On Thu, Dec 19, 2019 at 3:33 PM Mike Schulte <[mike.schulte@ibev.com](mailto:mike.schulte@ibev.com)> wrote:

Good Afternoon, everyone,

I am replying to Phoebe’s request for a vote on the opportunity to receive a house as a gift from Larry Sharpe.  I am registering my vote in favor of this and agree with John’s direction to get the property inspected.  My assumption would be that if any substantial structural or safety issues arise we would opt out of this specific property or the offer entirely.

On a broader and related topic, Phoebe and I had a good discussion yesterday regarding the need for our organization to quickly and urgently establish capabilities and process in the area of property management and maintenance, as well as that of capability in successfully managing tenants and clients within those properties. The number of properties we will be responsible for is growing rapidly.  This expansion will put more time, cost, and demand on our enterprise as well as additional complexity.

As we discussed this issue we agreed that building the process as well as learning from others who possess this capability is both important and relatively urgent.

I felt it important to express these sentiments so all of us can be thinking of how we address them as we move into 2020. Phoebe has some excellent ideas to get started on this and we will share those with you soon.

Thanks to all of you for your commitment to this great organization.

Have a Merry Christmas and Happy Holiday.

Looking forward to working with you all in the New Year,

All the Best,

Mike

Sent from my iPhone

On Dec 16, 2019, at 2:42 PM, Phoebe Trepp <[director@willisdady.org](mailto:director@willisdady.org)> wrote:

﻿Thank you all! I will contact Larry re: inspection, and will stay posted to hear from Mike about his vote.

Thanks all,

Phoebe

**Phoebe Trepp**| Executive Director  
**Willis Dady Homeless Services**| 1247 4th Ave SE, Cedar Rapids, IA 52403  
[director@willisdady.org](mailto:director@willisdady.org)  |  319-362-7555

Confidentiality Notice: This e-mail, including any attachments, is the property of Willis Dady Homeless Services, is confidential, and is for the sole use of the intended recipient(s) or entity to whom this e-mail is addressed. If you are not the intended recipient or received this e-mail in error, the disclosure, retention, distribution, or printing of this e-mail is strictly prohibited. Please notify the sender by reply e-mail, and delete all copies of the original message from your system.

**From:** Hicks, Lucas N. <[Lucas.Hicks@unitypoint.org](mailto:Lucas.Hicks@unitypoint.org)>  
**Sent:** Monday, December 16, 2019 8:01 AM  
**To:** Rob Bowers <[dentist.mhc@meskwaki-nsn.gov](mailto:dentist.mhc@meskwaki-nsn.gov)>; John Oates <[john.oates@collins.com](mailto:john.oates@collins.com)>; Phoebe Trepp <[director@willisdady.org](mailto:director@willisdady.org)>  
**Cc:** Mike Schulte <[mike.schulte@ibev.com](mailto:mike.schulte@ibev.com)>; Vince Geis <[vsg@shuttleworthlaw.com](mailto:vsg@shuttleworthlaw.com)>  
**Subject:** RE: [External] Willis Dady Executive Committee question - 1610 Grande Ave.

I vote yes and agree with John that an inspection would be a good idea.  From your notes it looks like we can just sell the property if needed as well so it seems low risk to me.

Thanks and agree with Rob, another great opportunity!

Luke

**From:** Robert Bowers <[dentist.mhc@meskwaki-nsn.gov](mailto:dentist.mhc@meskwaki-nsn.gov)>  
**Sent:** Sunday, December 15, 2019 8:42 PM  
**To:** John Oates <[john.oates@collins.com](mailto:john.oates@collins.com)>; Phoebe Trepp <[director@willisdady.org](mailto:director@willisdady.org)>  
**Cc:** Hicks, Lucas N. <[Lucas.Hicks@unitypoint.org](mailto:Lucas.Hicks@unitypoint.org)>; Mike Schulte <[mike.schulte@ibev.com](mailto:mike.schulte@ibev.com)>; Vince Geis <[vsg@shuttleworthlaw.com](mailto:vsg@shuttleworthlaw.com)>  
**Subject:** Re: [External] Willis Dady Executive Committee question - 1610 Grande Ave.

All,

Phoebe and John thank you for your nice briefing on Larry's generous planned gift. It sounds like another great opportunity to continue to expand our outside housing portfolio and see no reason not to move forward in order to meet the end of the year deadline. My vote is yes for the approval, please let me know if you need anything further from me. Thanks, Rob

**From:** John Oates <[john.oates@collins.com](mailto:john.oates@collins.com)>  
**Sent:** Sunday, December 15, 2019 4:53 PM  
**To:** Phoebe Trepp  
**Cc:** Lucas Hicks; Mike Schulte; Robert Bowers; Vince Geis  
**Subject:** Re: [External] Willis Dady Executive Committee question - 1610 Grande Ave.

Phoebe

     Thanks for putting this information together in this manner for review.

To All

     This type of timely issue is exactly what the Executive Committee exists to do and a vote of this nature is covered in our charter.  We will summarize the information and the vote results in minutes from this action and they will be ready for review by the Board at large prior to January’s meeting. Mike can verbally summarize this event at that meeting as well.

     My vote is to accept this donation but I would recommend that an inspection be completed on the property first. I would like to know the condition of this address first, including any termites or pests. I feel this protects us from future potential significant costs. Larry does not have much time left this year to accomplish his goal. If we reply to him that we want an inspection done first I think he will be motivated to get it done quickly.

     Please reply to all with your vote as soon as possible.

Blue Skies....

John

On Sun, Dec 15, 2019 at 3:11 PM Phoebe Trepp <[director@willisdady.org](mailto:director@willisdady.org)> wrote:

Hi all,

I have an interesting situation that requires attention prior to our next Board meeting. I've included the current exec committee plus Vince (as our legal eyes and incoming VP). You'll see this at the bottom, but I'm looking for a vote from each of you by 12/19.

Larry Sharpe is a former board member (before my time) who helped on our capital campaign. He contacted us around Dec. 3-4 because he is interested in purchasing a home and donating it to Willis Dady. This is something related to his tax standing. From what I understand, it's called a 1031 exchange, which means he sold a income property and if he makes a "like" purchase and donation it can have a positive impact on his taxes. He asked us find a house we would like in the $77,000 range, and tell him by the 14th, with hopes of finalizing things by 12/27. I believe the timing is related to the 1031 exchange, which is why he has us on a short time-frame. I passed this question briefly past Vince, and it doesn't sound like there is a tax issue or liability for Willis Dady with this type of donation.

We looked at a few houses in our neighborhood, and identified one that appears to be move-in ready. We notified him Thursday that we liked the house at 1610 Grande Ave., for $79k. He made an offer on the home and has it under contract, with the condition that Willis Dady agrees to accept his gift within ten days (see his email below). This gives us until 12/22 from my count.

My thoughts on the home are:

* We don't have the capacity to operate it as PSH, because there isn't funding for a case manager
* We could rent part or all of the property to earn enough income to cover operating expenses of utilities and maintenance. Possible renters include:
  + Fair market single family (this would be least aligned with our mission)
  + Reduced rate for single families leaving shelter for short or long-term rental
  + VISTA volunteers at a reduced rental rate. We could give first dibs on this to our own 3 VISTAs in future years, and could open this up to other area VISTAs, knowing they are living below the poverty line and might enjoy living in a house together (our current VISTAs all expressed they would have been interested in this option)
  + Provide a "safe room" to people fleeing domestic violence or assault, working through the regional agency "Friends of the Family" to refer appropriate households. We met with them last week and they have a great need for additional emergency safe rooms. They are currently providing between 350 - 650 hotel nights in CR each year, because they have no alternatives. They would be able to provide us reimbursement for this access, depending on the rate we agree on.
  + Office space for our growing staff. This would potentially require re-zoning.
  + A combination of rental for VISTAs, office space, and/or a safe room. The second floor has a private entrance, with one large open area with a full bathroom, which could be a safe room while two additional bedrooms on the first floor could be rental to VISTAs or office space in the future.
* The roof and AC were recently replaced, and I believe the furnace and water heater are about 9 years old. See attached for detailed disclosures.
* We will have about 18 months of property tax before exemption kicks in, as long as we file for exemption by the end of January. This should total around $1,800.
* We would incorporate time from Tony for maintenance, but would ask the tenants (if we have any renters) to be responsible for sidewalks, raking, etc.
* We will own it free and clear, and because Larry hasn't put restrictions on the property, we can change our use as we see fit, including selling it for cash if desired.

If we are to move forward I will need board approval to accept this type of donation. John and I talked about this last week, and figured the executive committee would be able to act on behalf of the board, with us giving an update at our January meeting. As you can see, I think there are a lot of possible uses for this building, and selling is also an option.

Let me know what questions you have.

If you are ready to make a move on this, please respond to the group by 12/19 with either:

Yes, move forward with accepting the donation

Or

No, do not accept this donation

**Phoebe Trepp**| Executive Director  
**Willis Dady Homeless Services**| [1247 4th Ave SE, Cedar Rapids, IA 52403](https://urldefense.proofpoint.com/v2/url?u=https-3A__nam05.safelinks.protection.outlook.com_-3Furl-3Dhttps-253A-252F-252Fwww.google.com-252Fmaps-252Fsearch-252F1247-252B4th-252BAve-252BSE-252C-252BCedar-252BRapids-252C-252BIA-252B52403-253Fentry-253Dgmail-2526source-253Dg-26data-3D02-257C01-257Clucas.hicks-2540unitypoint.org-257C257b0940d8df484625c108d781d195f5-257Cab214bcd9b9741bbaa9d46cf10d822fd-257C0-257C0-257C637120609493870031-26sdata-3DsUyOY5GY889xKoV0tgQ8my7zw4KuFvWzY0sPfJ6K78M-253D-26reserved-3D0&d=DwMFaQ&c=ilBQI1lupc9Y65XwNblLtw&r=e_Wy1O-OKZK5AjycjJYzoyLyOEXs9iD3pb75odcMp4M&m=-yWxJDtbFCkBI7ZcrHIMoA1G9zufHTYalt8HTHuVc3w&s=KIWnEoi1Kc_VEUEDyaCx9VonJ26oWZZGEI0sJkcnoF4&e=)  
[director@willisdady.org](mailto:director@willisdady.org)  |  319-362-7555

Confidentiality Notice: This e-mail, including any attachments, is the property of Willis Dady Homeless Services, is confidential, and is for the sole use of the intended recipient(s) or entity to whom this e-mail is addressed. If you are not the intended recipient or received this e-mail in error, the disclosure, retention, distribution, or printing of this e-mail is strictly prohibited. Please notify the sender by reply e-mail, and delete all copies of the original message from your system.

**From:** [larry@larrydsharp.com](mailto:larry@larrydsharp.com) <[larry@larrydsharp.com](mailto:larry@larrydsharp.com)>  
**Sent:** Thursday, December 12, 2019 5:19 PM  
**To:** Phoebe Trepp <[director@willisdady.org](mailto:director@willisdady.org)>; Lisa Williams <[development@willisdady.org](mailto:development@willisdady.org)>  
**Subject:**

Phoebe, et al,

Attached is the Seller Property Disclosure form for the property located at [1610 Grande Ave. S.E.](https://urldefense.proofpoint.com/v2/url?u=https-3A__nam05.safelinks.protection.outlook.com_-3Furl-3Dhttps-253A-252F-252Fwww.google.com-252Fmaps-252Fsearch-252F1610-252BGrande-252BAve.-252BS.E.-253Fentry-253Dgmail-2526source-253Dg-26data-3D02-257C01-257Clucas.hicks-2540unitypoint.org-257C257b0940d8df484625c108d781d195f5-257Cab214bcd9b9741bbaa9d46cf10d822fd-257C0-257C0-257C637120609493880027-26sdata-3Dtq-252F-252BfwHIZ9aP-252BOgf-252BLMcKR1CaqMbtWBnSt4Vjx-252FIdKM-253D-26reserved-3D0&d=DwMFaQ&c=ilBQI1lupc9Y65XwNblLtw&r=e_Wy1O-OKZK5AjycjJYzoyLyOEXs9iD3pb75odcMp4M&m=-yWxJDtbFCkBI7ZcrHIMoA1G9zufHTYalt8HTHuVc3w&s=seZiu3-5WW0uePdcNxD4gpbzchtFlsrSPndVvn1-1hY&e=)

I have marked certain items for your attention.

I have signed the purchase agreement and made it subject to Willis Dady Board approval in 10 days.

Hope I can help, but time is of the essence. Call with questions.

Thanks. Larry