

Minutes of the
HOME Board Meeting
June 17, 2021

Members Present: Joseph Birbaum, Christine Howard, John Kannard, Russell Kutz, Duane Paulson, Kathleen Schilling, Jay Schreurs, Peter Sorce, Maria Watts, Karl Zarling

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

Excused Absence: Jay Shambeau

Guests: Roxanne Witte, Jefferson County; Melissa Songco, Habitat for Humanity

- I. The meeting was called to order by Duane Paulson, Board Chairperson, with a quorum of the Board present at 9:00 a.m. via Microsoft Teams Meeting. The public could call 414-435-2078, Conference ID# 975 839 049 to join the meeting.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Peter Sorce and seconded by Jay Schreurs, the minutes from the May 20, 2021 HOME Board meeting were unanimously approved.
- IV. There were no public comments. Kristin Silva received notification from Tim Michalak that he is no longer on the HOME Board due to his work schedule. This creates an opening for Washington County to represent on the Executive Committee of the HOME Board.
- V. The financial status report was reviewed. The Downpayment Assistance program is still moving slow, there aren't a lot of houses for sale in the target market. The rehabilitation program continues to be very active. There may be a need to transfer money within the core programs at a future Board meeting to address the changing needs. We expect final draws for some of the development projects to come in the next couple of months, once they obtain the occupancy permits.
- VI. Melissa Songco participated via telephone regarding the Habitat for Humanity's application for \$100,000 to be used for the construction of 914 N. Grandview Blvd. in Waukesha. This project request is to fund one home that will be built in the summer of 2021 and sold to the owner occupant in 2022.

On a motion by Christine Howard and seconded by Kathleen Schilling, the Board unanimously approved moving the application to the Executive Committee of the HOME Board to score and recommend terms, if approved by the whole HOME Board.

VII. Kristin prepared a 2022 HOME allocation, basing the numbers on the 2021 award. The allocation will be published and there will be a 30-day public comment period.

On a motion by Peter and seconded by Russell Kutz, the Board unanimously approved passing the 2022 allocation as follows:

HOME PROGRAM		
	Administration	\$166,050
	Housing Development	\$275,380
CHDO Reserve	TBD	\$219,076
TBRA Program	TBD	\$300,000
CORE Programs	Downpayment Assistance Program	\$300,000
	Housing Rehabilitation Program	\$225,000
	Purchase Rehabilitation Program	\$175,000
Total		\$1,660,506

VIII. On a motion by Peter and seconded by Christine, the Board unanimously approved the meeting adjourned at 9:24 a.m.

Respectfully submitted,


Duane Paulson
Chair, HOME Board