

**City of Neillsville
Grants Committee**

Tuesday, July 25, 2023, at 4:00 pm.
City Hall – 106 W Division St, Neillsville WI

Minutes

1. **Meeting Call to Order** by Chair Natalie Erpenbach at 4:02 pm.
2. **On roll call** – Present: Deanna Heiman, Barb Petkovsek, Brent Shoup, Natalie Erpenbach. Not present: Jody Conner.
3. **Motion to approve the agenda** – Motion by Heiman, second by Shoup to approve the agenda. Voice vote, all aye, motion carried.
4. **Review / approval of Minutes** – Motion by Heiman second by Petkovsek to approve the minutes of the Grants Committee meeting of June 29, 2023. Voice vote, all aye, motion carried.
5. **Citizen appearances** – None
6. **Grant Applications**

Review List of Grants - *Grant / Financial Assistance Request Log (attached to these Minutes)*

- Other steps being taken or in process:
 - Heiman to work with Rural Development (USDA) – getting Account established to apply for future grants.
 - Heiman to work with WI Dept of Transportation – looking into Connecting Communities TAP Grant. Possible joint co-sponsor with Village of Granton.
 - Erpenbach and Shoup to meet with City Departments to firm up needs and timing of grants.
 - Petkovsek to work with Parks and Rec Department & Beautification Committees.
- Applied for but still pending - None
- Applied for and awarded or not received - None

7. CDBG Housing Program

- a. Rex Roehl, City Clerk, reviewed City of Neillsville housing programs, contacts and materials. He provided this committee with a current copy of the Federal **Community Development Block Grant** (CDBG) program,
- b. There are currently 3 CDBG programs affecting City of Neillsville property owners. Information attached to these minutes.
 - i. **Home Repair & Homebuyers Program** – administered by Chippewa County Housing Authority for a 7 County area (including Clark). Funded with \$2,000,000 at the regional level each year. City of Neillsville has oversight and appeal responsibilities. This is a loan program designed to assist low- and moderate-income households with repairs to their homes. Loans are deferred at zero interest and no payments until home is sold in the future. Restrictions apply.
 - ii. **City of Neillsville CDBG Housing Program** – City administered CDBG revolving loan program. Loan amounts of \$49,999 are approved by the Administrator for repair needs of the property. Greater amounts must be approved by the State of Wisconsin, Division of Housing. Restrictions apply.

Currently \$380,937.96 in revolving City level CDBG loans are outstanding. No Additional funds are added to this program (local, state or federal sources). Certain loans (lead / asbestos abatement) can become grants and are not required to be repaid.

- c. Discussion and action to recommend to City Council, confirming denied and emergency CDBG housing loan applications:

i. **Application NV-07 / #2021-07-ER**

Motion by Petkovsek and second by Shoup to recommend to the Common Council to confirm the approval of loan to Application #2021-07-ER in the amount of \$60,488 for roof, windows, and lead abatement. Voice vote, all aye, motion carried.

ii. **Application NV-08 / #2022-08-ER**

Motion by Heiman and second by Shoup to recommend to the Common Council to confirm the approval of loan to Application #2022-08-ER in the amount of \$9,425 for furnace replacement, **Pending Clear Title**. Voice vote, all aye, motion carried.

iii. **Application NV-09 / #2023-09-ER**

Motion by Shoup and second by Heiman to recommend to the Common Council to confirm the approval of loan to Application #2023-09-ER in the amount of \$60,005 for doors, electrical, siding, ceilings, windows, steps, water heater, insulation, and lead abatement. Voice vote, all aye, motion carried.

iv. **New Applications, - None**

- d. There were no CDBG housing loan applications, loan subordination requests, special loan requests or loan foreclosures to review or act on.

8. Neillsville Residential Incentive Program – discussed this City controlled grant program established to encourage developers and / or residents to invest in the City's housing options by providing a one-time financial incentive to developers of new single family and multi-family residential dwelling units. \$50,000 available in this program. Payment equals 5% of assessed value up to \$300,000 with a maximum payout of \$15,000. Certain restrictions apply.

9. Old Business – None

10. New Business

- discussion of correspondence / comments received since last meeting.
Petkovsek had previously responded to a lady from New York state wanting to discuss donating funds to the City in memory of a family member who recently passed. No decisions made by this lady and No action taken.
- Discussion and action on invoices to be paid from Grant Committee Funds – None
- Questions, Comments, Concerns of Grant Committee Members – discussed possible Goals and Vision for the Grants Committee.
- Next meeting date is **Tuesday, August 22, 2023 at 4pm.**

Motion by Shoup and second by Heiman to adjourn the meeting at 5:20 pm. Voice vote, all aye, motion carried. Meeting adjourned.