

Minutes of the
HOME Board Meeting
November 6, 2014

Members Present: Christine Howard, Mark Baldwin, Ron Buchanan, Kathleen Schilling, Glenn Stumpf, Peter Sorce, John Kannard, Dennis Myers, Duane Paulson, Dick Schultz, Jay Schreurs

Staff: Kristin Silva, Lori Rutzinski, and Christina Brockish, Waukesha County; Debbie Narus, Wisconsin Partnership for Housing Development

Excused Absence: Joseph Birbaum, Maria Watts, Russell Kutz, Mark Hoefert

Guests: Kim Haines, Waukesha County Corporation Counsel; RoxAnne Witte and Genevieve Borich, Jefferson County Economic Development Consortium; Bernie Juno, Hebron House of Hospitality; Carol Biersach, Slinger Housing Authority

- I. The meeting was called to order by Ron Buchanan, the Board Chair, with a quorum of the Board present at 9:00 a.m.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Peter Sorce and seconded by Dennis Myers, the minutes from the October 16, 2014 HOME Board meeting were unanimously approved.
- IV. There were no public comments. Staff comments: Kristin Silva said that HUD will not accept submission of the final draft of the Consolidated Plan, the Annual Plan or the Analysis of Impediments document until the Federal budget for FY2015 has been passed. The documents will still be ready to submit by the original November 15, 2014 deadline and will be submitted as soon as HUD allows.

Kristin visited the Family Promise site that was funded with HOME funds, she said it was a very successful project and the units are being rented at full capacity.

- V. The Wisconsin Partnership Fund Balance report was reviewed; the remaining balance for the rest of the year is \$74,000 for DPA, \$86,000 for Purchase/Rehab, and \$201,000 for Home Rehab.

Kristin reviewed the program income which has not changed since it is not received every month. Kristin asked the Board if they would like to see the program income worksheet monthly or quarterly, the Board requested to see it quarterly.

- VI. Lisa Kratz from Wisconsin Partnership for Housing Development (WPHD) reviewed their estimated budget for 2015.

On a motion by Mark Baldwin and seconded by Duane Paulson, the Board unanimously approved the extension of the WPHD contract through 2015.

- VII. Two representatives were present from the homebuyer counseling agencies preferred provider list. There are currently 5 contracted agencies that are paid \$650 per loan closing.

On a motion by Kathleen Schilling and seconded by Peter Sorce, the Board unanimously approved the extension of the Homebuyer Counseling Agency Preferred Provider List through 2015.

- VIII. Jim Bouffiou, who is the HOME program inspector from Whiteglove Inspections, contacted Kristin saying he has no changes to his contract.

On a motion by Dennis Myers and seconded by John Kannard, the Board unanimously approved the extension of the HOME Inspection contract through 2015.

- IX. The 2015 Slate of Officers was discussed, a representative from Jefferson County was needed to fill the position of the Treasurer. Ron Buchanan volunteered. The Board unanimously approved the 2015 Slate of Officers.

- X. Bernie Juno from Hebron House of Hospitality answered questions regarding the application requesting additional funding for the 620 Summit project that was previously approved. The extra costs will be incurred due to the construction during the winter months.

On a motion by Dick Schultz and seconded by Christine Howard, the Board unanimously approved the additional \$29,875.

- XI. Kristin stated that the public comments were received for the 2015-2019 Consolidated Plan, Analysis of Impediments, and Annual Action Plan; the comments were taken into consideration and addressed in the plans. There was also an executive summary created to address some of the concerns.

On a motion by Mark Baldwin and seconded by Dennis Myers, the 2015-2019 Consolidated Plan was unanimously approved.

On a motion by Dennis Myers and seconded by Peter Sorce, the 2015—2019 Analysis of Impediments was unanimously approved.

On a motion by Kathleen Schilling and seconded by Mark Baldwin, the 2015 Annual Action Plan was unanimously approved.

- XII. On a motion by Dennis Myers and seconded by Peter Sorce, the Board approved the meeting adjourned at 9:38 a.m.

Respectfully submitted,



Ron Buchanan
Chair, HOME Board