

Minutes of the
HOME Board Meeting
July 10, 2014

Members Present: Joseph Birbaum, Ron Buchanan, Christine Howard, John Kannard, Dennis Myers, Duane Paulson, Dick Schultz, Russell Kutz, Maria Watts, Jay Schreurs, Mark Hoefert

Staff: Kristin Silva, Lori Rutzinski, and Christina Brockish

Excused Absence: Kathleen Schilling, Mark Baldwin, Peter Sorce, Glenn Stumpf

Guests: RoxAnne Witte, Jefferson County Economic Development Consortium

- 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 Duane Paulson and seconded by Dennis Myers, the minutes from April 17, 2014 were unanimously approved.

The Board and staff members introduced themselves to the newest Board Member, Dick Schultz from Jefferson County.

- IV. There were no public comments.

Kristin Silva announced that HUD released current census tract data. This information will be used to target areas that have a higher percentage of low-to-moderate income. Kristin also mentioned that there will be a two day conference called *A Home for Everyone* on July 16th and 17th at Country Springs Hotel. Waukesha County is hosting the conference and will be providing a bus tour to showcase four developments that HOME and CDBG have provided funding for.

- V. The Wisconsin Partnership report was reviewed and accepted. Debbie Narus reported that there are 27 DPA loans pending with \$177,000 left, four Purchase Rehab loans in process with \$137,000 left, and two Rehab loans in process with \$191,000 left.

Joe Birbaum asked if the program income information can be included on the Fund Balance Report to show how much and where the funds are coming from. Kristin stated that this information can be included on reports for the Board to see.

- VI. Kristin reviewed the core program information for 2012 and 2013. The drop in numbers for all programs from 2012 to 2013 was not typical, it was due to a repayment last year and the programs being halted mid-year. Ron Buchanan requested to include 2014 information to show progress so far this year.
- VII. On a motion by Mark Hoefert and seconded by Joe Birbaum, the 2015 HOME allocation was unanimously approved.

- VIII. Kristin updated the Board on HOME development projects; The Globe Apartments in Watertown is more than 50% done and will be completely done in August, Kristin suggested holding a future Board meeting there. Family Promise project in West Bend is completed and have been paid out. Movin' Out project in Waterloo expects to break ground in September or October. Overall, the projects are going well and now money is building to eventually fund another project.
- IX. Kristin updated the Board on the Consolidated Plan schedule. WFN Consulting based out of Georgia has been hired and will be here July 14th to develop a plan and schedule. They will hold several public meetings in beginning to mid-August with a focus on getting many attendees from public figures, Board members as well as the general public. The Waukesha County CDBG Board suggested holding a joint meeting with the HOME Board to discuss funding goals since the two programs often fund similar recipients. More information will be made available as it is received.

On a motion by Joe Birbaum and seconded by Dennis Myers, the Board approved the meeting adjourned at 9:34 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ron Buchanan".

Ron Buchanan
Chair, HOME Board