

COLUMBIA CITY HOUSING AUTHORITY MEETING MINUTES
Regular Session
Common Council Chambers of City Hall, Columbia City, Indiana
July 22, 2026
5:00 p.m.

Members Present: Christine Scroggs, Vice Chair
Steffanie Powers, Secretary
Jeremy Conrad
Jennifer Duff

Members Absent: Matt Curry, Chair
Latricia Banuelos
Bryan Graham

Also in Attendance: Chip Hill, Community Development Director

Call to order/Roll call/Minutes

Vice Chair Christine Scroggs called the meeting to order. Attendance was as listed above. Christine Scroggs asked for a motion to approve the April 2026 minutes. Jennifer Duff made a motion to approve the minutes, seconded by Jeremy Conrad. A voice vote was taken; passed unanimously.

Authorization for Matt Curry to represent the CCHA with regard to purchasing and selling rehab homes

Christine Scroggs discussed the need to have documentation in the minutes of Matt Curry's authorization to purchase rehab properties on behalf of the Columbia City Housing Authority (CCHA).

Jennifer Duff moved to approve authorizing Matt Curry to act on behalf of the Columbia City Housing Authority for the purchase, sale, and transfer of the property located at 346 N. Line Street, Columbia City, Indiana 46725 and all future rehab homes, including having full authority to represent the Housing Authority at the purchase, closing, and/or in all execution of all documents pertaining to the sale and transfer of 346 N. Line Street property and all future rehab properties. This motion was seconded by Jeremy Conrad. A voice vote was taken and it passed unanimously.

Pamphlet for realtors/promotion of the CCHA

Christine Scroggs has been working on a pamphlet with information about the CCHA that could be given to realtors to hand out to their clients. It was discussed that this should be a simple, one-page sheet. Christine Scroggs questioned whether the CCHA could get a QR code to put on a pamphlet or business card which would link to more detailed information about the CCHA, e.g., the loan programs offered by the CCHA.

Jennifer Duff suggested taking a picture of the CCHA in front of the Line Street property after closing. The picture could be posted on the CCHA's Facebook page and future posts could show the work being done on the property. Christine questioned whether there was a banner that could be put in the

yards of properties the CCHA buys and renovates. Jennifer Duff has a sign frame that she offered to donate to the CCHA.

Christine Scroggs also questioned whether the CCHA had a logo. She pointed out that it would be good to have a CCHA logo on any CCHA sign or banner, and that if the CCHA does not have a logo, one could be developed. The CCHA will look at previous posts on the CCHA Facebook page to see if any logo was used in the past.

CCHA Facebook page login

Christine Scroggs shared that we have lost access to the Columbia City Housing Authority Facebook page because the original administrator of the CCHA Facebook page is no longer affiliated with the CCHA and no current CCHA members have the login information. In order to regain access to the page, we need to send a letter to Facebook stating this and requesting that Christine Scroggs be given access to the page. The letter needs to have the CCHA's name, address, phone number, and email address, if applicable, on it.

Jennifer Duff moved to authorize Christine Scroggs to get access to the CCHA's Facebook page as representative of the Housing Authority so that they could do the promotion and not have to start all over with a brand-new Facebook page, and to have Christine be the CCHA's Facebook guru and whatever that entails for her to be able to do what she needs to do. This was seconded by Steffanie Powers. A voice vote was taken and it passed unanimously.

Loan Applications

There were no new applications.

Questions regarding 346 N. Line Street Property

Community Development Director Chip Hill posed several questions to the CCHA pertaining to the potential purchase of the property at 346 N. Line Street. First, he asked what the house was valued at and whether the asking price is a good asking price. Jennifer Duff responded that it is. She stated that if she had listed the house as-is, she would have listed it at approximately \$180,000.00 - \$190,000.00. Jennifer Duff also affirmed that the CCHA knows what it is doing and has it in check. Chip Hill asked if the CCHA was using facade or owner-occupied program money. Jennifer Duff answered that she was not sure about that. In the past, the CCHA submitted everything to Rosie and Rosie always handled that part. Chip Hill stated that the CCHA would have to ask three contractors for quotes for the remodel to the property. Jennifer Duff stated that of the houses the CCHA has bought and remodeled, this one requires the least amount of work. Christine Scroggs shared that the CCHA intends to work with other groups to bring down the cost of renovations.

Adjournment

Christine Scroggs asked for a motion to adjourn. Steffanie Powers moved to adjourn, seconded by Jennifer Duff. The meeting was adjourned at 5:34 p.m.

Submitted by Steffanie Powers, Secretary