



HOUSING COMMITTEE

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1. Meeting Called to Order: A meeting of the Osceola County Housing Committee (Committee) was convened at 1:00 p.m. on Tuesday, October 16, 2018. The following individuals were in attendance:

- a. Jack Nehmer, Osceola County Commissioner / Housing Committee Member
- b. Ron Sikkema, Housing Committee Member
- c. Dan Massy, Community Development Coordinator
- d. Lindsay Hager, Third Party Grant Administrator

2. Approval of Agenda: Dan asked that Program Guidelines be added between items 6 and 7.

(18-17) *Motion by Ron Sikkema, supported by Jack Nehmer, to approve the agenda with the one addition. Motion passed.*

3. Approval of September 18, 2018 Minutes:

(18-18) *Motion by Jack Nehmer, supported by Ron Sikkema, to approve the September 18, 2018 minutes as presented. Motion passed.*

4. Financial Report: Dan provided the Financial Report. There is a Pre-Program Year 2018-2019 balance of \$18,476.87, a Program Year 2018-2019 balance of \$47,355.50 for a total of \$65,832.37. The Financial Report was placed on file.

5. Request to Spend PY 2017-2018 Program Income: Dan stated he submitted the County's Form 8-H to the MEDC; however, he has still not received permission to spend PY 2017-2018 Program Income. As a result, he contacted the MEDC. He was requested to resubmit the form. Lindsay stated none of the community's he is working with have received permission; however, if you submit a project you will likely get permission to proceed. The Committee decided to continue working and obtain approval on a per project basis until PY 2017-2018 approval is received.

6. Request to Spend Program Income in Excess of \$35,000: Dan informed the Committee he contacted the MEDC about spending Program Income in the PY it is received instead of having to wait until the next July. The MEDC stated they had also been contacted by one other community about the same issue. It is something the MEDC is looking at. If implemented the following actions will have to occur:

- a. All requests will have to be made in writing.
- b. A community requesting permission to spend Program Income early will have to show it has exhausted all available Program Income.
- c. The MEDC will need to develop instructions and forms.

7. Review of Program Guidelines: Since the last meeting Dan had sent the Program Guidelines to the MEDC for review and approval. The MEDC called to discuss changes to the Program Guidelines. Several of the changes discussed were mandatory, several were recommended, and several were just points to consider.

Dan developed changes to the Program Guidelines based on his discussion with the MEDC. The Committee reviewed the changes Dan proposed.

(18-19) Motion by Jack Nehmer, supported by Ron Sikkema, to approve the Program Guidelines changes and forward to the MEDC for approval. Motion passed.

8. Potential Project: Dan stated he received an inquiry concerning a potential roof project. Lindsay will contact the homeowner and bring information back to the next meeting.

9. Funding of Administrative Activities: Dan provided information showing both the cost to hold a meeting and 2% revenue from projects at different price points. The handout was placed on file.

(18-20) Motion by Jack Nehmer, supported by Ron Sikkema, to schedule, when needed, Housing Committee meetings on the third Tuesday of the month at 1:00 pm. Motion passed.

10. Review of Existing Mortgages (item not on agenda): Lindsay was asked if he prepared a proposal to review our existing mortgages. He did not have a written proposal, but stated he would charge \$80 an hour.

(18-21) Motion by Ron Sikkema, supported by Jack Nehmer, to retain the services of Lindsay Hager (Hager Consulting, LLC) at a cost not to exceed \$500 in order to review our mortgages to ensure none of the properties have changed ownership without our lien being paid. Motion passed.

11. Public Comments: None; no members of the public were present.

12. Adjournment: The meeting was adjourned at approximately 1:45 p.m. The date for the next meeting was tentatively set for November 20, 2018 at 1:00 pm.

(18-22) Motion by Jack Nehmer, supported by Ron Sikkema, to adjourn. Motion passed.

Respectfully Submitted,

Dan Massy
Community Development Coordinator