

Minutes of the
HOME Board Meeting
April 18, 2013

Members Present: Mark Baldwin, Joe Birbaum, Ron Buchanan, Jennifer Hanneman, Christine Howard Turowski, John Kannard, Russell Kutz, Dennis Myers, Duane Paulson, Kathleen Schilling, Jay Schreurs, Peter Sorce and Glenn Stumpf

Staff: Kristin Silva

Excused Absence: Mark Hoefert and Maria Watts

Guests: Lisa Kratz, Debbie Narus, Wisconsin Partnership, Kimberly Haines, Waukesha County, Bernie Juno, Hebron House, Carol Biersach, Lee Martinson, Slinger Housing Authority and Dennis Heling, Jefferson County Economic Consortium.

- I. The meeting was called to order by the Chair with a quorum of the Board present at 9:00 a.m.
- II. The Chair led the Pledge of Allegiance.
- III. On a motion by Peter Sorce seconded by Dennis Myers, the minutes from the February 21, 2013 meeting were approved with an addition to Line VIII stating that staff along with Corporation Counsel is working on a solution for getting Waukesha County authorized to sign satisfactions and subordinations that are under CHI/CCAP's name.
- IV. No Public Comments were heard.

Movin' Out received their Low Income Housing Tax Credit for the Watertown Globe project. They are ready to get started on preparation for the project.

Staff indicated that a meeting was held with the office of Congressman James Sensenbrenner to ask for their help on resolving an issue on revising a CHDO drawdown with HUD.
- V. Lisa Kratz, Wisconsin Partnership, updated the Board on the Fund Balance Report. They currently have \$130,000 remaining in Downpayment Assistance (DPA). The program has really taken off over the last month. They currently have 27 reservations and 3 that require additional information. The Purchase Rehabilitation and Housing Rehabilitation are currently on hold.
- VI. Lisa Kratz had a concern about 2012 DPA recipients that have only a year from the time they receive DPA to get additional funding for doing rehabilitation work on their home. Kristin suggested that we wait to hear from HUD's response to the revision of the CHDO drawdown that was done last year.
- VII. The Slinger Housing Authority withdrew their request.
- VIII. The Board received a letter from a homeowner requesting that her deferred loan be changed to a forgivable loan due to financial distress. In 2007 there was a four month window that the program changed to a 5 year forgivable loan to a deferred loan.

On a motion by Kathleen Schilling and second by John Kannard to approve this case and request that staff get additional documentation on past loans so that the Board can make an informed decision. After further discussion the motion was rescinded by Kathleen Schilling and John Kannard.

On a new motion by Ron Buchanan and seconded by Peter Sorce, the request was tabled until the next HOME Board meeting.

- IX. Staff has been working with Kimberly Haines from Corporation Counsel. She has drafted a Power of Attorney to address the satisfactions and subordinations issue with CHI and CCAP. Scott Fergus (Community Housing Initiative, CHI) is working with Waukesha County to get this resolved. The intention of Staff is to have the County Executive have the ability to sign satisfactions and subordinations although the mortgages are in CHI or CCAP's name. The Power of Attorney will be filed in Waukesha County first and then it will be done for the entire HOME Consortium.
- X. Staff was asked by the Board to get additional financial information from Hebron House on their application request for the 811 project at 620 Summit Avenue. Jim Tarantino and Company (the developer) who is working with Hebron House met with HUD staff regarding this project. Kristin also talked to HUD about their request and HUD has asked for us to submit a letter with questions the County has pertaining to this project. The letter was submitted to HUD on April 8th. The project is ready to go now that the city has approved it's plans.

On a motion by Dennis Myers and seconded by Peter Source, the Board discussed the possibility of approving the request of \$133,000 should HUD response be favorable, along with Corporation Counsel and CDGB Staff's agreement. Duane Paulson asked what decision was made by the Executive Committee of the HOME Board. The Executive Committee of the HOME Board deferred recommendations pending staff working with HUD, Hebron House and Corporation Counsel to resolve any issues that are outstanding. After a lengthy discussion, both Dennis Myers and Peter Sorce withdrew their motion.

The request was tabled until the May meeting.

- XI. Habitat for Humanity for Jefferson County was given HOME funds for the purchase of three lots in 2009. One of the lots has been completed and the house was sold to a qualified buyer. The other two lots are still under construction. Staff is concerned that the deadline (5 years from signing the contracts) is January 2014 and the work is not yet complete. Staff has been in contact with Habitat in the hopes of the project being completed by the fall of this year. Kristin will be meeting with Habitat in May to look at the lots and evaluate the progress.
- XII. The Federal Home Loan Bank of Chicago (FHLBC) was paid \$17,066.39, which are the remaining funds that were being held by CHI for administering a program called "Affordable Housing Program (AHP)" that was used in conjunction with the HOME program. Some of the funds were never used therefore the funds were returned to FHLBC.
- XIII. On a motion by Ron Buchanan and seconded by Peter Source, the meeting adjourned at 10:10 a.m.

Respectfully submitted,

Joe Birbaum
Chair, HOME Board