

## OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, October 27, 2016 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Adams at 12:00 p.m. with the following members present: Dan Adams, Joe Caligiuri, Randell Davis, Bernice Hahn, Valinn McReynolds, Tamera Sauer, Noel C. Stahle and Carri Vande Ree. Members absent: Dave Polkowske and Mark Willett. Staff present: Amy Miller, City Clerk; Andrew Jensen, Development Services Director; and Marilyn Johannes. Others present: Dave Pfeiffer and Adam Sterrett.

It was moved by Caligiuri, seconded by Stahle to approve the September 1, 2016 Housing Trust Fund Committee Minutes. Motion carried unanimously.

Dave Pfeiffer, a local landlord, commented that he was not in favor of the Housing Needs Assessment Study because he said that realtors could provide the same information. He suggested that the money could be better spent on other projects and questioned whether there is the capacity to implement recommendations from a Housing Needs Assessment. He said one of the biggest problems for housing right now is the lack of buildable lots.

### **Consider a request for demolition grant I for a house located at 122 Geneva Drive.**

Deborah Fisher has applied for funds under the Demolition Assistance Grant/Loan Program I for a property located at 122 Geneva Drive. According to the Mahaska County website the house is in below normal condition. The assessed value of the house is \$45,660.00 and land is assessed at \$11,200.00. The property owner is proposing to replace the house with an 888 square foot stacked duplex. The top floor will have 2 bedrooms and 1 bathroom with a 1 car attached garage. The bottom floor will have 2 bedrooms and 1 bathroom. The value of the house is estimated at \$120,000.

Caligiuri asked when the work would begin. Adam Sterrett commented that he plans to begin work on the property next week. Miller reported there is a timeline in the requirements for a demolition grant. It was moved by McReynolds, seconded by Caligiuri to approve the request for a demolition grant I for a house located at 122 Geneva Drive. Motion carried unanimously.

### **Discuss potentially funding a new Housing Needs Assessment.**

At the September 1, 2016 meeting of the OHTF, the board discussed potentially pursuing a new housing needs assessment study for the community. The OHTF Board directed staff to investigate several different aspects of the potential study and to come back to the next OHTF Board meeting with an actionable item.

Jensen told the committee the last housing needs assessment was done in 2012 by the University of Iowa and indicated that housing needs studies are typically good for three years. Jensen said the Housing Task Force put together a housing action plan with set priorities. Jensen said he recommends updating the housing needs information, and of the two firms that submitted a proposal (Maxfield Research & Consulting and Real Property Research Group) he recommends Maxfield even though the Maxfield proposal is around \$18,000 and the RPRG proposal is around \$11,000. Jensen referred to the comparison sheet of the two firms that he prepared that is in the agenda packet. Jensen said however he believes that either firm can provide what is needed in the study.

Caligiuri said one benefit of studies is they help communities get grant money.

Jensen said the study will help evaluate sites identified by the Housing Task Force for potential residential development. Jensen indicated two deciding factors are timing to complete and cost, and said the RPRG proposal indicates the study will take eight weeks.

Stahle asked if there is any indication of how much time will be spent on the ground. Jensen replied that information is not in the proposals.

Vande Ree said the information available indicates there are no areas where subdivisions could be developed. Caligiuri said that the trend is for zero lot homes because property owners want to reduce amount of grounds to reduce maintenance. Jensen said study should indicate trends on what housing is preferred and where the city should spend dollars. Caligiuri said one of the problems is that current standards should not apply to properties developed in the 1900's. Jensen said zoning changes proposed by the Planning and Zoning Commission address issues regarding the size of a lot to alleviate the need for some variances.

It was moved by McReynolds, seconded by Stahle to approve the proposal from Maxfield Research & Consulting for the Housing Needs Assessment Study. Motion carried unanimously.

It was moved by Caligiuri, seconded by Stahle to approve the September 2016 and October 2016 claims lists for payment. Motion carried with all ayes except for Adams who abstained.

Miller reviewed the accounting report with the committee.

Miller told the committee staff is beginning to keep track of ownership of 1<sup>st</sup> Time Homebuyer properties to check to see if the property owners are the same as when the loan was processed because sometimes the properties are sold or transferred to a different owner and the city is not notified because there is no lien search done. A requirement of 1<sup>st</sup> Time Homebuyer loans is if the property is sold or transferred the loan must be paid in full. Staff is collecting what is due from property owners who no longer own the homes.

The meeting adjourned at 12:45 p.m.

Minutes by Marilyn Johannes