

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, July 12, 2012 – 12:00 NOON

Conference Room – City Hall

1. CALL TO ORDER/ROLL CALL: **Meeting called to order at 12:02 by Chairman Rob Taylor**
Members in attendance, Adams, Taylor, Caligiuri, Stevens,
Davis, Dykstra, Sullivan, and Ross
2. APPROVAL OF MINUTES OF 6/7/12 MEETING: **Motion to approve made by Ross, seconded**
by Caligiuri. The motion was approved
unanimously by the members in attendance.
3. ELIGIBILITY OF CITY EMPLOYEES FOR FIRST-TIME HOME BUYER LOANS.

Explanation: In reviewing the First-Time Home Buyers plan, as adopted by the committee on December 2, 2010, the City Clerk's office found a provision that states:

"No employee, agent, consultant, officer or appointed official of the City of Oskaloosa shall be eligible to participate in this program without prior approval of the State of Iowa."

Budget Consideration: N/A

Attachments: First-Time Home Buyer Loan Fund Plan.

A motion was made by Davis and seconded by Caligiuri to strike "State of Iowa" and replace with "Oskaloosa Housing Trust Fund Committee". The motion was approved unanimously by the members in attendance.

4. REQUEST FOR 2ND EXTENSION ON DEMOLITION GRANT AGREEMENT FROM DAVID WRIGHT.

Explanation: David Wright entered into a demolition grant/lien agreement with the City of Oskaloosa Housing Trust Fund on March 9, 2009. At the August 9, 2011 OHTF meeting the OHTF Committee granted Mr. Wright an extension on his loan agreement until September 1, 2012 contingent on a building permit being issued by June 1, 2012. On June 4, 2012 the city clerk's office contacted Mr. Wright regarding a repayment agreement for his demolition loan. On July 3, 2012 Mr. Wright requested an extension until September 1, 2012.

Budget Consideration: N/A

Attachments: Loan agreement, 1st extension request, letter from David Wright requesting 2nd extension.

A motion was made by Stevens and seconded by Caligiuri to approve a second and final extension to Mr. Wright until June 1, 2013 with the additional stipulations that his project be complete and ready for occupancy by the second and final deadline. The motion was approved unanimously by the members in attendance.

5. REQUEST FOR DEMOLITION GRANT FROM MIKE SEREG/SEREG BUILDERS FOR A HOUSE LOCATED AT 815 B AVENUE WEST

Explanation: Mike Sereg has applied for funds under the Demolition Assistance Grant/Loan Program for a property located at 815 B Avenue West. The assessed value of the house is \$7,480 and the land is assessed at \$5,790. The current house has been condemned. Mr. Sereg is proposing to replace the house with a ranch style home with two bedrooms on the main floor and one bedroom in the basement and a two car attached garage. The value of the replacement house is estimated at \$175,000. Mr. Sereg is working to secure two written bids by meeting time on July 12, 2012. He would like to start demolition and new construction as soon as possible.

Budget Consideration: Expenditure up to \$4,000

Attachments: Demolition application
Floor plan and picture of replacement house
Mahaska county website/picture of existing structure
Plat of survey

A motion was made by Caligiuri and seconded by Adams to approve the request for demolition grant assistance to Mike Sereg, Sereg Builders for 815 B Avenue West. The motion was approved unanimously by the members in attendance.

6. MISCELLANEOUS

- a. Approval of claims: ***Motion to approve made by Stevens, seconded by Caligiuri. The motion was approved unanimously by the members in attendance, with the exception of one abstention, Adams, conflict of interest – financial.***
- b. Accounting report: ***No action required, staff reported on activity for the month.***
- c. Housing needs assessment update (as needed): ***Chairman Taylor provided a brief update on the discussions by the OHTF subcommittee during their last work session. A second work session that is open to the public and all members of the OHTF is scheduled for July 26, 2012 beginning at 5:30pm in the lower level conference room of city hall.***
- d. CDBG grant opportunity: ***Sullivan provided the group an update on a potential CDBG funding opportunity for downtown façade improvement project. Sullivan also noted the potential of a second grant opportunity that could open up in the fall for residential over retail opportunities.***

7. CITIZENS TO BE HEARD: ***None***

8. ADJOURNMENT: ***Meeting adjourned at 12:55pm.***

Meeting minutes by Michael Schrock, City Manager.