



## Otsego County Housing Committee

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

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### NOTICE OF MEETING

**The Otsego County Housing Committee will hold a regular meeting on Thursday, January 16, 2014 beginning at 9:30 a.m., in room 212 of the County Building 225 West Main Street, Gaylord MI 49735.**

### AGENDA #240

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Additions/Deletions to Agenda
5. Minutes #239 – November 21, 2013
6. Projects
  - A. Default 025-1999 Offer
  - B. Paid Mortgage 02-2003
7. New Business
  - A. Director Updates
  - B. Activity & Financial Reports
8. Unfinished Business
  - A. HO-0812-112809 Status
  - B. Program/Inspector Marketing
  - C. Foreclosure Status 003-1999
  - D. Copier
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



November 21, 2013 - Minutes #239

A meeting of the Otsego County Housing Committee was held in room 100 of the County Building. Chairman, Steve Riozzi called the meeting to order at 9:30 a.m.

PRESENT: Charles Berlin, Tammy LaBouef, John LaFave, Jim Mathis, Steven Riozzi, Joseph Wambold

EXCUSED: Kenneth Glasser

OTHERS: Marlene Hopp, Cindee Polena

Introductions were made followed by the Pledge of Allegiance led by Director, Marlene Hopp.

Additions to agenda: None.

MOTION: by John LaFave, approve minutes #238 of October 17, 2013 as presented.

Ayes: Unanimous. Nays: None. Motion Carried

MOTION: by Joseph Wambold, reappoint Steven Riozzi to the Housing Committee, term to expire 12/08/2016.

Ayes: Unanimous. Nays: None. Motion Carried

Projects:

Three bids were received regarding project HO-0812-121006.

MOTION: by Charles Berlin, approve HO-0812-121006 project as reviewed. Award bid of \$4,618 to Hart Well Drilling.

Ayes: Unanimous. Nays: None. Motion Carried

MOTION: by Jim Mathis, approve HO-0812-118852 addendum.

Ayes: Unanimous. Nays: None. Motion Carried

Project HO-0812-112809 documents reviewed. Detailed documentation requested from Committee to schedule with Arbitration board.

MSHDA Program Changes:

Director reviewed the new Uniform Physical Conditions Standards (UPCS) and proposed CDBG application changes to the board.

Correspondence from Bruce Scott resigned as of 12/31/2013. Reviewed advertisement and will market contractual position. Steven Riozzi and John LaFave have agreed to assist in interviews.

Director updates:

Director attended a meeting 11/12/2013 regarding a downtown rental development project, requiring an amendment to the 2011 rental rehabilitation grant. Others are interested but lack ownership at this time.

MSHDA is requesting to meet and create a presentation to highlight our downtown rental rehabilitation projects.

Activity and month end financial reports reviewed.

Unfinished business:

Director will contact Gaylord Herald Times newspaper to market housing program.

Copier bids compared and purchase order submitted to Administrator for purchase of a Black Savin MP301spf from Dunn's Business Solutions.

Project 003-1999 under foreclosure process.

Other business: None

Public Comments: None

Meeting adjourned at 11:29 a.m.

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Marlene K. Hopp, Director  
Otsego County Housing Committee

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Steven D. Riozzi, Chair  
Otsego County Housing Committee