

**Housing Review Board Meeting**  
**04/08/2022**  
**MD-20-CD-22**

**I. Old Business-** from Board's last meeting on June 2021

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

**Completed:**

██████████ Denied by SLP on 06/11/2021. Denied by the State CDBG Project Manager on 11/10/2021 for mortgage in forbearance, Worcester County employment status, did not meet metrics for debt to value ratio.....

██████████ – 02/28/2020 – Exterior Doors /Water Conditioner, \$6,400.00

██████████ – 04/09/2020 – Bathroom, \$8,032.00

██████████ – 04/22/2020 – General House Rehab, \$24,325.00

██████████ – 07/27/2020 – General House Rehab, \$16,825.00

██████████ – 11/20/2020 Septic install \$8,475.00

██████████ – 08/02/2021 – Septic install \$11,600.00

██████████ – 03/09/2022 – HVAC Install \$16,800/ 06/18/2021 – Septic install \$14,200  
Total \$31,000.00

██████████ – 02/15/2022 – General Rehab., and Bathroom \$36,844.00

██████████ – 03/17/2022 – ADA Compliant Bathroom \$15,383.83

██████████ – 04/04/2022 - General Rehab., and Bathroom \$36,354.00

**Work In Progress:**

CASE 1 – ██████████ –204 South Morris St. Snow Hill, MD 21863  
Housing Review Board approved \$30k CDBG grant contingent upon Special Loan approval. SDAT value: \$117,100. The estimated repairs are \$117,400.00 which we have

received a bid for by Shoreman Construction. According to the new guidelines, properties with an estimated rehab cost that exceeds 49% of the tax assessment value are ineligible for CDBG funding. Subsequently, we requested an ARV appraisal. The appraisal is used as the new assessed value in the evaluation for eligibility for Special Loan. We have requested an exception from the state since the ARV used as the basis would mean repairs are at 52% of the assessed value. The application has been approved by special loans. The total amount of the project financed:

MHRP Loan - \$67,075.00

LEAD Grant - \$25,000.00

CDBG Grant - \$30,000.00

We are reviewing the amounts with the state to include contingency costs that were not included in the underwriting since this is a complete renovation project.

### III. Replacement House Program Update

1. [REDACTED] – 1522 Wesley Lane, Stockton, MD 21864 - Completed
2. [REDACTED] – 6740 Forest Lane, Snow Hill, MD 21863 –Deceased/Abandoned

### IV. Budget status as of 04/05/2022:

Category	Original Budget	Budget Rev 3/31	Committed	Spent	Available
Project Administration 5c	12,000.00	18,500.00	17,330.00	15,390.00	1,170.00
Relocation 3	8,345.00	2,710.05	2,710.05	2,710.05	0.00
Emergency Repairs 5b	73,505.00	75,139.95	52,121.10	31,686.10	23,018.85
General Rehab 5a	206,150.00	203,650.00	188,078.23	133,317.00	15,571.77
Program Income	28,119.90	37,792.50	37,792.50	37,792.50	0.00
<b>TOTALS</b>	<b>328,119.90</b>	<b>337,792.50</b>	<b>298,031.88</b>	<b>218,455.69</b>	<b>\$39,760.62</b>

\*Program Income received from pay-off of previous grants; must be spent before County is permitted to draw any additional MD-20-CD-22 funds

### V. Other Administrative Matters

1. New Board member – [REDACTED] – 7108 Arcadia Circle, Newark, MD. She is the Director of Medical Transportation for Wicomico Health Department.
2. The Worcester County Commissioners approved the expedited process for emergency projects such as well (no water) and septic (back-up). See the attached.
3. Grant term amendment for MD-20-CD-22 - The current grant expired 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.

4. New grant cycle application is in process and begins 07/01/2022. We are requesting \$500,000. I have increased the amount requested because of the higher prices in labor and materials. If each job is \$30,000 or less, this will allow us to complete 16 or more projects.

## **VI. Miscellaneous**

1. We are currently reviewing the current program guidelines to streamline our process while assuring we are meeting the requirements for the program. This will hopefully reduce the processing time for future applicants.
2. Tuesday, April 5, 2022, the Housing Program received a proclamation from the Worcester County Commissions. April has been proclaimed as Fair Housing Month and our program will continue to promote the principles of fair and stable housing for our county.

**Closed Session:** The remainder of this meeting will be closed under general provisions Art§ 3-305(b): To protect the privacy or reputation of individuals concerning a matter not related to public business.