

**NOTICE OF MEETING AND PROPOSED AGENDA  
OSKALOOSA HOUSING TRUST FUND COMMITTEE**

Thursday, March 6, 2014 – 12:00 NOON

**Conference Room** – City Hall

1. CALL TO ORDER/ROLL CALL:
2. APPROVAL OF MINUTES
3. REQUEST FOR DEMOLITION GRANT FROM GARY AND SUE GERARD FOR A HOUSE LOCATED AT 1218 AND 1220 2<sup>ND</sup> AVENUE WEST

Explanation: Gary and Sue Gerard have applied for funds under the Demolition Assistance Grant/Loan Program II for properties located at 1218 and 1220 2<sup>nd</sup> Avenue West. The houses are currently located on one parcel. The combined assessed value of the houses at 1218 and 1220 2<sup>nd</sup> Avenue West is \$15,590 and land is assessed at \$11,320. The current houses are in very poor condition. Mr. & Mrs. Gerard are proposing to leave the property as green space.

Budget Consideration: Expenditure up to \$8,000, \$4,000 will be repaid in a no interest (0%) loan over a 2 year period.

Attachments: Demolition application  
Mahaska County website  
Picture of existing structures  
Warranty Deed  
Map of location

4. DISCUSSION AND POSSIBLE ACTION ON A SUBORDINATION FOR KATHRYN ROE AT 402 SOUTH MARKET.
5. DISCUSSION OF MEETING SCHEDULE
6. MISCELLANEOUS
  - a. Approval of claims
  - b. Accounting reports
7. REPORT ON USDA RURAL DEVELOPMENT PROGRAMS BY MARYBETH JUERGENS, RURAL HOUSING SPECIALIST
8. CITIZENS TO BE HEARD
9. 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.**

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, December 5, 2013 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Dalbey at 12:01 p.m. with the following members present: Kandes Dalbey, Rob Taylor, Dan Adams (arrived at 12:05 p.m.), Noel C. Stahle, Joe Caligiuri, Bernice Hahn, Kathie Dykstra and Valinn McReynolds (arrived at 12:10 p.m.). Members absent: Julia Ross, Dave Polkowske, Jon Sullivan, Randell Davis and Leon McCullough. Also present: City Staff Members Michael Schrock, Amy Miller and Marilyn Johannes.

It was moved by Caligiuri, seconded by Stahle to approve the November 7, 2013 Housing Trust Fund Committee Minutes. Motion carried unanimously.

It was moved by Hahn, seconded by Dykstra to approve demolition grant funds up to \$4,000 for demolition of the structure located at 816 B Avenue West. Motion carried unanimously.

(Dan Adams arrived at the meeting.)

City Manager Michael Schrock explained the request for OHTF funding from the Overland Property Group for a 48 unit apartment complex. Schrock told the committee that City Council gave conditional support and the Enterprise Zone Commission approved the project at their meeting on December 3. Schrock said the Iowa Finance Authority thought the project was sufficient to meet affordable housing demands and had approved providing a \$50,000 loan for the project. Schrock said Overland Property Group is also seeking funding participation from the Housing Trust Fund.

Taylor said he believes a \$50,000 loan to match the IFA loan is more manageable than the \$100,000 contribution suggested previously; getting the money back is better. Hahn said the loan concept is more palatable.

(Valinn McReynolds arrived at the meeting.)

Dalbey said the OHTF (Housing Needs Assessment) report shows the need for this project.

Taylor moved that the Housing Trust Fund loan Overland Property Group \$50,000 over a 15 year period at 0% interest with monthly payments contingent upon Overland Property Group getting funding from the Iowa Finance Authority. Adams seconded the motion. Motion carried unanimously.

Taylor said he would send the Overland Property Group promotional video on YouTube to the committee.

Dalbey proposed the subordination policy be amended to allow refinancing of mortgages to lower amortization if qualified mortgage requirements are met.

It was moved by Hahn, seconded by Taylor to approve amending the subordination policy to allow refinancing of mortgages if qualified mortgage requirements are met. Motion carried unanimously.

It was moved by Taylor seconded by Stahle to approve the November claims list for payment.  
Motion carried unanimously.

Miller reviewed the accounting report with the committee.

Schrock told the committee that remaining grant fund money would be used to provide part of the \$50,000 loan for Overland Property Group and the rest of the money would be taken out of the unrestricted housing trust fund.

The meeting adjourned at 12:28 p.m.

Minutes by Marilyn Johannes

CITY OF OSKALOOSA, IOWA  
DEMOLITION ASSISTANCE GRANT/LOAN PROGRAM II APPLICATION

Applicant's Name: Gary & Sue Gerard  
Applicant's Address: 21675. M St  
Daytime Phone #: 641 673 6993  
Address of property to be demolished: 1218 2nd Ave W

Legal Description of property to be demolished:  
Lot 3 of Lot 14 & E 123,8' Lot 1 of Lot 5 SW SW

By signing this application the applicant acknowledges that he/she is aware that one-half of the granted funds will be required to be repaid to the City of Oskaloosa Housing Trust Fund according to the Grant/Lien Agreement and program plan. 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.

Signature [Handwritten Signature] Date 1-31-14

TO BE FILLED OUT BY STAFF

- \_\_\_\_\_ Evidence of title received
  - \_\_\_\_\_ Verification that applicant has authority to act on behalf of owner if applicant is different from owner
  - \_\_\_\_\_ Bids Received
  - \_\_\_\_\_ Copy of demolition permit
  - \_\_\_\_\_ Assessed value of property before Demo: \_\_\_\_\_
  - \_\_\_\_\_ Land \_\_\_\_\_ improvements \_\_\_\_\_
  - \_\_\_\_\_ Assessed value of property after Demo: \_\_\_\_\_
  - \_\_\_\_\_ Land \_\_\_\_\_ improvements \_\_\_\_\_
  - \_\_\_\_\_ Date property was demolished: \_\_\_\_\_
  - \_\_\_\_\_ Total cost of demolition: \_\_\_\_\_
  - \_\_\_\_\_ Total DAP grant: \_\_\_\_\_
  - \_\_\_\_\_ Date grant proceeds issued: \_\_\_\_\_
- OHTF Chair Approval: \_\_\_\_\_  
Housing Dept Staff Approval: \_\_\_\_\_

**Oskaloosa  
Housing Trust  
Fund  
Demolition  
Assistance  
Grant/Loan  
Program II**

## INTRODUCTION

Removal of dilapidated housing within the City of Oskaloosa is critical to enhance neighborhoods and stimulate development in the community. The City of Oskaloosa Housing Trust Fund administers a demolition program for removal of dilapidated structures in an attempt to improve neighborhoods and increase assessed valuations by requiring redevelopment within two years. The trust fund is implementing an additional demolition grant/loan to encourage green space and/or future redevelopment in exchange for removal of dilapidated structures.

## PROGRAM OVERVIEW

The OHTF will provide a grant/loan in the lesser amount of:

- 1) Actual and reasonable costs incurred by the owner of the property, or;
- 2) \$4,000 toward the costs of removal and disposal of vacant dilapidated housing structures within the City of Oskaloosa.

One half of the awarded funds shall be issued in form of a no-interest (0%) loan to be repaid in twenty-four (24) monthly installments beginning the first month following project completion. One half of the awarded funds shall be issued in the form of a non-repayable grant.

In consideration of the funds granted, the grant/loan recipient shall pledge to repay the loan amount beginning the first of the month following project completion. Participants will be required to make their monthly payments through an automatic checking/savings account withdrawal. If sufficient funds are not in the account and payment is not made, a service charge as adopted in the current City of Oskaloosa Fee Schedule will be assessed to the borrower for each delinquent payment.

All applications shall have the review and approval of the OHTF Committee.

## DISPOSAL OF DEMOLITION DEBRIS

All debris shall be properly disposed of in compliance with the rules and regulations of the City of Oskaloosa including the removal and disposal of hazardous materials, such as asbestos.

## GRANT PROCESSING PROCEDURES

Applications must be received and approved by the OHTF prior to demolition work commencing. Any work started prior to application approval shall be deemed ineligible for reimbursement. Applications shall be on the forms provided by the OHTF and include the following information:

1. A minimum of two bids for the demolition.
2. If the applicant is not the owner (i.e. executor of an estate) proof that the applicant has the authority to act on behalf of the owner.
3. Copy of the demolition permit for the property (to be provided after City grant approval).

The owner will be responsible for monitoring the demolition work, although City inspections will occur as required by the permits and to verify completion of the work. Upon completion of the demolition the City will issue a check payable to the owner and demolition contractor.

## ELIGIBLE COSTS

Costs eligible for reimbursement to the owner under this program shall be the actual and reasonable cost of:

- \* Demolition permit
- \* Disconnecting utilities
- \* Removal and proper disposal of hazardous waste

\*Removal and proper disposal of above and below grade structure.

## FEES

There is a \$75 application processing fee. The borrower shall also be responsible for all filing fees associated with the grant. All fees shall be paid before any demolition funds are released.

## SELF HELP

It shall be the policy of the OHTF Committee that in situations where an owner wishes to do his/her own work on a demolition project that the allowable demolition cost shall be defined as those actual and reasonable costs incurred (e.g. cost of permits and rental of machinery and/or tools for actual and reasonable time to complete the task they are rented for) are the allowable cost. The OHTF will not reimburse the owner or owner's employees for time/wages expended on the project.

## RETURN COMPLETED APPLICATIONS TO:

Community Development Dept.  
220 South Market  
Oskaloosa, IA 52577

## FOR MORE INFORMATION CONTACT:

The City of Oskaloosa  
Building Inspection Department @ 673-7472 or,  
Community Development Department @ 673-8361



# PROPOSAL

Page # \_\_\_\_\_ of \_\_\_\_\_ pages

Curt Smith  
Curt's Excavating  
641-660-3400  
P.O. Box 24  
Beacon, IA 52534

Proposal Submitted To: <u>Verda Kirby Estate</u>	Job Name: <u>Demo</u>	Job #
Address: <u>Sue Gerhardt</u>	Job Location: <u>1218 2nd Ave W</u>	
<u>216 S. M.</u>	Date: <u>10-18-13</u>	Date of Plans
Phone # <u>641-673-6393</u>	Fax #	Architect

We hereby submit specifications and estimates for:

Demo house at 1218 2nd Ave W.  
haul to landfill, remove foundation and  
cap. sewer.

total Estimate = \$2200<sup>00</sup>

+ \$150<sup>00</sup> per load of fill  
to fill in crawl space

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ \_\_\_\_\_ Dollars

with payments to be made as follows: Due within 30 days of completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully  
submittedCurt's D Smith

Note — this proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.  
Payments will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_ Signature \_\_\_\_\_

TD SITEWORK  
Troy DeMoney  
2365 Ventura Ave.  
Rose Hill, LA 52586

10 21-13

Sue Gerard Demos at 1218 2<sup>nd</sup> Ave west

Haul away house, foundation, cap sewer

total 3,500

A handwritten signature in black ink, appearing to read "Troy DeMoney".

# OHTF Map location

1218 & 1220 2nd Avenue West



Summary

**Parcel ID** 1013360004  
**Office Map** 922  
**Property Address** 1218 2nd Ave West  
 Oskaloosa  
**Sec/Twp/Rng** 13-75-16  
**Brief Legal Description** LOT 3 OF LOT 4 & E 1 23.8' LOT 1 OF LOT 5 SW SW  
 (Note: Not to be used on legal documents)  
**Document(s)** REC: 252-109  
**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



Click to Enlarge

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
Kirby, Verda Ellen 221 South M St Oskaloosa, IA 52577-		

Land

**Lot Dimensions** Regular Lot: 124.00 x 137.00  
**Lot Area** 0.39 Acres; 16,988 SF

Residential Dwellings

**Residential Dwelling**  
**Occupancy** Single-Family / Owner Occupied  
**Style** 1 Story Frame  
**Architectural Style** N/A  
**Year Built** 1910  
**Condition** Very Poor  
**Grade** what's this? N/A  
**Brick or Stone Veneer**  
**Total Gross Living Area** 560 SF  
**Attic Type** None;  
**Basement Area Type** None  
**Basement Area** 0  
**Basement Finished Area**  
**Plumbing** 1 Full Bath;  
**Fireplaces**  
**Porches** 1S Frame Enclosed (84 SF);  
**Decks**  
**Additions**  
**Garages**

**Residential Dwelling**  
**Occupancy** Single-Family / Owner Occupied  
**Style** 1 Story Frame  
**Architectural Style** N/A  
**Year Built** 1919  
**Condition** Poor  
**Grade** what's this? N/A  
**Brick or Stone Veneer**  
**Total Gross Living Area** 700 SF  
**Attic Type** None;  
**Basement Area Type** None  
**Basement Area** 0  
**Basement Finished Area**  
**Plumbing** 1 Full Bath;  
**Fireplaces**  
**Porches** 1S Frame Enclosed (60 SF);  
**Decks** Wood Deck-Low (133 SF);  
**Additions**  
**Garages**

Sales

Date	Seller	Buyer	Recording	NUTC	Type	Multi Parcel	Amount
10/25/1991			252-109	Unuseable Sale - Other	Warranty Deed	Y	\$0.00

Valuation

	2013	2012	2011	2010
+ Land	\$11,320	\$11,320	\$12,190	\$12,190
+ Building	\$15,590	\$15,590	\$20,970	\$20,970
= Total Assessed Value	\$26,910	\$26,910	\$33,160	\$33,160

**VALUES ARE NOT CERTIFIED UNTIL APRIL 15TH AND ARE SUBJECT TO BOARD OF REVIEW**

Taxation

	2012	2011	2010
+ Taxable Land Value	\$5,979	\$6,187	\$5,916
+ Taxable Building Value	\$8,234	\$10,643	\$10,177
+ Taxable Dwelling Value	\$0	\$0	\$0
= Gross Taxable Value	\$14,213	\$16,830	\$16,093
- Military Exemption	\$0	\$0	\$0
= Net Taxable Value	\$14,213	\$16,830	\$16,093
x Levy Rate (per \$1000 of value)	37.25362	38.36108	41.30253
= Gross Taxes Due	\$529.49	\$645.62	\$664.68
- 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	\$0.00	\$0.00	\$0.00
- Prepaid Tax	\$0.00	\$0.00	\$0.00
= Net Taxes Due	\$530.00	\$646.00	\$664.00

Pay Property Taxes

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

Tax History

Year	Due Date	Amount	Paid	Date Paid	Receipt
2012	March 2014	\$265	Yes	9/25/2013	14056
	September 2013	\$265	Yes	9/25/2013	
2011	March 2013	\$323	Yes	3/20/2013	14041
	September 2012	\$323	Yes	9/10/2012	

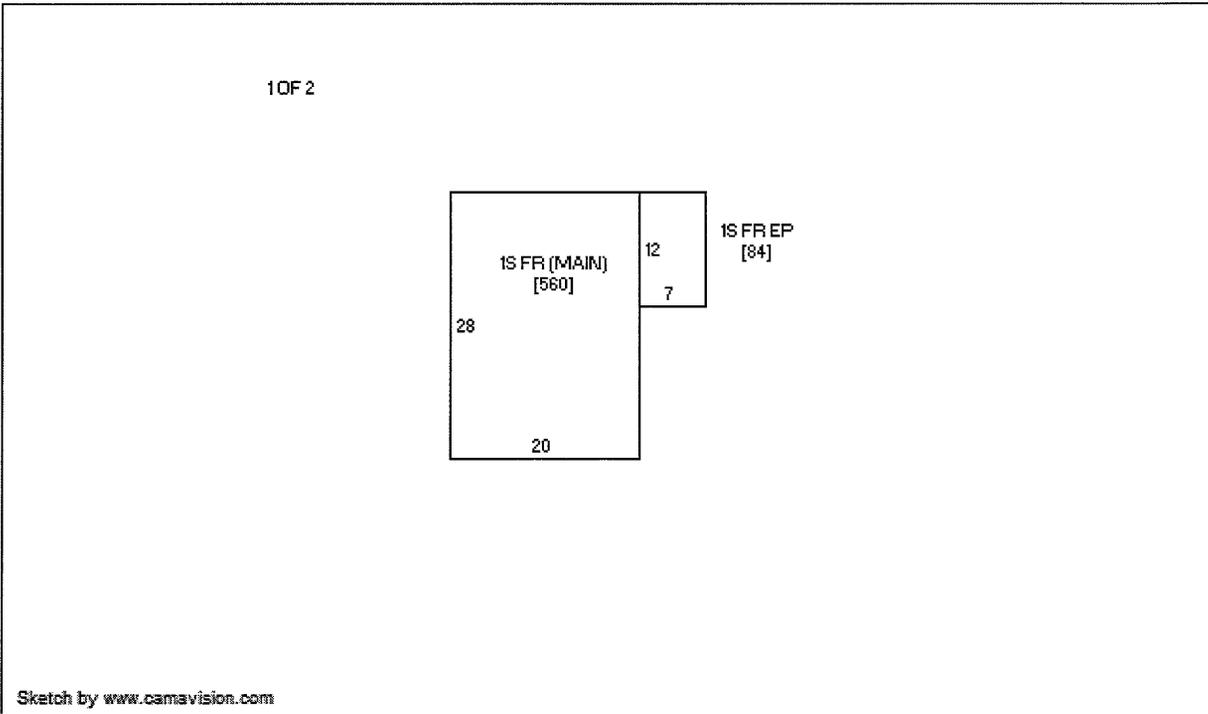
2010	March 2012	\$332	Yes	3/12/2012	14057
	September 2011	\$332	Yes	9/23/2011	

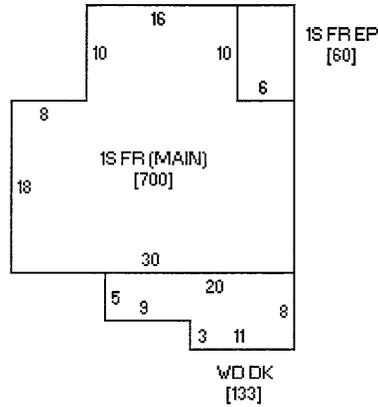
Photos





Sketches





Sketch by www.camavision.com

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. [Click here for help.](#)

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When using this information for payment purposes or for closing information please contact the Treasurer's office at (641)673-5482.

Last Data Upload: 2/6/2014 5:02:22 AM

CITY OF OSKALOOSA, IOWA  
DEMOLITION ASSISTANCE GRANT/LOAN PROGRAM II APPLICATION

Applicant's Name: Gary & Sue Gerard  
Applicant's Address: 216 S. M ST  
Daytime Phone #: 641 673 6393  
Address of property to be demolished: 1220 2nd Ave W

Legal Description of property to be demolished:  
Lot 3 of Lot 4 & E 123.8' Lot 1 of 5 Lot 5 SW SW

By signing this application the applicant acknowledges that he/she is aware that one-half of the granted funds will be required to be repaid to the City of Oskaloosa Housing Trust Fund according to the Grant/Lien Agreement and program plan. 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.

Signature *Gary Gerard* Date 1-31-14

TO BE FILLED OUT BY STAFF

Evidence of title received \_\_\_\_\_  
Verification that applicant has authority to act on behalf of owner if applicant is different from owner \_\_\_\_\_  
Bids Received \_\_\_\_\_  
Copy of demolition permit \_\_\_\_\_  
Assessed value of property before Demo: \_\_\_\_\_  
Land \_\_\_\_\_ improvements \_\_\_\_\_  
Assessed value of property after Demo: \_\_\_\_\_  
Land \_\_\_\_\_ improvements \_\_\_\_\_  
Date property was demolished: \_\_\_\_\_  
Total cost of demolition: \_\_\_\_\_  
Total DAP grant: \_\_\_\_\_  
Date grant proceeds issued: \_\_\_\_\_

OHTF Chair Approval: \_\_\_\_\_  
Housing Dept Staff Approval: \_\_\_\_\_

**Oskaloosa  
Housing Trust  
Fund  
Demolition  
Assistance  
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Program II**

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\*Demolition permit

\*Disconnecting utilities

\*Removal and proper disposal of hazardous waste

\*Removal and proper disposal of above and below grade structure.

## FEES

There is a \$75 application processing fee. The borrower shall also be responsible for all filing fees associated with the grant. All fees shall be paid before any demolition funds are released.

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It shall be the policy of the OHTF Committee that in situations where an owner wishes to do his/her own work on a demolition project that the allowable demolition cost shall be defined as those actual and reasonable costs incurred (e.g. cost of permits and rental of machinery and/or tools for actual and reasonable time to complete the task they are rented for) are the allowable cost. The OHTF will not reimburse the owner or owner's employees for time/wages expended on the project.

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Community Development Department @ 673-8361

# PROPOSAL

Page # \_\_\_\_\_ of \_\_\_\_\_ pages

Curt Smith  
Curt's Excavating  
641-660-3400  
P.O. Box 24  
Beacon, IA 52534

Proposal Submitted To: <del>Verda Kirby Estate</del>	Job Name Demo	Job #
Address Sue Gerard 216 S. M.	Job Location 1220 2nd Ave W	Date of Plans
Phone # 641-673-6393	Fax #	Architect

We hereby submit specifications and estimates for:

Demo house at 1220 2nd Ave W.  
haul to land fill, remove foundation and  
cap sewer.

total Estimate = \$4150<sup>00</sup>

+ \$150<sup>00</sup> per load of fill  
to fill in basement.

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ \_\_\_\_\_ Dollars

with payments to be made as follows: Due within 30 days of completion.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully  
submitted

Note — this proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.  
Payments will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_

TD SITEWORK  
Troy DeMoney  
2365 Ventura Ave.  
Rose Hill, IA 52586

10-21-13

Demo of property at 1220 2<sup>nd</sup> ave west

For Sue Gerard of 216 S M

Demo of house, haul away rubble,  
foundation, cap sewer service

total \$5,800

Troy DeMoney



02/10/2014



1218

02/10/2014



February 24, 2014

Board of Directors, Oskaloosa Housing Trust Fund (OHTF)

Re: Property located at 402 South Market St., Oskaloosa, Iowa

TruBank would like to ask the OHTF Board to consider an exception to their policy and grant a subordination of the OHTF position in the above listed property to TruBank. The OHTF position was taken as a part of the Exterior Improvement Deferred Payment Loan Agreement dated June 16, 2011.

Please allow me to provide the Board with a little background on the issue: On June 16, 2011, the OHTF Board entered into an agreement with the property owner, Kathryn Roe, as part of an Exterior Improvement Deferred Payment Loan Agreement, to loan her \$2,987.50 to improve her property. At the time of the agreement the property owner had two mortgage notes against the property, placing the OHTF loan in a third position.

Since that time, interest rates have fallen significantly and the property owner was provided with an opportunity to consolidate the first and second mortgage notes into one loan, reducing the property owner's interest expense and monthly payment.

As I understand it, your policies do not permit subordinations for consolidation loans, but I would ask the Board to consider what the definition of consolidation loan is? Is it intended to include consumer debt (autos, credit cards, student loans, etc.) only or also to include all real estate loans? Would it also include circumstances where the consolidation of prior liens would not deteriorate the OHTF position in the property?

Further, as I understand the current policy, if a property owner currently in this program needed to borrow funds to replace their worn out roof, improve the property's efficiency with replacement windows and insulation, replace a hazardous driveway or sidewalk, or even replace a faulty furnace, that this policy would not allow them to borrow the funds. Which in turn could actually devalue the equity position enjoyed at the time by this program.

In closing, I again ask that the Board consider this request and grant an exception to their policy and authorize the appropriate personnel to execute such subordination and deliver to TruBank for filing.

Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "J. Akers".

Jeffrey A. Akers, Sr. Vice President

302 South Market Street  
Oskaloosa, IA 52577  
641-673-8405  
FAX 641-673-4143

6205 Mills Civic Parkway  
West Des Moines, IA 50266  
515-221-0101  
FAX 515-221-1360

108 South Barnes Street  
What Cheer, IA 50268  
641-634-2424  
FAX 641-634-2106

[www.trubank.org](http://www.trubank.org)

LAW OFFICES  
McCOY, FAULKNER & BROERMAN  
216 SOUTH FIRST STREET  
OSKALOOSA, IOWA 52577

HUGH B. McCOY (RETIRED)  
HUGH V. FAULKNER  
MICHAEL W. BROERMAN

(641) 673-8336  
Fax (641) 673-9750  
mbroerman@mahaska.org

July 17, 2013

Kathryn A. Roe  
TruBank

TITLE OPINION BASED ON REPORT OF TITLE

We have examined at your request a Report of Title- Division Form 900 given for the purpose of issuance of a Lender Certificate by the Title Guaranty Division for purposes of finance or refinance, in reference to Abstract No. or Reference No. MJ52665, with search ending July 16, 2013 at 8:00 a.m. of said day by Mahaska Title-Johnson Abstract Co., to the following described real estate situated in Mahaska County, Iowa, to-wit:

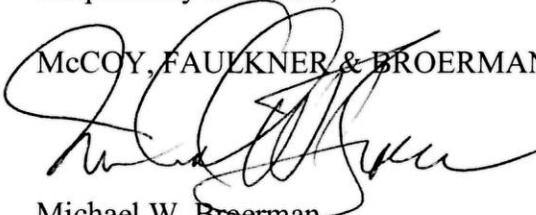
The West Half of Lot Three of Block Four of Montgomery's Addition to the City of Oskaloosa, Iowa,

And find title to be in Kathryn A. Roe, subject to the following objections:

1. Real Estate taxes for the 2011-2012 fiscal year are shown paid. Taxes for the 2012-2013 fiscal year are not available but constitute a lien as of July 1.
2. There appears a mortgage from Kathryn A. Roe, single, to ABN AMRO Mortgage Group, Inc., dated August 16, 2005, filed August 17, 2005, Document #2005-3109, then in the amount of \$52,750. Said mortgage constitutes a lien on this real estate and we require it be released.
3. There appears a HomeEquity Mortgage from Kathryn A. Roe, single, to Community 1<sup>st</sup> Credit Union, dated October 30, 2007, filed October 31, 2007, Document #2007-4029, then in the amount of \$25,000. Said mortgage constitutes a lien on this real estate and we require it be released.
4. There appears a City of Oskaloosa/OHTF Exterior Improvement Deferred Payment Loan Agreement in favor of City of Oskaloosa Housing Trust Fund from Kathryn A. Roe, dated June 16, 2011, filed June 21, 2011, Document #2011-1647, then in the amount of \$2,987.50. Said agreement constitutes a lien on this real estate and we require it be released.

Respectfully submitted,

McCOY, FAULKNER & BROERMAN

  
Michael W. Broerman

Document 2011- 1647 Page 1 of 1  
Book 2011 Page 1647 Fee: 9.00  
Date: June 21, 2011 Time: 3:00 PM

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

Document prepared by & return to: Laura Russell, City of Oskaloosa, 220 South Market, Oskaloosa, IA 52577, 641/673-8361

**CITY OF OSKALOOSA/OHTF EXTERIOR IMPROVEMENT  
DEFERRED PAYMENT LOAN AGREEMENT**

WHEREAS, the City of Oskaloosa Housing Trust Fund has established a loan program to assist home owners with improvements to their property; and,

WHEREAS, the undersigned (hereinafter referred to as the Owner) qualifies under the loan program for a loan of **Two Thousand Nine Hundred Eighty-Seven Dollars and 50/100 (\$2,987.50)** for exterior home improvements and that the City of Oskaloosa Housing Trust Fund did lend to the Owner the above amount as a deferred payment loan, relating to the following described property:

**The West Half of Lot Three of Block Four of Montgomery's Addition to the City of Oskaloosa, Iowa**

Said amount shall constitute a lien against the real estate until released as provided herein.

WHEREAS, a requirement of the loan program is for the repayment of the loan to be in the amount shown above in accordance with the terms of the Promissory Note of even date herewith payable to the City of Oskaloosa, as follows:

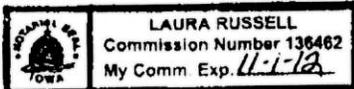
That upon sale, transfer, or other conveyance of the property described above, the entire remaining grant-loan balance amount shall be due and payable in full, without interest, provided, however, that if at said time that said parcel is sold, the proceeds from the same, after being applied to any perfected lien and/or mortgage obligations which are prior and superior to the lien obligation herein mentioned above, are insufficient to satisfy either in whole or in part said above created lien obligation, then the City of Oskaloosa may at its sole discretion, agree to forgive said unpaid loan obligation, and release said lien created by virtue thereof.

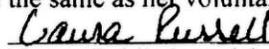
  
Kathryn A. Roe

06-16-11  
Date

STATE OF IOWA        )  
                                  ) ss  
MAHASKA COUNTY    )

On this 16<sup>th</sup> day of June, 2011, before me, a Notary Public in the State of Iowa, personally appeared, Kathryn A. Roe, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that she executed the same as her voluntary act and deed.



  
Notary Public in and for the State of Iowa

**TITLE GUARANTY  
REPORT OF TITLE  
DIVISION FORM 900**

TO: Michael Broerman, 216 S. 1<sup>st</sup> St., Oskaloosa, IA 52577; Fax: 641-673-9750

Ordered By: Julia Ross-TruBank

We furnish the following information of record in Mahaska County, Iowa:

ABSTRACT NO. OR REFERENCE NO.: MJ52665

LEGAL DESCRIPTION: The West Half of Lot Three of Block Four of Montgomery's Addition to the City of Oskaloosa, Iowa.

PROPERTY ADDRESS: 402 South Market, Oskaloosa, IA 52577

LAST GRANTEE, DEVISEE, OR HEIR OF RECORD:

Deed conveys the hereinafter described real estate to Kathryn A. Roe, from Joyce Wheeler and David Wheeler, wife and husband, dated August 16, 2005 and filed August 17, 2005 in Document #2005-3113.

UNRELEASED MORTGAGES AND ASSIGNMENTS:

Mortgage in favor of ABN AMRO Mortgage Group, Inc. from Kathryn Roe, a single woman, dated August 16, 2005, filed August 17, 2005 in Document #2005-3109 to secure an indebtedness of \$52,750.00.

HomeEquity Mortgage in favor of Community 1<sup>st</sup> Credit Union from Kathryn A. Roe, a single person, dated October 30, 2007, filed October 31, 2007 as Document #2007-4029 to secure an indebtedness of \$25,000.00.

City of Oskaloosa/OHTF Exterior Improvement Deferred Payment Loan Agreement in favor of City of Oskaloosa Housing Trust Fund from Kathryn A. Roe, dated June 16, 2011, filed June 21, 2011 as Document #2011-1647 to secure an indebtedness of \$2,987.50.

COURT PROCEEDINGS, JUDGMENTS, LIENS, ETC.: None

TAXES AND SPECIAL ASSESSMENTS:

GENERAL TAXES for the year 2011-2012 and prior years, paid.

PARCEL NO. 1024226001

ASSESSED VALUE: \$59,980.00

RESIDENTIAL TAXES: YES X NO \_\_\_\_\_

The Tax Books for the 2012-2013 Fiscal Year have not been certified by the County Auditor, therefore are not available in the Office of the County Treasurer of Mahaska County, Iowa, and we make no report of the said taxes, real or personal.

Note of Abstracter: We have made a search of the MECHANICS' NOTICE AND LIEN REGISTRY maintained by the Iowa Secretary of State for Mahaska County, Iowa, for Mechanic Liens only, indexed against:

The West Half of Lot Three of Block Four of Montgomery's Addition to the City of Oskaloosa, Iowa

and find: None.

**NOTE: We do not certify as to any liens or pending cases that do not appear on ICIS (the Iowa Court Information System) Abstracter's General and Lien Index Reports.**

THIS REPORT IS GIVEN SOLELY FOR THE PURPOSE OF ISSUANCE OF A LENDER CERTIFICATE BY THE TITLE GUARANTY DIVISION, 200 EAST GRAND AVE., SUITE 350, DES MOINES, IA 50309, ON ABOVE MORTGAGEE'S LOAN AND IS NOT INTENDED TO BE USED FOR SALE OR TRANSFER. NO LIABILITY FOR ERRORS OR OMISSIONS WILL ACCRUE TO THE BENEFIT OF ANY OTHER PERSON, FIRM OR CORPORATION. NO REPORT IS MADE OF INSTRUMENTS OR PROCEEDINGS NOT WITHIN THE LISTED CATEGORIES. JUDGMENT AND LIEN SEARCH HAS BEEN MADE AGAINST ALL PARTIES WITHIN THE CHAIN OF TITLE PURSUANT TO TITLE GUARANTY REQUIREMENTS. THIS REPORT IS NOT A GUARANTY OF TITLE, OR A STATEMENT AS TO THE LEGALITY OF SUFFICIENCY OF ANY INSTRUMENT OR PROCEEDING INSPECTED IN THE CHAIN OF TITLE TO THE ABOVE REAL ESTATE.

SEARCH ending on 16th day of July, 2013 at 8:00 A.M., Mahaska County, Iowa.



**MAHASKA TITLE – JOHNSON ABSTRACT CO.**

By Kathleen Berg Abstracter

**TITLE GUARANTY DIVISION**  
Member No. 8198



**Settlement Statement (HUD-1A)**  
**Optional Form for Transactions without Sellers**

OMB Approval No. 2502-0265

Name & Address of Borrower: KATHRYN A. ROE 402 S MARKET ST OSKALOOSA, IA 52577		Name & Address of Lender: TRUBANK - OSKALOOSA 302 S MARKET ST OSKALOOSA, IA 52577
Property Location: (if different from above)		Settlement Agent: TRUBANK 302 S MARKET ST, OSKALOOSA IA 52577 (641) 673-8405
Loan Number: 4673643	Settlement Date: 07-25-2013	Place of Settlement: TRUBANK 302 S MARKET ST, OSKALOOSA IA 52577

L. Settlement Charges		M. Disbursements to Others	
<b>800. Items Payable in Connection with Loan</b>		1501. CITIMORTGAGE	
801. Our origination charge \$ 955.95 (from GFE #1) (Includes Origination Point(s) 1.000 % or \$ 680.00 )			44,160.79
802. Your credit or charge (points) for the specific interest rate chosen \$ 0.00 (from GFE #2)		1502. COMMUNITY 1ST CREDIT UNION	
803. Your adjusted origination charges (from GFE A) 955.95			21,337.03
804. Appraisal fee to WALTERS APPRAISAL & CONSULTING (from GFE #3) 370.00		1503.	
805. Credit report to KROLL FACTUAL DATA (from GFE #3) 18.00			65,497.82
806. Tax service to IOWA BANKERS MORTGAGE CORPORATION (from GFE #3) 65.00		1504.	
807. Flood certification WOLTERS KLUWER FINANCIAL SERVICES (from GFE #3) 14.00			
808.		1505.	
809.			+2502.18
810.		1506.	
811.			
812.		1507.	
813.			
<b>900. Items Required by Lender to Be Paid in Advance</b>			
901. Daily interest charges from 07-30-2013 to 08-01-2013 @ \$8.74 /day (from GFE #10) 8.74		1508.	
902. Mortgage insurance premium for months to (from GFE #3)			
903. Homeowner's insurance for 1 years to STATE FARM (from GFE #11) 764.00		1509.	
904. CREDIT INS. PREM. FOR 0 PMTS/YRS TO			
905.		1510.	
<b>1000. Reserves Deposited with Lender</b>			
1001. Initial deposit for your escrow account (from GFE #9) 700.67		1511.	
1002. Homeowner's insurance 2.00 months @ \$ 63.67 per month \$ 127.34			
1003. Mortgage insurance months @ \$ per month \$		1512.	
1004. Property taxes MAHASKA COUNTY 8.00 months @ \$ 91.00 per month \$ 728.00			
1005. USDA ANNUAL FEE months @ \$ per month \$		1513.	
1006. months @ \$ per month \$			

The Public Reporting Burden for this collection of information is estimated to average 35 minutes per response for collecting, reviewing, and reporting the data. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. No confidentiality is assured; this disclosure is mandatory. This is designed to provide the parties to a RESPA covered transaction with information during the settlement process.

L. Settlement Charges (continued)		M. Disbursements to Others (continued)	
<b>1000. Reserves Deposited with Lender (continued)</b>		1514.	
1007.	months @ \$ per month \$		
1008.	months @ \$ per month \$		
1009.	months @ \$ per month \$	1515.	
1010. Aggregate Adjustment	\$ -154.67		
<b>1100. Title Charges</b>		1516.	
1101. Title services and lender's title insurance (from GFE #4)	440.00		
1102. Settlement or closing fee \$		1517.	
1103. Owner's title insurance <b>TITLE GUARANTY</b> (from GFE #5)			
1104. Lender's title insurance <b>TITLE GUARANTY</b>	\$ 90.00	1518.	
1105. Lender's title policy limit	\$ 68,000.00		
1106. Owner's title policy limit	\$	1519.	
1107. Agent's portion of the total title insurance premium \$			
1108. Underwriter's portion of the total title insurance premium <b>TITLE GUARANTY</b>	\$ 90.00	<b>1520. Total Disbursed</b> (enter on line 1603)	65,497.82
1109. ABSTRACTING TO MAHASKA TITLE JOHNSON ABSTRACT \$225.00		<b>N. Net Settlement</b>	
1110. TITLE OPINION TO MCCOY FAULKNER & BROERMAN \$125.00		1600. Loan Amount	\$ 68,000.00
1111.		1601. Plus Cash/Check from Borrower	\$ 911.18
1112.		1602. Minus Total Settlement Charges (line 1400)	\$ 3,413.36
1113.		1603. Minus Total Disbursements to Others (line 1520)	\$ 65,497.82
<b>1200. Government Recording and Transfer Charges</b>		1604. Equals Total Disbursements to Borrower (after expiration of any applicable rescission period required by law)	\$ 0.00
1201. Government recording charges <b>MAHASKA COUNTY RECORDER</b> (from GFE #7)	77.00		
1202. Deed \$ Mortgage \$ 77.00 Releases \$			
1203. Transfer taxes <b>MAHASKA COUNTY RECORDER</b> (from GFE #8)			
1204. City/County tax/stamps Deed \$ Mortgage \$			
1205. State tax/stamps Deed \$ Mortgage \$			
1206.			
<b>1300. Additional Settlement Charges</b>			
1301. Required services that you can shop for (from GFE #6)			
1302.	\$		
1303.	\$		
1304.	\$		
1305.	\$		
1306.	\$		
1307.	\$		
1308.	\$		
<b>1400. Total Settlement Charges (enter on line 1602, Section N)</b>	<b>3,413.36</b>		

**OSKALOOSA HOUSING TRUST FUND**  
**November 30, 2013**

**HOUSING FUND**

Fund  
Balance

<u>Beginning Balance</u>	<b>YTD</b>	<b>\$233,362.30</b>
<i>Revenue:</i>		
140503044300 Interest	\$198.96	
140503014570 Processing Fees	\$1,893.00	
140503024711 Loan Repayments	\$30,632.38	
140503024713 Loan Repayments (unrestricted)	\$6,738.37	
140503044830142 Transfer In	\$0.00	
<i>Total Revenue</i>	\$39,462.71	
 <i>Expenses:</i>		
14050306405 Recording Fee Expense	\$231.00	
14050306413 Payments to Other Agencies	\$0.00	
14050306490 Other Professional Services	\$138.00	
14050306495 Housing Loans/Assistance	\$30,981.47	
14050306498 Refunds & Reimbursements	\$82.50	
14050306497 Demo Loan	\$32,000.00	
14050306511 Copying	\$0.00	
14050306910001 Transfer Out	\$0.00	
<i>Total Expenses</i>	\$63,432.97	
 <u>Ending Balance</u>		 <b>\$209,392.04</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>Total</b>	<b>\$122,391.31</b>	

**GRANT & LINCOLN SCHOOL DEVELOPMENT**

<u>Beginning Balance</u>	<b>Program To Date</b>	
<i>Revenue:</i>		
144503024715 Refunds	\$2.54	
144503044800 Sale of Real Property	\$160,000.00	
144503044800 Transfer In	\$19,607.49	
<i>Total Revenue</i>	\$179,610.03	
 <i>Expenses:</i>		
14450306240000 Miscellaneous Expenses	\$34,943.16	
14450306310 Meetings & Conferences	\$1,225.88	
14450306310 Building Maintenance & Repair	\$0.00	
14450306320 Grounds Maintenance & Repair	\$2,749.35	
14450306371 Electric/Gas Expense	\$1,264.10	
14450306402 Advertising Expense	\$35.17	
14450306413 Insurance Expense	\$1,874.56	
14450306413 Payment to Other Agencies	\$82,009.00	
14450306490 Other Professional Services	\$3,180.70	
14450306910001 Transfer Out	\$31,000.00	
<i>Total Expenses</i>	\$158,281.92	
 <u>Ending Balance</u>		 <b>\$21,328.11</b>

**HOUSING DONATED FUNDS****Program To  
Date****Fund  
Balance***Revenue:*

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>		<u>\$ 221,075.00</u>

*Expenses:*

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
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13850306497

Demo Loan 2008	\$20,000	\$ 20,000.00
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Demo Loan 2009	\$20,000	\$ 20,000.00
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13850306910145

Transfer Out (2010 IFA Grant Match)		\$ 20,000.00
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<i>Total Expenses</i>		<u>\$ 186,334.26</u>
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Ending Balance**\$ 34,740.74**

**OSKALOOSA HOUSING TRUST FUND**  
**December 31, 2013**

**HOUSING FUND**

Fund  
Balance

<u>Beginning Balance</u>	<b>YTD</b>	<b>\$233,362.30</b>
<i>Revenue:</i>		
140503044300 Interest	\$236.93	
140503014570 Processing Fees	\$2,125.00	
140503024711 Loan Repayments	\$44,444.08	
140503024713 Loan Repayments (unrestricted)	\$8,663.20	
140503044830142 Transfer In	\$0.00	
<i>Total Revenue</i>	\$55,469.21	
 <i>Expenses:</i>		
14050306405 Recording Fee Expense	\$231.00	
14050306413 Payments to Other Agencies	\$0.00	
14050306490 Other Professional Services	\$138.00	
14050306495 Housing Loans/Assistance	\$37,016.66	
14050306498 Refunds & Reimbursements	\$9,682.50	
14050306497 Demo Loan	\$32,000.00	
14050306508 Postage	\$14.26	
14050306511 Copying	\$28.42	
14050306910001 Transfer Out	\$0.00	
<i>Total Expenses</i>	\$79,110.84	
 <u>Ending Balance</u>		 <b>\$209,720.67</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>Total</b>	<b>\$122,391.31</b>	

**GRANT & LINCOLN SCHOOL DEVELOPMENT**

<u>Beginning Balance</u>	<b>Program To Date</b>	
<i>Revenue:</i>		
144503024715 Refunds	\$2.54	
144503044800 Sale of Real Property	\$160,000.00	
144503044800 Transfer In	\$19,607.49	
<i>Total Revenue</i>	\$179,610.03	
 <i>Expenses:</i>		
14450306240000 Miscellaneous Expenses	\$34,943.16	
14450306310 Meetings & Conferences	\$1,225.88	
14450306310 Building Maintenance & Repair	\$0.00	
14450306320 Grounds Maintenance & Repair	\$2,749.35	
14450306371 Electric/Gas Expense	\$1,264.10	
14450306402 Advertising Expense	\$35.17	
14450306413 Insurance Expense	\$1,874.56	
14450306413 Payment to Other Agencies	\$82,009.00	
14450306490 Other Professional Services	\$3,180.70	
14450306910001 Transfer Out	\$31,000.00	
<i>Total Expenses</i>	\$158,281.92	

Ending Balance

**\$21,328.11**

**HOUSING DONATED FUNDS****Program To  
Date****Fund  
Balance***Revenue:*

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>		<u>\$ 221,075.00</u>

*Expenses:*

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
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13850306497

Demo Loan 2008	\$20,000	\$ 20,000.00
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Demo Loan 2009	\$20,000	\$ 20,000.00
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13850306910145

Transfer Out (2010 IFA Grant Match)		\$ 20,000.00
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<i>Total Expenses</i>		<u>\$ 186,334.26</u>
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Ending Balance**\$ 34,740.74**

City of Oskaloosa  
Claims Register

Dec-13

Jonathan M/Alicia L Rowden & TruBank  
Seth W Brown & MidWestOne Bank  
Copies  
Postage

First time homebuyer loan  
First time homebuyer loan

2,535.19  
3,500.00  
28.42  
14.26

**GRAND TOTALS**

**6,077.87**

FUND TOTALS  
Fund 140 - Housing Funds

6,077.87

\*\*\*

**6,077.87**

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Signature

---

Date

---

Signature

---

Date

**OSKALOOSA HOUSING TRUST FUND**  
**January 31, 2014**

**HOUSING FUND**

Fund  
Balance

<u>Beginning Balance</u>		<b>YTD</b>	<b>\$233,362.30</b>
<i>Revenue:</i>			
140503044300	Interest	\$273.75	
140503014570	Processing Fees	\$2,207.00	
140503024711	Loan Repayments	\$47,004.16	
140503024713	Loan Repayments (unrestricted)	\$9,587.19	
140503044830142	Transfer In	\$0.00	
	<i>Total Revenue</i>	<u>\$59,072.10</u>	
 <i>Expenses:</i>			
14050306405	Recording Fee Expense	\$357.00	
14050306413	Payments to Other Agencies	\$0.00	
14050306414	Printing and Publishing Expense	\$45.83	
14050306490	Other Professional Services	\$138.00	
14050306495	Housing Loans/Assistance	\$40,516.66	
14050306497	Demo Loan	\$32,000.00	
14050306498	Refunds & Reimbursements	\$9,682.50	
14050306508	Postage	\$14.26	
14050306511	Copying	\$31.28	
14050306910001	Transfer Out	\$0.00	
	<i>Total Expenses</i>	<u>\$82,785.53</u>	
 <u>Ending Balance</u>			 <b>\$209,648.87</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>Total</b>		<u><b>\$122,391.31</b></u>	

**GRANT & LINCOLN SCHOOL DEVELOPMENT**

<u>Beginning Balance</u>		<b>Program To Date</b>
<i>Revenue:</i>		
144503024715	Refunds	\$2.54
144503044800	Sale of Real Property	\$160,000.00
144503044800	Transfer In	\$19,607.49
	<i>Total Revenue</i>	<u>\$179,610.03</u>
 <i>Expenses:</i>		
	Miscellaneous Expenses	\$34,943.16
14450306240000	Meetings & Conferences	\$1,225.88
14450306310	Building Maintenance & Repair	\$0.00
14450306320	Grounds Maintenance & Repair	\$2,749.35
14450306371	Electric/Gas Expense	\$1,264.10
14450306402	Advertising Expense	\$35.17
14450306413	Insurance Expense	\$1,874.56
14450306413	Payment to Other Agencies	\$82,009.00
14450306490	Other Professional Services	\$3,180.70
14450306910001	Transfer Out	\$31,000.00
	<i>Total Expenses</i>	<u>\$158,281.92</u>

Ending Balance

**\$21,328.11**

**HOUSING DONATED FUNDS****Program To  
Date****Fund  
Balance***Revenue:*

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>		<u>\$ 221,075.00</u>

*Expenses:*

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
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13850306497

Demo Loan 2008	\$20,000	\$ 20,000.00
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Demo Loan 2009	\$20,000	\$ 20,000.00
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13850306910145

Transfer Out (2010 IFA Grant Match)		\$ 20,000.00
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<i>Total Expenses</i>		<u>\$ 186,334.26</u>
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Ending Balance**\$ 34,740.74**

**Oskaloosa Housing Trust-Monthly Activity**

Dec-13

**1st time Homebuyer payments for December 2, 2013** \$ 3,217.01

Restricted	\$ 2,276.47
Non-restricted	\$ 940.54

**1st Time Homebuyer Loan issued**

<i>Name</i>	<i>Amount</i>	<i>Payments start</i>
Seth Brown	\$ 3,500.00	1/2/2014
Jonathan/Alicia Rowden	\$ 2,535.19	2/1/2014

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

<i>Name</i>	<i>Date completed</i>
M Leedom	12/2/2013

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

<i>Name</i>	<i>Date completed</i>
M Lisk	1/2/2014

**1st Time Homebuyer Loans paid in full**

<i>Name</i>	<i>Date paid</i>	<i>Payment</i>
Sammy D Looney	12/6/2013	\$ 962.21
Amanda (Knoot) Doud	12/20/2013	\$ 1,049.72
Marie Veto	12/26/2013	\$ 816.36

**Demolition Loan approved**

<i>Name</i>	<i>Date approved</i>	<i>Address of demolition</i>
Ken DeBoef	12/5/2013	816 B Ave W

**Subordination agreements**

<i>Name</i>	<i>Program</i>	<i>Date sent</i>
Marie Veto	New Construction Loan	12/6/2013

**NSF/Closed Accounts on payments**

<i>Name</i>	<i>Amount</i>	<i>Follow-up</i>
R Stevens	\$ 14.19	Resubmitted and returned NSF. Sent 1st letter

**Files waiting on documentation**

<i>Name</i>	<i>Program</i>	<i>Missing documents</i>	<i>Date of loan</i>
Jonathan/Alicia Rowden	1st time homebuyer	Recorded mortgage	12/19/2013

City of Oskaloosa  
Claims Register

Jan-14

Craig M Pawlak & MidWestone Bank	First time homebuyer loan	3,500.00
Iowa Finance Authority	Loan recapture - Knoot	9,600.00
Mahaska County Recorder	1st quarter recording fees	126.00
Municipal Code Corporation	Annual internet fee	45.83
January copies	Copies	<u>2.86</u>

**GRAND TOTALS** **13,274.69**

FUND TOTALS  
Fund 140 - Housing Funds 13,274.69

\*\*\* **13,274.69**

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Signature

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Date

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Signature

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Date

**Oskaloosa Housing Trust-Monthly Activity**

Jan-14

**1st time Homebuyer payments for January 2, 2014** \$ 3,148.86

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Restricted	\$ 2,246.95
Non-restricted	\$ 901.91

**1st Time Homebuyer Loan issued**

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<i>Name</i>	<i>Amount</i>	<i>Payments start</i>
Craig M. Pawlak	\$ 3,500.00	2/1/2014

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

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<i>Name</i>	<i>Date completed</i>
M Lisk	1/2/2014

**1st Time Homebuyer Loans paid in full**

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<i>Name</i>	<i>Date paid</i>	<i>Payment</i>
C Oaks	1/24/2014	\$ 229.79

**Collection proceedings on accounts--Received notice for Income Offset**

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<i>Name</i>	<i>Amount</i>	<i>Outstanding</i>
G Brisby	\$ 59.00	\$1,346.52

**Oskaloosa Housing Trust-Monthly Activity**

Feb-14

**1st time Homebuyer payments for February 3, 2014** \$ 3,170.21

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Restricted \$ 2,268.30

Non-restricted \$ 901.91

**Other loans paid in full**

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<i>Name</i>	<i>Date paid</i>	<i>Payment</i>
K Patch	2/19/2014	\$ 1,591.04
S Devick	2/21/2014	\$ 874.70

**Collection proceedings on accounts--Received notice for Income Offset**

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<i>Name</i>	<i>Amount</i>	<i>Outstanding</i>
G Brisby	\$ 372.00	\$1,287.52
S Higgins	\$ 148.00	\$3,851.13
R Pierson	\$ 341.00	\$2,739.10
C Moore	\$ 116.00	\$672.04
H Hanselman	\$ 172.00	\$172.58

City of Oskaloosa  
Claims Register

Feb-14

February copies	Copies	4.58
February postage	Postage	3.36
Mahaska County Recorder	Property taxes - 1013359001	98.00
Mahaska County Recorder	Property taxes - 1013359002	<u>40.00</u>
	<b>GRAND TOTALS</b>	<b>145.94</b>
	<b>FUND TOTALS</b>	
	Fund 140 - Housing Funds	<u>145.94</u>
	***	<b>145.94</b>

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Signature

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Date

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Signature

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Date