



Otsego County Housing Committee

225 West Main Street, room 213 • Gaylord, Michigan 49735

(989) 731-7570 • Fax 989-731-7599 • TTY 1-800-649-3777

NOTICE OF MEETING

The Otsego County Housing Committee will hold a regular meeting on Thursday, December 17, 2015 beginning at 9:30 a.m., in conference room 212, second floor of the County Building 225 West Main Street, Gaylord MI 49735.

AGENDA #260

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Additions/Deletions to Agenda
5. Public Hearing & Regular Minutes 259 – November 19, 2015
6. Projects
 - A. HO-0812-128412 Bid Opening
 - B. Default Project #11-2007 - Settlement Offer
7. Reports
 - A. Director Updates
 - B. Inspector Updates
 - C. Activity & Financial Reports
8. New Business
9. Other Business
10. Public Comments
11. Adjournment

In compliance with the Americans with Disabilities Act, persons with physical limitations that may tend to restrict access to or participation in this meeting should contact the Housing office (989-731-7570) at least twelve (12) hours prior to the scheduled start of the meeting.



AN EQUAL OPPORTUNITY HOUSING PROGRAM



EQUAL HOUSING
OPPORTUNITY

November 19, 2015 - Minutes #259

A public hearing and regular meeting of the Otsego County Housing Committee was held in conference room 212 of the County Building. Chairman, Steven Riozzi called the meeting to order at 9:34 a.m.

PRESENT: Charles Berlin, Kenneth R. Glasser, Tammy LaBouef, John LaFave, Jim Mathis, Steven Riozzi, Joseph Wambold
EXCUSED: All present
OTHERS: Erma Backenstose, Marlene Hopp, Kevan Flory

The Pledge of Allegiance was led by Marlene Hopp.

Additions or deletions to agenda: Revised agenda submitted, moved project HO-0812-127801 forward to 6. A.

MOTION: by Glasser, approve minutes #258 of October 15, 2015, as presented.
Ayes: Unanimous. Nays: None. Motion Carried.

Projects:

MOTION: by Glasser, approve HO-0812-127801 project amendment and policy exemption to exceed \$40,000.
Ayes: Unanimous. Nays: None. Motion Carried.

Three bids were opened and reviewed.

MOTION: by Wambold, award project HO-0812-127800 bid of \$34,501 to Thor Contracting Inc.
Ayes: Unanimous. Nays: None. Motion Carried.

Two bids were opened and reviewed.

MOTION: by Berlin, award project HO-0812-127933 bid of \$24,809 to Thor Contracting Inc.
Ayes: Unanimous. Nays: None. Motion Carried.

Two bids were opened and reviewed.

MOTION: by Glasser, award project HO-0812-128412 bid of \$40,401 Thor Contracting, Inc. Committee requests rebidding of the project, if motion fails.
Ayes: Zero.
Nays: Seven - Berlin, Glasser, LaBouef, LaFave, Mathis, Riozzi, Wambold.
Motion Defeated.

Forgivable rental rehabilitation deferred loan #RR-0812-51267 reviewed.

MOTION: by Riozzi, approve to forgive and discharge mortgage #RR-0812-51267. Finance Dept. to write off from the housing notes receivable account.
Ayes: Five - Berlin, Glasser, Mathis, Riozzi, Wambold.

Nays: Two - LaBouef, LaFave.
Motion Carried.

Public hearing opened at 10:50 a.m. for MSHDA grant application #HRF-2015-0812-6430. Public hearing closed at 11:00 a.m. Attached is the record of public hearing and sign in sheet.

MOTION: by LaBouef, approve #HRF-2015-0812-6430 MSHDA grant application and attachments as presented.

Ayes: Unanimous. Nays: None. Motion Carried.

MOTION: by Glasser, recommend that the Otsego County Board of Commissioners support Northeast Michigan Community Service Agency (NEMCSA) application to apply for MSHDA Homebuyer Purchase Rehabilitation HOME funds.

Ayes: Unanimous. Nays: None. Motion Carried.

Reports - Director Updates:

Amended grant \$20,969 emergency repairs to rehabilitation, funding near committed with projects.

Director discussed Buy4Michigan, a State of Michigan bid posting website, of which we utilized to submit bids out to contractors.

Correspondence - Senator Jim Stamas office and MSHDA office changes were presented and discussed.

Inspector updates:

Project HO-0812-127801 amendment details reported.

Due to limited funding, inspector will modify project HO-0812-128412 specifications.

Activity and financial reports were presented and reviewed.

New Business: None

Other Business: None

Public Comments: None

Meeting adjourned at 11:23 a.m.

Marlene K. Hopp, Director
Otsego County Housing Committee

Steven Riozzi, Chairman
Otsego County Housing Committee

OTSEGO COUNTY HOUSING COMMITTEE
RECORD PUBLIC HEARING

Michigan State Housing Development Authority (MSHDA)
Housing Resource Fund (HRF) Grant Application
Thursday, November 19, 2015

A public hearing of MSHDA HRF#2015-0812-6430 grant application was held on Thursday, November 19, 2014 located in room 212 of the County Building of Otsego County. Steven Riozzi, Chairman of the Otsego County Housing Committee opened the public hearing at 10:50 a.m.

The list of attendance was: Marlene Hopp, Kenneth R. Glasser, Charles L. Berlin, Kevan Flory, Jim Mathis, Steven Riozzi, Erma Backenstose, Tammy LaBouef, Joe Wambold, John LaFave. The sign in sheet is part of this record and attached.

The local Gaylord Herald Times newspaper published notice of public hearing on Friday, November 13, 2015 and proof of affidavit of publication received. Authorizing resolution #OCR 15-36 for the HRF grant application and #OCR 15-37 fair housing resolutions were presented and recommended that the Otsego County Board of Commissioners approve at their meeting scheduled Tuesday, November 24, 2015. Each board member received the MSHDA HRF grant application one week prior to the meeting for review.

Marlene Hopp, Director for the Otsego County Housing Committee presented the Fair Housing brochure and discussed changes to the MSHDA HRF rehabilitation grant application. Sections throughout the application were discussed, which included the program summary, budget, project, program description, proformas, leveraging funds, target area, desired results, administrative guidelines, rehabilitation and emergency components, attachments, implementation and capacity of the grant.

The HRF grant of \$223,500 through Michigan State Housing Development Authority has a term of twenty four months, beginning 1/1/2016 and ending 12/31/2017. The allocations of expenses are the Community Development Block Grant single-family rehabilitation and emergency repairs of households at 0-80% area median income – 50% forgiven not prorated, monthly payments over 10 years, zero percent interest loans and general administration. Leveraging funds are through commitments by MSHDA's Property Improvement Program and Federal Home Loan Bank's Neighborhood Impact Program and Accessibility Modification Programs. The allocation of total rehabilitation grant funds will be in the targeted areas of the City of Gaylord, Bagley Township, Village of Vanderbilt and Johannesburg, whereas the emergency repairs not exceeding 15% of the grant and all program income will be utilized county-wide for single-family residential dwellings.

Public Comments: none

The Public Hearing was closed at 11:00 a.m.

Record of public hearing written by Marlene K. Hopp, Director for Otsego County Housing Committee.

OTSEGO COUNTY HOUSING COMMITTEE

Public Hearing

11/19/15

<u>Name:</u>	<u>Comments</u>
Marlene Hopp	Yes/No NO
Kevin P. Glass	No
Charles P. Burke	No
Kevan Flory	N/A
Tom MATHEW	No
Steve Riozzi	No
Erma Backenstoe	No
Amy LaB	No
Joe Wambold	No
John J. DeB...	No
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_____	_____