

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, March 5, 2015 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Dalbey at 12:10 p.m. with the following members present: Dan Adams, Joe Caligiuri, Kandes Dalbey, Randell Davis, Bernice Hahn and Valinn McReynolds. Members absent: Kathie Dykstra, Dave Polkowske, Noel C. Stahle, Leon McCullough and Carri Vande Ree. Also present: Amy Miller, City Clerk, and Marilyn Johannes.

Joe Caligiuri, speaking on behalf of Interpower (formerly Panel Components), said to remove the Interpower representative from the OHTF Committee.

Staff was instructed to send out a tutorial on the procedure to download OHTF agendas from the city website and to research the board and commission policy regarding attendance at meetings and whether or not failure to attend meetings affects the committee member's service on the OHTF Committee and information regarding an annual meeting.

It was moved by Caligiuri, seconded by Hahn to approve the January 8, 2015 Housing Trust Fund Committee Minutes. Motion carried unanimously.

The committee discussed the request for a demolition grant from Brian and Kara Edel for a house located at 412 North I Street where the Edels are proposing to build a 1,400 sq. ft. single family residential dwelling with a 2 car garage. It was moved by Adams, seconded by Davis to approve demolition grant funds up to \$4,000 for demolition of the structure located at 412 North I Street. Motion carried unanimously.

Miller explained that the budget for demos was down to an amount that would allow payment for two more demos this year (end of year June 30, 2015) but she explained there was plenty of money in the first-time homebuyer fund to cover additional demos.

The committee discussed another request for a demolition grant from Brian and Kara Edel for a house located at 203 South I Street where the Edels are proposing to build a 2,300 sq. ft. duplex; each unit to have 2 bedrooms, 1 bathroom and a 1 car garage. It was moved by Adams, seconded by Davis to approve demolition grant funds up to \$4,000 for demolition of the structure located at 203 South I Street. Motion carried unanimously.

The committee discussed a request for a demolition grant from Rodney and Peggy West for a small house/apartment and small garage at 416 South 3rd Street. The committee felt the cost for demolition of the small house/apartment and garage was excessive and wanted to know where the garage was in relation to the house because it was difficult to tell from the pictures provided. The committee did not want to approve payment for demolition of the garage if it was not in close proximity to the small house/apartment that is being demolished. The committee indicated they did not want to grant demolition funds to residents that only wanted to tear down garages and replace them with new garages and asked staff what the policy states.

It was moved by Davis, seconded by Adams to approve the request for demolition grant funds up to \$4,000 after further discussion if needed by the committee. Miller called the building department and referred to the demolition brochure for clarification on the policy regarding

demolition grant fund requests. Miller said the brochure refers to demolition of residential structures. The building official said the garage would not be considered a residential structure. The committee asked Miller to do more research on the policy and report back at the next committee meeting. Davis withdrew his motion and Adams withdrew his second on the motion to approve the request for a demolition grant of up to \$4,000. Adams used his phone to see an overhead view of the property in question and shared the photo with the committee.

It was moved by Caligiuri, seconded by McReynolds to approve a demolition grant of up to \$2,000 for demolition of the residential structure located at 416 South 3rd Street. Motion carried unanimously.

Miller explained the items on the claims lists. It was moved by Caligiuri, seconded by Adams to approve the January and February claims lists for payment. Motion carried unanimously.

Miller reviewed the accounting report with the committee.

Dalbey reported she has missed the last two Rural Housing Trust Fund meetings due to other commitments, but she would be able to attend the May meeting to discuss the possibility of funding for a program to demolish dilapidated structures. Dalbey also indicated she was having surgery so she would not be available for the next 30 days and that Dan Adams would be the contact regarding OHTF matters during that time.

The meeting adjourned at 1:08 p.m.

Minutes by Marilyn Johannes