

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES
Thursday, June 28, 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 12:04 p.m. with the following members present: Dan Adams, Joe Caligiuri, Bernice Hahn, Tamera Sauer, Royce Spoelstra and Noel C. Stahle. Members absent: Randall Davis, Valinn McReynolds, Carri Vande Ree and Mark Willett. Staff present: Andrew Jensen and Marilyn Johannes.

It was moved by Caligiuri, seconded by Stahle to approve the March 29, 2018 Housing Trust Fund Committee Minutes. Motion carried unanimously.

Consider action on proposed agreement for outstanding loan on 513 C Avenue West.

In October 2015, David Bower (W9bz LLC) 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. Improvements have not been made to the property as agreed upon at the time the grant was approved. Staff is proposing an agreement with Bower.

The agreement requires Bower to pay the accrued interest through March, 2018 (\$357.86), plus court filing fee (\$85) for a total of \$442.86. (Mr. Bower has already paid this amount.) Also, Bower agrees to complete at least the minimum improvements by December 1, 2018. If minimum improvements are not completed, the entire principle balance plus all accrued interest will be due in accordance with the OHTF Demolition I Program Plan, which states "If the property has not been redeveloped with a qualified improvement within two years the grant shall be repaid. Granted funds shall be repaid beginning the first of the month following the second anniversary of the demolition and will include current prime rate interest accrued over the first two years. The balance shall be amortized over a 12 month period of time at current prime rate of interest."

Jensen said the objective is to get a new home built on the site as originally proposed.

It was moved by Spoelstra, seconded by Sauer to approve the agreement as recommended by staff. Motion carried unanimously.

Consider request for a Demolition Grant I for a house located at 617 South D Street.

Brian Booy has applied for \$4,000 in grant funds under the Demolition Assistance Grant/Loan Program I for a property located at 617 South D Street. Booy is proposing to replace the house with a new duplex.

Jensen said the house on the property is rated in normal condition but essentially it has deteriorated.

Jensen noted that Booy has not obtained the required building permit for the property located at 514 A Avenue East. However, Booy said he wanted to work on another project that is on South D Street while South D Street was torn up for reconstruction. Jensen said there are no consequences if a builder does not obtain a building permit as required, and noted that perhaps consequences should be added to the

program if a building permit is not obtained as required. Jensen noted Booy has a two year period in which to get reconstructed.

It was moved by Caligiuri, seconded by Stahle to approve the request for a demolition grant I for up to \$4,000 for a house located at 617 South D Street Drive. Motion carried unanimously.

Claims

Jensen said there is some interest in the upper story housing program that could significantly have an impact on OHTF funds.

It was moved by Hahn, seconded by Caligiuri to approve the March 2018, April 2018 and May 2018 claims for payment. Motion carried unanimously except Adams abstained on approval of the April 2018 claims.

Review of Accounting Reports

The committee reviewed the accounting reports. Hahn asked about the negative Loan Repayment balances for fiscal years 2015 and 2017. Jensen said he did not recall but would check and let Hahn know.

It was moved by Caligiuri, seconded by Sauer that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 12:15 p.m.

Minutes by Marilyn Johannes