



Minutes

PLANNING & DEVELOPMENT COMMITTEE MEETING

THURSDAY, June 10th, 2021 – 8:00 A.M.

CALL: 1-312-626-6799

MEETING ID: 837 0059 6659

PASSCODE: 463607

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, June 10, 2021. Chair Sweeney presided. Supervisors present: Al Sweeney, Wayne Gustina, Wes Davis, Russ Podzilni, and Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner), Steve Godding (Planner III), Dana Sanwick (Office Coordinator), Jennifer Borlick (GIS Manager), and Michelle Schultz (Real Property Lister).

Other present: Supervisor Kathy Schulz and Todd Mandel from Wisconsin Partnership for Housing Development.

1. Call to Order
Roll Call

2. Adoption of Agenda

Moved by Supervisor Podzilni **Seconded** by Supervisor Gustina
Approved (5-0)

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held May 27, 2021 at 8:00 am

Moved by Supervisor Davis **Seconded** by Supervisor Potter
Approved (5-0)

4. Citizen Participation, Communications and Announcements

5. Code Enforcement

A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Division:

1. 2021 029 (Beloit Township) – Green Valley Farms Inc (One Lot CSM)

Moved by Supervisor Gustina **Seconded** by Supervisor Podzilni
Approved with Conditions (5-0)

1. The new smaller lot does not meet the minimum requirements of the A-1 district and will need to be rezoned. Both lots need to meet the minimum requirements of the district it is zoned, or proposed zoning.
2. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.

3. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval

6. Community Development

- A. **Possible Action Item:** Consideration of a Community Development Policy to address the current high material cost.

Todd Mandel, Executive Director of Wisconsin Partnership for Housing Development, provided information regarding the high cost of materials and proposed a short term adjustment to the policy in order to grant money for the difference between the average cost of materials versus the high cost materials that are being experienced now. Review every 6 months to keep abreast of the material costs.

Bidding software is used to quote prices on jobs and the percentage to grant would be forwarded to Andrew Baker for review before finalizing grant and mortgage amounts.

Grant amounts will utilize the HOME program. If a client only qualifies for CDBG, the state Department of Administration (DOA) will need to give approval for a grant.

Supervisor Davis asked Todd Mandel about the Federal Home Loan Bank of Chicago's terms. Todd Mandel gave an explanation on the terms and explained that if an application is submitted next year, funds would most likely not be available until the year 2023.

Moved by Supervisor Davis to authorize Andrew Baker and staff to proceed with the loan program and review of the loan program – at the discretion of WPHD based on their bidding software and the current cost of materials, **Seconded** by Supervisor Potter **Approved** (5-0). A formal policy will be provided to the Committee for review if deemed necessary after discussions with Wisconsin DOA regarding the possible use of CDBG funds for the grants.

- B. Discussion regarding proposed modifications to Community Development policies and procedures to encourage greater use of the programs

Todd Mandel recommends changing the subordination from 80% to 100% LTV of Fair Market Value. Over 100% would go to committee for denial or approval.

Todd Mandel explained using HOME and CDBG in tandem to provide maximum flexibility for projects. Considering a new forgiveness program that targets all low-income applicants and not just those over 55, which is the Senior program that is currently offered under the HOME program.

In regard to subordination, a HELOC (Home Equity Line of Credit) should be considered as consumer debt as it is a revolving fund that homeowners can use in any way they choose. Therefore, consolidation of a HELOC into a traditional mortgage shall not be approved as part of a subordination request.

- C. Initial discussion regarding how American Rescue Plan Act Funds may be utilized for Community Development activities

Final Rule on ARPA is not due out until approximately July 15, 2021. Policy should be written that applies only to the ARPA funds as these funds are a one time only grant. Funds have not yet been distributed to the HOME Consortium to be distributed to City of

Janesville, City of Beloit, and Rock County. These funds are in addition to the funds already earmarked for Rock County as a whole.

7. Economic Development

Small Business Loan program is on hold until such time that the ARPA funding rules are finalized. The ARPA funds may change how the program is administered. This decision was previously made by the SBLF Subcommittee.

8. Corporate Planning

9. Finance

A. Information Item: Committee Review of Payments

B. **Action Item:** Transfers

10. Director's Report

Budget process is starting; user fees will be discussed as part of the budget. Staff is primarily back in office. Deputy Surveyor position vacancy has been discussed with Surveyor, but no decisions have been made yet.

11. Committee Reports

12. Adjournment at 8:44AM

Moved by Supervisor Potter **Seconded** by Supervisor Gustina
Approved (5-0)

Future Meeting Dates
June 24, 2021 8:00 AM
July 8, 2021 8:00 AM