



**COLUMBIA COUNTY  
SOUTHERN HOUSING REGION COMMITTEE MINUTES  
JANUARY 24, 2014**

PRESENT: John Tramburg, Dean Perlick, Ben Wehmeier, Andy Buehler, Andrew Struck, Kathy Schauf, Kevin Brunner and Josh Schoemann

ALSO PRESENT: Lois Schepp, Kari Justmann, Diane McGinnis, Nate Olson, Colin Byrnes, Chris Parisey and John Meland.

The meeting was called to order at 1:35 p.m. and was properly noticed and published.

AGENDA

MOTION: On motion by Schoemann, second by Schauf, the agenda was approved.

MINUTES

MOTION: On motion by Brunner, second by Wehmeier, the minutes of the October 28, 2013 Southern Housing Region Committee meeting were approved.

UPDATE FROM DEPARTMENT OF ADMINISTRATION

DIANE MCGINNIS:

Ms. McGinnis is the new CDBG Program Manager hired to replace Joanna Schumann. Ms. McGinnis previously worked for the Department of Health Services and she recently worked in the Division of Housing with the HOME program. After a brief introduction, Ms. McGinnis stated there should be an additional \$2,400,000 available to the Southern Housing Region this fall. She also stated that five out of the seven regions are now under contract and the remaining two regions should be under contract in the next month.

COUNTY UPDATE

Kari Justmann provided an update on each county regarding eligible projects. At this time, it appears the following number of applications are eligible in each county:

- Columbia – 2
- Dodge – 25
- Jefferson – 9
- Kenosha – 0
- Ozaukee – 1
- Racine – 2

Rock – 3  
Sauk – 8  
Walworth – 11  
Washington – 5

Kenosha County and Rock County currently have funds available through their Revolving Loan Fund (RLF) Program, which will need to be spent before any regional funds can be used. Columbia County, Dodge County and Sauk County all have RLF Programs; however, their funds are obligated at this time.

#### POLICIES AND PROCEDURES

Justmann discussed additional policies and procedures to be added to the Implementation Manual.

- Emergency loans will be eligible only under the following circumstances:
  - Furnace – if the furnace stops working between October 15<sup>th</sup> and April 15<sup>th</sup>
  - Failing well – with orders/documentation that the well is failing
  - Failing septic – with orders/documentation that the septic is failing
  - Lateral from home to curb – with documentation showing the lateral is broke

MOTION: On motion by Schauf, second by Wehmeier, the committee approved the above emergency policies for the Southern Housing Region.

- The maximum amount a project can be awarded based on the equity in the home has increased from 105% of the value of the home to 115% of the value of the home.

MOTION: On motion by Wehmeier, second by Byrnes, the committee approved the above policy for the Southern Housing Region.

#### OUTREACH

Ms. Justmann will provide additional outreach information, such as fliers, press release and a contractor packet, to each committee member. The committee will distribute this information to each municipality, local newspapers, county agencies and it will be on the county website.

#### PROPOSED FUTURE AGENDA ITEMS

- Discuss a policy for redistribution of funds
- Provide an update on the outreach
- Review program status form for each county

NEXT MEETING

The next meeting will be Friday, May 16, 2014 at the American Family Insurance National Headquarters in room A3142.

ADJOURNMENT

MOTION: On motion by Schauf, second by Wehmeier, the meeting was adjourned at 2:35 p.m.

Respectfully Submitted:

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Kari Justmann, Secretary

cc: Southern Housing Region Committee  
Lois Schepp  
Internet