefit LMI individuals or households (every CDBG funded unit must be occupied by and LMI individual or household)

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)

Project serves residents of a **NRSA** and agency is a certified CBDO. Provide name of NRSA:  
[Click here to enter text.](#)

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.

ADA Rehabilitation of a public facility or public improvement

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.

17. Describe the need filled for your program or project.

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

19. Select the appropriate activity category below for your project.

<b>Public Services</b>	
	Homeless shelter and services
	Meals / Nutrition
	Youth / Childcare / Abused and neglected children
	Seniors and Disabled
	Substance Abuse / Mental Health / Healthcare
	Transportation
	Domestic abuse
	Education
	Employment training
	HIV / AIDS
	Other (list)

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

<b>Housing</b>	
	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)
	Downpayment assistance
	Housing counseling
	Acquisition / site preparation of land for housing purposes (not construction)
	Residential historic preservation
	Other (list)

<b>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</b>	
	Homeless facilities
	Youth / Abused children facilities
	Senior / Disabled facilities
	Facilities for AIDS patients
	Neighborhood / Community centers
X	Parks / Playgrounds / Recreational facilities
	Streets / Sidewalk improvements
	Water / Sewer improvements
	Flood drainage improvements
	Parking lots
	Other (list)

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

<b>Administration and Planning</b>	
	Housing rehab program administration
	Revolving Loan Fund administration
	Fair housing activities
	Planning for communities or NRSAs
	Other (list)

## **Appendix A: Results of Prior Year Projects**

- 20.** Was your department able to spend the CDBG allocation awarded within the calendar year? (Provide explanation for any extensions into the next year for 2024-25)

The 2025 contract was fully completed and reimbursed in 2025. The 2026 projects were just reallocated and will be completed by November 2026. Additional 2025 funds not utilized were reallocated to ADA push buttons and the 2026 ADA playground project.

- 21.** Has your department had any CDBG funds reprogrammed (taken back) by the CDBG Board? (Explain for 2025) No.