

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES
Thursday, March 29, 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 12:00 p.m. with the following members present: Dan Adams, Joe Caligiuri, Bernice Hahn (at 12:01 p.m.), Valinn McReynolds, Tamera Sauer, Royce Spoelstra, Noel C. Stahle, and Carri Vande Ree. Members absent: Randall Davis and Mark Willett. Staff present: Andrew Jensen and Marilyn Johannes.

It was moved by Caligiuri, seconded by Stahle to approve the January 11, 2018 Housing Trust Fund Committee Minutes. Motion carried unanimously.

Discuss outstanding loan on 513 C Avenue West.

In October 2015 David Bower demolished a dilapidated house at 513 C Avenue West with the assistance of a \$4,000 grant from the OHTF under the Demo I program. The requirements for the program state that the improvements need to be made within a 2 year timeframe, which ended on December 17, 2017 for this property.

Jensen said the matter has been turned over to the city attorney since Bower has not made improvements to the property within the timeframe required by the program. Jensen said he is working with the city attorney on a settlement agreement with Bower who is requesting an extension. Jensen said the settlement agreement will require that Bower pay back the interest costs and filing costs before Bower may be given another six months to comply with the requirements. Jensen said he would report on the status of the matter at the next OHTF committee meeting.

McReynolds thought Bower had been granted an extension before on a project and asked if the OHTF committee had granted an extension to Bower before, and if so, did he fulfill his obligation after being given an extension. Jensen said he would find out and would send the information to the committee.

Consider the proposed Upper Story Housing Life/Safety Improvement Program Plan.

Jensen said staff recommends approval of the program plan as presented. Jensen said if approved, he will take the program plan to the City Council for approval. He said after City Council approval, staff will put together the forms and other documents that will be needed to administer the program.

Sauer asked if approval by personal guarantor is going to be required. Jensen said yes, it is a requirement.

Jensen said the committee will determine eligibility. Staff will provide guidelines but the committee will have the say in regard to the program.

Adams asked if anyone had shown interest. Jensen said he knows of two upper story developments that might result in interest in the program. Jensen said a no interest 10 year loan gives some incentive.

Caligiuri asked who signs off on documents. Jensen said OHTF Committee chair and himself.

It was moved by Sauer, seconded by McReynolds to approve the proposed Upper Story Housing Life/Safety Improvement Program Plan. Motion carried unanimously.

Jensen said he will let the committee know when approval of the upper story housing program plan goes to the City Council. Jensen said OHTF Committee members are welcome to be there and he encouraged members to attend. Jensen said his target date to present the program to the City Council is at the April 16 city council meeting.

Claims

It was moved by Caligiuri, seconded by Hahn to approve the January 2018 and February 2018 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.

VandeRee mentioned that City Council did not approve the proposed Housing Condition Survey. Jensen said not much interest from Council since MCDG would not participate, so not moving forward with the survey at present.

The meeting adjourned at 12:16 p.m.

Minutes by Marilyn Johannes