



# City of Racine

City Hall  
730 Washington Ave.  
Racine, WI 53403  
www.cityofracine.org

## Meeting Minutes

### Community Development Block Grant Advisory Board

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Monday, September 29, 2025

4:00 PM

City Hall, Room 303

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#### Call To Order

#### Approval of Minutes for the August 11, 2025 Meeting.

**A motion was made by Tussler, seconded by Reeves, to approve the August 11, 2025 meeting minutes. The motion PASSED by a voice vote.**

Subject: Communication sponsored by Mayor Mason, submitting for review and approval the proposed allocation of FY 2025 Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) funds.

Staff Recommendation on 07-28-25: That the CDBG Advisory Board recommends approval of the proposed allocation of FY 2025 CDBG and ESG funds as detailed in the attached table and authorizes staff to include these allocations in the City's FY 2025 Annual Action Plan submission to HUD. All funding agreements and obligations shall be deferred until HUD has provided written approval of the AAP.

Staff Recommendation on 08-11-25: That the CDBG Advisory Board defer this item to the September 8, 2025 meeting to allow sufficient time to address the Board's concerns raised at the 7/28/25 meeting and provide additional information.

Recommendation of the CDBG Advisory Board on 09-29-25: To approve of the proposed allocation of FY 2025 CDBG and ESG funds as detailed in the attached table with an amendment to request a City of Racine resident be added to WWBIC's Board.

Fiscal Note: No immediate fiscal impact. Grant agreements will be executed only after HUD issues formal approval of the City's FY 2025 AAP.

**A motion was made by Alder Maack, seconded by Tussler, to recommend approval of the proposed allocation of FY 2025 CDBG and ESG funds as detailed in the attached table with the amendment to request a Racine resident on WWBIC's Board. All funding agreements and obligations shall be deferred until HUD has provided written approval of the AAP. The motion PASSED by a voice vote.**

Subject: Communication sponsored by Mayor Mason, to reallocate \$400,000 of the Community Development Block Grant(CDBG) Available Loan Funds(ALF) to Support the City of Racine Clean Sweep Initiative.

Recommendation of the CDBG Advisory Board on 09-29-25: To approve of the proposed reallocation of \$400,000 from CDBG ALF accounts to support the Clean Sweep initiative, as presented.

Fiscal Note: Funding will be sourced entirely through the reallocation of existing CDBG Available Loan Funds. No impact on general CDBG funds is anticipated.

**A motion was made by Alder Horton, seconded by Tussler, to recommend approval of the proposed reallocation of \$400,000 from CDBG ALF accounts to support the Clean Sweep initiative as presented. The motion PASSED by a voice vote.**

Subject: Communication sponsored by Mayor Mason requesting additional non-federal revolving loan funds of \$5,800 for 1644 S. Memorial Drive.

Recommendation of the CDBG Advisory Board on 09-29-25: To approve the use of \$5,800 in Non-federal funds for the change order of 1644 S Memorial Dr.

Fiscal Note: There are sufficient Non-federal funds to facilitate the \$5,800 change order for 1644 S Memorial Drive.

**A motion was made by Alder Maack, seconded by Alder Land, to recommend approval of the use of \$5,800 in Non-federal funds for the change order of 1644 S Memorial Dr. The motion PASSED by a voice vote.**

Subject: Communication sponsored by Mayor Mason authorizing the acceptance and the execution of a contract for with Terra Venture Advisors, LLC for relocation services for the 1644 Packard Ave Rehab Project.

Recommendation of the CDBG Advisory Board on 09-29-25: To approve of the use of up to \$52,000 in HOME funds and execute a contract with Terra Venture Advisors, LLC for relocation services for 1644 Packard Ave.

Fiscal Note: There are sufficient HOME Funds to facilitate the relocation funding for 1644 Packard Ave including relocation case management via Terra Venture Advisors, LLC.

**A motion was made by Alder Maack, seconded by Alder Horton, to recommend approval of the use of up to \$52,000 in HOME funds and execute a contract with**

Terra Venture Advisors, LLC for relocation services for 1644 Packard Ave. The motion PASSED by a voice vote.

**It is intended that the Community Development Block Grant Advisory Board will meet in closed session pursuant to Wisconsin Statutes Sec. 19.85 (1)(f), regarding consideration of financial or personal histories of specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data.**

A motion was made by Alder Maack, seconded by Tussler, to convene into closed session. The motion PASSED by the following Roll Call Vote:

AYES - Mason, Maack, Horton, Land, Reeves, Tussler, and Weiss.

### **CLOSED SESSION**

**The Community Development Block Grant Advisory Board will return to open session and may take action on items discussed in closed session.**

A motion was made by Alder Land, seconded by Alder Horton, to convene into open session. The motion PASSED by the following Roll Call Vote:

AYES - Mason, Maack, Horton, Land, Reeves, Tussler, and Weiss.

### **OPEN SESSION**

Subject: Communication sponsored by Mayor Mason, to issue a Community Development Block Grant (CDBG) home repair loan and forgivable loan to the owner of 904 Park Ave.

Staff Recommendation: That the CDBG Advisory Board approves the consolidated loan request for 904 Park Avenue, combining the 2025 CDBG loan, forgivable loan, and deferred loan balances under the proposed terms.

Fiscal Note: Sufficient funds are available in the CDBG Homeowner Fixed Interest Housing Loan Program. Loan repayments are returned to the program as income and support future projects.

**A motion was made by Alder Maack, seconded by Alder Land, to approve the consolidated loan request for 904 Park Avenue, combining the 2025 CDBG loan, forgivable loan, and deferred loan balances under the proposed terms. The motion PASSED by a voice vote.**

Subject: Communication sponsored by Mayor Mason, to issue a revised Community Development Block Grant (CDBG) home repair loan and forgivable loan to the owner of 2022 St Clair Street.

Staff Recommendation: That the CDBG Advisory Board approve the revised funding request for a CDBG Home Repair Loan and Forgivable

Loan for the homeowner of 2022 St. Clair Street, to include the additional costs as presented.

Fiscal Note: Sufficient funds are available in the CDBG Homeowner Fixed Interest Housing Loan Program, Account #81520404. Loan repayments are returned to the program as income, supporting future projects.

**A motion was made by Alder Maack, seconded by Alder Land, to approve the revised funding request for a CDBG Home Repair Loan and Forgivable Loan for the homeowner of 2022 St. Clair Street, to include the additional costs as presented. The motion PASSED by a voice vote.**

Subject: Communication sponsored by Mayor Mason, to issue a forgivable grant using non-federal funds to the property owner 1022 Park Ave.

Staff Recommendation: That the CDBG Advisory Board approves the Forgivable Grant from Non-Federal Funds for 1022 Park Avenue as presented.

Fiscal Note: There are sufficient Non-Federal funds available for this project.

**A motion was made by Alder Maack, seconded by Alder Land, to approve the Forgivable Grant from Non-Federal Funds for 1022 Park Avenue as presented. The motion PASSED by a voice vote.**

## Adjournment