

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on October 3, 2012 at 10:00 a.m. in the controller's conference room in the courthouse at 200 Division Street, Petoskey, Michigan.

Council members present: Mark Ashley, Secretary
Les Atchison
George Booth, Vice-Chairman
John Murphy, Chairman
Martin Van Berlo

Excused absence: None

Staff present: Cynthia Van Allen, Finance Director

Third party administrators: Jonathan Scheel, Northwest Michigan Community Action Agency
Cathy Odom, Northwest Michigan Community Action Agency

Guests: None

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the September 12, 2012 meeting.

Administrator's Report:

*** Mr. Scheel reported that the application to MSHDA for additional CDBG funding has been submitted. The additional funds he applied for will be used for projects in the Emmet Street corridor in Petoskey. Mr. Scheel's contact with MSHDA indicates that there might be up to \$350,000 for owner occupied housing rehabilitation.

Mr. Scheel anticipates a response from MSHDA by the end of November.

*** Mr. Booth made a motion to recommend adoption of the Housing Resource Fund grant program guidelines to the Emmet County Board of Commissioners. These guidelines are almost identical to the current Housing Council guidelines with the following major differences:

- The loans will all be 100% deferred
- Loan repayments are returned to MSHDA
- There is no forgiveness provision
- Cannot loan more than 100% of equity
- Requirement for one year of residency
- There will be the potential for a \$1,000 landscaping allowance

Mr. Ashley seconded the motion. By unanimous voice vote the guidelines will be recommended to the County Board.

*** Mr. Scheel is still discussing the potential for grants for downtown rental rehabilitation projects with the City of Petoskey.

*** The placemaking program parameters will be e-mailed to the Council members when they are received from Mr. Ball.

*** Mr. Scheel noted that because the Emmet County communities which qualify under the placemaking parameters have been approved by MSHDA the Council is able to spend the balance of the 2011 CDBG grant.

*** Ms. Odom let the Council know that Northwest Michigan Community Action Agency has been awarded contracts for administering:

- A foreclosure counseling program
- A \$3,000 first time home buyer down payment assistance, forgivable, program
- A \$5,000 for housing assistance per veteran program
- A \$604,000 grant for homeless veterans

Jobs in Progress:

Job 11-04 - Mr. Scheel is experiencing homeowner difficulties with the punch list to complete this project. The roof is bowed so the gutter is not level. He is attempting to get homeowner and contractor together to reach an amicable solution.

Job 11-06 - Discussion to award the bid to complete this rehabilitation tabled until November. The low bid, to a downstate contractor, is 12.6% over the original estimate and funds are not available for this amount. Also, Federal Home Loan Bank money needs to be obtained to fund this project.

Job 11-07 - The contractor, Synergy Construction Group, which won the bid for this project at \$34,692.00 backed out. The next lowest bidder, Simmons & Son Builders, \$38,306.00, will now complete the rehabilitation.

Job 11-08 - The homeowner is attempting to obtain a home equity loan to fund the project expense in excess of the \$10,000 approved by the Housing Council.

Job 11-12 - Mr. Atchison made a motion to award the bid for this project, which is to provide the homeowner with a well, to Northern Drilling for \$9,756.00. The money to fund this project will use the balance of the CDBG emergency money and the remainder of the project cost will be taken from the County appropriation money. Mr. Booth seconded the motion. By unanimous voice vote the contract was awarded.

Mr. Scheel reviewed the current financials with the Council

Other Business:

*** Mr. Murphy reported that Mr. Jeff Grantham, builder, mentioned at a Petoskey City Council meeting that the Housing Council was using a downstate contractor for the Emmet County rehabilitation program. Mr. Murphy explained the process for a contractor to get on the list and the practice of rotating requests for bids.

*** Mr. Ashley made a motion for Northwest Michigan Community Action Agency (NMCAA) to research the possibility of obtaining a blight elimination grant for Emmet County. This grant will be pursued only if there is an administrative component so that NMCAA would receive reimbursement for their work. Mr. Atchison seconded the motion. By unanimous voice vote the motion passed.

*** Funding for energy savings has dried up. There is currently a five year waiting list for weatherization projects.

*** Ms. Odom suggested that a \$430 blower test, which can be added to the homeowner's loan, be made a part of any rehabilitation project to determine the amount of air leakage.

Public Comment:

*** None

A motion to adjourn was made and was unanimously approved.