

**CITY OF SPARTA
COMMUNITY DEVELOPMENT BLOCK GRANT COMMISSION AGENDA
OCTOBER 11, 2023
5:15 P.M. CITY HALL**

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of minutes from the September 13, 2023 meeting**
- 3. Consideration to close the City of Sparta's Community Development Block Grant RLF Housing Program**
- 4. Consideration to move forward with the City of Sparta Housing Loan Program only upon final notification from the Department of Administration of the closure of the City of Sparta's Community Development Block Grant RLF Housing Program.**
- 5. Update on CDBG Small Business Facade Financials**
- 6. Items for Future Consideration**
- 7. Adjourn**

A possible Quorum of the Common Council may be in attendance at this meeting.
No Action will be taken by Council.

Posted 10.09.2023

**CITY OF SPARTA
COMMUNITY DEVELOPMENT BLOCK GRANT COMMISSION MINUTES
SEPTEMBER 13, 2023 AT 5:15 P.M.
CITY HALL**

Present: Matthew Hoffland, Kevin Brueggeman, Toni Polkoski

Also Present: Eric Solberg, Todd Fahning

Absent: Becky Oswald, Robert Arnold

Matthew Hoffland called the meeting to order at 5:15 p.m.

A motion was made by Kevin Brueggeman and seconded by Toni Polkoski to approve the August 16, 2023 meeting minutes. Motion carried 3-0.

Eric Solberg from Sparta Floral at 636 E Montgomery Street is requesting funds to do signage for their new building. He has included some estimate pricing with his application. A motion was made by Toni Polkoski and seconded by Kevin Brueggeman to approve the small business façade loan for Sparta Floral. Motion carried 3-0

Further consideration regarding the CDBG Small Business Façade Loan Program. Committee discussed whether to keep taking applications as loans are paid off or to suspend the account for 6 months or until we accumulate more funds in our account.

Motion was made by Kevin Brueggeman and seconded by Toni Polkoski to suspend the CDBG Small Business Façade Loan Program for 6 months and then we will re-evaluate at that time.

Discussion:

The committee discussed the CDBG Housing Program, we are waiting for MSA to send all the information to the Department of Administration, once they review everything, they will send us an invoice to pay for all the outstanding loans. Once we pay the invoice, and the program is completely closed, we can begin our CDBG Housing Program and start accepting applications.

Financials:

We just received a payoff for a business, and we are waiting on one business to finalize their project so we can pay the rest of their request.

A motion was made by Kevin Brueggeman and seconded by Toni Polkoski to adjourn the meeting at 5:39 p.m. Motion carried 3-0

Respectfully submitted,
Jackie Gerl
CDBG Coordinator/Deputy City Clerk

CDBG HOME LOANS
1988 WDF

YEAR	NAME	ADDRESS	AMOUNT OWED	2021 LOANS	DATE SATISFIED	AMOUNT PAID	NOTES
1986	Anderson, Loren, Edith	229 Walrath Street	\$ 14,023.99			\$0.00	
2018	Bagley, Timothy	637 Monroe Street	\$ 12,408.12			\$0.00	
1983	Benzing, Daniel	615 Wolcott Street	\$ 7,500.00			\$0.00	
2009	Betts, Susan	400 Central Avenue	\$ 10,565.00		04.24.2023	\$10,565.00	
2004	Bohl, Danny	520 Blake Street	\$ 15,000.00			\$0.00	
2004	Boss, Lisa	822 Jefferson Avenue	\$ 5,451.50			\$0.00	
1997	Brandau, Norma	312 S K Street	\$ 4,160.00			\$0.00	
2010	Brandau, Norma	312 S K Street	\$ 11,700.72			\$0.00	
2004	Brandau, Stacy	213 Pine Street	\$ 12,000.00			\$0.00	
2015	Brown, Ashley	118 W Montgomery	\$ 13,000.00			\$0.00	
2006	Castro, Chris	507 Austin Street	\$ 15,013.00			\$0.00	
2021	Dicus, Sue Ann	208 N Spring Street			Application Only		
2012	Doyle, Rebecca Bach	404 E Division Street	\$ 6,835.37			\$0.00	
2013	Dutton, Vicky	901 Randy Road	\$ 10,020.00		07.27.2023	\$10,020.00	
2009	Endres, Laura	922 John Street	\$ 12,000.00			\$0.00	
1990	Evans, Joe, Noreen	817 Depot Street	\$ 2,103.20			\$0.00	
2001	Flaig, Donald	901 Kent Street	\$ 6,456.60			\$0.00	
1983/88	Flock, Rosemary	408 S Water Street	\$ 13,783.40			\$0.00	
2007	Fuenger, Emily	209 E Averill Street	\$ -		02.07.2023	\$925.00	
1998	Furnier, Doug	713 N Water Street	\$ 5,800.00			\$0.00	
2002	Gnewikow, Martha	904 Goodman Street	\$ 8,465.00			\$0.00	
2011	Green, Deb	1417 S Water Street	\$ 2,900.00			\$0.00	
2008	Habegger, Bradley	615 N Water Street	\$ 11,400.00			\$0.00	
1990	Harris, Bryan	801 Mill Street	\$ 6,000.00			\$0.00	
1992	Harris, Troy	301 Walrath Street	\$ 5,000.00			\$0.00	
2007	Haws/Fitzsimmons	812 N Rusk Avenue	\$ 9,549.39			\$0.00	
1980	Hiles, Diane	640 E Franklin Street	\$ 4,434.89			\$0.00	
2003	Isbell, Gail	512 N L Street	\$ 1,874.00			\$0.00	
2008	Isbell, Gail	512 N L Street	\$ 6,157.00			\$0.00	
2007	Janusheske, Mary	115 Grove Street	\$ 7,497.21			\$0.00	
2010	Johnson, Rebecca	428 W Montgomery Street	\$ 12,000.00			\$0.00	
2005	Kasten, Bruce	214 N Myrtle Street	\$ 14,954.49			\$0.00	
1980	Kelley, Jane & Edward	609 N Court Street	\$ -		2/28/2022	\$7,000.00	
2007	Kinserdahl, David	907 Central Avenue	\$ 7,777.00			\$0.00	
1980	Kirchner, Sharon	709 Elm Street	\$ 5,498.00			\$0.00	
1994	Kolbo, Carolyn	1008 Depot Street	\$ 8,996.79			\$0.00	
2004	Kuderer, Charles	630 Pine Street	\$ 12,480.00			\$0.00	
2007	LaRock, Karen	705 N Benton Street	\$ 8,310.00			\$0.00	
2016	Leis, Lisa	304 N Rusk Avenue	\$ 7,916.00			\$0.00	
1994	Loeffelholz, Todd	1014 S Water Street	\$ 3,800.00			\$0.00	
2004	Losic, Randy & Kathy	409 S L Street	\$ 4,100.00			\$0.00	
1989	Nelson, Earl & Jane	203 N Court Street	\$ 14,690.00			\$0.00	

YEAR	NAME	ADDRESS	AMOUNT OWED	2021 LOANS	DATE SATISFIED	AMOUNT PAID	NOTES
2010	Novy, Jason & Cristal	411 W Montgomery Street	\$ 5,900.91			\$0.00	
2013	Nugent, Colin & Bethany	406 Austin Street	\$ 15,000.00			\$0.00	
1983	Phipps, Katherine	313 S Black River Street	\$ 11,828.94			\$0.00	
1987	Reisinger, Barbara	600 Monroe Street	\$ 6,700.00			\$0.00	
2003	Richards, Helen	600 Pine Street	\$ 6,955.00		08.19.2022	\$6,955.00	
2017	Sanders, Ronnie	611 N Chester Street	\$ 1,290.00			\$0.00	
2018	Sanders, Ronnie	611 N Chester Street	\$ 47,380.00			\$0.00	
2007	SantaClara, Julio & Amanda	506 N L Street	\$ 5,341.00			\$0.00	
2012	Schmick, Julia	210 E Franklin Street	\$ 10,840.95			\$0.00	
2012	Schmick, Julia	210 E Franklin Street	\$ 1,657.91			\$0.00	
2001	Schreier, Christine	1006 Jane Drive	\$ 10,494.00			\$0.00	
2015	Scholze, Steve & Bonnie	907 John Street	\$ 8,550.00			\$0.00	
2010	Scott, Mary	312 Grove Street	\$ 4,146.42			\$0.00	Subordination
2010	Scott, Mary	312 Grove Street	\$ 3,870.81			\$0.00	
2012	Severson, Pam	727 Park Street	\$ 3,500.00			\$0.00	Subordination
2012	Severson, Pam	727 Park Street	\$ 684.46			\$0.00	Subordination
1990	Shils, Susan	110 N Chester Street	\$ 12,000.00			\$0.00	
1986	Stevens, Richard, Luella	307 North Street	\$ 4,000.00			\$0.00	
2007	Stockel, Tina	831 Goodman Court E	\$ 3,966.25			\$0.00	Sheriff Sale?
1996	Thurston, Debra & Scott	419 Monroe Street	\$ 10,000.00			\$0.00	Subordination
1986	Vieth, Francis	515 S L Street	\$ 8,410.00			\$0.00	
1983	Vinson, Linda	901 Long Court	\$ 10,270.00			\$0.00	
1997	Volden-Quinn, Marta	321 N L Street	\$ 2,701.82			\$0.00	
2018	Volden, Marta	321 N L Street	\$ 15,315.00			\$0.00	
2019	Volden, Marta	321 N L Street	\$ 26,001.35			\$0.00	
2016	Von Ruden, Brandon	502 N L Street	\$ 3,849.00			\$0.00	
2004	Wikkerink, Jade & James	211 Pearl Street	\$ 14,999.32			\$0.00	
2015	Wise, Brett	417 Central Avenue	\$ 8,970.00			\$0.00	
1984	Yeske, Anita	823 John Street	\$ 2,933.63			\$0.00	
2012	Zuehlke, Dean	113 Sarah Street	\$ 12,000.00			\$0.00	
			\$ 621,177.44		-	\$35,465.00	
	2022 Mortgage Balance Forward	\$	621,177.44				
	Satisfactions		\$35,465.00				
	Subtotals		\$585,712.44				
	2023 Mortgages		\$0.00				
	2023 HOME LOAN TOTALS		\$585,712.44				



Replacement windows are an eligible project.

What is CHRLP?

Community Home Rehabilitation Loan Program

Establishment of a loan program for use in rehabilitating owner-occupied homes by low to moderate income residents. It is designed to provide qualified homeowners with a no-interest, deferred payment home repair loan up to \$20,000.00

Do you qualify for a CHRLP?

This program requires the following documents:

1. Application completed in full
2. Most recent property tax bill
3. Submission of 2 bids for proposed work (must be licensed/Certified)
4. Copy of Previous Year tax return (must include each household occupant 18+)
5. Copy of most recent pay stub (must include each household occupant 18+)
6. Copy of property home insurance and flood insurance (if applicable)

What projects qualify for repairs?

- Roofs
- Siding
- Windows
- Furnaces
- Water Heaters
- Adding Handicap accessibility
- Repair of existing central air conditioner

Items that do not qualify,

- Cosmetic Landscaping
- Furnishings
- Appliances
- Finishing of unfinished spaces
- Repairs to accessory buildings

Funds cannot be used for contracted/completed reimbursement.

ALL REPAIRS ARE APPROVED OR DENIED AT COMMITTEES DISCRETION



Roof replacement as an eligible item.

CHRLP Loan Description

- Single Family Owner, occupied home loans
- Must be located in the City of Sparta
- All zoning ordinances apply
- All Loans will be 0% interest
- All incomplete submissions will be declined.
- All information is kept confidential

Questions?

For more program questions or details, feel free to contact us.

Contact Us

Phone: 608-269-4340 X.5163

Web: spartawisconsin.org



**CITY OF SPARTA
BLOCK GRANT
HOUSING
PROGRAM**



Established 2023

**CITY OF SPARTA
BLOCK GRANT
HOUSING PROGRAM
201 West Oak Street
Sparta WI 54656**

YEAR	NAME	ADDRESS	MORTGAGE AMOUNT	2023 LOANS	DATE OF SAT	2023 SAT	Still Need To Pay
2018	A.J. Schanhofer, LLC	106 W Franklin Street	\$15,000.00				
2023	Arctic & Associates	300 S Water Street		\$15,000.00			
2022	Battista, John & Krishna - Family Promise	117 W Oak Street	\$10,280.00				
2022	Bills, Tucker & Michele/WMT Enterprises, LLC	106 N Water Street	\$14,560.00				
2022	Burlingame & Sons (Beer Shop)	121 E Oak Street		\$15,000.00			
2020	Burlingame & Sons (Beer Shop)	200 W Wisconsin Street	\$14,940.34				
2015	Chatfield, Kari (Pink Poolle)	108 E Oak Street	\$2,257.00				
2022	Coulee Car Wash, LLC (Ziegler/Schaitel)	411 W Wisconsin Street	\$15,000.00				
2021	Croft, Elizabeth (Black Sheep Studios)	210 S Water Street	\$15,000.00				
2020	District 7 Décor (Jennifer Wanger)	113 E Oak Street	\$13,147.25				
2022	Dorine's Family Restaurant	110 S Water Street	\$15,000.00				
2015	Frisk, David & Phyllis (Second Season)	128 N Water Street	\$3,219.85	\$11,780.15			
2022	HLS Enterprises, LLC (Edward Jones)	606 W Wisconsin Street	\$8,076.00				\$ 6,924.00
2019	Jaeger, Jacelyn (KEPS)	123 N Water Street	\$19,045.00				
2018	JSK Oak Street, LLC	112 W Oak Street	\$12,094.14				
2018	JSK Oak Street, LLC (#2)	112 W Oak Street	\$1,945.70				
2019	Martinez, Christian & Vaaler, Tara	144 N Water Street	\$4,875.00				
2019	Moore, Kevin & Deb	124 N Water Street	\$14,828.47		09.11.2023	\$14,828.47	
2019	Moore, Kevin & Deb	126 N Water Street	\$14,962.00				
2021	Moore, Kevin & Deb	127 N Water Street	\$15,000.00				
2015	Meyer, Mark (Oak Street Apartments, LLC)	117 E Oak Street	\$13,270.00				
2016	Meyer, Mark (River Road Rentals, LLC)	138 N Water Street	\$14,750.00				
2020	Middleton Auto (Todd & Crystal Middleton)	118 W Wisconsin Street	\$15,000.00				
2022	Prestige 608 Properties	119 S Water Street	\$4,077.58				
2022	RBI Rentals	402 S Black River Street		\$15,000.00			
2019	Ole & Bean Creations, LLC (Michael Olson)	102 Jefferson Avenue	\$18,720.00		01.20.2023	\$18,720.00	
2022	Ryba, Rachel - Off The Canvas	100/102 N Water Street	\$15,000.00				
2019	Slattery, Robert/Menn, Jeffrey	215 S Water Street	\$15,000.00				
2023	TZ Market Investments	109 E Main Street		\$10,165.00			
2022	Trent Ziegler/Quint Schaitel	101 N Water Street	\$15,000.00				
2013	Tock, Russell & Dana	211 S Water Street	\$5,000.00				
2016	Tock, Russell & Dana	211 S Water Street	\$14,000.00				
2021	Villa, The (Seth Peters)	142 N Water Street	\$2,205.91	\$2,826.55			
2022	Wilson, Terelle - Legacy C&E, LLC	514 S Water Street	\$13,956.61				
2023	Wissestad William	103 S Water Street		\$15,000.00			
2016	Wissestad, William & Toni; Moskonas, Theodore	110 E Main Street	\$7,200.00				
2020	Wissestad, William & Toni; Moskonas, Theodore	110 E Main Street	\$7,800.00				
2015	ZS Investments, LLC; Trent Ziegler	122 E Oak Street	\$30,000.00				

Totals: \$400,210.85 \$84,771.70

\$33,548.47 \$ 6,924.00

Outstanding Loan Balan \$451,434.08

2022 Loan Balance Form \$400,210.85

2023 Satisfactions \$33,548.47

Subtotals \$366,662.38

2023 Mortgages \$84,771.70

2023 LOAN BALANCE T \$451,434.08