

OSKALOOSA HOUSING TRUST FUND COMMITTEE  
REGULAR MEETING MINUTES  
MAY 2, 2019

A regularly-scheduled meeting of the Oskaloosa Housing Trust Fund Committee was called to order at 12:03 p.m. on Thursday, May 2, 2019 by Chairperson Dan Adams at the City Hall Council Chambers, 220 South Market, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Dan Adams, Joe Caligiuri, Bernice Hahn (Late), Tammy Sauer, Royce Spoelstra and Carri VandeRee.

ALTERNATE COMMITTEE MEMBERS PRESENT: John Grahek

COMMISSION MEMBERS ABSENT: Randall Davis, Valinn McReynolds & Noel Stahle

CITY STAFF PRESENT: Shawn Christ & Becki Gatton

**Approval of Minutes, subject to corrections.**

It was moved by Caligiuri, seconded by Grahek to approve the April 4, 2019 Housing Trust Fund Committee minutes. Motion carried unanimously.

**Consider modifications to First Time Homebuyer Assistance Program.**

Adams mentioned a program that he came across that was a no interest, no payment loan that gets paid back when the house is sold as a way to keep funds coming back into the account as opposed to a grant. This would differ from the current First Time Home Buyer Program that requires a monthly payment. Sauer brought up a 5 year deed restriction option where if the property is sold within the first 5 years then the money is pro-rated & paid back as another way to recapture some funds. Christ felt like this could be something worth considering and felt that the committee does need to consider a way of capping the program as a way to protect the fund. Many times in the past expenses have outpaced revenue so a cap would be appropriate whether that be a cap of grants awarded per year or a one year trial period and then re-evaluate after that time. Some discussion was had between the group regarding the need for this program and what type of buyer would be able to use this program. Sauer says there is a need to design a program that doesn't already exist so it doesn't compete with existing bank programs. IFA offers a \$5,000 loan as opposed to the City offering \$2500 so she could see buyers not utilizing the City's loan program. Sauer noted that a forgivable grant may be the best option. A motion was made based on the proposed program to add a deed restriction & put a one year deadline to re-evaluate. First by Spoelstra, second by Caligiuri. Christ asked to clarify the language of the motion. Change the language from a standard grant to a 5 year forgivable grant for \$2500 with a deed restriction that if the property is sold within 5 years the money will be pro-rated over 60 months with a 1 year review of the program. Christ said he would draw something up and have someone on the committee read it over to make sure the wording is correct. He also wanted to talk to the City's finance department for comments on how the deed restriction tracking & release would be facilitated. Christ will then put it all together and bring it back to the committee at the next meeting. All Ayes, motion passes unanimously.

**Consider a request for Demolition 2 Assistance for a house located at 703 C Avenue West.**

Hahn asked if the owner also owns the adjoining property. Sauer confirmed that this property and the commercial buildings to the north do share the same ownership. It was moved by Grahek, seconded by Caligiuri to approve the request for payment. All Ayes, motion carries unanimously.

Spoelstra shared his observations of some properties in town that he feel are in need of assistance. Sauer & Adams said Area 15 has some programs available for homeowners. Caligiuri said some of these issues can be addressed as nuisance code violations. Christ also shared that Mahaska County Habitat has an emergency repair program.

**Approval of Claims**

It was moved by Hahn, seconded by Caligiuri to approve the April 2019 claims for payment. Motion carried unanimously.

**Review of Accounting Reports**

The committee looked over the accounting reports.

It was moved by Caligiuri, seconded by Grahek that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 12:28 p.m.

Minutes by: Becki Gatton