

## Housing Council

A meeting of the Emmet County Housing Council was held on March 3, 2010 at 10:06 a.m. in the Controller's conference room.

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

Guests: Cathy Odom, Northwest Michigan Community Action Agency  
Jonathan Scheel, Northwest Michigan Community Action Agency

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the February 3, 2010 meeting.

### **Administrator's report:**

\*\*\* Ms. Odom and Mr. Scheel met the County's new Michigan State Housing Development Administration (MSHDA) community development specialist, Julie Gardner. They believe they will have a good working relationship.

\*\*\* Ms. Odom reported that the Charlevoix Habitat for Humanity also turned down the opportunity to use \$10,000.00 from a Community Development Block Grant (CDBG) for one of their homes. They don't want a second lien on the property.

\*\*\* Mr. Scheel expressed his willingness to talk to Emmet County groups to disseminate information on the housing rehabilitation program. The Council suggested the following venues as potentially most effective for distribution of verbal and printed information:

Senior groups at the Friendship and Levering Centers  
Petoskey Club  
Church bulletins  
Lutheran church Monday night free dinner  
Service clubs  
Saturday Petoskey News Review free paper

\*\*\* Ms. Odom reported on a group, Michigan Energy Options, which provides energy education and will help homeowners with the replacement of old, inefficient heating systems and occasionally will replace hot water heaters and refrigerators.

**Jobs in progress:**

\*\*\* Job 09-01 - the Federal Home Loan Bank (FHLB) money has been received. Ms. Odom reminded the Council that they approved a 10% administrative fee from the CDBG for Northwest Michigan Community Action Agency (NMCAA) for any matching funds obtained when an administrative fee is not part of the matching funds. \$1,000.00 will be drawn from the CDBG for the administrative fee on the FHLB \$10,000.00 grant.

\*\*\* Job 09-06 - Mr. Scheel provided an estimate of \$38,300.00 for rehabilitation for this project and warned the Council there could be change orders of up to \$2,800.00 if rot is found under the shingles or siding. Ms. Odom let the Council know that the homeowners have already applied for a Senior Grant which could provide up to \$7,500.00, that there is still \$11,000.00 available to use from the Housing Preservation grant program and the 2010 FHLB grants should be available soon. Mr. Atchison made a motion to approve spending up to \$35,000.00 of the 2009 CDBG on this project, this amount to include any fee awarded to NMCAA for the administrative expense on alternative funding. The motion included instructions to NMCAA to request a bid for rehabilitation as presented to the Council and a separate bid to include installation of a cold roof which is estimated to cost an additional \$5,000.00 above the original estimate. Approval of this additional cost is dependent upon securing necessary funding, probably from FHLB. Mr. Booth seconded the motion. By unanimous voice vote the motion passed.

\*\*\* 09-07 - Denied because the homeowners were over the asset limit. Also, they admitted that they intended to sell the home as soon as it was rehabilitated.

**Old business:**

\*\*\* None

**New business:**

\*\*\* None

A motion to adjourn was made at 11:08 a.m. by Mr. Ashley, seconded by Mr. Booth and unanimously approved.

March 3, 2010  
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