



City of Oskaloosa  
Oskaloosa Housing Trust Fund Committee  
Lower Level Conference Room  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
July 14, 2016

**1. Call to Order/Roll Call - 12:00 P.M.**

Roll Call: \_\_\_\_\_ Chair \_\_\_\_\_ Adams, \_\_\_\_\_ Caligiuri, \_\_\_\_\_ Davis,  
\_\_\_\_\_ Hahn, \_\_\_\_\_ McCullough, \_\_\_\_\_ McReynolds, \_\_\_\_\_ Polkowske,  
\_\_\_\_\_ Sauer, \_\_\_\_\_ Stahle, \_\_\_\_\_ Vande Ree.

Documents:

[20160714 CALL TO ORDER AND ROLL CALL.DOCX](#)

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

May 5, 2016 Housing Trust Fund Committee Minutes

Documents:

[20160714 APPROVAL OF MINUTES.DOCX](#)  
[20160505 OHTF MINUTES.DOCX](#)

**3. Citizens to be Heard**

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda.

Documents:

[20160714 CITIZENS TO BE HEARD.DOCX](#)

**4. Request for a demolition grant I for a house located at 1111 South F Street.**

Documents:

[OHTF COMMUNICATION BURST \(4\).DOCX](#)  
[111 SOUTH F DEMO APPLICATION.PDF](#)

**5. Discussion and possible action on a request for extension on a Demolition Loan Agreement with Gregory Meyer.**

Documents:

[AGENDA ITEM DEMO LOAN EXTENSION 714 NORTH C ST \(1\).DOCX](#)  
[MEYER REQUEST FOR EXTENSION.PDF](#)  
[EMAIL COUNTY ASSESSOR.PDF](#)  
[DEMO AMORTIZATION MEYER 714 NORTH C ST 08012016.PDF](#)  
[PHOTOS OF IMPROVEMENTS 052016.DOCX](#)

**6. Miscellaneous**

Documents:

[20160714 MISCELLANEOUS.DOCX](#)

**A. Approval of Claims**

Documents:

[20160714 CLAIMS.DOCX](#)  
[HOUSING CLAIM LIST MAY 2016.PDF](#)  
[HOUSING CLAIM LIST JUNE 2016.PDF](#)

**B. Review of Accounting Reports.**

Documents:

[20160714 ACCOUNTING REPORTS.DOCX](#)  
[ACCOUNTING REPORT-HOUSING DEPT APRIL 2016.PDF](#)  
[ACCOUNTING REPORT-HOUSING DEPT MAY 2016.PDF](#)  
[OHTF ACTIVITY MAY 2016.PDF](#)  
[OHTF ACTIVITY JUNE 2016.PDF](#)

**7. Adjournment**

**If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.**



## OHTF Communication

Meeting Date: July 14, 2016

Requested By: OHTF Committee

**Item Title: Call to Order and Roll Call – 12:00 p.m.**

Roll Call: \_\_\_\_\_ Chair \_\_\_\_\_ Adams, \_\_\_\_\_ Caligiuri, \_\_\_\_\_ Davis, \_\_\_\_\_ Hahn,  
\_\_\_\_\_ McCullough, \_\_\_\_\_ McReynolds, \_\_\_\_\_ Polkowske, \_\_\_\_\_ Sauer, \_\_\_\_\_  
Stahle, \_\_\_\_\_ Vande Ree.

**Explanation:**

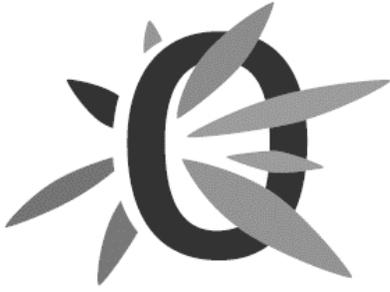
Not applicable.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



OHTF Communication  
Meeting Date: July 14, 2016  
Requested By: City Staff

**Item Title:**

Consider approval of minutes subject to corrections.

**Explanation:**

Consider approval of the May 5, 2016 Housing Trust Fund Committee Minutes.

**Budget Consideration:**

Not applicable.

**Attachments:**

May 5, 2016 Housing Trust Fund Committee Minutes

## OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, May 5, 2016 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Vice Chair Adams at 12:04 p.m. with the following members present: Dan Adams, Joe Caligiuri, Bernice Hahn, Valinn McReynolds, Tamera Sauer and Noel C. Stahle. Members absent: Kandes Dalbey, Randell Davis, Kathie Dykstra, Dave Polkowske, Leon McCullough and Carri Vande Ree. Also present: Amy Miller, City Clerk, and Marilyn Johannes.

Adams administered the oath of office to new member Tamera Sauer, representing MidWestOne Bank.

It was moved by Hahn, seconded by Caligiuri to approve the March 3, 2016 Housing Trust Fund Committee Minutes. Motion carried unanimously.

### **Consider request for a demolition grant for a house located at 111 H Avenue East.**

Crystal Breuklander applied for funds under the Demolition Assistance Grant/Loan Program Plan II for a house located at 111 H Avenue East. Miller pointed out that under Demolition Assistance Grant/Loan Program Plan II the applicant intends to leave the property as green space and the applicant must pay back half of the grant/loan. It was moved by Stahle, seconded by McReynolds to approve demolition grant funds up to \$4,000 for demolition of the structure located at 111 H Avenue East. Motion carried unanimously.

### **Consider request for a demolition grant for a house located at 320 North 5<sup>th</sup> Street.**

Teresa Latcham applied for funds under the Demolition Assistance Grant/Loan Program Plan II for a house located at 320 North 5<sup>th</sup> Street. The house suffered significant damage from a fire on November 30, 2015. It was moved by Caligiuri, seconded by Hahn to approve demolition grant funds up to \$4,000 for demolition of the structure located at 320 North 5<sup>th</sup> Street. Motion carried unanimously.

### **Consider request for a demolition grant for a house located at 416 North A Street.**

David Bower applied for funds under the Demolition Assistance Grant Program Plan I for a house located at 416 North A Street. Miller said Bower has an outstanding grant for the property adjacent to 416 North A located at 502 North A. Hahn noted it appears from the drawing provided the lots will be combined and then a duplex constructed. It was moved by Caligiuri, seconded by McReynolds to approve demolition grant funds up to \$4,000 for demolition of the structure located at 416 North A Street. Motion carried unanimously.

Miller explained the items on the claims lists. It was moved by Caligiuri, seconded by Stahle to approve the March 2016 and April 2016 claims lists for payment. Motion carried unanimously.

Miller reviewed the accounting report with the committee and told the committee the city had received 6 months of payments from Ironwood Development toward their \$50,000 loan.

Hahn nominated Dan Adams to serve as chair of the committee, Caligiuri seconded, motion carried unanimously. Stahle nominated Valinn McReynolds as Vice Chair, Caligiuri seconded, motion carried unanimously.

The meeting adjourned at 12:27 p.m.

Minutes by Marilyn Johannes



## OHTF Communication

Meeting Date: July 14, 2016

Requested By: OHTF Committee

**Item Title: CITIZENS TO BE HEARD**

**Explanation:**

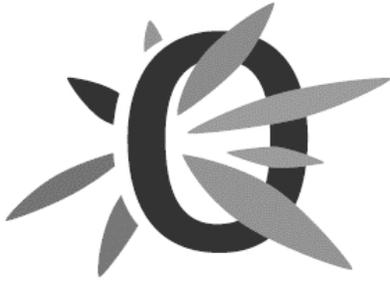
This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



## OHTF Communication

Meeting Date: July 14, 2016

Requested By: Public Works Dept.

**Item Title:**

Request for a demolition grant I for a house located at 1111 South F Street.

**Explanation:**

Brian & Kara Edel have applied for funds under the Demolition Assistance Grant/Loan Program I for a property located at 1111 South F Street. According to the Mahaska County website the house is in poor condition. The assessed value of the house is \$6,690.00 and land is assessed at \$6,830.00. The property owner is proposing to replace the house with a 1,400 square foot single family residential dwelling. The house will have 3 bedrooms and 2 bathrooms with a 2 car attached garage. The value of the house is estimated at \$150,000.

**Budget Consideration:**

\$100.00 Application Fee  
Expenditure up to \$4,000

**Attachments:**

Demolition application, Warranty Deed, Mahaska County website and Pictures of existing structure

City of Oskaloosa

# DEMOLITION ASSISTANCE PROGRAM APPLICATION



Return completed form to: Engineering Department  
804 South D Street, Oskaloosa IA 52577  
Phone: 641.673.7472

Demolition Program #1

Demolition Program #2

Applicant's Name: Brian and Kam Edel  
Applicant's Address: 2426 265<sup>th</sup> Street, Oskaloosa, IA 52577  
Daytime Phone: 641 295-2061 Kam Mobile: 641 660-5062 Brian  
Address of property to be demolished: 1111 South F, Oskaloosa

Legal description of property to be demolished:

NE corner of lot 70 of Ninde, Williams & Company's addition to the City of Oskaloosa. running south 68 ft, west parallel with the north line of lot 70, 132 feet, thence north 68 feet to the north line of said lot 70, thence east 132 feet to place of beginning.

By signing this application, the applicant acknowledges that he/she is aware of the provisions and requirements of the Demolition Program checked above including: For both demolition Programs 1 and 2, the applicant understands a demolition permit must be obtained 30 days after the loan is approved and demolition must occur within 90 days of loan approval. In the case of Program 1, a building permit for the new structure must be obtained within 90 days of the completion of the demolition; additionally, if improvements are not made on the property within two years of the date dispersal which equal or exceed the current assessed value of the property to be demolished, the funds granted by the City will have to be repaid. The applicant further understands automatic payments through a checking or savings account is required. The applicant also verifies that the property is not occupied. The applicant further guarantees that the debris will be properly disposed of and will hold the City harmless for any damage or injury that may be caused during the demolition.

Kam Edel Brian Edel 9/4/16  
Signature Date

### The following to be filled out by City Staff

\_\_\_\_\_ Evidence of Title Received \_\_\_\_\_ Bids Received \_\_\_\_\_ Copy of Demolition Permit  
\_\_\_\_\_ Verification applicant has authority to act on behalf of owner if applicant is different from owner  
\$ \_\_\_\_\_ Assessed Value of Property before Demo  
Land \$ \_\_\_\_\_ Improvements \$ \_\_\_\_\_  
\$ \_\_\_\_\_ Assessed Value of Property after Demo  
Land \$ \_\_\_\_\_ Improvements \$ \_\_\_\_\_  
Date property was demolished \_\_\_\_\_ Total cost of demolition: \$ \_\_\_\_\_  
Date Grant proceeds issued: \_\_\_\_\_ Total DAP Grant: \$ \_\_\_\_\_  
Date Grant proceeds issued: \_\_\_\_\_ Date new improvements were made: \_\_\_\_\_ (DAP #1)  
OHTF Chair/Vice Chair Approval \_\_\_\_\_  
Housing Department Staff Approval \_\_\_\_\_

①

Document 2016- 770 Stamp #: 387  
Book 2016 Page 770  
Fee: 700 Real Estate Transfer Tax 1440  
Auditors Fee: 500  
Date: March 31, 2016 Time: 8:00 am

Diane Upton Crookham - Mahaska County Recorder  
106 S. 1st Street, Oskaloosa, Iowa 52577  
*White*

THE IOWA STATE BAR ASSOCIATION Official Form No. 101 - August 2013 Michael W. Broerman AT0001239 FOR THE LEGAL EFFECT OF THE USE OF THIS FORM, CONSULT YOUR LAWYER

Return To: Brian E. Edel, 2426 265th Street, Oskaloosa, IA 52577  
Preparer: Michael W. Broerman, 216 South First Street, Oskaloosa, IA 52577  
Taxpayer: Brian E. Edel, 2426 265th Street, Oskaloosa, IA 52577



### WARRANTY DEED

For the consideration of one Dollar(s) and other valuable consideration,  
Richard Lee Schwab, single,  
do hereby  
Convey to Brian E. Edel and Kara K. Edel, husband and wife, as joint tenants with full rights of  
survivorship and not as tenants in common, the  
following described real estate in Mahaska County, Iowa:

Commencing at the Northeast corner of Lot Seventy of Ninde, Williams and Company's Addition to the City of Oskaloosa, Iowa, running thence South 68 feet, thence West parallel with the North line of said Lot Seventy, 132 feet, thence North 68 feet to the North line of said Lot Seventy, thence East 132 feet to the place of beginning

Grantors do Hereby Covenant with grantees, and successors in interest, that grantors hold the real estate by title in fee simple; that they have good and lawful authority to sell and Convey the real estate; that the real estate is free and clear of all liens and encumbrances except as may be above stated; and grantors Covenant to Warrant and Defend the real estate against the lawful claims of all persons except as may be above stated. Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate. Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: March 30, 2016

\_\_\_\_\_  
(Grantor) *Richard Lee Schwab*  
Richard Lee Schwab (Grantor)

STATE OF IOWA, COUNTY OF MAHASKA  
This record was acknowledged before me this 30 day of March, 2016, by Richard Lee Schwab, single

*Michael W. Broerman*  
Signature of Notary Public



(This form of acknowledgment for individual grantor(s) only)



**G & S Concrete and Construction LLC**

2442 225th St  
Oskaloosa, IA 52577

**Estimate**

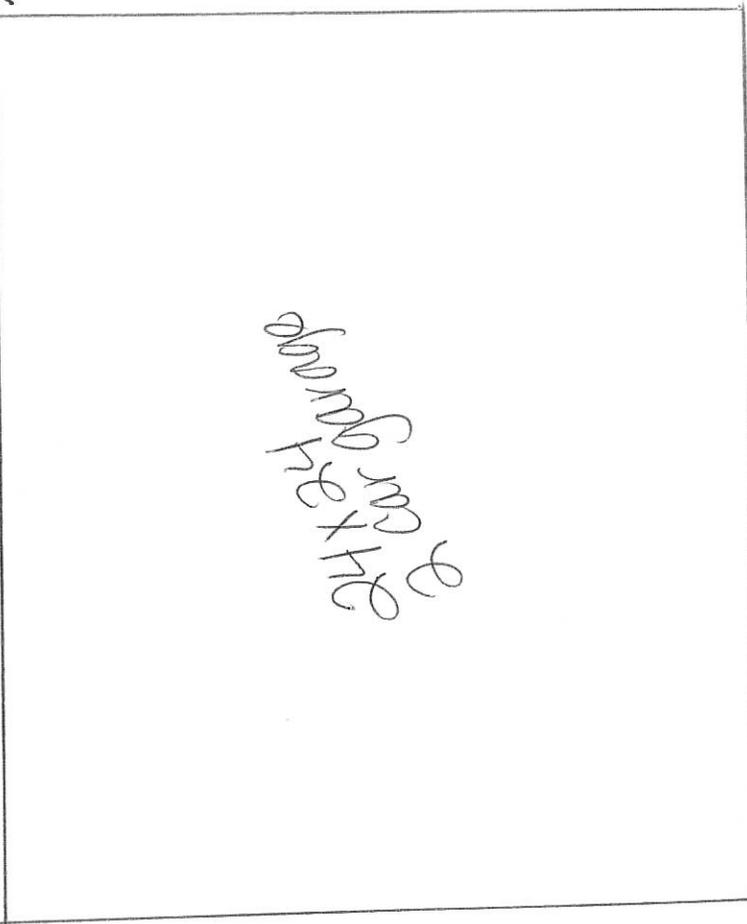
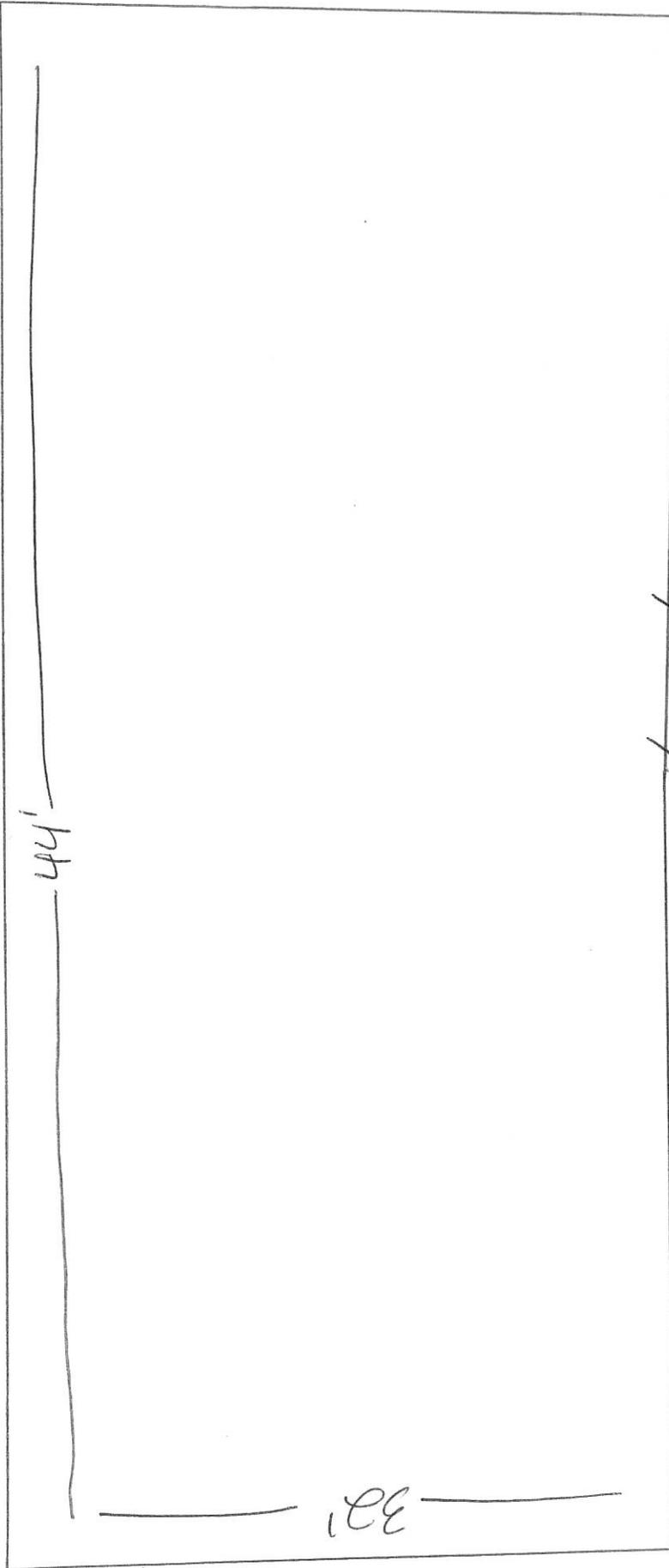
Date	Estimate #
4/4/2016	589

<b>Name / Address</b>
Brian & Kara Edel 2426 265th St Oskaloosa, IA 52577

<b>Project</b>

Description	Qty	Total
DEMO & HAUL AWAY HOUSE AT 1111 SOUTH F ST		4,800.00
<b>Total</b>		<b>\$4,800.00</b>

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>
641-672-1537	641-673-7768	gsconst96@gmail.com



NOT TO SCALE

1111 South F

1400 sq ft house

3 bedrooms

2 bathrooms

24 x 24, 2 car attached garage

Value \$150,000



**Summary**

**Parcel ID** 1024184016  
**Office Map** 942  
**Property Address** 1111 South F  
 Oskaloosa  
**Sec/Twp/Rng** 24-75-16  
**Brief Legal Description** N 68' E 132' LOT 70 NINDE WILLIAMS & CO  
 ADD  
 (Note: Not to be used on legal documents)  
**Document(s)** DED: 2016-770 (3/31/2016)  
**Gross Acres** 0.00  
**Exempt Acres** N/A  
**Net Acres** 0.00  
**CSR** N/A  
**Class** R - Residential  
 (Note: This is for tax purposes only. Not to be used  
 for zoning.)  
**Tax District** OSKALOOSA  
**School District** OSKALOOSA SCH



If this property is being split, please contact the Assessor's Office at 641-673-5805 for property information.

**Owner**

Primary Owner (Deed Holder)	Secondary Owner	Mailing Address
Edel, Brian E/Kara K 2426 265th St Oskaloosa, IA 52577-9644		

**Land**

**Lot Dimensions** Regular Lot: 68.00 x 132.00  
**Lot Area** 0.21 Acres; 8,976 SF

**Residential Dwellings**

<b>Residential Dwelling</b>	
Occupancy	Single-Family / Owner Occupied
Style	1 Story Frame
Architectural Style	N/A
Year Built	1900
Condition	Very Poor
Grade what's this?	N/A
Brick or Stone Veneer	
Total Gross Living Area	752 SF
Attic Type	None;
Basement Area Type	Full
Basement Area	692
Basement Finished Area	
Plumbing	1 Full Bath;
Fireplaces	
Porches	1S Frame Enclosed (77 SF);
Decks	
Additions	1 Story Frame (60 SF);
Garages	

### Sales

Date	Seller	Buyer	Recording	NUTC	Type	Multi Parcel	Amount
4/19/2016	SCHWAB, RICHARD L	EDEL, BRIAN E/KARA K	2016-770	Sale with consideration paid for real property of \$10000 of less	Warranty Deed		\$9,108.00
5/13/1974			202-187	Unuseable Sale - Other	Warranty Deed		\$0.00

+

### Valuation

	2016	2015	2014	2013	2012
Classification	Residential	Residential	Residential	Residential	Residential
+ Land	\$6,830	\$6,830	\$6,830	\$6,830	\$6,830
+ Building	\$6,690	\$6,690	\$6,690	\$6,690	\$6,690
<b>= Total Assessed Value</b>	<b>\$13,520</b>	<b>\$13,520</b>	<b>\$13,520</b>	<b>\$13,520</b>	<b>\$13,520</b>

VALUES ARE NOT PUBLISHED UNTIL APRIL 1ST AND ARE SUBJECT TO BOARD OF REVIEW

### Taxation

	2014 Pay 2015-2016	2013 Pay 2014-2015	2012 Pay 2013-2014
+ Taxable Land Value	\$3,807	\$3,716	\$3,607
+ Taxable Building Value	\$3,729	\$3,639	\$3,533
+ Taxable Dwelling Value	\$0	\$0	\$0
<b>= Gross Taxable Value</b>	<b>\$7,536</b>	<b>\$7,355</b>	<b>\$7,140</b>
- Military Exemption	(\$1,852)	(\$1,852)	(\$1,852)
<b>= Net Taxable Value</b>	<b>\$5,684</b>	<b>\$5,503</b>	<b>\$5,288</b>

	2014 Pay 2015-2016	2013 Pay 2014-2015	2012 Pay 2013-2014
x Levy Rate (per \$1000 of value)	36.84406	35.90845	37.25362
<b>= Gross Taxes Due</b>	<b>\$209.42</b>	<b>\$197.60</b>	<b>\$197.00</b>
- Ag Land Credit	\$0.00	\$0.00	\$0.00
- Disabled and Senior Citizens Credit	\$0.00	\$0.00	\$0.00
- Family Farm Credit	\$0.00	\$0.00	\$0.00
- Homestead Credit	(\$178.69)	(\$174.16)	(\$180.68)
- Business Property Credit	\$0.00	\$0.00	\$0.00
- Prepaid Tax	\$0.00	\$0.00	\$0.00
<b>= Net Taxes Due</b>	<b>\$30.00</b>	<b>\$24.00</b>	<b>\$16.00</b>

### Pay Property Taxes

[Click here to pay property taxes for this parcel.](#)

### Tax History

Year	Due Date	Amount	Paid	Date Paid	Receipt
2014	March 2016	\$15	Yes	9/8/2015	15686
	September 2015	\$15	Yes	9/8/2015	
2013	March 2015	\$12	Yes	8/18/2014	15686
	September 2014	\$12	Yes	8/18/2014	
2012	March 2014	\$8	Yes	8/14/2013	15661
	September 2013	\$8	Yes	8/14/2013	

### Iowa Land Records

DED: 2016-770 (3/31/2016)

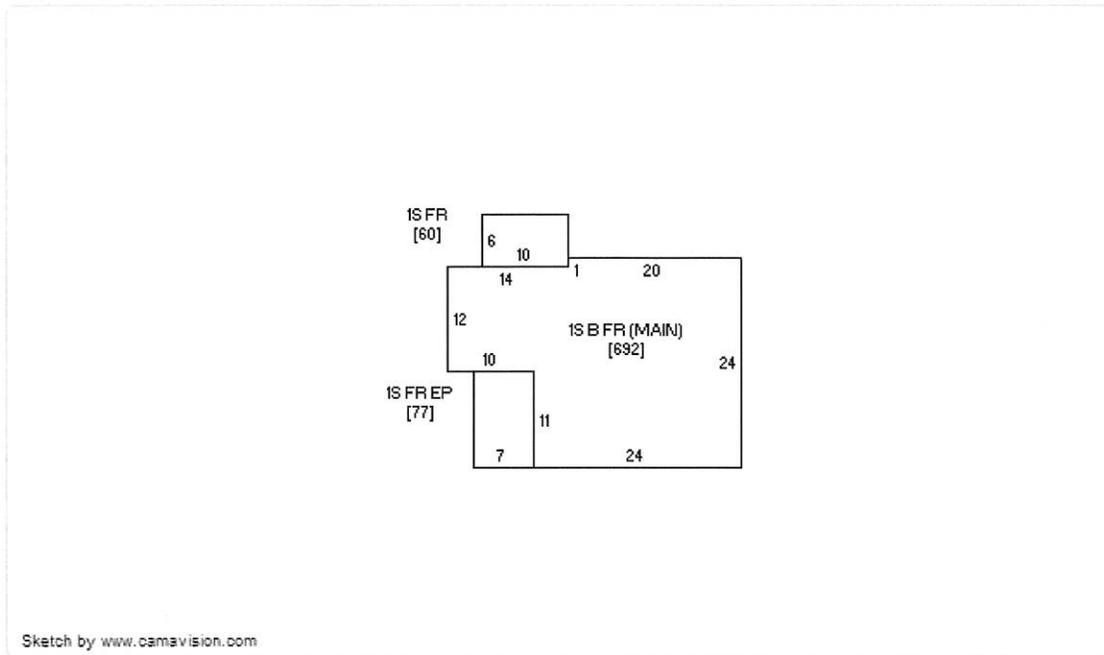
*Data for Mahaska County between Beacon and Iowa Land Records is available on the Iowa Land Records site beginning in 2003.*

*For records prior to 2003, contact the County Recorder or Customer Support at [www.IowaLandRecords.org](http://www.IowaLandRecords.org).*

### Photos



### Sketches



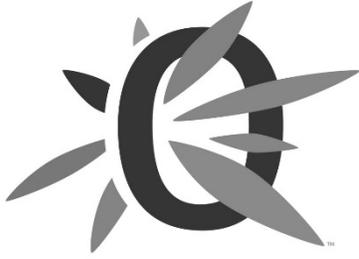
## Real Estate Changes

[Click here for the Assessor's form to report real estate changes.](#)

**No data available for the following modules:** Commercial Buildings, Agricultural Buildings, Yard Extras, Tax Sale Certificate.

The information in this web site represents current data from a working file which is updated continuously. Information is believed reliable, but its accuracy cannot be guaranteed. No warranty, express or implied, is provided for the data herein, or its use. Special assessments not shown. When using this information for payment purposes or for closing information please contact the Treasurer's office at (641)673-5482.

 Developed by  
The Schneider Corporation



## OHTF Communication

Meeting Date: July 14, 2016

Requested By: City Clerk/Finance

**Item Title:**

Discussion and possible action on a request for extension on Demolition Loan Agreement with Gregory Meyer

**Explanation:**

Gregory Meyer was approved by the OHTF for a demolition loan on July 18, 2013. The demolition was completed in October 2013, and the payment of the demolition loan (\$4,000.00) was issued October 17, 2013.

Mr. Meyer removed the house at 714 North C Street and combined the lots for 714 North C Street and 718 North C Street (Mr. Meyer's primary residence). The demolition application stated an addition to the house located at 718 North C Street would be the structure replacing the building on 714 North C Street, and this plan was approved by the OHTF.

The demolition program plan states a structure of equal or greater assessed value to the building demolished must be built on the property within two years of dispersal of the grant funds. The deadline for completion of improvements to the property was November 1, 2015, but the city did not have an accurate value of the property until May 2016. The Mahaska County Assessor reviewed the property May 17, 2016 and stated the addition is only 60% complete, increasing the property value \$2,790.00. The increased property value amount to forgive the demolition loan had to be over \$6,770.00.

The city clerk's office sent a letter to Mr. Meyer on May 18, 2016 requesting repayment of the demolition loan as the property did not meet the loan requirements. Mr. Meyer is requesting an extension to December 31, 2017 to complete the addition to 718 North C Street and a garage for the property.

The last city inspection for this property was November 24, 2015 for electrical rough to hang the ceiling.

**Budget Consideration:**

If the extension of the demolition loan is denied, the full amount of the loan plus interest would be amortized over a 12-month period beginning August 1, 2016.

If the extension of the demolition loan is approved, there is no budget consideration at this time.

**Attachments:**

Letter from Gregory Meyer requesting extension of his loan

Email from Lindsey Thomas, Mahaska County Assessor

Demolition loan amortization schedule

Photos of current improvements to 714 North C Street

RECEIVED

MAY 20 2016

To: Amy Miller – City Clerk-Finance Director

Date: May 20, 2016

CITY CLERK OF OSKALOOSA

RE: Letter dated May 18, 2016 concerning Property at 718 N C St

Yes, we did enter into a loan agreement with the city of Oskaloosa in the amount of \$4000.00 for the demolition of a house located at 714 N C St.

Since this agreement, we have been able to build the frame work for the first part of the addition. Our intentions are to have this finished by the end of 2016. We are also working on building a garage onto this addition. I know that this is beyond the date agreed upon in the original agreement.

During the time from the original date, our family has experienced some major medical bills and other financial setbacks. We sincerely want to have this project finished before or by the end of 2017 and are taking steps to ensure the funds will be available.

We sincerely ask for an extension on this agreement until December 31, 2017. We look forward to your reply to our request. If you have any questions or need further information please call me at 660-5395 or you can email me at [gamwlm@yahoo.com](mailto:gamwlm@yahoo.com).

Thank you for your time and consideration,

Greg Meyer



## Pamela Nimtz

---

**From:** Lindsey Thomas <thomas@mahaskacounty.org>  
**Sent:** Wednesday, May 18, 2016 7:05 AM  
**To:** Pamela Nimtz  
**Subject:** RE: City of Oskaloosa - Parcel 1013252011  
**Attachments:** image001.png

Meyers property is still not complete. We have it at 60% done and it hasn't really changed. I could maybe go up another 5% but it's still not going to get you a competed value for 2016. Wyatt took photos so you can review those if you'd like. It probably needs to remain at the 60% complete, but if throwing the other 5% on will help we can do that too. I told Greg I'd ask to see what you thought about it. If it doesn't really gain him anything there's no sense raising his value a tiny bit for it. I will keep rechecking it every year until it's done. I have Board of Review at 1:00 today so if you want the extra 5% applied let me know before then so I can have them act on it. Thanks!

Lindsey

Demolition Loan Account Information																																																	
Name: <b>Gregory Meyer</b>																																																	
Home Address: <b>718 North C Street</b>																																																	
City, State ZIP: <b>Oskaloosa, IA 52577</b>																																																	
Telephone: <b>641-660-5395</b>																																																	
Demolition Address: <b>714 North C Street</b>																																																	
Demolition loan interest rate: <b>3.25%</b>																																																	
Initial loan amount: <b>\$4,000.00</b>																																																	
<table border="1"> <tr> <td colspan="10"><b>Interest during first three years</b></td> </tr> <tr> <td colspan="10">Interest rate <b>3.25%</b></td> </tr> <tr> <td colspan="10">Initial loan amount <b>\$4,000.00</b></td> </tr> <tr> <td colspan="10">Total interest added <b>\$373.78</b></td> </tr> </table>										<b>Interest during first three years</b>										Interest rate <b>3.25%</b>										Initial loan amount <b>\$4,000.00</b>										Total interest added <b>\$373.78</b>									
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Year	Loan Amount	New Interest	Total Interest	Account Balance																																													
1 (10/17/2013 - 10/16/2014)	\$4,000.00	\$130.00	\$130.00	\$4,130.00																																													
2 (10/17/2014 - 11/30/2015)		\$150.77	\$280.77	\$4,280.77																																													
3 (12/01/2015 - 07/31/2016)		\$93.00	\$373.77	\$4,373.77																																													
<b>Repayment Data</b>																																																	
Amortized Loan Amount: <b>\$4,373.77</b>																																																	
Annual Interest Rate (%): <b>3.25</b>																																																	
Mortgage Period - Months: <b>12</b>																																																	
Month and year (mm.yy) of first pmt.: <b>6/1/2016</b>																																																	
Monthly Loan Payment: <b>\$370.93</b>																																																	
Total Interest:																																																	
Total Payments:																																																	
Pmt. Info: Payments are due on the 1st business day of the month per ACH transaction																																																	
Final payment = 370.92																																																	
Payment			For this Month			Cumulative		Interest																																									
No.	Mo.	Yr.	Interest	Principal	Balance	Interest	Principal	for the Year																																									
1	8/1/16	Yr.	\$11.85	\$359.08	\$4,014.69	\$11.85	\$359.08	\$11.85																																									
2	9/1/16	Yr.	\$10.87	\$360.06	\$3,654.63	\$22.72	\$719.14	\$22.72																																									
3	10/1/16	Yr.	\$9.90	\$361.03	\$3,293.60	\$32.62	\$1,080.17	\$32.62																																									
4	11/1/16	Yr.	\$8.92	\$362.01	\$2,931.59	\$41.54	\$1,442.18	\$41.54																																									
5	12/1/16	Yr.	\$7.94	\$362.99	\$2,568.60	\$49.48	\$1,805.17	\$49.48																																									
6	1/1/17	Yr.	\$6.96	\$363.97	\$2,204.63	\$56.44	\$2,169.14	\$6.96																																									
7	2/1/17	Yr.	\$5.97	\$364.96	\$1,839.67	\$62.41	\$2,534.10	\$12.93																																									
8	3/1/17	Yr.	\$4.98	\$365.95	\$1,473.72	\$67.39	\$2,900.05	\$17.91																																									
9	4/1/17	Yr.	\$3.99	\$366.94	\$1,106.78	\$71.38	\$3,266.99	\$21.90																																									
10	5/1/17	Yr.	\$3.00	\$367.93	\$738.85	\$74.38	\$3,634.92	\$24.90																																									
11	6/1/17	Yr.	\$2.00	\$368.93	\$369.92	\$76.38	\$4,003.85	\$26.90																																									
12	7/1/17	Yr.	\$1.00	\$369.92	(\$0.00)	\$77.38	\$4,373.77	\$27.90																																									







OHTF Communication  
Meeting Date: July 14, 2016  
Requested By: City Clerk

**Item Title: MISCELLANEOUS**

**Explanation:**

- A. Approval of claims
  - 1. List of claims for May 2016
  - 2. List of claims for June 2016
  
- B. Accounting and Activity Reports
  - 1. Accounting Report – Housing Dept. April 2016
  - 2. Accounting Report – Housing Dept. May 2016
  - 3. OHTF Activity May 2016
  - 4. OHTF Activity June 2016

**Budget Consideration:**

Not applicable.

**Attachments:**

List of claims for May 2016  
List of claims for June 2016  
Accounting Report – Housing Dept. April 2016  
Accounting Report – Housing Dept. May 2016  
OHTF Activity May 2016  
OHTF Activity June 2016



## OHTF Communication

Date: July 14, 2016

Requested By: City Clerk

**Item Title:**

Approval of payment of claims for May 2016 and June 2016.

**Explanation:**

Lists of claims for May 2016 and June 2016 are included in your agenda packet. Staff recommends approval.

**Budget Consideration:**

Totals appear on the claims lists.

**Attachments:**

Claims lists.

City of Oskaloosa  
Claims Register

May-16

May postage  
May copies

1.39

5.30

**GRAND TOTALS**

6.69

FUND TOTALS

Fund 140 - Housing Funds

6.69

\*\*\*

**6.69**

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Signature

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Date

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Signature

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Date

City of Oskaloosa  
Claims Register

Jun-16

Crystal Breuklander & Curt's Excavating  
Joshua Purdy & TJA Construction  
June postage  
June copies

Demolition II loan - 111 H Ave E  
Demolition II loan - 440 N 1st St

4,000.00  
4,000.00  
14.13  
60.40

**GRAND TOTALS**

**8,074.53**

FUND TOTALS

Fund 140 - Housing Funds

8,074.53

\*\*\*

**8,074.53**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



OHTF Communication  
Meeting Date: July 14, 2016  
Requested By: City Clerk

**Item Title:**

Review of accounting reports for April 2016 and May 2016.

**Explanation:**

Accounting reports for April 2016 and May 2016 are included in your agenda packet for review.

**Budget Consideration:**

Not applicable.

**Attachments:**

Accounting reports  
Activity reports

**OSKALOOSA HOUSING TRUST FUND**  
**April 30, 2016**

<b>HOUSING FUND</b>		YTD	Fund Balance
<u>Beginning Balance</u>			<b>\$214,909.41</b>
<i>Revenue:</i>			
140503044300	Interest	\$344.47	
140503014531	Late Fees	\$90.00	
140503014570	Processing Fees	\$1,030.00	
140503024711	Loan Repayments	\$37,541.55	
140503024713	Loan Repayments (unrestricted)	\$8,752.10	
140503044830142	Transfer In	\$0.00	
	<i>Total Revenue</i>	\$47,758.12	
 <i>Expenses:</i>			
14050306405	Recording Fee Expense	\$461.00	
14050306413	Payments to Other Agencies	\$0.00	
14050306414	Printing and Publishing Expense	\$45.83	
14050306419	Technology Expense	\$0.00	
14050306490	Other Professional Services	\$16.00	
14050306495	Housing Loans/Assistance	\$6,125.00	
14050306497	Demo Loan	\$48,000.00	
14050306498	Refunds & Reimbursements	\$0.00	
14050306508	Postage	\$17.73	
14050306511	Copying	\$75.89	
14050306910001	Transfer Out	\$0.00	
	<i>Total Expenses</i>	\$54,741.45	
 <u>Ending Balance</u>			 <b>\$207,926.08</b>
<b>**Loan Repayments (unrestricted) 6/30/11 balance</b>		<b>\$48,464.44</b>	
<b>**Loan Repayments (unrestricted) 6/30/12 balance</b>		<b>\$42,687.69</b>	
<b>**Loan Repayments (unrestricted) 6/30/13 balance</b>		<b>\$31,239.18</b>	
<b>**Loan Repayments (unrestricted) 6/30/14 balance</b>		<b>\$15,727.19</b>	
<b>**Loan Repayments (unrestricted) 6/30/15 balance</b>		<b>\$12,156.67</b>	
<b>Total</b>		<b>\$150,275.17</b>	

<b>HOUSING DONATED FUNDS</b>		Program To Date	Fund Balance
<i>Revenue:</i>			
138503024705	Contributions 2007-08	\$84,125	\$ 84,125.00
	Contributions 2009-10	\$68,350	\$ 68,700.00
	Contributions 2010-11	\$68,350	\$ 68,250.00
	<i>Total Revenue</i>	\$ 221,075.00	
 <i>Expenses:</i>			
13850306413	Payments to Other Agencies	\$	1,000.00
	First Time Home Buyer 2008	\$64,125	\$ 40,732.00
	First Time Home Buyer 2009	\$48,350	\$ 48,100.00
13850306495	Housing Loans/Assistance	\$	36,502.26
13850306497	Demo Loan 2008	\$20,000	\$ 20,000.00
	Demo Loan 2009	\$20,000	\$ 20,000.00
13850306910145	Transfer Out (2010 IFA Grant Match)	\$	20,000.00
	<i>Total Expenses</i>	\$	186,334.26
 <u>Ending Balance</u>			 <b>\$ 34,740.74</b>

**OSKALOOSA HOUSING TRUST FUND**  
**May 31, 2016**

<b>HOUSING FUND</b>		YTD	Fund Balance
<u>Beginning Balance</u>			<b>\$214,909.41</b>
<i>Revenue:</i>			
140503044300	Interest	\$381.45	
140503014531	Late Fees	\$90.00	
140503014570	Processing Fees	\$1,351.00	
140503024711	Loan Repayments	\$40,622.57	
140503024713	Loan Repayments (unrestricted)	\$9,163.11	
140503044830142	Transfer In	\$0.00	
	<i>Total Revenue</i>	\$51,608.13	
 <i>Expenses:</i>			
14050306405	Recording Fee Expense	\$461.00	
14050306413	Payments to Other Agencies	\$0.00	
14050306414	Printing and Publishing Expense	\$45.83	
14050306419	Technology Expense	\$0.00	
14050306490	Other Professional Services	\$16.00	
14050306495	Housing Loans/Assistance	\$6,125.00	
14050306497	Demo Loan	\$48,000.00	
14050306498	Refunds & Reimbursements	\$0.00	
14050306508	Postage	\$19.12	
14050306511	Copying	\$81.19	
14050306910001	Transfer Out	\$0.00	
	<i>Total Expenses</i>	\$54,748.14	
 <u>Ending Balance</u>			 <b>\$211,769.40</b>
<b>**Loan Repayments (unrestricted) 6/30/11 balance</b>		<b>\$48,464.44</b>	
<b>**Loan Repayments (unrestricted) 6/30/12 balance</b>		<b>\$42,687.69</b>	
<b>**Loan Repayments (unrestricted) 6/30/13 balance</b>		<b>\$31,239.18</b>	
<b>**Loan Repayments (unrestricted) 6/30/14 balance</b>		<b>\$15,727.19</b>	
<b>**Loan Repayments (unrestricted) 6/30/15 balance</b>		<b>\$12,156.67</b>	
<b>Total</b>		<b>\$150,275.17</b>	

<b>HOUSING DONATED FUNDS</b>		Program To Date		Fund Balance
<i>Revenue:</i>				
138503024705	Contributions 2007-08	\$84,125	\$ 84,125.00	
	Contributions 2009-10	\$68,350	\$ 68,700.00	
	Contributions 2010-11	\$68,350	\$ 68,250.00	
	<i>Total Revenue</i>		\$ 221,075.00	
 <i>Expenses:</i>				
13850306413	Payments to Other Agencies		\$ 1,000.00	
	First Time Home Buyer 2008	\$64,125	\$ 40,732.00	
	First Time Home Buyer 2009	\$48,350	\$ 48,100.00	
13850306495	Housing Loans/Assistance		\$ 36,502.26	
13850306497	Demo Loan 2008	\$20,000	\$ 20,000.00	
	Demo Loan 2009	\$20,000	\$ 20,000.00	
13850306910145	Transfer Out (2010 IFA Grant Match)		\$ 20,000.00	
	<i>Total Expenses</i>		\$ 186,334.26	
 <u>Ending Balance</u>				 <b>\$ 34,740.74</b>

**Oskaloosa Housing Trust-Monthly Activity**

May-16

**1st time Homebuyer payments for May 2, 2016** **\$ 2,407.50**

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Restricted	\$ 2,018.57
Non-restricted	\$ 388.93

**1st Time Homebuyer Loans final payments this month**

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<i>Name</i>	<i>Date completed</i>
B Knitker	5/2/2016

**1st Time Homebuyer Loans final payments next month**

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<i>Name</i>	<i>Date completed</i>
C McDougall	6/1/2016
B Lester	6/1/2016
J Watts	6/1/2016

**Demolition Loan approved**

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<i>Name</i>	<i>Date approved</i>	<i>Address of demolition</i>
C Breuklander	5/5/2016	111 H Ave E
T Latcham	5/5/2016	320 N 5th St
D Bower	5/5/2016	416 North A St

**1st time Homebuyer payments for June 1, 2016** **\$ 2,392.05**

Restricted	\$ 2,017.07
Non-restricted	\$ 374.98

**1st Time Homebuyer Loans final payments this month**

<i>Name</i>	<i>Date completed</i>
C McDougall	6/1/2016
B Lester	6/1/2016
J Watts	6/1/2016

**1st Time Homebuyer Loans final payments next month**

<i>Name</i>	<i>Date completed</i>
C Nilson	7/1/2016
C Armbruster	7/1/2016

**Demolition loans issued**

<i>Name</i>	<i>Address</i>	<i>Amount</i>
C Bruekländer	111 H Ave E	\$ 4,000.00
J Purdy	440 N 1st St	\$ 4,000.00

**Income Offset payments received**

<i>Name</i>	<i>Program</i>	<i>Rcvd</i>	<i>Outstanding</i>
R Stevens	1st time homebuyer	6/6/2016	\$ -