

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on April 2, 2014 at 10:00 a.m. in the commissioners' board 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 March 5, 2014 meeting.

Administrator's Report:

*** Scheel will make a presentation to the Emmet County Board of Commissioners at the administrative meeting on April 8, 2014 at 2:00 p.m. The Housing Council members were encouraged to attend.

*** Using demographic information from the City of Petoskey, 120 letters were sent to homeowners in the Emmet Street corridor. Five solid responses have been received to date.

*** Northwestern Bank has been acquired by Chemical Bank which is good news for the Housing program since Chemical Bank is a participant in the Federal Home Loan Bank program.

*** As a first step in a new type of project, Neighbor Works has applied for a net zero energy house pre-development grant which would pay the cost for an architect and engineer to prepare a concept plan. Once the specifications for an approximately 1,100 square foot, two bedroom, one and a half bath house, have been prepared a second grant would be applied for. The demand for this type of home is expected to be hi-lighted by the Northeast Michigan Council of Governments market survey.

*** As the second step NMCAA & MSHDA would collaborate on an acquisition development resale grant to build five affordable homes in the area. The Housing Council will not participate in this program.

*** NMCAA has discovered that MSHDA will no longer automatically provide \$200,000 every two years to the County for housing rehabilitation. The County will be required to show the demand in order to obtain the grants.

*** The next MSHDA grant will have to be used 100% in the targeted areas.

*** MSHDA requires monthly reports on the spending of the 2012 grant.

Jobs in Progress:

Job E11-09 - down to final step, tie downs are still necessary.

Job E11-18 - complete.

Job E12-01 - construction has started on the interior.

Job E12-02 - roofing work has begun.

Job P11-03 - still attempting to obtain bids.

Job P11-05 - still attempting to obtain bids.

Job P11-06 - structure is not worth rehabilitation. Scheel will work with the City of Petoskey to ascertain if they would be willing to pay for demolition. If that is a possibility he will obtain estimates for replacement.

The Council was reminded that 50% of the 2012 grant must be used in the targeted communities.

Other Business:

*** Van Allen discussed some shifting of money between County appropriation and program income based on 2013 audit work.

*** Scheel is working on the guidelines revisions. He will send a draft and a narrative behind the reasons for the changes before bringing it to the Council for approval.

Public Comment:

*** None

A motion to adjourn was made and was unanimously approved.

MSHDA - Michigan State Housing Development Authority
CDBG - Community Development Block Grant
RD - Rural Development
HPG - Housing Preservation Grant
MCDA - Michigan Community Development Association
DHS - Department of Human Services
NMCAA - Northwest Michigan Community Action Agency
HUD - Housing and Urban Development