



MINUTES

ROCK COUNTY HOUSING AUTHORITY
MONDAY, MARCH 12, 2018
ROCK COUNTY COURHOUSE – EAST
PLANNING & DEVELOPMENT CONFERENCE ROOM
2ND FLOOR EAST – ROOM 266
51 S MAIN ST JANESVILLE, WI 53545

1. Call to Order

Chair Billy Bob Grahn called the meeting to order at 8:30 a.m. Commissioners present: Billy Bob Grahn, Jason Heidenreich and Vice-Chair Sarah Williams. Absent: Mary Beaver and Anda O'Conner. QUORUM PRESENT

Planning & Development Staff present: Colin Byrnes (Director) and Cheryl Martin (Planning Services Coordinator)

Others: Kathy Kamp (Wisconsin Partnership for Housing Development) and County Board Supervisor Kathy Schulz

2. Adoption of Agenda

Commissioners Heidenreich and Williams moved the adoption of the agenda. All in favor – **ADOPTED**

3. Minutes of Meetings for September 11, 2017

Commissioners Williams and Heidenreich moved the approval of the September 11, 2017 meeting minutes as presented. **APPROVED** as presented.

4. Citizen Participation, Communications and Announcements

None.

5. Housing Authority Project Approval Process

Director Byrnes discussed a change in program policy as it regards to approving individual loans. Through a review of State Implementation Training Manuals, Department Staff had recently become aware that it is not a governing committee's responsibility to approve individual loans. If a project is eligible based on the regulating policies and procedures, the project is generally approved. Director Byrnes and Kathy Kamp further described that the role of the Commission remains one of guiding and establishing the overall goals, objectives, plans, budgets, and hearing of appeals for the HOME Program funding for Rock County.

6. HOME Program 2017 Activity Report

Kathy Kamp reported on the status of year to date expenditures by project type and the amount HOME funds that have been both expended and remain to be committed to future projects.

Chair Grahn moved to accept the proposed 2018 goals for financial and projected program activity. He further included in the motion that the Housing Authority will change

its meeting frequency to convening at least once in every quarter of the calendar year with additional meetings scheduled as needed; seconded by Commissioner Heidenreich. APPROVED (3-0)

Chair Grahn mentioned that he would like the Housing Authority to make efforts to promote available funding to Rock County landlords for tenant based housing projects.

7. Target Specific Program Outreach for Home Rehabilitation

Director Byrnes presented a potential initiative to address the owner-occupied housing rehabilitation challenges faced by seniors who wish to age in place – in their homes. One of the challenges faced by many members of older populations includes having a fixed and declining income while experiencing increased costs for maintaining their homes. The older age of much of Rock County housing stock puts financial pressure on seniors attempting to pay for increased health costs while making and paying for home repairs, maintenance, and accessibility modifications.

In an effort to address these challenges, department staff proposed designating home rehabilitation funds to owner-occupied age specific (55+) applicants. The terms for these funds would be as follows:

- ◆ 50% of the loaned amount would be forgiven (granted/not repaid) over a five (5) year period.

For example:	
\$10,000	Total Loan Amount (secured as lien on property)
<u>\$ 5,000</u>	50% Grant Amount forgiven at 20% per year over a 5 year period (or \$1,000 per year)
\$5,000	Remaining mortgage balance after 5 yr. Period of Forgiveness

Kathy Kamp will rewrite any changes that need to be made to Rock County Community Development's Policy and Procedures Manual to reflect this change in programming.

8. Next Meeting of the Housing Authority

The next meeting of the Housing Authority Commissioners is scheduled for April 9, 2018 at 8:30am.

9. Adjournment

Commissioners Williams and Heidenreich moved to adjourn the committee at 9:50 am; **ADOPTED** by acclamation.

Respectfully submitted,

Cheryl Martin, Recording Secretary