

HOUSING REHABILITATION COMMITTEE MEETING
MARSHFIELD, WISCONSIN
MINUTES OF February 2, 2010

Meeting called to order by Paula Jero at 4:00 PM in Conference Room 108 of City Hall Plaza.

PRESENT: Paula Jero, Barb Larson, Ald. Gordon Earll, Janet Witt, Jim Benson, Tom Henseler, Pastor Bob Lesher

EXCUSED:

ALSO PRESENT: Mike Brehm, City Administrator; Keith Strey, Finance Director; Jason Angell, Director of Planning & Economic Development; Kathy Scheuer, Community Development Authority

Everyone present gave a brief introduction of themselves and their interest in serving on the Committee or being a part of the program.

Jero gave the Committee Members an overview of the role of the Housing Rehabilitation Committee, City of Marshfield and the Marshfield Area United Way and how the three will work together on this program.

The Committee reviewed the Community Development Block Grant (CDBG) Housing Program documents. Areas discussed included:

- The types of loans that will be reviewed.
- Differences between the rental loans and home owner loans.
- Eligibility requirements.
- The application process and how applications should be ranked.
- Who will be responsible for determining eligibility and approvals.
- Contracting/bidding
- Distribution of funds and subordination agreements

The Committee agreed that the eligibility of applicants should be determined administratively and final approvals being done by the Committee.

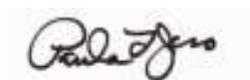
For eligible contractors Jero suggested that the Committee use the city's approved list if one is available; if not the Committee would need to develop their own list.

Jero reviewed the draft brochure. There was consensus of the Committee that this draft was fine and should be used to advertise the program.

The next meeting date was set for February 18th at 4:00 p.m. in Conference Room 108 if available. Agenda items for that meeting would be to establish a maximum loan amount for regular rehabilitation and prioritize what type of loans the committee wants to make. Members expressed an interest in concentrating on residential rehabilitation loans only.

Motion by Lescher, second by Benson to adjourn at 5:15 p.m.

All 'Ayes' motion carried.



Paula Jero – Program Administrator
Marshfield Area United Way