

Minutes for:

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

DATE: Thursday, August 20, 2020

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 9:10 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) August 20, 2020 Board Meeting

Motion by Olberding, second by Vick to approve the Agenda for the EIRHC HTF August 20, 2020 Board Meeting. The motion passed unanimously.

Review and Approve the Minutes of the EIRHC Housing Trust Fund (HTF) May 21, 2020 Board Meeting

Motion by Boss, second by Steines to approve the minutes from the EIRHC HTF May 21, 2020 Board Meeting. The motion passed unanimously.

Review and Approve EIRHC Housing Trust Fund (HTF) program expenditures for May - July 2020

Reimer presented the EIRHC HTF expenditures for May - July 2020 for approval, explaining the expenditures are normal and routine. He noted payments to East Central Development Corporation (ECDC) for the Maquoketa Pocket Neighborhood; Area Substance Abuse Council; ECIA for management; and area newspapers on publication of the availability of applications for the next round of new funding.

Motion by Vick, second by Lindner to approve the program expenditures for May - July 2020. The motion passed unanimously.

Review and Approve Annual Report

Reimer referred board members to the Annual Report enclosed in the agenda packet. He explained that as a requirement of the Housing Trust Fund program, each year an annual report must be approved by the HTF Board and submitted to the Iowa Finance Authority (IFA) with the annual application. He highlighted the previous three years of projects and total dollars since 2015. He noted the typo on 2018 Downpayment Assistance will be corrected; and that more projects are needed for Cedar County.

Motion by Steines, second by Olberding to approve the EIRHC HTF Annual Report. The motion passed unanimously.

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

Reimer reviewed the 2019 Projects with the board members noting the funds need to be expended by December 31, 2020. Area Substance Abuse rental rehab funds and the downpayment assistance for three homeowners for the Pocket Neighborhood should be fully disbursed by the end of the year.

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

Reimer listed the 2020 projects, noting construction is progressing at the Pocket Neighborhood, Evergreen Meadows rental rehab has started, along with EIRHC HTF administration. Funds must be fully expended by December 31, 2021.

Review and Approve Projects for 2021 Application

Reimer distributed a spreadsheet listing the applications received for the 2021 HTF dollars totaling \$363,346. Based on a point ranking system, ten projects totaling the awarded \$312,429 will be funded for the 2021 Application pending board member approval. The second spreadsheet of ten projects include rental rehab for Asbury Meadows, Evergreen Meadows, USDA units, and Yankee Settlement in Edgewood; five Owner-Occupied of four individual homeowners and Iowa Valley Habitat for Humanity in Cedar County; and one New Development--Lawrence Investments which is the Rectory in Petersburg.

Motion by Boss, second by Lindner to approve the recommended projects for the 2021 HTF Application. The motion passed unanimously.

Review and Approve 2021 Housing Assistance Plan

Reimer referred to the Housing Assistance Plan included in the agenda packet which the EIRHC HTF Board must approve every year. He noted the draft plan was reviewed by the board members at the May HTF meeting with updated information included. Upon board member approval, the Plan will be submitted to IFA with the application for funding.

Motion by Vick, second by Bergan to approve the EIRHC HTF Housing Assistance Plan (HAP) 2021. The motion passed unanimously.

Other Business

Reimer said the applications for funds are due October 15, 2020.

Next Board Meetings Scheduled:

The next EIRHC HTF Board meetings are listed below:

Thursday, November 19, 2020 – 9:00 AM
February 18, 2021
May 20, 2021
August 19, 2021

Adjournment

Heiar adjourned the EIRHC HTF meeting at 9:23 a.m.

Respectfully Submitted,

Kelley Deutmeyer
ECIA Executive Director