

COLUMBIA CITY HOUSING AUTHORITY MEETING MINUTES
Regular Session
Common Council Chambers of City Hall, Columbia City, Indiana
July 15, 2025
5:00p.m.

Members Present: Matt Curry, Chair
Steffanie Powers, Secretary
Bryan Graham
Latricia Banuelos
Jennifer Duff
Mike Malcolm
Jennifer O'Connor

Also in Attendance: Chip Hill, Community Development Director; City Attorney Marcia McNagny (by phone)

Call to order/Roll call/Minutes

Chair Matt Curry called the meeting to order. All members were in attendance, as listed above. Matt Curry asked for a motion to approve the June 2025 minutes. Bryan Graham made a motion to approve the minutes, seconded by Jennifer Duff. A voice vote was taken; passed unanimously.

Landlord registration list

City Attorney Marcia McNagny called into the meeting to give input regarding the CCHA's landlord registration list project. Matt Curry explained the basic tenets and goals of the proposed landlord registration list and then Mike Malcolm, chair of the Landlord Registration List Subcommittee, asked Marcia McNagny a couple questions. Mike wanted to know the process of presenting the proposed ordinance to the Common Council. Marcia explained that they have an Ordinance Committee and we would start there. Marcia would help present to the committee, along with Mike and/or other CCHA members, and then the committee would help present to the full Council. Marcia also confirmed that while the per property fee amount does not need to be in the ordinance, it would be good to have the fine amount in it. Marcia was not aware of any existing ordinance that would make sense for a landlord registration list to be added to; this will likely be a new ordinance.

Mike Malcolm asked if this ordinance was something that code enforcement would want to help edit. Marcia McNagny informed the CCHA that it was great timing because she was meeting with Scott Leatherman early next week and if she received a copy of the draft ordinance before then, she could go over it with Scott. Mike agreed to get Marcia the draft ordinance the following day. After Marcia meets with Scott, Marcia and Mike may meet up before the Ordinance Committee meeting to make any needed revisions.

Matt Curry made a motion to give Mike Malcolm the authority to make edits to the ordinance on behalf of the CCHA when meeting with Marcia McNagny, seconded by Jennifer Duff. A voice vote was taken; passed unanimously.

Possible outreach with realtors/flyers handout with home purchase

Matt Curry offered to work on getting information together for a pamphlet that realtors could give to their clients who purchase homes, to be discussed further at our next meeting. The members agreed that information that could be good to have on the flyer include a list of the type of home improvements that would qualify for one of the CCHA loan programs, a link to the loan applications, and possibly a QR code to make the links to the applications more user-friendly.

New applications

There are no new applications, but was an inquiry from someone who lives outside of the 2-mile radius jurisdiction of the CCHA. The CCHA will need to check into the current jurisdiction of the CCHA, as some members remembered that it had been changed to 5 miles in the past.

Possible home purchases/Other potential programs

No one has seen any promising potential home purchases for the CCHA. The idea of buying a lot and building a tiny home was brought up, though it was pointed out that the cost of new builds is expensive currently. There may also be relevant codes regarding minimum square footage for homes and financing options for tiny homes could be limited. It was discussed that doing a larger pre-fab (modular) home could be an option.

Bryan Graham brought up the possibility of the CCHA helping sellers improve their homes, then after the home is sold, the CCHA would get its money back + 10%. It was pointed out that the CCHA would likely need a lien in this case and would also need to check into the legality of something like this and ensure it is not predatory lending. Any profit from a program like this would go into the CCHA fund to help with current and future programs and projects to benefit the community. The CCHA would like the Mayor's input about this idea.

Funding sidewalk repair and improvements was also mentioned as a possible use of CCHA funds. The question was asked whether the CCHA would be able to utilize the City's 50/50 Sidewalk Enhancement Project. The CCHA would like the Mayor's input on this as well.

Adjournment

Matt Curry asked for a motion to adjourn. Jennifer Duff moved to adjourn, seconded by Mike Malcolm. The meeting was adjourned at 5:44 p.m.

Submitted by Steffanie Powers, Secretary