

Minutes of the  
HOME Board Meeting  
May 16, 2013

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

Staff: Kristin Silva and Nancy Mojica

Excused Absence: Mark Hoefert, Christine Howard Turowski, Jay Schreurs and Maria Watts

Guests: Debbie Narus, Wisconsin Partnership, Kimberly Haines, Sandy Scherer, Waukesha County, Bernie Juno, Hebron House, Kathleen Christenson, Bob Gannon, Family Promise 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 9:02 a.m.
- II. The Chair led the Pledge of Allegiance.
- III. On a motion by Mark Baldwin and second by Dennis Myers, the minutes from the April 18, 2013 were approved with the correction of moving Jennifer Hanneman from Members Present to Excused Absence.

- IV. No Public Comments Heard.

Board Member Ron Buchanan shared with the Board the progress of the Globe Apartment project. The project is going well and has received Tax Credits for 2013.

We still have not yet heard from HUD about the IDIS correction we requested regarding the CHDO Reserve draw of \$555,555 which should have been drawn down as CHDO Reserve and not Entitlement funds.

- V. The WI Partnership Fund Balance Report was reviewed and accepted. Debbie Narus, WI Partnership updated the Board on the status of the Programs. The DPA Program has \$55,000 remaining of uncommitted funds and the other two programs (Housing Rehab and Purchase Rehab) are on hold pending a response from HUD.
- VI. A memo was received from WI Partnership in regards to twenty one (21) Downpayment Assistance (DPA) loans that were offered as deferred loans, due upon sale of the home that were made between January 1, 2007 and July 19, 2007 ( $\$5,000 \times 21 = \$105,000$ ). WI Partnership received a letter from a homeowner requesting that their loan be modified to be forgivable due to financial distress. Staff recommended that the Board consider changing the twenty one (21) loans to be changed to a forgivable loan program to be in line with the loan terms of the Downpayment Assistance Program.

On a motion by Duane Paulson and seconded by Ron Buchanan, the Board approved the changing of the 21 deferred loans to the forgivable loans. A loan satisfaction will be recorded for those loans. The motion passed

- VII. Corporation Counsel has drafted a Power of Attorney and it has been sent to Scott Fergus, CHI/CAP and he has agreed to sign it. Waukesha County will record it, thereby allowing County Executive Vrakas to sign subordinations and satisfactions to loans made under CHI/CCAP's name using HOME or CDBG funds from 1998 to 2007. Once completed the POA will be recorded for the other three counties as well.
- VIII. Staff updated the Board on the Hebron House 811 project. After talking to HUD to get clarification on a few issues they asked us to submit the questions in writing. We are waiting to hear from them and get this resolved.

On a motion by Duane Paulson and seconded by Ron Buchanan, the HOME Board has approved to have the Executive Committee of the HOME Board review the information that is received from HUD and brought back to the HOME Board with recommendations. The motion passed.

- IX. Staff met with Dave Thomas, Executive Director of Habitat for Humanity to look at the lots and see the progress that has been made in Jefferson County. Three lots were funded in 2008. The first was in Whitewater; it has been completed and sold. Lot #2 is in Watertown; very little has been done except initial land improvements. Lot #3 in Jefferson is progressing. The foundation has been poured and construction is starting. Mr. Thomas will be giving us an update in a couple of weeks on the status of the lots.
- X. The Board heard a presentation from Kathleen Christenson and Bob Gannon, Family Promise of Waukesha County asking for funding for the development of eight (8) units of supportive transitional housing homeless individuals and families. Four two bedroom units will be designed as HOME units.

On a motion by Duane Paulson and seconded by Peter Sorce, the HOME Board approved to accept the application from Family Promise and referred it to the Executive Committee of the HOME for further discussion and ranking. It will be brought back to the HOME Board with recommendation in June.

- XI. On a motion by Ron Buchanan and seconded by Dennis Myers, the meeting adjourned at 9:48 a.m.

Respectfully submitted,

Joe Birbaum  
Chair, HOME Board