



MINUTES

ROCK COUNTY HOUSING AUTHORITY
MONDAY, NOVEMBER 3, 2014
PLANNING & DEVELOPMENT CONFERENCE ROOM 2ND FLOOR
51 S MAIN ST
JANESVILLE, WI 53545

1. Call to Order

Chair Brian Christianson confirmed that public notice requirements were met and called the meeting to order at 8:05 a.m.

Roll Call of Members

Present: Chair Brian Christianson, Vice-Chair Billy Bob Grahn, Mary Beaver, Anda O'Connell, and Jackie Wood

Absent: None

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

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

2. Adoption of Agenda

Commissioner Grahn moved to adopt the agenda; second by Commissioner O'Connell. **ADOPTED.**

3. Minutes of Meeting for September 22, 2014

Commissioner O'Connell moved the approval of the September 22, 2014 meeting minutes as presented; second by Commissioner Wood. **APPROVED as presented.**

4. Citizen Participation, Communications and Announcements

Jackie Wood provided a flyer noting a local event (Artist Jim Ramsdell) at The Armory.

5. Program Administration Report

Kathy Kamp (WPHD) reported that the Community Development Policy & Procedures Manual draft revisions are almost finished. She also reported on applications that have

been received and are in process. Kathy then discussed a checklist printout detailing the different stages that a project will go through from initial eligibility to completion.

6. HOME Consortium Program Funds Reallocation

Colin Byrnes presented an amendment to the Mutual Cooperation Agreement between the City of Janesville, the City of Beloit, and the County of Rock for the distribution of Federal HOME Program Consortium funds. The two primary amendments are: 1) the one-time transfer of unallocated 200, 2010, 2011, and 2012 HOME funds in the amount of \$267,440.67 from Rock County to the City of Janesville and 2) Fifteen percent (15%) of the reallocated funds are to be used for HOME eligible activities or projects administered by Community Action of Rock and Walworth County, Inc. on a county-wide basis.

Com'r Grahn moved the approval of the Amendment to the Mutual Cooperation Agreement; seconded by Com'r Beaver. All in favor – APPROVED (Yes – 5, No – 0, Absent – 0)

7. Adjournment

Commissioner Wood moved to adjourn the committee at 9:00 am; second by Commissioner O'Connell. **ADOPTED** by acclamation.

Respectfully submitted,

Cheryl Martin, Recording Secretary

NOT OFFICIAL UNTIL APPROVED BY THE ROCK COUNTY HOUSING AUTHORITY

**The next meeting of the Rock County Housing Authority is scheduled for:
Monday, December 8, 2014 at 8:30am
in the Planning & Development Department Conference Room (2nd Floor, Room 266)**