

Minutes of the  
HOME Board Meeting  
February 15, 2024

Members Present: Jeff Smith, Duane Paulson, Russell Kutz, John Kannard, Maria Watts, Christine Howard, Kris Deiss, Kathleen Schilling, Deb Sielski, Christine Howard, Jay Schreurs

Staff: Kristin Silva, Christina Brockish, Lisa Johnson, Debbie Narus

Absent: Jay Shambeau

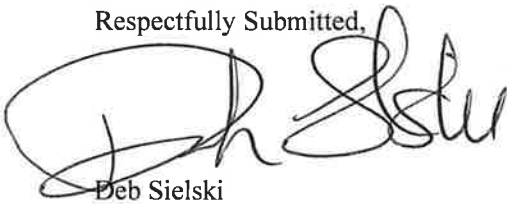
Guests: Kathleen Fisher, Gabiel Christenson, David Koscielniak, Hebron Housing Services; Roxanne Witte, Jefferson County

1. The meeting was called to order via Teams by Deb Sielski, Chairperson, with a quorum of the Board present at 10:03 am via Microsoft Teams Meeting and in Room AC355/359 of the Waukesha County Administration Center, 515 W. Moreland Blvd., Waukesha. The public could call 414-435-2078 Conference ID# 909 638 75 to attend the meeting.
2. The Board Chair led the Pledge of Allegiance.
3. On a motion by Kris Deiss and seconded by Maria Watts the minutes from the December 21, 2023, HOME Board meeting was unanimously approved.
4. No public or staff comments.
5. Kristin reported that the Financial Status Report is not available as it is being updated with 2024 information, but it will be available at the next meeting.
6. Homeowner Rehabilitation Program Delivery Fee increase from 10% to 20%. This is an in-house program, and this fee is used to pay for Debbie's time. This is an allowable program cost by HUD, and the CDBG program has a fee at 30%. On a motion by Kathleen Schilling and second by Christine Howard, the motion to increase the Homeowner Rehabilitation Program Delivery fee from 10% to 20% was unanimously approved.
7. HOME-ARP Non-Congregate Shelter Committee Update – One application was received from Family Promise of Waukesha County. It is for the purchase of 1-2 buildings for up to 8 shelter units total. There were a lot of questions from the Committee, so they decided to set up another meeting with Executive Director Joe Nettesheim. The committee will make a recommendation which will be brought back to the HOME Board next month.
8. HOME-ARP Rental Housing Development Committee Update and Funding Recommendation for Hebron Housing Services. Kathleen Fisher from Hebron Housing Services was present to answer any questions the Board had and gave a quick overview of the project. The project is a new construction build for office space, services, and 11 units of permanent rental housing. Hebron is in negotiations to purchase the old Hope Center location, which would be demolished. On a motion by Christine Howard and seconded by Maria Watts the original application for \$880,000 of HOME-ARP Rental Housing Development funds was unanimously approved. Kristin explained this is a good project that will serve multiple qualified populations under this grant and that there is a very high maximum per unit amount allowed under the HOME-ARP program. Kristin suggested the Board consider a larger amount per unit, due to the lack of other viable

applications for the funding, and because serving this population is more difficult and costly than a typical HOME project, so the HOME per unit cap may not be enough funding. On an amended motion by Christine Howard and seconded by Maria Watts the amended motion of \$1.4 million for a construction grant and \$50,000 for operating costs for Hebron Housing Services was unanimously approved, contingent on the agency raising the rest of their funding. Hebron will return in the future to update the Board on the fundraising process. Construction is expected to begin in 2025.

9. HOME-ARP Discussion of preference and limitations. Gorman & Company, LLC also applied for HOME-ARP Rental Housing Development. The Rental Housing Development Committee reviewed the application and interviewed Gorman and Lutheran Social Services staff. Gorman indicated they were planning to serve a very limited population out of the qualifying populations. Gorman does not intend for this project to serve the at-risk homeless or chronically homeless populations, as they do not have the ability to provide the appropriate level of supportive services. Instead, they intend to serve tenants at 30% CMI, with a demonstrated housing cost burden of at least 50%. Kristin explained that a project like this could be eligible for HOME-ARP, but it would require the HOME Board to amend its Allocation Plan and allow for exceptions. The HOME Board had stated its preference for projects that serve the Chronically Homeless and At Risk of Homeless populations in its Allocation Plan. No motion was made for approval to amend the Allocation Plan to adjust preferences and limitations.
10. On a motion by John Kannard and seconded by Kris Deiss, the meeting was adjourned at 10:42 am.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read 'Deb Sielski', written over the printed name.

Deb Sielski