

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Monday, September 17, 2012 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chairman Taylor at 12:07 p.m. with the following members present: Chairman Rob Taylor, Julia Ross, Kandes Dalbey, Bernice Hahn, Dan Adams, Joe Caligiuri and Debbie Stevens. Members absent: Leon McCullough, Jon Sullivan, Kathy Dykstra, Randell Davis and David Polkowske. Also present: City Manager Michael Schrock Amy Miller and Marilyn Johannes.

It was moved by Stevens and seconded by Dalbey to approve the July 12, 2012 Housing Trust Fund Committee Minutes. Motion carried unanimously.

The Committee discussed whether to reimburse applicants of the First Time Homebuyer Program for overpayment or over-collection of funds greater than \$1.00. It was moved by Adams and seconded by Ross to reimburse Brian Bloodsworth (\$25.00), Ora and Carla Fletcher (\$10.89) and Douglas Van Hemert (\$7.09) for overpayment/over-collection of funds. Motion carried unanimously.

Miller reported to the committee on attempts to collect 52 recording fees to release lien waivers associated with the OHTF Rehabilitation Program. Miller explained that letters were sent out asking for payment of the \$7.00 fee that would release the liens against the properties and there were 36 more to send out. Miller said 30 payments had been received so far. Miller explained that her department was in the process of taking an inventory of all OHTF files. Miller suggested that if future programs are offered, the processing fee be increased to cover the \$7.00 recording fee so it can be paid if the loan obligations are met.

Schrock told the committee the City **Clerk's** Office handles the First Time Homebuyer Program and the City Building Department handles the demolition assistance program and submits the applications to the City **Clerk's** Office so all of the information is in one location.

Miller explained the situation regarding a 2003 demolition forgivable loan agreement for the property at 416 3rd Avenue West that changed the property from a church (non-taxable value) to a garage (taxable value) and why staff is recommending that the loan be waived. Miller explained that in order to meet the requirements of the loan agreement the improvements made after demolition are supposed to meet or exceed the assessed value of the demolished structure. In this case the value of the church (nontaxable) exceeded the value of the garage (taxable). Schrock said the recommendation from staff is to write off the debt and close the file. Hahn recommended waiving the loan considering the amount of time that has lapsed. It was moved by Hahn and seconded by Ross to waive the loan agreement and the \$7.00 recording fee. Motion carried with all ayes except for Dalbey who abstained (Property owned by her son's in-laws.).

Staff and the committee discussed a recommendation made by Randell Davis at the last meeting regarding a nondiscrimination housing policy and adding an appendix to the housing assessment study regarding nondiscrimination. Davis wants to raise

community awareness of persons with disabilities and their needs regarding housing construction. Schrock said Davis suggested having a U of I law professor speak to the group regarding the matter. Schrock said the city would probably need to address the issue. Schrock said perhaps a city committee or commission should be established to deal with ADA matters. Consensus of the committee was they needed to hear from Davis at a future committee meeting regarding the matter.

Taylor reported to the committee on OHTF goals and action plan and work session meeting discussions. Taylor explained he would like to use the website to get information out about OHTF programs. Taylor said he would set the next work session meeting date.

The committee discussed the best way to use OHTF's limited resources considering the demolition, first time homebuyer and rehabilitation programs. Taylor felt the committee should concentrate on rehabilitation of properties, especially Market Street and A Avenue East and focus on exterior improvements. Schrock noted there will be a lot less traffic on Market Street when the bypass west of Oskaloosa is complete.

It was moved by Dalbey and seconded by Hahn to approve the July claims list. Motion carried unanimously with Adams and Ross abstaining (Bankers involved with First Time Homebuyer applicants). It was moved by Ross and seconded by Hahn to approve the August claims list with Adams and Ross abstaining (Bankers involved with First Time Homebuyer applicants).

The accounting report was reviewed.

The meeting was adjourned at 1:15 p.m.

Minutes by Marilyn Johannes