Minutes of the
HOME Board Meeting
October 15, 2015

Members Present:	Mark Baldwin, Joseph Birbaum, Ron Buchanan, Christine Howard, John Kannard, Russell Kutz, Dennis Myers, Duane Paulson, Kathleen Schilling, Jay Schreurs, Dick Schultz, Jay Shambeau, Peter Sorce, Glenn Stumpf, Maria Watts
Staff:	Kristin Silva, Lori Rutzinski, and Christina Brockish, Waukesha County; Debbie Narus, Wisconsin Partnership for Housing Development
Excused Absence:	None
Guests:	RoxAnne Witte, Jefferson County Economic Development Consortium; Dale Shaver, Director of Waukesha County Parks & Land Use; Kim Haines, Waukesha County Corporation Counsel

I. The meeting was called to order by Jay Schreurs, the Board Chair, 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 Peter Sorce and seconded by Dennis Myers, the minutes from the July 16, 2015 HOME Board meeting were unanimously approved.

IV. Staff comments: Kristin Silva stated that HUD has some new timeline requirements for the HOME administration funds. A certain amount of administration money has to be spent by July of 2016. Kristin stated that she has some ideas for that money and will make it an agenda item in November. Some of the admin can be used for the TBRA program.

V. Kristin stated that The Wisconsin Partnership for Housing Development (WPHD) would like to spend the remaining money for DPA, Rehab, and Purchase Rehab on a first-come-first-serve basis because they believe all of the money could be used by the end of the year.

On a motion by Duane Paulson and seconded by Christine Howard, the Board unanimously approved allowing WPHD to use the remaining funds on a first-come-first-serve basis.

VI. Debbie Narus reviewed the fund balance report and reported on the HOME Consortium programs. The following amounts are committed: $366,600 for Down Payment Assistance, $202,865 for Purchase/Rehabilitation, $196,650 for Rehabilitation.

Updates on some of the big projects, Kristin said that the LSS project is finished and will be billing once they receive HUD's approval. The Hebron House – Summit Avenue project is complete and will be drawn down in IDIS. Movin' Out – Waterloo has made one small draw and Kristin expects another draw soon. The contract for Village Pointe Commons is in the works, they are expected to begin the work soon.

VII. Kristin shared that there is a HOME administration RFP and bids for the inspector out now, this is done every three years. We are getting responses and it will be brought to the Board at the November Board meeting for a vote.

VIII. Kristin reported on the progress of the Mutual Cooperation Agreements that were mailed to communities in July. Communities must sign the agreements to be eligible to receive HOME and CDBG funds. She stated that there were many agreements still outstanding and some of the communities have expressed their concerns on committing to the Fair Housing options. The Board discussed the repercussions if communities do not sign on, the citizens in those communities would not be eligible for HOME funds including downpayment assistance and rehab, as well as access to agencies that are funded with CDBG dollars. Board members are encouraged to contact officials in their communities. Staff will continue to follow up with the communities and will report on the progress at the next Board meeting.

IX. Kristin discussed the recent events that have been taking place with Hebron House of Hospitality, Inc. In August, Hebron House announced they were selling the Hillside/Gander apartments on Cliff Alex Court in Waukesha and that they had an accepted offer. Hebron House received project-based vouchers until 2012 when HUD determined the vouchers were not issued correctly. Since the vouchers were taken away, the project has been operating at a loss for Hebron House. HUD, HOME and CDBG money was used to purchase the properties in 2002 and Hebron House received additional CDBG money in 2014 for rehabilitation. The CDBG rules do not allow an agency to rehabilitate a project and then turn around to sell for a profit, so Waukesha County will receive all of the proceeds after HUD is paid back thus eliminating all proceeds to Hebron House. If the sale of the property moves forward, it could displace some of the most vulnerable residents. Unfortunately, Hebron House handled the sale poorly and began an eviction of the tenants that was illegal. They have since rescinded the evictions; however, the evictions will remain on the tenants' records which could put them at a greater risk of finding future housing. Kristin met with Hebron House and other funders in the area to discuss solutions to Hebron House's money shortfalls. Dale Shaver, Director of the Waukesha County Parks & Land Use, was present to discuss the next steps. All parties at the meeting agreed that an outside agency should come in and perform a thorough financial review to determine if best practices are in place. Once there is a clear understanding of the finances and practices, a determination will be made on how to proceed. Kristin will provide an update at the next Board meeting.

X. On a motion by Dick Schultz and seconded by Joe Birbaum, the Board unanimously approved the meeting adjourned at 9:51 a.m.

Respectfully submitted,

Jay Schreurs
Chair, HOME Board