

Minutes of the  
HOME Board Meeting  
May 19, 2011

Members Present: Kathleen Schilling, Duane Paulson, Jan Roou, Jay Schreurs, Lee Krueger, Ron Buchanan, Jill Haupt, Mark Baldwin, Peter Sorce, Glenn Stumpf, Joe Birbaum, Greg David, Maria Watts and Jennifer Hanneman

Staff: Glen Lewinski, Kristin Silva, Debbie Narus and Nancy Mojica

Excused Absence: Mark Hoefert

Guest: Carol Biersach, Lee Martinson, Slinger Housing Authority, Kathy Mayer, Hebron House of Hospitality, Russ Wanta, Habitat for Humanity, Menachem Rapoport, Crown Court Properties, Don Bernards, Baker Tilly and RoxAnne Witte, Jefferson County Economic Development Consortium

- I. The meeting was called to order by the Chair with a quorum of the Board present at 9:03 a.m.
- II. The Chair led the Pledge of Allegiance.
- III. On a motion by Peter Sorce and seconded by Glen Stumpf, the minutes of the April 21, 2011 meeting were approved with the following corrections: taking Greg David out of Members Present and adding Kristin Silva to Staff.
- IV. No Public comments were heard.  
Staff reported that HUD will be conducting monitoring on June 21-23, 2011 with an emphasis on the Downpayment Assistance program (DPA).
- V. The Fund Balance was reviewed and accepted.
- VI. Staff indicated that the estimated 2011 grant will be approximately \$179,000 less than the 2010 grant. Staff recommended that no modification be made until the actual grant amount and expenditures are known.
  - a. Staff reported that HUD has flagged two activities for lack of completeness:
    1. The Movin Out project allocated \$250,000 has spent \$160,500 on an acquisition/Rehab; HUD indicated that the balance of \$89,500 was still considered open.

On a motion by Jill Haupt and seconded by Duane Paulson, the Board approved the de-obligation of \$89,500 in Movin Out funds to allow staff to complete the project on the IDIS system.
    2. The Hebron House Summit Avenue project continues to seek funding.
- VII. The RFP for Homebuyer Counseling received three applications- Housing Resources for Waukesha, Jefferson County Economic Development Corporation for Jefferson County and Green Path for both counties. A subcommittee reviewed and scored the three applications and provided the Board the subcommittee member's comments on its recommendation.

On a motion by Jill Haupt and seconded by Mark Baldwin, the Board unanimously approved the subcommittee recommendations to award the Waukesha Homebuyer Counseling to Housing Resource and the Jefferson County Homebuyer Counseling to the Jefferson County Economic Development Corporation. The recommendations require approval through the Waukesha County procurement process before a contract can be executed which will occur in June.

- VIII. Staff reported that three new foreclosures had been filed. A summary of foreclosures will be provided in June. Wisconsin Partnership indicated that it had entered into agreement with Housing Resources for a Foreclosure Prevention Initiative.
- IX. Russ Wanta, Director, Washington County Habitat for Humanity provided an overview of Habitat project financing. Staff provided an overview of questions raised by the county Corporation Counsel related to subordination protection on Habitat properties if they are foreclosed. A recommendation was presented to put the HOME Consortium/Waukesha County financial interest in 1<sup>st</sup>. position and have the Habitat financing in 2<sup>nd</sup> position. Mr. Wanta indicated that he would take the recommendation to the Habitat Board for consideration and approval.
- X. Menachem Rapoport representing Crown Court Properties and Don Bernards from Baker Tilly presented a funding proposal for rehabilitation funding for the existing Wilkinson Manor project in Oconomowoc which has been approved for a WHEDA Tax Credit. Suggestions related to HOME funding, terms and replacement were discussed. A HOME Consortium subcommittee will meet to recommend to the Board funding, terms and repayment prior to the next Board meeting.
- XI. Update on Prior Development:
  - a. Kathy Mayer, representing Hebron House, indicated that IFF a lending resource will make a decision by June on the funding of the Summit Avenue proposed development. Hebron House may also re-apply for 811 financing.
- XII. On a motion by Mark Baldwin and seconded by Jan Roou, the meeting adjourned at 10:12.

Respectfully submitted,

Kathleen Schilling  
Chair, HOME Board