

Minutes of the  
HOME Board Meeting  
March 17, 2022

Members Present: Christine Howard, John Kannard, Russell Kutz, Kathleen Schilling, Jay Schreurs, Duane Paulson, Karl Zarling, Maria Watts

Staff: Kristin Silva, Michelle Gudynowski, Debbie Narus and Christina Brockish; Waukesha County

Excused Absence: Peter Sorce and Jay Shambeau

Guests: Kate Sullivan; Impact 7 Housing Development & Jackie Smith; Housing Action Coalition

- I. The meeting was called to order by John Kannard, Board Chairperson, with a quorum of the Board present at 9:01 a.m. via Microsoft Teams Meeting. The public could call 414-435-2078, Conference ID# 7452 052 832 to attend the meeting.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Christine Howard and seconded by Kathleen Schilling, the minutes from the February 17, 2022, HOME Board meeting were unanimously approved.
- IV. HOME awards for 2022 – per the recently passed Federal Budget we expect that:
  - HOME will see an increase
  - CDBG will see a slight decrease
- V. The financial status report was reviewed. Kristin Silva stated the spreadsheet included with packet, is from March. Kristin and Michelle worked on the spreadsheet, and it gives a more accurate status of how much funds are left. The 2022 funds are not added, waiting for the actual amount from HUD. Hopefully HUD will release those figures next month.
- VI. Kristin introduced Kate Sullivan from Impact 7. Kate thanked the Board members for their time in getting this project moving forward. John Kannard expressed his pleasure on how this is a good project for the community. Christine Howard also followed with the same comment. Kathleen Schilling recommended for future funding, that the applicant apply for CHDO funds.

Discussion amongst the Board members regarding the terms of the loan.

On a motion by Duane Paulson and seconded by John Kannard, to postpone approving application until April meeting. Board recommends doing 1% payback interest only over 30-years and payable in full when loan is due in 30-years. Kate will go back to her staff and discuss. The Board unanimously approved postponing until April.

- VII. Kristin introduced Jackie Smith from Housing Action Coalition. Jackie gave an update to the Board members how the overflow shelter is going that is located at 1210 Sentry Drive in Waukesha. By November of 2022, should have full capacity. HAC is requesting a grant for administration fees for \$40,000. It would help employ an Executive Director to help oversee all staff members and a liaison between HAC's Administrative Board, Coalition members and other community stakeholders.

On a motion by Maria Watts and seconded by Kathleen Schilling, the Board unanimously approved granting the administrative funds to hire a HAC Executive Director.

VIII. On a motion by Kathleen Schilling to adjourn and seconded by Jay Schreurs, the Board unanimously approved the meeting adjourned at 9:38 a.m.

Respectfully submitted,



John Kannard  
Chair, HOME Board