1. **Meeting Called to Order:** A meeting of the Osceola County Housing Committee was convened at 9:30 a.m. on Thursday, July 28, 2016. The following individuals were in attendance:

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

2. **Brief Public Comments:** No members of the public were present.

3. **Approval of Agenda:** Dan asked that “Grant Completion Strategy” be added as part of Unscheduled Business.

   (16-35) *Motion by Jack Nehmer, supported by Ron Sikkema, to approve the agenda with the addition presented. Motion passed.*

4. **Approval of June 30, 2016 Minutes**

   (16-36) *Motion by Jack Nehmer, supported by Ron Sikkema, to approve the June 30, 2016 minutes as presented. Motion passed.*

5. **Reports**

   a. **Financial Report:** Dan presented the Housing Committee’s Financial Report which was placed on file (attached).

   b. **Project Status Report:** Dan and Lindsay utilized the Financial Report to provide an update on each of the projects.

      (1) 148 E. Lincoln, Reed City: Complete!

      (2) All remaining projects: Contracts are signed.

   c. **312 W. 5th Avenue, Reed City:** Lindsay provided a bid sheet for the project at 312 W. 5th Avenue in Reed City. There was only one bid, but it was below his 10% estimate.

      (16-37) *Motion by Ron Sikkema, supported by Jack Nehmer, to approve the bid of $14,077 from Reliable Builders, LLC for construction for construction at 312 W. 5th Avenue, Reed City. Motion passed.*
6. New Business

a. **Review New Homeowner Applications**: None

   (1) 321 Lakeshore Drive, Marion: This project was approved to move forward for review; however, in addition to the normal process final approval will be dependent on available funding.

   (2) 548 N. Pine Street, Evart: This project was approved to move forward for review; however, in addition to the normal process final approval will be dependent on available funding.

b. **Unscheduled Business**:

   (1) Grant Completion Strategy: Using the Financial Report, bid sheet for 312 W. 5th Avenue, and a grant completion handout that Dan provided (attached) the Committee discussed how to finish the grant. Options discussed included asking MSHDA for additional funding, asking MSHDA for permission to move money from Home Repair to Emergency Assistance, or waiting to see if we can complete a project with the amount of funding we have remaining.

   (2) Other: There was no other unscheduled business.

   *(16-38) Motion by Jack Nehmer, supported by Ron Sikkema, to contact MSHDA and seek additional funding. Motion passed.*

7. **Extended Public Comment**: None; no members of the public were present.

8. **Adjournment**: The meeting was adjourned at approximately 10:25 a.m.

   *(16-39) Motion by Jack Nehmer, supported by Ron Sikkema, to adjourn. Motion passed.*

The next scheduled meeting of the Osceola County Housing Committee is August 25, 2016 at 9:30 a.m. in the County Courthouse.

**Attachments**

Financial Report
Grant Completion handout