

## **Emmet County Housing Council**

A meeting of the Emmet County Housing Council was held on February 4, 2015 at 8:30 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

Excused absence: Martin Van Berlo

Staff present: Cynthia Van Allen, Finance Director

Third party administrators: Lindsay Hager, Northwest Michigan Community Action Agency  
Cathy Odom, Northwest Michigan Community Action Agency

Guests: Amy Tweeten, City of Petoskey Planner  
Lani Laporte, Executive Director, Northwest Michigan Habitat  
for Humanity  
Alex Collias, Development Manager, Northwest Michigan  
Habitat for Humanity

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the January 7, 2015 meeting.

Appearances:

Laporte explained a Habitat for Humanity project in the Village of Alanson. Habitat has acquired a piece of property in the Village on which it intends to build eight affordable, handi-capped accessible, and energy efficient homes. The Village has been asked to contribute by paving the access road and adding a sidewalk. The Council explained that the MSHDA grant awarded to Emmet County is for housing rehabilitation rather than new construction. Laporte was referred to Kristin Brady, who is the housing director for Northwest Michigan Community Action Agency, to inquire if there are any programs that might help with the Alanson project.

#### Administrator's Report:

\*\*\* Hager reported on a discussion that he had with Julie Gardner, Community Development Specialist, at MSHDA. Gardner seemed amenable to potentially amending the Emmet County grant for rehabilitation in the City of Petoskey Emmet Street corridor:

A one year grant extension  
Extension of covered area to the City limits  
Elimination of the 25% local match

Atchison made a motion to authorize Hager to negotiate on behalf of the Council. Ashley seconded the motion. By unanimous voice vote the motion passed.

\*\*\* Murphy received a list of five names, all homeowners on Wesley Street, who are potentially interested in participating in the program. Murphy and Tweeten will visit these homeowners.

#### Jobs in Progress:

Job 11-03 - client has finished painting. The lead assessment has been completed. The project will now go out for bid for the remaining work, estimated to be about \$15,000.

Job 11-07 - the siding, roof, and windows have been completed. The contractor is providing quality work.

Job 12-08 - Ashley made a motion to award the project to Robert Gokee Builders for a price of \$26,760.00. Atchison seconded the motion. By unanimous voice vote the job will be awarded to Robert Gokee Builders.

Job 12-19 - Ashley made a motion to award the bid for this rehabilitation to Ayers Basement Systems in the amount of \$16,593.00. Booth seconded the motion. By unanimous voice vote this project will be award to Ayers Basement Systems.

#### Other Business:

\*\*\* The Council reviewed the Emmet Street corridor Program Guidelines. Ashley made a motion to increase the maximum of an applicants total liquid assets from \$10,000 to \$20,000 and to increase the amount a homeowner can mortgage from 100% to 120% of true market value. Atchison seconded the motion. By unanimous voice vote the motion passed. Odom will make these changes and then send the guidelines to MSHDA for approval. Note, Odom needs to check MSHDA's subordination policy before finalizing the guidelines. After receiving MSHDA approval, Van Allen will then take the guidelines to the Emmet County Board for approval.

Odom announced that her employment with NMCAA ends this month. Kris Brady from the agency will occasionally attend the Emmet County meetings.

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

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