

Minutes of the  
HOME Board Meeting  
May 20, 2019

Members Present: Joseph Birbaum, John Kannard, Russell Kutz, Kathleen Schilling, Jay Schreurs, Peter Sorce, Mike Wineke

Staff: Kristin Silva, Lori Rutzinski, and Christina Brockish, Waukesha County; Debbie Narus, Wisconsin Partnership for Housing Development

Excused Absence: Christine Howard, Duane Paulson, Jeffrey Schleif, Jay Shambeau, Maria Watts

Guests: RoxAnne Witte, Jefferson County Economic Development Consortium; Melissa Mailloux, Mosaic Community Planning

- I. The meeting was called to order by Kathleen Schilling, Board Chair, with a quorum of the Board present at 9:01 a.m.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Joe Birbaum and seconded by Peter Sorce, the minutes from the March 21, 2019 HOME Board meeting were unanimously approved.
- IV. There were no public comments. Kristin Silva stated that the approved development projects are all moving forward and will be closing throughout the year.
- V. There was no Fund Balance Report this month, we are working to consolidate the Wisconsin Partnership's information regarding core programs along with the new look of the balance report presented at the last Board meeting. Kristin updated the Board on the amounts remaining in the core programs: approximately \$258,000 is remaining in DPA, \$126,000 remaining in Rehab, and \$137,000 remaining in Purchase/Rehab.
- VI. The actual HOME allocation was less than anticipated so the 2019 allocation was amended. Kristin presented the Board with an updated version of the allocation, applying the cut in funding to the 2019 DPA core program. There was approximately \$100,000 carried over from the 2018 DPA which will bring the total amount available in 2019 to approximately \$400,000 still.

On a motion by Joe and seconded by Peter, the Board unanimously approved the amended 2019 allocation below, subject to public comments received by the end of the 30-day public comment period which ends May 24, 2019:

|               |                                 |                    |
|---------------|---------------------------------|--------------------|
| HOME Program  | Administration                  | \$149,503          |
|               | Housing Development             | \$455,043          |
| CHDO Reserve  | TBD                             | \$194,255          |
| CORE Programs | Downpayment Assistance Program  | \$296,229          |
|               | Housing Rehabilitation Program  | \$225,000          |
|               | Purchase Rehabilitation Program | \$175,000          |
|               |                                 | <b>\$1,495,030</b> |

- VII. The 2020 HOME budget was discussed. Originally the Board agreed to the same funding as the amended 2019 award; however, after a brief discussion, the HOME Board decreased the housing development line item and increased the DPA line item.

On a motion by Joe and seconded by John Kannard, the Board unanimously approved the 2020 budget as follows:

|               |                                 |                    |
|---------------|---------------------------------|--------------------|
| HOME Program  | Administration                  | \$149,503          |
|               | Housing Development             | \$351,272          |
| CHDO Reserve  | TBD                             | \$194,255          |
| CORE Programs | Downpayment Assistance Program  | \$400,000          |
|               | Housing Rehabilitation Program  | \$225,000          |
|               | Purchase Rehabilitation Program | \$175,000          |
|               |                                 | <b>\$1,495,030</b> |

Melissa Mailloux from Mosaic Community Planning was present to discuss the 2020-2024 consolidated planning process. She and two of her staff members will be in Wisconsin until 5/23/19 to interview key stakeholders and to hold public meetings in all four counties of the HOME Consortium. The goal is to get input on the housing needs, as well as barriers to affordable housing, and to develop funding strategies for the next five years. Melissa asked the Board for their input. The Board also received a flyer about the public input meetings that included a link to the survey and were encouraged to complete the survey and send it to anyone that might be interested. Melissa and her team will compile all of the input and create a draft of the Consolidated Plan. She will present the plan later this year, and once approved, it will be ready to submit to HUD by the November deadline.

- VIII. On a motion by John and seconded by Jay Schreurs, the Board unanimously approved the meeting adjourned at 10:03 a.m.

Respectfully submitted,



Kathleen Schilling  
Chair, HOME Board