

Minutes of the  
HOME Board Meeting  
March 17, 2011

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

Staff: Glen Lewinski and Nancy Mojica

Excused Absence: Mark Hoefert, Joe Birbaum and Kristin Silva

Guest: Carol Biersach. Lee Martinson, Slinger Housing Authority 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 9:00 a.m.
- II. The Chair led the Pledge of Allegiance.
- III. On a motion by Peter Sorce and seconded by Greg David, the minutes of the January 20, 2011 meeting were approved.
- IV. Public/Staff Comments - Correspondence
  - a. Staff indicated that the federal budget was under a continuing resolution until April 8, 2011.
  - b. An administrative agreement was reached with WI Partnership and Waukesha County agreeing to provide non federal funds up to \$25,000 if WI Partnership did not receive sufficient program income from loan closings.
- V. The Fund Balance Report was reviewed and accepted.
- VI. Staff indicated that hbc services, the contracted Homebuyer Counseling agency for Jefferson and Waukesha counties, went out of business and will no longer be providing services. Waukesha County will prepare a Request for Proposals (RFP) to seek another agency to provide Homebuyer Counseling services. Three board members (Duane Paulson, Peter Sorce and Jennifer Hanneman) agreed to participate on a subcommittee to review applications and /or interview applicants. The question of FHA certification of WI Partnership was raised by the Slinger Housing Authority which will be responded by WI Partnership in April.
- VII. Staff reported that no new foreclosure actions were filed.
- VIII. Staff indicated that three applications were submitted to WHEDA for Low Income Housing Tax Credits in 2011. All three applications were in Waukesha, one rehab and two new constructions. A letter has been sent to all three applicants informing the applicants that HOME funds (\$200,000) are available and applications are due April 7, 2011 for initial funding consideration.

IX. Staff provided an update on prior housing development projects.

Hebron House Summit Avenue project is seeking site based rent vouchers approval for the proposed units from the Waukesha Housing Authority and is negotiating funding with a number of lenders.

Richards Place – Lawrence Center, offer has expired, but Richards Place is still seeking additional funds. A second church-based organization has discussed purchasing the property for homeless family shelter, daycare and other services.

Construction on the YWCA site (cleared with NSP funds) should begin in late spring – 11 units.

YMCA/Commonbond – Broadway Commons project is on hold since a historic property is located on the site. The property is for sale and if not sold will be petitioned for removal of historic designation – most likely a 2012 LIHTC applicant.

New Berlin Development – Awaiting further negotiation/litigation since the project has not received local approval.

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 on locally approved.

X. Housing Development Applications

- a. Staff indicated that a Public Notice was printed in the Waukesha Freeman (official county newspaper) seeking applications for housing development projects. A letter was sent to the three LIHTC applicants.
- b. Submittal initial deadline is April 7, 2011

XI. On a motion by Jill Haupt and seconded by Mark Baldwin, the meeting adjourned at 9:40.

Respectfully submitted,

Kathleen Schilling  
Chair, HOME Board