

Minutes for:

**EASTERN IOWA REGIONAL HOUSING CORPORATION  
HOUSING TRUST FUND (EIRHC HTF)  
Board Meeting**

**DATE:** Thursday, February 18, 2021

**TIME:** 9:00 a.m.

**PLACE** Zoom/Phone Meeting

**Present:**

**City/County**

Tim Vick  
City of Manchester  
Delaware County

Mike Steines  
Board of Supervisors  
Jackson County

Brian Wagner  
City of Tipton  
Cedar County

Vacant  
Dubuque County

Steve Lindner  
City of DeWitt  
Clinton County

**Private**

Elise Bergan  
Edgewood Dev. Corp.  
Delaware County

Matt Tranel  
Maquoketa State Bank  
Jackson County

Lynn Pinegar  
Community State Bank  
Cedar County

Vacant  
Dubuque County

Vacant  
Clinton County

**Economic Development**

Donna Boss  
Del County Economics Dev.  
Delaware County

Dave Heiar  
Jackson County Economic Alliance  
Jackson County

Brad Ludwig  
Cascade Economic Development  
Dubuque County

Derek Olberding  
Fidelity Bank  
Cedar County

Vacant  
Clinton County

Others Present: None

Staff Present: Carl Reimer, Michelle Schnier, Sharon Nesteby

***\* A Quorum was present***

## **Call to Order**

Chair Heiar called the Eastern Iowa Regional Housing Corporation Housing Trust Fund (EIRHC HTF) Board meeting to order at 9:02 a.m.

The members of the EIRHC HTF are holding this session by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa, and due to the limited agenda for this meeting, relatively short period of time that this meeting is expected to be held, the expense of transporting the board members in person is impractical, and the Governor's State COVID-19 Pandemic Public Health Emergency Declaration. The meeting is being held by phone or internet means originating from the ECIA offices in Dubuque. It is open to the public and those in attendance can hear the proceedings. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4.

## **Review and Approve the Agenda for the EIRHC Housing Trust Fund (HTF) February 18, 2021 Board Meeting**

Motion by Boss, second by Vick to approve the Agenda for the EIRHC HTF February 18, 2021 Board Meeting. The motion passed unanimously.

## **Review and Approve the Minutes of the EIRHC Housing Trust Fund (HTF) November 19, 2020 Board Meeting**

Motion by Olberding, second by Steines to approve the minutes from the EIRHC HTF November 19, 2020 Board Meeting. The motion passed unanimously.

## **Review and Approve EIRHC Housing Trust Fund (HTF) program expenditures for November-December 2020-January 2021**

Reimer presented the EIRHC HTF expenditures for November-December 2020-January 2021 for approval, explaining the expenditures are normal and routine. He noted payments to East Central Development Corporation (ECDC) for the Maquoketa Pocket Neighborhood Downpayment Assistance; Area Substance Abuse Rental Rehab; and ECIA for management.

Motion by Olberding, second by Pinegar to approve the program expenditures for November-December 2020-January 2021. The motion passed unanimously.

## **Report on 2019 EIRHC Housing Trust Fund (HTF) Project Activity**

Reimer reviewed the 2019 Projects with the board members noting that 100% of the funds was expended by December 31, 2020. Closing documents were submitted to the Iowa Finance Authority (IFA) for approval.

## **Report on 2020 EIRHC Housing Trust Fund (HTF) Project Activity**

Reimer listed the 2020 projects, noting new development funds for the Pocket Neighborhood have been 100% expended. One home is sold at the Pocket Neighborhood, with two additional homes to be closed late February/early March. The Habitat for Humanity home is almost

complete. Two spec homes are complete; an open house was held on February 5-6 at one of the spec homes with potential applications being submitted for approval from two individuals. A virtual tour of one of the homes is available on the web site for interested parties. The contractor will start foundation work on one of the vacant lots in March. Reimer noted that a loan extension was received from the Federal Home Loan Bank (FHLB) for the Pocket Neighborhood. Evergreen Meadows rental rehab is about half completed, and the ECIA Lead Reduction Owner-Occupied Rehab program in Clinton continues to progress. Funds must be fully expended by December 31, 2021.

**Review and Discuss 2021 Application**

Reimer said the contract for the 2021 award has been signed and returned to IFA. Staff will be sending contracts to be signed by the lead persons on the approved projects. He listed the projects including single-family owner-occupied rehab, rental rehab, and new rental development. He noted these funds must be fully expended by December 31, 2022.

**Other Business**

Heiar asked about the House Study Bill 178 on several of Governor Reynolds’ housing initiatives including housing tax credits, affordable housing and removing the cap on the HTF awards. Schnier said if the cap is lifted, our award to fund applications could potentially be over \$600,000; double the funds from the previous years’ awards. Last year, staff received about \$2 million in application requests. If the cap is lifted, it is possible the additional funds could be included in the 2022 HTF application award. Reimer said staff will start accepting applications for the 2022 funds; they are due August 6, 2021. A notice will be sent out in July asking for application submission.

Schnier also noted that Senator Lofgren has submitted the Landbanks bill for sub-committee discussion. She receives weekly updates from the Iowa Homes Partnership; staff will forward that information to the board members. Heiar said to let the board members know if they should reach out to their legislators with discussion points.

**Next Board Meetings Scheduled:**

The next EIRHC HTF Board meetings are listed below. Board members commented that zoom meetings work well and hope they can be continued even if the office opens up from the pandemic saving time spent on travel and the short duration of the meetings.

- May 20, 2021 – 9:00 AM
- August 19, 2021
- November 18, 2021
- February 17, 2022

**Adjournment**

Heiar adjourned the EIRHC HTF meeting at 9:25 a.m.

Respectfully Submitted,

Kelley Deutmeyer  
ECIA Executive Director