

Minutes of the  
HOME Board Meeting  
February 18, 2010

Members Present: Duane Paulson, Mark Baldwin, Ron Buchanan, Joe Birbaum, Jill Haupt, Peter Sorce, Kathleen Schilling, Greg David, James Rothenbach, Robert Adam Glen Stumpf and Maria Watts

Staff: Glen Lewinski, Debbie Narus and Nancy Mojica

Guest: Carol Biersach, Lee Martinson, Slinger Housing Authority, RoxAnne Witte, Jefferson County Economic Development, Joana Hemschemeyer, Hebron House, Rose Sura, HBC Services, Inc and Robin Reshel, Hartford C.D.A.

- I. The meeting was called to order by the Chair with a quorum of the Board present at 9:02 a.m.
- II. The Chair led the Pledge of Allegiance.
- III. On a motion by Ron Buchanan and seconded by Peter Sorce, the minutes from the December 17, 2009 were unanimously approved.
- IV. Staff indicated that the 2010 grant award was not yet released by HUD.  
An article and pictures of the Ozaukee Habitat project were passed around for viewing. The Board accepted the resignation of Scott Seefeldt (Jefferson County). Introductions were made of the Board and guests as they welcomed a new Board member Glenn Stumpf (Ozaukee County).
- V. Kristin Silva provided copies and reviewed a 2009 accomplishment summary report and a ten year 1999-2009 accomplishment report. On a motion by Kathleen Schilling and seconded by Mark Baldwin, the reports were accepted.
- VI. Wisconsin Partnership staff reviewed the Fund Balance Report emphasizing the available funds for distribution.
- VII. Wisconsin Partnership indicated that no loans were in default in 2009 (some foreclosure notices have been received but none have officially been closed).
- VIII. The Board reviewed the six projects (4 developments, 2 Tenant Based Rent Assistance) for possible funding.

On a motion by Duane Paulson and seconded by Joe Birbaum, the Board unanimously approved transmitting a letter of support to each developer project for their application to WHEDA for Tax Credits.

On an amendment, motion by Joe Birbaum and seconded by Kathleen Schilling, the Board approved an allocation of \$100,000 from \$25,000 to the project that scores highest by WHEDA and receives a Section 42 Tax Credit allocation. If two projects tie at the highest score, the funds would be evenly split.

On a motion by Kathleen Schilling and seconded by Mark Baldwin, funding for Hartford Community Development Authority Tenant Base Rental Assistance was tabled for action at the March meeting.

- IX. Staff reported that the Consolidated Plan was submitted to HUD and is under review. Staff will analyze the comments for future Board consideration.
- X. Staff explained the HOME re-certification process requiring the transmittal of an “opt-out” letter to each participating jurisdiction. Staff will prepare a summary of program accomplishments for each county as information to influence participation continuation in the program.
- XI. On a motion by Ron Buchanan and seconded by Joe Birbaum, the meeting was adjourned at 10:42 a.m.

Respectfully submitted,

Greg David  
Chair, HOME Board

**SUMMARY OF FUND BALANCES FOR HOME CONSORTIUM**

	TOTAL FUNDS AVAILABLE DURING 2010	February, 2010		2010 Year to Date		FUNDS AVAILABLE Feb. 28, 2010	Comments	FUNDS AVAILABLE TO COMMIT
		Number of Loans	Reserved Amount	Number of Loans	Reserved Amount			
	1	2	3	4	5			
Downpayment Assistance Program 2009	\$ 53,035.21	2 \$ 13,700.00	3 \$ 20,550.00	\$ 32,485.21				
Purchase/Rehab Program 2009	\$ 3,538.81			\$ 3,538.81				
Rehab Program 2009	\$ 6,445.86			\$ 6,445.86			Includes 1 loan in process \$22,645	
Downpayment Assistance Program 2010	\$ 540,000.00			\$ 540,000.00				
Purchase/Rehab Program 2010	\$ 200,000.00			\$ 200,000.00				
Rehab Program 2010	\$ 300,000.00	1 \$ 7,469.00	4 \$ 75,284.00	\$ 224,736.00			Includes 4 loans in process \$75,264	
County Allocations								
Jefferson County	\$ -			\$ -			\$68,022 remaining to be drawn	
Ozaukee County	\$ -			\$ -			\$89,973 remaining to be drawn	
Washington County	\$ -			\$ -			\$70,174 remaining to be drawn	
Waukesha County	\$ 5,145.00			\$ 5,145.00				\$ 5,415.00
CHDO Operating Funds	\$ -			\$ -			\$25,000 remaining to be drawn	
CHDO Reserve Funds								
Movin' Out, Inc.	\$ -			\$ -			\$89,500 remaining to be drawn	
Habitat for Humanity Washington Co	\$ -			\$ -			\$81,100 remaining to be drawn	
Hebron House	\$ -			\$ -				
UNALLOCATED CHDO RESERVE	\$ 238,336.75			\$ 238,336.75				\$ 238,336.75
Administrative Funds								
Waukesha County Admin 2010	\$ 107,282.00			\$ 107,282.00				
WPHD Admin/Technical Assistance 2010	\$ 42,718.00			\$ 42,718.00				
UNALLOCATED ADMINISTRATIVE	\$ 65,244.74			\$ 65,244.74				\$ 65,244.74
Other Entitlement Projects								
Habitat for Humanity Ozaukee Co	\$ -			\$ -			\$67,000 remaining to be drawn	
Oak Hill Project	\$ -			\$ -			\$245,000 remaining to be drawn	
Habitat for Humanity Jefferson Co	\$ -			\$ -			\$26,100 remaining to be drawn	
Rock River Restoration, LLC	\$ -			\$ -			\$14,999 remaining to be drawn	
UNALLOCATED ENTITLEMENT	\$ 239,960.51			\$ 239,960.51				\$ 239,960.51
CHI - Rehab funds held by Waukesha Co.	\$ 35,165.74	\$ 435.43		\$ 5,647.37		\$ 29,517.77		
FHLBC - Rehab funds held by Waukesha Co.	\$ 17,555.39			\$ 17,555.39				
<b>TOTAL AVAILABLE</b>	<b>\$ 1,854,428.01</b>			<b>\$ 1,602,966.04</b>		<b>\$ 1,602,966.04</b>		<b>\$ 548,957.00</b>

NOTES

- Total funds available during 2010, includes funds carried over from prior years, 2010 estimated allocation and program income received during 2010.
- These are amounts of funds reserved during the month. For downpayment, these means that the banks have reserved the funds for particular home buyers. For the rehab program, it means that an application has been approved and reserved for particular home owners.
- These are amounts of funds reserved since the beginning of the year. For downpayment, these means that the banks have reserved the funds for particular home buyers. For the rehab program, it means that applications have been approved and reserved for particular home owners.
- These are amounts available after deducting funds reserved during the year.
- These are amounts available to fund new applications for funding such as CHDO and Development Projects.