UNAPPROVED MINUTES OF THE
HOUSING TRUST FUND ADVISORY COMMITTEE

DATE: Wednesday, February 11, 2015
TIME: 7:30 a.m.
PLACE: Housing and Community Development Department
        350 W. 6th Street, Suite 312, Dubuque IA 52001

Chairperson Jim Holz called the meeting to order at approximately 7:35 a.m. following
staff assurance of compliance with Iowa Open Meeting Law.

Committee Members Present: Jim Holz
                            Sr. Dorothy Schwendinger
                            John Walsh

Committee Members Absent: Doris Hingtgen
                           Amy Eudaley

Staff Present: Brenda Henry
              Kris Neyen

Public Present: none

Certification of Minutes: September 22, 2014 Housing Trust Fund Advisory
Committee Meeting
This was tabled as the minutes were unavailable at the time of the meeting.

Correspondence / Public Input
None

Old Business
Update on Trust Fund Activities
Kris updated the Commission on the Step-By-Step funding. She advised we are done
with that program but we are still receiving program income. The City’s involvement
until 2023 is to assure compliance with rents and income of tenants. She stated that
Step-By-Step Board is trying to sell the property to Hills and Dales. Iowa Finance
Authority (IFA) is talking about taking over the reporting for us in the future. Kris also
stated that Community Housing Initiatives (CHI) are starting have three properties
pending sale which will utilize the Trust Fund money.

Update on Rehab Activities
Kris shared with the Commission information on the properties the Rehab Department is
working on. She provided a sheet showing the properties, sales prices and incentives
available for those properties. She also stated that Four Mounds/Heart Program is
being utilized by CHI on the rehabbing of their properties.

New Business
Approve Allowing 5/1 ARM Mortgage loans for new homebuyers who are using
IFA funds to assist in purchasing properties in the Washington Neighborhood.
Sr. Schwendinger asked the question about credit cards in the explanation of the ARM that was provided to the Commissioners. Kris explained that one of the potential homeowners had never had a credit card or ever established credit so she didn’t exist credit-wise. She explained how one little thing you do could affect the potential of getting a mortgage. Jeanne Digman, Mortgage Loan Officer with Dupaco, is willing to work with a couple of our candidates to do a 5/1 ARM. Kris explained that she contacted IFA to see if they allowed 5/1 ARM’s. The IFA representative stated that as long as the Trust Fund Committee approved the ARM it was ok with them. Kris explained that these two candidates would really benefit from this opportunity. She stated that she has been working with these candidates for quite some time and feels they are worthy of this opportunity. John was concerned about closing costs in refinancing from an ARM to a fixed mortgage. Kris explained that the closing costs incurred in the refinancing could be added to their loan. Also, after five years, $10,000 in equity would be established because $10,000 is forgiven after five years. John would requested some statistics on how the loans work out over time, i.e. long-term data, anecdotal data, what kinds of changes these loans made in their lives. Kris stated that after a loan is completed, we send out a “Thank You” card and also a survey asking questions like “Do you think you would have been able to buy a home without the City’s assistance”, etc. Kris stated that she will bring some testimonials to the next meeting.

John Walsh motioned to approve the 5/1 ARM for Homebuyers. Sr. Schwendinger seconded. All in favor. Motion passed.

**Information Sharing**
There was some discussion on potentially developing a DREAMS 2 program. Jim and John discussed the creation of the initial DREAMS program. Kris asked Jim and John to get with her to discuss this program in more detail in order to set it up.

**Adjournment**
There being no further business to come before the Committee, Sr. Dorothy Schwendinger motioned to adjourn. Commissioner Walsh seconded. Meeting was adjourned at approximately 8:23 a.m.

Minutes taken by: Brenda Henry
Housing & Community Development Rehabilitation Programs Secretary

Respectfully submitted by: Kris Neyen
Housing & Community Development Rehabilitation Programs Supervisor