

Minutes of the
HOME Board Meeting
July 17, 2008

Members Present: Ron Buchanan, Mark Baldwin, Alan Schupp, Joe Birbaum, Kathleen Schilling, Scott Seefeldt, John Hilber, Greg David, Peter Sorce and Robert Adam

Staff: Glen Lewinski, Kathy Kamp, Kristin Silva and Nancy Mojica

Excused Absent: Duane Paulson, Jill Haupt, Maria Watts and Mark Hoefert

Guest: Carol Biersach, Lee Martinson, Slinger Housing Authority, Bernie Juno, Joana Hemschemeyer, Hebron House of Hospitality, Robin Lulich, Hartford C.D.A., James Tarantino, Tarantino & Company and Rose Sura, hbc services, inc.

- I. The meeting was called to order by the Chair with a quorum of the Board present at 9:05 a.m.
- II. On a motion by Ron Buchanan and seconded by Peter Sorce, the minutes from the June 19, 2008 meeting were unanimously approved.
- III. No Public comments were heard.
Staff informed the Board of the HOME Match Fund Waiver provision as result of the flooding declaration in the HOME Consortium areas.

Staff also informed the Board members of changes in mileage reimbursement by the IRS from .505 to .585 per miles. Reimbursement sheets were passed to the Board members.
- IV. The Wisconsin Partnership gave an overview of the record transfer process, which has taken a considerable amount of staff time. It is hoped that reconciliation between files and records can be completed soon.
- V. WI Partnership Report
 - a. The Fund Balance Report reviewed and accepted.
 - b. Due to the file transfer efforts, work on the Dennison Report was placed on hold.
- VI. Kristin Silva on behalf of Movin' Out, reported that a property with two units had been located in West Bend and the City had agreed to waive taxes for the property. A proposal would be forthcoming from Movin' Out to purchase the property.
- VII. On a motion by Joe Birbaum and seconded by Ron Buchanan, the Board approved the use of county (Health Dept.) staff to be the responsible inspector for lead abatement. The use of the county staff relates only to those properties (households) with lead problems, which are to be corrected using Ozaukee County Set-aside funds.
- VIII. Board members reported that the following action was taken regarding county set-aside funding:
 - a. Ozaukee County – Funds were approved for Lead Abatement with a \$10,000 maximum.
 - b. Jefferson County was tabled.

- c. Washington County recommends \$30,000 in Rehabilitation funds to include 3,000 in administration and \$1,000 in inspection fees.
\$20,000 to the Hartford Community Development for Tenant Based Rent Assistance (TBRA) to include \$2,000 in administration.
- d. Waukesha recommends approval of \$97,500 for the acquisition and demolition of a property with additional HOME CHDO funds subject to an approval 811 housing development for persons with disabilities.

IX. Action Items:

- a. On a motion by Mark Baldwin and seconded by Ron Buchanan, the Board approved the Washington County set-aside allocation of \$30,000 to include \$3,000 in administration and \$1,000 for Inspection for housing rehabilitation and \$20,000 to Hartford Community Development for Based Rental Assistance and \$2,000 for administration.
- b. The allocation decision for Jefferson County was tabled until the TAC meets and recommends funding.
- c. On a motion by John Hilber and seconded by Greg David, the Ozaukee County set-aside allocation for Lead Abatement (\$50,000 Lead Abatement, \$6,000 Admin/Marketing) as recommended by the Ozaukee TAC was approved by the Board.
- d. On a motion by Joe Birbaum and second by Ron Buchanan, the Board approved the Waukesha County set-aside of \$97,500 for the acquisition and demolition of a property (620 Summit Ave.) related to an 811 housing development application.
- e. On a motion by Joe Birbaum and seconded by Ron Buchanan, the request for HOME funds for Tenant Based Rent Assistance (TBRA) was denied by a unanimous vote of the Board due to the lack of available funds.
- f. On a motion by Kathleen Schilling and seconded by Peter Sorce, the Board approved an allocation of HOME CHDO funds in the amount of \$309,050 to Hebron House of Hospitality for the acquisition and demolition of property located at 620 Summit Ave., Waukesha, WI 53188 related to the submission of a HUD 811 application for future construction of an eleven (11) unit apartment for persons with disabilities. A secondary stipulation that funds would be released in increments as the various phases of the project were completed and disbursed between the Waukesha County set-aside, CHDO operating and HOME CHDO funds.
- g. After an explanation of the interest buydown repayment provision, on a motion by Ron Buchanan and seconded by John Hilber, the Board approved the modification of the interest buydown repayment terms to coincide with the terms of the lender portion of the twelve (12) year lender amortized loan. If the home is sold or title transferred during the term of the loan, the interest buydown repayment would be 1/12 or the number of years the loan was in place.
- h. Based on the demand for the Purchase/Rehabilitation allocation of funds, on a motion by Joe Birbaum and seconded by Ron Buchanan, the Board approved the transfer of \$150,000 from the Housing Rehabilitation allocation reducing it from \$279,000 to \$129,000 and increasing the Purchase/Rehab from \$293,910 to \$433,910.

On a motion by Kathleen Schilling and seconded by Greg David, the meeting adjourned at 10:15.

Respectfully submitted,


Mark Baldwin
Chair, HOME Board