



ROCK COUNTY HOUSING AUTHORITY
Monday, December 6, 2010 - 8:30 A.M.
P & D Conference Room 270
Second Floor, East Wing
Rock County Courthouse
Janesville, WI

1. **Call to Order:** Chair Brian Christianson called the meeting to order at 8:40 A.M, after confirming that notices of the meeting have been published.

Members Present: Chair Brian Christianson, Anda O'Connell, Jackie Wood,
Members Absent: Vice Chair Billy Bob Grahn, Anna Marie Johnson
Staff Members Present: David Somppi, Neale Thompson, Director Paul Benjamin
Staff Members Absent: None
Others Present: None

2. **Adoption of Agenda:** Motion to approve agenda for meeting of December 6, 2010, by Com'r. O'Connell, 2nd by Com'r. Wood. Motion carried.

3. **Minutes of Meeting from November 1, 2010.** Discussion revealed that the Annual Meeting will have to be in January, 2011 because public notices could not be published in time. Motion to approve the minutes of the meeting from November 1, 2010, by Com'r. Wood, 2nd by Com'r. O'Connell. Motion passed.

4. **Secretary's Report:** Mr. Somppi reported that the City of Janesville performed a HOME Program monitoring visit on October 12, 2010, and provided a report of findings on November 10, 2010. A reply will be generated this week or early next week. The findings were very applicable because the staff has been making major changes and improvements in processes and procedures for the upcoming CDBG-Small Cities funding. Examples are income calculations, inspections, and verification. The new Housing Procedures Manual is up for approval November 16, 2010 by the Rock County Planning and Development Committee (P&D). When completed, the manual will be brought back to the CDBG State Agency, distributed to the RCHA, and be put to use by the staff. The CDBG Small Cities grant application started with state discussion about the Housing Manual with Rock County and progressed to seven applications from local municipalities, two of which were funded. Mr. Somppi explained that CDBG receives HUD funding that is distributed 2/3 to entitlement cities (like Janesville, Beloit, etc); 1/3 to small cities (\$8-\$10 million); and \$20 million for public facilities. Small Cities CDBG funding can be used for rehab and home purchase assistance. The County will be implementing Edgerton's CDBG Small Cities program while the City handles the project approvals, payments, and financial matters. Therefore, the RCHA HOME programs will be looking at other areas of the County. The Merrill Project was discussed regarding progress and the economic situation. Mr. Somppi believed that the rehab work was progressing but the sale of homes was lagging. It was decided to invite John Ramstad of Community Action to the next meeting in January. Mr. Somppi added that the HOME monitoring visit findings have added new requirements if funding is to be spent in entitlement areas. Approximately, two dozen rehab customers are on the waiting list. Com'r. O'Connell repeated the idea that funds should be prioritized to serve our designated areas. Mr. Somppi reported that about \$8,000 was left in the money allocated for the Merrill Project and that only HOME funds have the possibility to be shifted to other areas. The Lead Hazard Control (LHC) Program was discussed and is expected to gain projects from the Small Cities work with older houses. Director

Benjamin mentioned an issue with County Sanitary Permits being granted near established Sewer Service Areas (SSA). The County Planning Department is working to add sewage piping maps to the GIS computer mapping system. Mr. Somppi is to ask Ramona and the City of Edgerton if they have such sewage maps. Chair Christiansen suggested contacting the CKSD. The state DNR may have maps and funding to help with this idea. The goal is to improve water quality in the County.

5. **Citizen Participation, Communications and Announcements:** Director Paul Benjamin announced that he and Rich Cannon will represent the County LHC Program at a conference in Annapolis, Maryland, next week.
6. **Review of Loan Request - #06084 D-2:** Mr. Somppi explained that this additional sewage system work follows the approved Home Purchase Assistance Loan from the last meeting. Mr. Somppi explained that recent guidance has been reinforced to make sure loan customers make the choice of contractors, while Rock County selects the loan amount from the lowest quality bidders. If the customer selects a different contractor, they will have to pay the difference. After discussion of this Home Rehab loan in the Town of Beloit, the board supported the \$7,800 0% interest deferred home loan. Com'r. Wood made the motion that was seconded by Com'r. O'Connell. The motion passed.
7. **Accomplishments in 2010:** From October, 2009, until October, 2010, the HOME Program served 16 projects in 12 of 23 local municipalities totaling \$133,746.40. There were 10 rehab projects, 5 Home Purchase assistance customers, and one rental project. Consortium funds are almost spent out and Revolving Funds are roughly cut in half by the economic situation.
8. **Activities in 2011:** The handed-out spreadsheet shows how next year's rehab activities are increased to 105 projects, fueled by the CDBG Small Cities funding. The budget total is much larger than the previous year. Mr. Somppi stated that Rich Cannon, the County Engineer would assist the housing effort, especially inspections and testing, but that the staff will have to be very efficient and churn out the jobs. When asked if new hires were planned, Mr. Somppi reported that the County Administration chose to reorganize existing staff rather than hire new employees or increase the clerical/administrative staff. Director Benjamin added that staff is better organized, has regular communication, has Rich Cannon to help, and that certain functions are being taken over by office staff and even himself as the Agency Director. Foreclosure prevention was also discussed with the note that the County budget has \$2,500 for 5 customers to be served by the various Foreclosure Credit Agencies in the county.
9. **Set Date for Next Meeting:** Next meeting date was set for Monday, January 10, 2010, for the regular and annual meeting.
11. **Adjournment:** Motion to adjourn by Com'r. Wood, 2nd by Com'r. O'Connell. The meeting was adjourned at 9:30 A.M.

Respectfully submitted,

Neale Thompson, Assistant Secretary

(Planning\Housing Specialist\HA Meetings\Minutes\MinutesHA120610)

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