

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES
Thursday, January 11, 2018 - 12:00 Noon
City Hall Lower Level Meeting Room
220 South Market Street

The committee meeting was called to order by Chair Adams at 12:13 p.m. with the following members present: Dan Adams, Joe Caligiuri, Bernice Hahn, Royce Spoelstra, Noel C. Stahle, and Carri Vande Ree. Members absent: Randall Davis, Valinn McReynolds, Tamera Sauer and Mark Willett. Staff present: Andrew Jensen and Marilyn Johannes.

It was moved by Stahle, seconded by Adams to approve the November 2, 2017 Housing Trust Fund Committee Minutes. Motion carried unanimously.

Request for demolition grant I for a house located at 510 3rd Avenue East.

Mike Sereg applied for funds under the Demolition Assistance Grant/Loan Program I for a property located at 510 3rd Avenue East. The property is located directly adjacent to the west of 516 3rd Avenue East, which was recently demolished with the assistance of an OHTF Demo I grant. Construction on that lot is presently underway by Sereg Builders. According to the Mahaska County website the house at 510 3rd Avenue East is in very poor condition. The assessed value of the house is \$20,240.00 and land is assessed at \$5,360.00. Mike Sereg is proposing to replace the house with a new 1,550 square foot house with a two car garage. The value of the dwelling is estimated at \$200,000.

Jensen said the property was a rental and it had been on the city's list of properties that needed attention. Jensen said no floor plan was submitted but he had talked with Sereg and Sereg indicated he had a different plan set for the single story home.

It was moved by Caligiuri, seconded by Vande Ree to approve the request for a Demolition Grant I for a house located at 510 3rd Avenue East. Motion carried unanimously.

Consider participating in the proposed Housing Condition Survey.

The 2015 Oskaloosa Housing Task Force Action Plan continues to guide housing development and related policy in Oskaloosa. The plan (attached) identifies four broad goals and supporting objectives. One of the goals is to "Improve the appearance of the community through better maintenance of homes." The supporting quantitative objective is to "Reduce the number of dilapidated houses along arterial and collector roadways by 50% by 2020." Progress in this area continues throughout the community; however, to date no baseline data has been collected.

The proposed survey will provide baseline data on the condition of residential properties located along Oskaloosa's arterial and collector roadways. City staff received the attached proposal from Area 15 Regional Planning Commission (RPC) to conduct the study, which includes a cost of \$9,000. City staff is proposing that these costs be split three ways between the City of Oskaloosa Development Services Department, Oskaloosa Housing Trust Fund, and the Mahaska Community Development Group. Therefore, staff is requesting OHTF approve contributing \$3,000 toward the completion of this survey.

Spoelstra: No data base now? Jensen: Currently use county assessor data which is often not up-to-date.

Spoelstra: What is value of study? Jensen: Goal is to see if efforts are on the right track and direct enforcement efforts where needed most. Spoelstra: Staff involved, can do study? Jensen: No staff time available to conduct study.

Caligiuri: Sounds like good idea, but what has current study accomplished? Jensen: Housing Needs Analysis has been shared and is the basis for the new subdivision we are working on. Caligiuri: Whole city? Jensen: No, about 900 lots, only houses on arterial streets, more frequently traveled roads. Want to improve visual appearance in those areas. Caligiuri: What is next step after identify structures? Jensen: Work with code enforcement to rehab the properties. Vande Ree: What about the owner-occupied houses? Jensen: Enforce from a nuisance enforcement standpoint. Want homeowners to take pride in home ownership. Set plans in place to find ways to assist homeowners with improvements. For example, low interest loans.

Caligiuri: Would like to see results. Stahle: Will a report be shared with the City Council? OHTF also? Jensen: Can include reporting in the agreement. Set up to reduce numbers. Recommend survey again in five years. Caligiuri: Something already happening? Jensen: Yes, hope to get going in the spring. Spoelstra: Snapshot of what areas look like now? Jensen: Correct.

Hahn: OHTF Board tried to do this once before ourselves when board was larger. Difference in skill levels so did not get much out of it. Have other parties agreed to help fund the study? Jensen: City portion included in budget discussion and MCDG has indicated support for the survey. Will vote on it at their next meeting.

Adams: Is there a program to help with rehab of properties? Jensen: CDBG loan program. Spoelstra: Grants available? Jensen: Grants are limited. There are loans out there for low income homeowners.

It was moved by Vande Ree, seconded by Caligiuri to approve contributing \$3,000 toward completion of a Housing Condition Survey. Motion carried with all ayes.

Caligiuri: Then after done, they will present results? Jensen: Yes.

Discussion of proposed draft of Upper Story Housing Life/Safety Improvement Program Plan.

The OHTF Committee discussed this potential new program at the previous two meetings. City staff has made edits and changes to the program to reflect the comments received to date. Additional changes are expected. Staff recommends that a small subcommittee be appointed to work directly with city staff to prepare a final proposed program plan to be presented at the next regular OHTF meeting for potential action.

Vande Ree: Inconsistency (IV, Item i), is the amount \$40,000 or \$32,000? Jensen: Recommended \$32,000.

Caligiuri: Who manages loan? Jensen: Have subcommittee and work with city staff. New burden for city clerk staff. Jensen: Numbers came back from Swim's (McMillen Building), Brickhouse Café and Town Square Dental regarding upper story housing.

Spoelstra: Taxes go up? Jensen: If currently assessed as commercial space, taxes will go down with residential occupancy. Spoelstra: If has four units, will become commercial. Jensen: New classification created by legislation – multi-family residential.

Adams: Any action required on this item? Jensen asked if anyone was interested in serving on the subcommittee to work with staff on a program. Would like to take action on the program at the next OHTF meeting. Adams indicated he would serve on the subcommittee. Jensen said he would reach out to OHTF members that were not in attendance.

Claims

It was moved by Caligiuri, seconded by Hahn to approve the November 2017 and December 2017 claims for payment. Motion carried unanimously.

Review of Accounting Reports

Adams asked if there was any discussion on the accounting reports. No comments were made.

The meeting adjourned at 1:00 p.m.

Minutes by Marilyn Johannes