

Columbia City Housing Authority Meeting Minutes November 17, 2020

The Columbia City Housing Authority met in regular session at 5:00 PM in City Hall. The meeting was called to order by Chairman Bryan Graham.

Members Roll Call:

Phyllis Gates--Absent
Margaret Malcolm--Absent
Bryan Graham--Present
Jennifer O'Conner--Present
Lauren South—Present
Matt Curry—Present
Laticia Banuelos--Present

Also Present: No extra attendees

Minutes

The minutes of the October meeting were approved as presented. Motion to approve by Matt Curry, second by Lauren South. Motion approved.

New Applications

No new applications were presented or discussed.

Resignation

Margaret Malcolm has resigned from committee. Laticia Banuelos agreed to take notes for this meeting and will consider replacing Margaret's position as secretary. The board will need another member and it was reported that the mayor is currently working on finding a new member.

Legal Issues Regarding Sale of 305 E. Van Buren

Bryan received an email from Marcia regarding sale of house and she stated as the HA board we can decide what we want regarding the sale of the house. She suggested we establish income limit guidelines. Bryan presented report on 2020 Income Limits Summary and after discussion it was decided to stay with an 80% parameter income limit, which for a family of four would be \$56,900 per year. Also discussed and agreed is that the new owner must occupy home for a minimum of 5 years with no rental option. If they chose to sell before the 5-year period is expired a portion of the equity will be returned to the HA. Lastly, if the house falls into foreclosure the HA would be given first opportunity to buy back. The policies and guidelines committee will dial in all final details and present to the board. Lauren South motioned to approve, second by Matt Curry, Motion approved.

Update on 305 E. Van Buren Renovation

The landscaping has been delayed due to circumstances with the landscape company. Bryan is waiting to hear back from them on an ok to complete landscaping when able even if it is after the sell of the property.

Still waiting on cabinet doors in kitchen that must be redone, may not be in until 12/01.

A final clean-up and staging still will need to be done. Dumpster is scheduled to be removed in coming weeks.

Bryan has asked Matt C to put together a before and after video on the house and he has agreed to do so.

Sale of Home

Discussion on how and when to showcase the house and what type of sign to place in yard as it will be listed and sold by the HA. Lauren S will reach out to Blue River & Hinen Printing to ask if one of them will donate the sign. Tentative dates for an open house are 11/28 or 11/29 with a realtor only date of 11/30. Options for a realtor finder's fee discussed and it was decided not to immediately offer a % and if they ask to suggest that they use the % as a donation that they can write off. To date we are at about \$125,000 into the house. Suggestions for an initial listing price were discussed with several options offered. It was decided that Bryan will email everyone with a parameter guideline, and everyone is to respond only to him with their suggestion as to a listing price and from there a final listing price will be decided upon. Matt C made a motion to approve and Latricia B seconded, motion approved.

City Closing:

As of tomorrow, the city offices will close due to increase in COVID cases. Discussion on how to hold next months meeting on 12/15. Zoom and Google Meet meetings were discussed. Lauren S is familiar with Google Meets and has offered to set up the meeting and advertise the link to follow guidelines in making it public. Instructions on how to log in for meeting will be emailed. Matt C made a motion to accept, Jennifer O seconded, motion approved.

The meeting was adjourned at 6:00 PM by Chairman Bryan.

Latricia Banuelos

Interim Secretary CCHA