

Housing Review Board Meeting

6/22/2021

MD-20-CD-22

- I. **Old Business-** from Board's last meeting on November 16, 2020 and upon review of an emergency septic application in January 2021, the following new cases were approved for grant funding:

[REDACTED]

- II. **Project Updates-** Following are updates on progress of all grant projects approved to date:

Pending

[REDACTED]

Complete

[REDACTED]

III. Budget status as of 06/10/21:

Category	Budgeted	Committed	Spent	Available
Project Administration 5c	12,000	12,000.00	7,125.00	0
Relocation 3	8,345	2,710.05	2,710.05	5,634.95
Emergency Repairs 5b	73,505	30,261.10	15,626	43,243.90
General Rehab 5a	206,150	118,444	44,195	87,706
Program Income	19,539.90	19,539.90	19,539.90	0
TOTALS	319,539.90	182,955.05	78,131.05	136,584.85

***Program Income received from pay-off of a MD-18-CD-21 grant; must be spent before County is permitted to draw any additional MD-20-CD-22 funds**

IV. Other Administrative Matters

1. The current grant expires 7/31/21. Due to the extenuating circumstances associated with the COVID shutdowns, the County applied and has been approved for an extension to the grant term. The amendment to the grant agreement has been signed by the County Commissioners and forwarded to the State CDBG Office for execution. The new grant deadline is 7/31/2022. By this date, all construction must be complete and final bills must be submitted within 30 days following the deadline, including the final reimbursement request to the State.
2. Two public hearings are required to be held during the course of each grant and I have submitted my request to the Commissioners for the public hearing, along with the draft ad and a grant progress summary. The second public hearing for MD-20-CD-22 has been scheduled for July 6, 2021 at 10:45 a.m. during the Commissioners Meeting on that date. The legal notices have been published in local papers.
3. Updates to the following required plans set to expire June 5, 2021 were submitted to the Commissioners and approved and signed at their June 1 meeting: Fair Housing and Equal Opportunity Plan, Citizen Participation Plan, Section 3 Plan, Minority Business Plan. The new plans expire in 3 years on June 1, 2024. These plans are not specific to my program and so the originals are to be retained in a central location, i.e. Commissioners Office, County Grant Administrator.
4. I have submitted a transfer letter for the Commissioners signature at their July 6 meeting to continue participation in the On Behalf Of Program. The On Behalf Of Program allows local jurisdictions to transfer their allocation for the

Maryland Mortgage Program to the State for the bond issue to avoid the administrative process and cost of a bond issue at the local level. The County's allocation is reserved for the use of Worcester residents and then later any unused funds are incorporated into the State wide pool. Worcester residents are still able to access funds after conversion to the State pool. This year's allocation is \$1,995,186.

5. Grant revenues and expenditures for the County's annual audit are due to Kim Reynolds by July 23; this encompasses all transactions from 7/1/2020-6/30/2021. I will be completing the grant spreadsheets for transactions through my contract end date of 6/18/2021 and have advised Kim that the County will need to add the final transactions that occur between 6/19/21 and 6/30/21 after I leave.

*******Reminder – New Requirements*******

MD-20-CD-22

Beginning with this grant, properties with an estimated rehab cost that exceeds 49% of the tax assessment value are ineligible for CDBG funding. Costs associated with lead paint risk reduction may be deducted from this formula. For properties that have health or safety hazards, the County may request an exception to be allowed to eliminate the hazards. In my case write-ups I will identify any properties that need an exception in order to receive grant funding.

V. New Applicant Cases- CDBG

[REDACTED]

106 Cedar Street, Pocomoke City

[REDACTED] are aged [REDACTED] respectively. Household income is \$ [REDACTED]. This places them at [REDACTED] in need of a handicapped accessible bathroom, otherwise the home is in good condition. Estimated project cost is \$ 9,636. Although the scope of work project meets the 50% of assessment value rule, [REDACTED]

Another option is to send the project to the State Special Loans Program for accessibility funding. However, this will cost the family an additional \$1,500 in administrative and closing fees.

[REDACTED]

6812 Forest Lane, Snow Hill

[REDACTED] years of age with an income of \$ [REDACTED]. This places him at below [REDACTED], classified as [REDACTED]. Upon inspection, it was determined that [REDACTED] home is structurally unsound and is in need of replacement. The family agreed

that this is necessary and a site plan is in process by our surveyor. The County grant funds cannot be used to offset the loan that will be required for the replacement home, but grant funds could be used to install the new septic system for this project. Please be aware that the current grant is the last one during which CDBG funds may be expended on a replacement home project; going forward replacement homes are ineligible to receive CDBG assistance. His system would need to be installed no later than July 31, 2022. Estimated cost is \$14,000.

5316 Little Mill Road, Stockton

job at the Town of Pocomoke and This places them at below , classified as received \$14,200 in funding for a new septic system earlier this grant term. Construction is complete and awaiting final approval by the Environmental Programs department. During the course of the septic project, inquired as to if the Board would consider awarding additional emergency funding as his existing HVAC unit has failed. The Program Inspector will have an estimated cost of repair to report at the Board meeting.

204 S. Morris Street, Snow Hill

years of age and has a household income of \$ She also rents a room for \$ and the rental income is figured into the aforementioned household income. This places her at below classified as . There is much deferred maintenance at this property, in addition to lead paint; see Dave's report. Estimated full rehab cost is \$76,000. has expressed she does not want that amount of debt on her property and is requesting that the Board consider funding a roof replacement only as an emergency measure. Replacement of the roof only will not trigger lead paint remediation requirements. Estimated cost is \$29,746.

312 South Bay Street , Snow Hill

years of age with a household income of \$ is requesting funds for a new roof, windows, and a handicapped accessible bathroom. This is a new application and the Program Inspector is out of town so an inspection is not scheduled until June 17. Dave Walter will present his inspection findings and cost estimate at the meeting.

VI. Replacement House Program

Group A: These dwellings urgent conditions such as a possible electrical fire hazard, sewer gas hazard, gas leaks, possibly leading to accidental death.

██████████ surveyor developing site plan; draft to be submitted to DRP 6/14/21

Group B: These have tasks that are still urgent by nature, such as possible electrical shock hazard, ongoing plumbing leaks, sewage leaks, visible mold, other environmental concerns, but would otherwise fit into the final group C.

██████████ - under construction; shell complete

Group C: Severe structural problems (as in former 2 groups), but none are thought to be possibly life ending. No particular order is meant to be implied in the list below.