



MINUTES

ROCK COUNTY HOUSING AUTHORITY
MONDAY, NOVEMBER 28, 2016
PLANNING & DEVELOPMENT CONFERENCE ROOM 2ND FLOOR
51 S MAIN ST
JANESVILLE, WI 53545

1. Call to Order

Chair Grahn called the meeting to order at 8:30 a.m. Commissioners present: Billy Bob Grahn, Mary Beaver, Anda O'Connell and Sarah Williams. Absent: None

Program Administrators: Kathy Kamp (Wisconsin Partnership for Housing Development (WPHD))

Planning & Development Staff present: Colin Byrnes (Director of Planning & Development) and Cheryl Martin (Recording Secretary)

Others: None

2. Adoption of Agenda

Commissioners O'Connell and Williams moved the adoption of the agenda. **ADOPTED**

3. Minutes of Meeting for October 10, 2016

Commissioners Williams and O'Connell moved the approval of the October 10, 2016 meeting minutes as presented. **APPROVED** as presented.

4. Program Administration Report - WPHD

Ms. Kamp provided a brief update on available HOME Program funding.

5. HOME Program Loan Review and Approval

A. Project ID: 76 = \$11,055

Commissioner O'Connell moved the approval of Project ID 76 in the amount of \$11,055; motion seconded by Commissioner Williams. All in Favor – **APPROVED** (4 – 0)

B. Project ID: 77 = \$23,190

Commissioner Williams moved the approval of Project ID 77 in the amount of \$23,190; motion seconded by Commissioner O'Connell. All in Favor – **APPROVED** (4 – 0)

6. HOME Program Committee Acknowledgment of Change Orders

Ms. Kamp (WPHD) presented a Change Order that had been executed as approved under the Rock County Community Development Program Policies and Procedures guidelines:

Project 71 = + \$1,010

7. By-Laws of the Rock County Housing Authority

Director Byrnes and Cheryl Martin presented a draft version of By-Laws for the Housing Authority. Commissioners were asked to review the draft for the purpose of having a work session on the By-Laws at a future meeting.

8. Next Housing Authority Meeting

The next meeting of the Rock County Housing Authority is scheduled for **Monday, December 19, 2016 at 8:30 am**. The meeting will be held in the Planning & Development Agency Conference Room.

9. Citizen Participation, Communications and Announcements

None

10. Adjournment

Commissioners Williams and O'Connell moved to adjourn the committee at 9:150 am; **ADOPTED** by acclamation.

Respectfully submitted,

Cheryl Martin, Recording Secretary

NOT OFFICIAL UNTIL APPROVED BY THE ROCK COUNTY HOUSING AUTHORITY