

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, July 2, 2015 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Dalbey at 12:00 p.m. with the following members present: Dan Adams, Joe Caligiuri, Kandes Dalbey, Kathie Dykstra, Bernice Hahn, Valinn McReynolds and Noel C. Stahle (at 12:08 p.m.). Members absent: Randell Davis, Dave Polkowske, Leon McCullough and Carri Vande Ree. Also present: Pam Nimtzt, Deputy City Clerk, Wyatt Russell, Building Official, and Marilyn Johannes.

It was moved by Caligiuri, seconded by Adams to approve the May 14, 2015 Housing Trust Fund Committee Minutes. Motion carried unanimously.

The committee discussed the request for a demolition grant from David Wright for demolition of a house located at 610 3rd Avenue West. Nimtzt informed the committee that Wright had received another demolition grant which had not been acted on which is for a property on Pella Avenue which is to be left as a green space. The committee discussed whether to approve another demolition grant for Wright since one is outstanding. Nimtzt said \$2,000.00 is to be repaid since the property will be left as a green space.

Noel Stahle arrived at 12:08 p.m.

It was moved by Adams, seconded by Hahn to approve demolition grant funds up to \$4,000 for demolition of the structure located at 610 3rd Avenue West. Motion carried unanimously.

Russell explained the status of the demolition projects that have been given grants that have not been completed. Russell said he would like to see a limit of 90 days set for demolition since the typical structure takes only about two and a half days to demolish. Russell said if a deadline is set he would not need to refer the matters to the city attorney for follow up. Russell said save money if don't have to refer matters to legal system. Russell advised an extension could be granted where there is a hardship to meet the 90 days. Russell said he could decide whether to take to OHTF for an extension.

The committee discussed what the deadline should be for demolition and whether to set a deadline for construction when a new structure is to be erected. Nimtzt said there is already a timeline of two years in demolition plan II and said the timeline does not start until the check is issued by the finance department.

Russell suggested changing the wording in the demolition plans to say demolition of a residential dwelling instead of a residential structure since there was some confusion as to whether or not a grant should be approved for removal of a garage that was not in close proximity to the house on a property. Dalbey asked staff to review the minutes to see what the committee's recommendation was regarding such situations and report back to the committee at the next meeting.

Caligiuri asked that since one demolition plan is titled plan II that the other one be titled plan I.

It was moved by McReynolds, seconded by Adams to amend demolition program I to require that a demolition permit be acquired within 30 days of approval of a grant by OHTF and that

within 90 days from the date of the demolition permit that a building permit be acquired with the building official given the authority to grant exceptions when deemed justified. Motion carried unanimously.

It was moved by Hahn, seconded by Caligiuri to amend demolition program II to require that a demolition permit be acquired within 30 days of approval of a grant by OHTF and to give 90 days from the date of the demolition permit to fill in the hole created by the demolition with the building official given the authority to grant exceptions when deemed justified. Motion carried unanimously.

Nimtz pointed out the amended plans need to be approved by OHTF and the City Council.

The committee discussed utilization of the First Time Homebuyer Program.

Dalbey said there are many assistance programs available for a client to choose now. Adams said credit is a problem in many cases. Dalbey said either the client has the money to finance or they don't have any money so don't qualify for loan because they can't come up with the \$2,500 matching funds.

Nimtz gave an overview of the financial part of the loans. Nimtz told the committee in FY 2015 there were only eight first-time homebuyer loans utilized, the least amount of loans have had.

Dalbey asked about processing fees since it is a payback loan. Nimtz said there is a \$75.00 processing fee that goes back into the general fund.

Dalbey said she doesn't believe that customers come in and ask about the program as much as they used to. Dalbey said it would be interesting to see whose rule it was to set the \$2,500 matching requirement. Could have the rules changed? Nimtz said it depends on what IFAS says. Nimtz said she would follow up. Dalbey asked that the matter be tabled and placed on the agenda again.

It was moved by Caligiuri, seconded by Adams to approve the May and June claims lists for payment. Motion carried unanimously.

Nimtz reviewed the accounting report with the committee.

The meeting adjourned at 1:03 p.m.

Minutes by Marilyn Johannes