



# Maine Real Estate Managers Association

WWW.MREMA.ORG

Summer, 2007

## MREMA Convention Oct. 15-17

MREMA's Convention Committee is finalizing the details of the various workshops to be offered to MREMA members. The October convention will include Marketing, SmokeFree Housing, Records Security, Website creation, Maintenance-the nuts and bolts, Energy conservation, Workplace Generations, Dealing with bedbugs, and many more. As in the past, there will be entertainment and displays by the conference sponsors.

The Convention will be held at the Grand Summit Hotel in Bethel, Maine. Watch for the Registration Packet late August or early September.

## MREMA joins New England housing group

MREMA and NEAHMA (New England Housing Affordable Housing Management Association), our fellow housing management association based in Braintree, Mass. have become associate members of each other's organizations. MREMA members will be able to attend trainings offered by NEAHMA at their membership rate, and NEAHMA members can attend MREMA events at a discounted rate. In addition, NEAHMA will copy MREMA on member email alerts, particularly with respect to HUD and LIHTC matters, including alerts that come from NAHMA. NAHMA (National Affordable Housing Management Association) is the well-respected national organization based in Alexandria, VA, of which NEAHMA is a member.

NEAHMA's mission is the same as MREMA's, increasing the level of professionalism of property managers. Their training and

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As we told you in the last newsletter, in order to save paper, postage and time, we are no longer mailing the newsletter except upon request. If you have comments, ideas, suggestions or need to correct an email address, email [LPoland@avestahousing.org](mailto:LPoland@avestahousing.org) or call 207-553-7777, ext. 208

educational workshops qualify for credits toward the National Affordable Housing Professional (NAHP) designation. Training modules offered include Basic Occupancy, REAC, Certified Professional of Occupancy (CPO), LIHTC, workshops on verifying income and assets, Fair Housing/504, and cross cultural communications. Their management company members are scattered throughout New England with a concentration in Connecticut, Massachusetts, and Rhode Island.

Check out their website [www.neahma.org](http://www.neahma.org) and look forward to receiving training and member alerts from NEAHMA!

## *Maine Housing Update by Donna Baker*

### **Rehabilitation Program for Emergency Shelters**

MaineHousing has allocated \$500,000 in State Home funds to be available as grants to non-profit owners or operators of emergency shelters to make needed improvements and repairs to their properties. The funding will be awarded on a competitive basis; Request for Proposal's has been mailed to 41 emergency shelters. The maximum grant award will be \$40,000 per facility and the minimum grant award will be \$2,000 per facility. Improvements promoting life safety and accessibility will be given first priority, second to energy efficiency; other necessary repairs will be financed as funds permit.

MaineHousing previously allocated funds for Supportive Housing and Shelter Grant Repair Programs in 2000, 2001, and 2004 totaling \$1,985,000. These funds were used to cure the immediate life safety, accessibility and repair needs of properties across the State. We anticipate the \$500,000 set aside this year will fund between 15 and 20 critically needed repair projects, many of which might not be otherwise done due to funding constraints. We have had many requests over the past two years from shelter owners to continue this program. We are very pleased that we are able to do so and expect the response to this RFP to exceed the amount of funding available.

### **HUD Conducts MaineHousing's PBCA Compliance Review Using Electronic Documents**

Annually, the US Department of Housing and Urban Development conducts a compliance review of MaineHousing in accordance with the Annual Contributions Contract for Performance-Based Contract Administration (PBCA). This review has traditionally been comprised of three days of on-site examination of project files, reporting activities, processes and procedures. Due to budgetary constraints and restrictions on travel, the New England Hub Office has requested that MaineHousing provide all required documentation in an electronic format so that the review can be conducted at the Manchester, New Hampshire office.

Maine is the first state in the country asked to participate in the annual review in this manner and we are excited to take part in this new process. MaineHousing staff, particularly in the Asset Management Department, has been focusing on document imaging in the past year and is converting project files, reports, legal documents and correspondence into an electronic format which is ideal for this experimental review format.

## *Rural Development Update by Robert Nadeau*

### **Demonstration Program**

As many of you know, Rural Development issued a Notice of Funding Availability (NOFA) on April 30, 2007 for proposals to participate in a demonstration known as the MFH Preservation and Revitalization Restructuring (MPR) program. (Demonstration Program) The NOFA closed on May 30, 2007 and 1,359 proposals were submitted nationwide with 33 submitted from Maine. The purpose of the program was to utilize debt deferral authorities, in some cases in conjunction with new debt, to fund reserve accounts and revitalize MFH properties. The program is competitive and selection announcements are anticipated during the week of June 18, 2007.

### **Rehab/Repair Funding**

For fiscal year 2007 traditional rehab/repair funding through the section 515 program has been transferred into the Demonstration Program. As such, rehab/repair funding through the section 515 program will not be available unless a project has submitted an application under the Demonstration Program NOFA.

### **New Construction Funding**

On April 30, 2007 Rural Development published a NOFA inviting applications for new construction. The application deadline is Jun 29, 2007. There is \$25,740,000 available nationwide with approximately 300 units of rental assistance.

### **Management Fees**

The Rural Development national office is in the process of reviewing management fees. We expect to receive notice of the new management fees soon, no specific date given yet. From what we have heard, fees will increase slightly due to inflation adjustments. As soon as the new fee is published we will distribute that information

## *President's Message*

By Susan Michaud-Bosse

Summer has finally arrived and everyone is busy with vacations and outdoor activities. The convention committee is hard at work trying to put together a great agenda for the conference at Sunday River in October. Kelly, Margaret and Sarah who have joined the convention committee have lots of great ideas to improve our trade show. We are very interested in recruiting new vendors, so if you know of anyone who may be interested, please give us a shout.

Membership, at the last count was 92, that is 25 more members than in December. Nice job Cathy!!

I don't know about you, but I receive weekly updates on current legislative issues should be of interest to all of us. Great job, Rosemary!

There are great things to come on the web-site. It won't be long before we can access our vendor's web-site with a click of a button. Please remember when obtaining bids to keep in mind the vendors who help support our conference. Good job, Linda!

The maintenance/manager's full day training at the Augusta Civic Center in April was a huge success, thanks to the great training ideas from the board of directors. We had 152 paid attendees, which may have been a record.

Diane and I are working with New Hampshire and Vermont to set up the third Tri-State Annual Conference. It looks like it will be in October 2008 at the Sheraton Harborside Hotel & Conference Center in Portsmouth. This is a great location!

We are looking for volunteers to join the Toys for Tots fundraising committee. If you have never attended this event, you are really missing a lot of fun.

We are again accepting nominations for the Susan E. Simpson Award. This award is given to someone in our industry who has demonstrated and shown outstanding commitment and dedication in the field of property management. A candidate for this award must meet the following criteria:

1. Practices excellence in the field of property management or related occupation;
2. A visible force in the industry; educating, leading or guiding;
3. Selflessly contributes their time to a cause that benefits humanity above and beyond the responsibilities and expectations of their career;
4. A respected individual who personally and professionally serves as a role model for other aspiring persons within our industry.

If you know of someone who meets the above criteria, please send your written nomination to: Susan Michaud-Bosse at MREMA, PO Box 660, Lewiston, ME 04243.

I look forward to seeing everyone at the annual conference in October!

## HUD issues Change 2 to the HUD Handbook 4350.3, Rev. 1

On July 13, 2007 HUD posted Change 2 to the 4350.3 Handbook on the web site [www.hudclips.org](http://www.hudclips.org). Its accompanying transmittal is dated June 29, 2007 and states that all changes included in Change 2 are effective immediately.

According to the Maine Housing Asset Management Notice 2007-06, owners/management agents have 90 calendar days from the effective date of June 29, 2007, or September 24, 2007, to implement the changes requiring modifications to their TRACS software unless there are modifications that cannot be made at this time due to incompatibility with HUD's TRACS system. For the full notice, check out MaineHousing's website, [www.mainehousing.org](http://www.mainehousing.org). Click on the Info for Housing Partners/Property Management/Asset Management Notices.

Owners of tax credit properties follow rules from Chapter 3, Chapter 5 and Appendix 3 of the handbook. HUD did not change Appendix 3 and none of the changes they made to Chapter 3 impact the tax credit program. Owners and managers of tax credit properties must implement some of the changes HUD made to Chapter 5. Several industry groups are offering training on these changes, including NEAHMA, [www.neahma.org](http://www.neahma.org).

### MREMA Membership News

Cathie Whitney, Membership Chair reports that she is near the goal of 100 members!! As of July 11, there are 74 regular members including 12 new this year, 23 associates which brings us to **97**.

#### *Joining as Regular Members*

Clark Young Associates of Houlton, ME  
Highland Park Apartments of Camden, ME

#### *Joining as Associate Members*

David Van Baars, Attorney at Law of Windham, ME  
New England Assisted Housing Management Association (NEAHMA)  
Shankman & Associates of Lewiston, ME

#### MREMA Renewing Members - 2007:

##### *Regular Member renewals*

Barkan Management of Hallowell, ME  
Coastal Enterprises Inc. of Wiscasset, ME  
Hallkeen Management of Portland, ME  
LGW Property Management of St. Albans, ME  
L&L Management of Greenville, ME  
Maine Properties of Scarborough, ME  
Realty Resources Management of Rockport, ME  
Sanford Housing Authority of Sanford, ME  
Spear Management of Westbrook, ME  
Volunteers of America of Brunswick, ME

##### *Associate Member renewals*

MacGray of Westbrook, ME  
P R Construction of Fairfield, ME  
TD Banknorth Insurance of Rockport, ME  
Window Reps of Maine of Lewiston, ME

For a complete list of MREMA members, go to

[http://www.mrema.org/partners\\_vendors\\_contractors.cfm](http://www.mrema.org/partners_vendors_contractors.cfm)