

Minutes of the
HOME Board Meeting
November 15, 2007

Members Present: Duane Paulson, Ron Buchanan, Mark Baldwin, Richard Bertram, Alan Schupp, Mike Burow, John Hilber, John Gallo, Harold Groth, Mark Hoefert and Maria Watts

Staff: Glen Lewinski, Kathy Kamp, Kristin Silva, Theodore Lipscomb and Nancy Mojica

Excused Absent: Sharon Schmeling, Jill Haupt and Joe Birbaum,

Guest: Kathleen Schilling, Ozaukee County, Tim Rowe, Bernie Juno, Hebron House of Hospitality Inc., Carol Biersach, Lee Martinson, Slinger Housing Authority, Rose Juarez-Sura, HBC Services, Debbie Narus, WI Partnership for Housing Development, Russ Wanta, Habitat for Humanity, Washington County, Dennis Heling, Jefferson County Economic Development, John Enright, Habitat for Humanity, Ozaukee Lakeside, Howard Mandeville, Movin'n Out and Steve Schnoll, General Capital Group

- I. The meeting was called to order by the Chair with a quorum of the Board present at 9:02 a.m.
- II. On a motion by Ron Buchanan and seconded by Mike Burow, the minutes from the October 18, 2007 were unanimously approved.
- III. Public Comments/Correspondence
The Board accepted with gratitude for his service the resignation of Paul Roback and the Board wishes him success with his new job with Washington County,
 - a. The Board was notified of the qualification of the Washington County Habitat for Humanity as a Community Housing Development Organization (CHDO).
 - b. Staff informed the Board that payment for travel and meeting would be calculated at the December meeting, Travel would be determined from the respective county courthouse to the Waukesha County courthouse.
 - c. Staff publicly announced as the Public Disclosure the potential Conflict of Interest related to agenda item #5c Ozaukee County application and Board member Alan Schupp. Staff indicated that Corporation Counsel had determined that Mr. Schupp could participate in the discussion of the application, but must abstain from voting.
- IV. Wisconsin Partnership staff explained the HUD regulation related to Recapture vs. Resale of funds and how the provision impact funding and return of HOME funds for HOME funded projects/activities.
- V. Action Items:
 - a. On a motion by Mark Baldwin and seconded by Mike Burow the Board unanimously approved the Recapture provision for all development projects funded with HOME funds.
On an amendment to Mark Baldwin's motion, Duane Paulson would like to require HOME funds be loans on a deferred loan basis with recaptured payment to the

HOME Board upon sale or transfer of title the amendment was seconded by Ron Buchanan.

All HOME loans must be recorded with the Register of Deeds.

- b. On a motion by Mark Baldwin and seconded by Alan Schupp, the application from the Washington County Habitat for Humanity was accepted. Richard Wanta, the President, presented an overview of the project, which will be considered for funding at the next Board meeting.
- c. On a motion by John Hilber and seconded by Richard Bertram, the Board approved (with Alan Schupp abstaining) a deferred loan in the amount of \$157,100 unallocated (program Income) entitlements funds to the Ozaukee Habitat for Humanity. Deferred loan will be repaid upon sale, transfer of title or at the discretion of the HOME Board to transfer Title to another eligible Habitat family. Habitat for Humanity must begin construction within 12 months and complete the project within 36 months. Funds were approved for land purchased (\$90,100) and infrastructure improvements (\$67,000).
- d. On a motion by Duane Paulson and seconded by Ron Buchanan, the Board unanimously approved the restructure of the original loan for the Berkshire Senior Apartments delaying the initial payment two years until 2013, modifying the loan amortization scheduled from 15 to 30 years resulting in an annual reduction in the HOME payment for years 2013-2022, but in an increase in the final lump sum payment in 2022 from approximately \$127, 000 to \$290, 000. The loan interest term 4.84% shall not change
- e. No action was taken on the Marketing Budget since 2006 funds are available for general marketing and local TAC projects. The 2007 Marketing budgets were given to the Homebuyers agencies. They will be asked to provide a marketing budget for 2007 and 2008 (including expenditures)

- VI. Howard Mandeville, Executive Director Movin' Out provided an information only update on the efforts by his organization to identify projects for the HOME approval CHDO project.
- VII. No report on actions related to the Dennison Report occurred.
- VIII. Staff will conduct a report for Board action on the Performance of WI Partnership, Homebuyer Counseling agencies and the HOME Inspector – Whiteglove for extension of their contract for 2008 for the December meeting.
- IX. The meeting was adjourned at 11:15 on a motion by Ron Buchanan and seconded by Mark Baldwin, with unanimous Board approval.

The next meeting will be held on December 20, 2007.

Respectfully submitted,
John Gallo
Chair, HOME Board

