

Minutes of the
HOME Board Meeting
June 16, 2016

Members Present: Joseph Birbaum, Ron Buchanan, John Bulawa, Christine Howard, John Kannard, Duane Paulson, Kathleen Schilling, Jay Schreurs, Dick Schultz, Jay Shambeau, Maria Watts, Mike Wineke

Staff: Kristin Silva, and Christina Brockish, Waukesha County; Debbie Narus, Wisconsin Partnership for Housing Development

Excused Absence: Rock Brandner

Guests: None

- I. The meeting was called to order by Christine Howard, the Board Vice-Chair, with a quorum of the Board present at 9:00 a.m.
- II. The Board Vice-Chair led the Pledge of Allegiance.
- III. On a motion by Joe Birbaum and seconded by Ron Buchanan, the minutes from the May 19, 2016 HOME Board meeting minutes were unanimously approved.
- IV. No Public/Staff Comments.
- V. The WI Partnership Balance Fund Balance Report was reviewed.
The HOME Rehab program is currently slow. Kristin Silva discussed an expanded marketing program with a targeted mailing to homeowners in Waukesha. Kristin will keep the board informed regarding this new marketing program.
 - Joe posed a question regarding the CHI – Rehab funds held by Waukesha County. Kristin discussed and recommended the reallocation of the \$28,581.24 to another program. This item will be added to next months (July 2016) agenda as an action item. Kristin will verify with DOA that reallocation can be done.
 - Joe asked for clarification regarding the 2015 and 2016 Unallocated Entitlement Balances. Kristin explained that those balances are monies that were not allocated to any program. These funds are typically used for Development Projects when they come in, \$431,132.31 is available. Kristin is expecting some requests to be coming in for the funds in the next few months.
 - Duane asked for an update regarding the \$125,000 that was allocated to the proposed new Tenant Based Rental Assistance (TBRA) program. Kristin has spoken with several organizations and no one has expressed any interest in administering this program. Kristin thinks that the sum total of \$125,000 is too low to spark interest and there are only a few organizations that have experience in running these types of programs. Kristin will make an additional effort to talk with some more non-profit organizations and the CAC. Kristin will provide an update at the next HOME Board meeting.
- VI. HUD increased our HOME allocation by \$5,694.00. On a motion by Duane Paulson and seconded by Ron Buchanan, the revised 2016 Allocation and Annual Plan was unanimously approved.

- VII. Kristin outlined the recommended modifications to the HOME Consortium By-Laws. After a thorough discussion of the recommended changes and then a motion by Kathleen Schilling and seconded by Ron Buchanan, the HOME Consortium By-Laws changes were unanimously approved.
- VIII. Kristin reviewed the new 2016 Slate of Officers. On a motion by Joe Birbaum and seconded by Duane Paulson, the 2016 Slate of Officers was unanimously approved.
- IX. On a motion by Dick Schultz and seconded by Ron Buchanan, the Board unanimously approved the meeting adjournment at 9:30 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ron Buchanan".

Ron Buchanan
Secretary, HOME Board