

Minutes of the  
HOME Board Meeting  
April 21, 2011

Members Present: Kathleen Schilling, Duane Paulson, Greg David, Jan Roou, Jay Schreurs, Lee Krueger, Ron Buchanan, Jill Haupt, Mark Hoefert, Peter Sorce, Glenn Stumpf, Maria Watts and Jennifer Hanneman

Staff: Glen Lewinski and Nancy Mojica

Excused Absence: Mark Baldwin, Joe Birbaum and Greg David

Guest: Carol Biersach, Lee Martinson, Slinger Housing Authority, Bernie Juno, Kathy Mayer, Hebron House of Hospitality, Aaron Matter, Tarantino & Company and Dennis Heling, Jefferson County Economic Development Consortium

- I. The meeting was called to order by the Chair with a quorum of the Board present at 9:03 a.m.
- II. The Chair led the Pledge of Allegiance.
- III. On a motion by Peter Sorce and seconded by Duane Paulson, the minutes of the March 17, 2011 meeting were approved with the following correction to item IX to read as follows:  
  
On a motion by Mark Baldwin and seconded by Peter Sorce, staff was directed to develop a draft policy for Board consideration related to Board policy on funding development projects *yet to be locally approved*.
- IV. No public comments were heard at this time.
- V. The Board reviewed and accepted the Fund Balance Report. WI Partnership staff indicated that loans in all areas were moving slowly. Lender meetings to encourage participation have been held in each county.
- VI. Staff indicated that a preliminary federal budget agreement had been reached. If approved, it is estimated that the 2011 HOME grant would be reduced about 13% or \$190,000. Staff recommended that any allocation modification be held until an official grant figure is known.
- VII. The RFP for Homebuyer Counseling was released on April 14, 2011. The Waukesha County Purchasing Division notified a list of possible agencies. Staff has been in contact with at least two interested agencies. Applications are due May 10, 2011 by 2:00 p.m. The Board has established a three person committee (Hanneman, Paulson, and Sorce). It was also recommended by Jill Haupt that a third party lender familiar with Home Counseling be included on the review committee. Kristin Silva will try to identify a lender to participate on the committee.
- VIII. Staff reported no new foreclosures were filed and three pre-foreclosure filings were dismissed which usually indicate a repayment plan had been reached.

- IX. Modification for Housing Development Manual
- a. Staff will develop a review/scoring form for developer applications in accordance with the Housing Development Framework Manual.
  - b. A draft “Funding Policy for Development Application” is in review by the Waukesha Corporation Counsel.
  - c. The Board by agreement clarified the Housing Development review timeline.
    1. Initial eligibility and determination by staff
    2. Review, scoring and subcommittee recommendation to full HOME Board.
    3. Home Board Action
  - d. On a motion by Peter Sorce and seconded by Jan Roou, the Board approved the Executive Committee being the Housing Development review, scoring and recommending subcommittee for Housing Development.
  - e. Staff reported that WHEDA had not released its Tax Credit allocation. Three applications from the HOME Consortium areas were submitted. Most likely, only applicants who receive a Tax Credit application will proceed with presentations.

- X. Bernie Juno, Hebron House and Aaron Matter, Tarantino & Company provided an update on seeking funding through IFF a local non-profit funding source. They provided a letter from the Waukesha Housing Authority showing a commitment of site based vouchers. It was indicated that a funding decision will be made by the end of May 2011.

The Board also requested that staff develop a letter for transmittal to IFF supporting the project and encouraging the project financing.

Bernie Juno commended Washington County for its efforts toward homelessness. The county held a seminar attended by over 125 people on homelessness.

Lee Martinson, Slinger Housing Authority asked about the Homebuyer FHA status. Kristin Silva indicated that it is an on-going process and will keep the Board informed of the process.

- XI. On a motion by Ron Buchanan and seconded by Jill Haupt, the meeting adjourned at 10:00.

Respectfully submitted,

Kathleen Schilling  
Chair, HOME Board