

Minutes of the  
HOME Board Meeting  
August 12, 2021

Members Present: Joseph Birbaum, John Kannard, Russell Kutz, Duane Paulson, Peter Sorce, Maria Watts, Karl Zarling

Staff: Kristin Silva, Lori Rutzinski and Christina Brockish;  
Waukesha County

Excused Absence: Christine Howard, Kathleen Schilling, Jay Schreurs, Jay Shambeau,

Guests: Roxanne Witte, Jefferson County; Anthony Werth, Independence Village; Jennifer Andrews, City of Waukesha; Representatives from Horizon West Condominium Association

- I. The meeting was called to order by Duane Paulson, Board Chairperson, with a quorum of the Board present at 9:00 a.m.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Peter Sorce and seconded by Joe Birbaum, the minutes from the July 12, 2021 HOME Board meeting were unanimously approved.
- IV. There were no public or staff comments.
- V. The financial status report was reviewed. The Downpayment Assistance program is still moving slow, while the rehabilitation program continues to be very active.
- VI. Anthony Werth was present to discuss the Independence Village application for \$2,000,000 to help fund the acquisition and rehabilitation of a 34-unit building to house adults with intellectual disabilities who have the skills to live independently with minimum support.

Kristin Silva explained that the maximum amount of HOME funds awarded would be \$561,000 to fund 11 units. The units would be required to comply with HUD's income and rent restrictions, with a 20-year affordability period and subject to monitoring.

There was missing information in the budget submitted, Kristin requested that Anthony submit the complete budget, including the sources of funding.

On a motion by John Kannard and seconded by Peter, the Board unanimously approved sending the application for an in-depth review to the Executive Committee of the HOME Board once the full budget is received.

- VII. Jennifer Andrews, from the City of Waukesha, accompanied representatives from the Horizon West Condominium Association to discuss their need for individual homeowner funding. Last year, the City determined that the balconies on all units pose a safety risk, yet nothing has been done to this date. The City has now given the association 60 days to complete the demolition. It is a 7-story building with 49 units and the demolition will be approximately \$12,500 per unit. They anticipate the rebuild to cost approximately \$1,000,000, and that will take place in 2022.

If it is an eligible use of HOME funds, each homeowner would need to apply individually for the Homeowner Rehab program. Kristin would like to get a legal opinion of the association's by-laws to determine who is responsible for the balcony. Once the legal opinion is given, Kristin will communicate with the condo association.

- VIII. The Homeowner Rehab program continues to be active and Debbie Narus has requested additional funds to be moved to that program.

On a motion by Karl Zarling and seconded by Maria Watts, the Board unanimously approved allocating \$500,000 from unallocated entitlement and \$100,000 from 2021 Downpayment Assistance.

- IX. On a motion by John and seconded by Russell Kutz, the Board unanimously approved the meeting adjourned at 10:16 a.m.

Respectfully submitted,



Duane Paulson  
Chair, HOME Board