

Minutes of the  
HOME Board Meeting  
September 15, 2016

Members Present: Joseph Birbaum, Rock Brandner, Ron Buchanan, Christine Howard, John Kannard, Duane Paulson, Kathleen Schilling, Jay Schreurs, Dick Schultz, Mike Wineke

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

Excused Absence: John Bulawa, Jay Shambeau, Maria Watts

Guests: None

- I. The meeting was called to order by Kathleen Schilling, the Board Treasurer, 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 Joe Birbaum and seconded by Ron Buchanan, the minutes from the August 18, 2016 HOME Board meeting were unanimously approved.
- IV. Kristin Silva is working on the RFP process for the Tenant Based Rental Assistance (TBRA) program and expects to have an update at the October Board meeting.

There are three developers interested in submitting applications for HOME funds; however, Kristin hasn't received anything yet. Once an application is submitted, it will be an agenda item for the next Board meeting.

There may be a request for funds from the Housing Action Coalition (HAC) to help fund their administration in 2017.

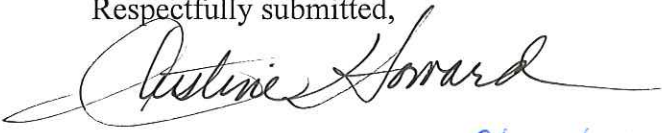
- V. The WI Partnership Balance Fund Balance Report was reviewed. The programs are really moving along; DPA has \$60,900, Purchase/Rehab has \$47,534, and Rehab has \$40,744 remaining. Debbie Narus expects that this money will run out by the end of the year, there may be an additional request for funds at an upcoming Board meeting.

There is approximately \$300,000 in the unallocated entitlement and \$200,000 available.

On a motion by Joe and seconded by Duane Paulson, the Board unanimously approved to allow movement of funds within the three programs (DPA, Purchase/Rehab, and Rehab) to keep the programs running.

- VI. Kristin updated the Board on the progress of the 2017 Annual Action Plan. There is a public comment period from 9/20/16 to 10/19/16 with a public hearing on 10/13/16. A copy of the Annual Action Plan will be available on the Community Development webpage by 9/20/16. [www.waukeshacounty.gov/communitydevelopment](http://www.waukeshacounty.gov/communitydevelopment). The HOME Board will need to accept and approve the Annual Action Plan at the October Board meeting.
- VII. On a motion by Joe and seconded by Christine Howard, the Board unanimously approved the meeting adjourned at 9:12 a.m.

Respectfully submitted,



Kathleen Schilling  
Treasurer, HOME Board

Christine Howard