

**Minutes for:
Eastern Iowa Regional Housing Corporation (EIRHC)
Eastern Iowa Regional Housing Authority (EIRHA)
Eastern Iowa Development Corporation (EIDC)
Board Meeting**

Date: Thursday, March 25, 2021
Time: 4:30 p.m.
Place: ECIA, 7600 Commerce Park

EIRHC/EIRHA Board of Directors Present:

- | | | | |
|---|--|---|---|
| <input checked="" type="checkbox"/> James Fogel (chair)
<i>Dubuque County</i> | <input type="checkbox"/> Joanne Guise
<i>Clinton County</i> | <input type="checkbox"/> Sarah Maurer*
<i>(alternative for Delaware County)</i> | <input type="checkbox"/> Mary Gibson
<i>Jackson County</i> |
| <input checked="" type="checkbox"/> Al Schilling (vice-chair)
<i>Dubuque County</i> | <input type="checkbox"/> Cliff Bunting
<i>Delaware County</i> | <input type="checkbox"/> Linda Gaul*
<i>alternative for Delaware County)</i> | <input checked="" type="checkbox"/> Mark Hunt
<i>City of Bettendorf</i> |
| <input type="checkbox"/> Pat Johnson*
<i>(alternative for DBQ County)</i> | <input type="checkbox"/> Chuck Niehaus
<i>Delaware County</i> | <input type="checkbox"/> Terry Creegan
<i>City of Maquoketa</i> | <input checked="" type="checkbox"/> Decker Ploehn
<i>City of Bettendorf</i> |
| <input checked="" type="checkbox"/> Laura Twing
<i>Cedar County</i> | <input type="checkbox"/> Leo Roling
<i>Delaware County</i> | <input checked="" type="checkbox"/> Tim Roth
<i>Jackson County</i> | <input checked="" type="checkbox"/> Kelley Deutmeyer
<i>ECIA</i> |
| <input type="checkbox"/> Linda Duesing
<i>Clinton County</i> | <input checked="" type="checkbox"/> Donna Boss*
<i>(alternative for Delaware County)</i> | <input checked="" type="checkbox"/> Kathy Seyfert
<i>Jackson County</i> | |

EIDC Board of Directors Present:

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Jim Fogel
<i>Dubuque County</i> | <input type="checkbox"/> Pat Johnson
<i>City of Asbury</i> | <input checked="" type="checkbox"/> Cindy Recker
<i>City of Peosta</i> | <input checked="" type="checkbox"/> Kelley Deutmeyer
<i>ECIA</i> |
| <input type="checkbox"/> Cliff Bunting
<i>Delaware County</i> | <input type="checkbox"/> Rhonda Seibert
<i>NICC</i> | <input type="checkbox"/> Deb McDonough
<i>City of Peosta</i> | |

Others Present: Lisa Weinhold, ECIA; Mike Temp, Tostrud & Temp

Staff Present:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Michelle Schnier
*Alternative | <input checked="" type="checkbox"/> Sarah Berning
**Present by phone |
|---|--|

A quorum was present for EIRHC/EIRHA/EIDC Board

Call to Order

The EIRHA, EIRHC and EIDC Board meeting was called to order at 4:40 p.m. by Board Chair, James Fogel. Introductions were made at this time.

Review and Approve Minutes of EIRHA, EIRHC and EIDC January 21, 2021 meeting

Motion by Twing, second by Boss to approve the minutes from the EIRHA, EIRHC and EIDC January 21, 2021 meeting. The motion passed unanimously.

Review and Approve Public Housing and Section 8 HCV program expenditures for January and February 2021

Schnier began by reviewing the cash account balances for Section 8 HCV, Public Housing, Corporation, Mainstream Voucher, Foster Youth Initiative – TPV, TBRA and Housing Trust Fund as of March 16, 2021.

Disbursements for January and February Public Housing include the following highlighted expenditures: \$5,448.86 to ServPro of Dubuque for fire and smoke restoration; \$7.61 to Tipton Conservative for notice of public hearing; \$7.30 to DeWitt Observer for notice of public hearing; \$7.04 to Maquoketa Sentinel-Press for notice of public hearing; \$507.43 to Bellevue Herald-Leader for advertising and notice of public hearing; \$109 to AAA for staff membership renewal.

She continued with January and February Section 8 HCV expenditures highlighting the following: \$7.61 to Tipton Conservative for notice of public hearing; \$7.96 to Monticello Express for notice of public hearing; \$7.29 to DeWitt Observer for notice of public hearing; \$11.45 to Quad City Times for notice of public hearing; \$7.19 to Dyersville Commercial for notice of public hearing; \$7.04 to Maquoketa Sentinel-Press for notice of public hearing; \$7.24 to Bellevue Herald-Leader for notice of public hearing

Motion by Hunt, second by Twing to approve Public Housing and Section 8 HCV program expenditures for January and February 2021. The motion passed unanimously.

Review and Approve EIRHA Annual Plan (including Capital Fund Program Annual Statement and Budget) – EIRHA Resolution #1-2021 and Civil Rights Certification

Schnier said that every year EIRHA is required by HUD to update their Annual Plan. Schnier reviewed the contents of the Annual Plan with the Capital Fund Program Statement and Budget, with the board members. Schnier stated that there were no changes made to the Annual Plan from the prior year.

Schnier informed the Board a Public Hearing was held for the 5 Year Plan, and no comments from the public were received.

Motion by Roth, second by Twing to approve EIRHA Annual Plan (including Capital Fund Program Annual Statement and Budget) – EIRHA Resolution #1-2021 and Civil Rights Certification. The motion passed unanimously.

Review and Approve FY '22 Public Housing Budget – EIRHA Resolution #2-2021

Schnier detailed the proposed FY '22 Public Housing Budget – EIRHA Resolution #2-2021, for the 164 Public Housing units, to the board members. Total projected operating income is \$497,250 with total projected operating expenditures at \$829,400, leaving a deficit of (\$332,150). The infusion of Operating Subsidy funds is projected at \$370,000; this would then result in an estimated FY '22 bottom line surplus of \$37,850 with a final projected Operating Reserve balance of \$325,849.

Motion by Boss, second by Ploehn to approve FY '22 Public Housing Budget – EIRHA Resolution #2-2021. The motion passed unanimously.

Review and Approve updated income limits – EIRHA Resolution #3-2021.

Schnier stated HUD has not yet published the new income limits, therefore this will have to be table until the next meeting.

Review and Approve Section 8 Voucher Utility Allowance Schedule – EIRHA Resolution #4-2021

Schnier presented the Section 8 Housing Choice Voucher Utility Allowance Schedule – EIRHA Resolution #4-2021 to the board members. She indicated that every year EIRHA is required by HUD to review the utility allowances for the Section 8 HCV Program and in areas where there is a 10% change or more in the utility rates, that appropriate adjustments are made. There were some rate changes, so adjustments were made which will be effective July 1, 2021.

Motion by Twing, second by Hunt to approve the Section 8 Voucher Utility Allowance Schedule – EIRHA Resolution #4-2021. The motion passed unanimously.

Review and Approve Public Housing Utility Allowance Schedule – EIRHA Resolution #5-2021

Schnier presented the Public Housing Utility Allowance Schedule – EIRHA Resolution #5-2021. She indicated that every year EIRHA is required by HUD to review the utility allowances for the Public Housing Program and in areas where there is a 10% change or more in the utility rates,

that appropriate adjustments are made. There were some rate changes, so adjustments were made which will be effective July 1, 2021.

Motion by Ploehn, second by Boss to approve the Public Housing Utility Allowance Schedule – EIRHA Resolution #5-2021. The motion passed unanimously.

Review and Approve Mainstream Voucher Program expenses for January and February 2021

Schnier reviewed the January and February expenditures for Mainstream Vouchers, indicating there were no other unusual expenditures.

Motion by Boss, second by Ploehn to approve the Mainstream Voucher expenditures for January and February 2021. The motion passed unanimously.

Review Foster Youth to Independence expenditures for January and February 2021

Schnier reviewed January and February expenditures for Foster Youth to Independence, indicating there were no expenditures yet for this program.

Review and Approve Contracts

There were no contracts that required approval.

Review and Approve EIRHC USDA program expenditures for January and February 2021

Schnier reviewed January and February expenditures for EIRHC USDA, indicating there were no unusual expenditures.

Motion by Twing, second by Schilling to approve the EIRHC USDA program expenditures for January and February 2021. The motion passed unanimously.

Review and Approve FY'2022 Operating Budgets – Grand Mound and Worthington

Schnier presented the Grand Mound budget for FY'2022 with the projected cash sources of \$24,478, the cash uses of \$24,464 resulting in a total net cash surplus of \$14. Current cash on hand is \$1,763. A proposed rent increase of \$10.00 per month for Grand Mound has been requested for approval from USDA. The projected operating reserve account ending balance is \$21,225. The utility allowance for Grand Mound will remain at \$83.00.

She then reviewed the Worthington budget for FY'2022 with the projected cash sources of \$16,899, the cash uses of \$16,850 resulting in a total net cash surplus of \$49. Current cash on hand is \$8,731. A proposed rent increase of \$10.00 per month for Worthington has been requested for approval from USDA. The projected operating reserve account ending balance is \$11,098. The utility allowance for Worthington will remain at \$78.00.

Motion by Schilling, second by Hunt to approve the FY'2022 Operating Budgets – Grand Mound and Worthington. The motion passed unanimously.

Review and Sign Identity of Interest Certification for USDA properties

Schnier reviewed the Identity of Interest form with the board members for the USDA properties of Grand Mound and Worthington. By signing the form, board members indicate they do not have a conflict of interest with either of the USDA properties. Since the meeting was conducted via Zoom, due to COVID-19, board members will sign and return these forms.

Review and Approve EIRHC Evergreen Meadows and Asbury Meadows program expenditures for January and February 2021

Schnier presented the EIRHC Evergreen Meadows expenditures for January and February 2021, which include the following cash disbursements that totaled \$2,845 to CWCRH for professional services; \$4,915 to Building Works USA for mold remediation; \$9,734 to Steamatic for mold remediation. All other cash disbursements were routine expenditures.

Schnier went on to further explain the mold remediation, indicating that a unit at Evergreen Meadows had mold. The family was relocated, at the expense of the EIRHC until the unit was remediated. Unfortunately, the family chose to file a claim in small claims court for damages they felt that they incurred during this time. This was settled out of court for \$5,100 and the family signed a release preventing any future claims.

Schnier presented on the EIRHC Asbury Meadows expenditures for January and February 2021 highlighting the cash disbursements of \$1,466.50 to CWCRH for professional services and \$80.47 to Comelec Services for service on camera.

Motion by Twing, second by Ploehn to approve the EIRHC Evergreen Meadows program expenditures for January and February 2021. The motion passed unanimously.

Review and Approve EIRH TC Corp program expenditures for January and February 2021

Schnier reviewed the EIRH TC Corp expenditures for January and February noting there were no unusual EIRH TC Corp expenditures.

Motion by Schilling, second by Hunt to approve EIRH TC Corp program expenditures for January and February 2021. The motion passed unanimously.

Review and Approve Asbury Meadows Tax Credit 2020 audit

Mike Temp, auditor from Tostrud & Temp SC, presented the Asbury E.I.R.P., L.L.L.P. (Asbury Meadows) audit from 2020 to the board members. Temp detailed the balance sheet and statement of operations including a comparison from 2019; and continued with the Partners Equity, Statements of Cash Flows, Notes to Financial Statements and Supplementary Information. The letter to the board members from Tostrud and Temp indicated no disagreements, misunderstandings, misstatements or any difficulties with staff in completing the audit.

Motion by Twing, second by Schilling to approve the Asbury Meadows Tax Credit 2020 audit. The motion passed unanimously.

Review and Approve Tenant Based Rent Assistance Expenditures for January and February 2021

Schnier stated there were no unusual TBRA expenditures for the months of January and February.

Motion by Ploehn, second by Boss to approve the Tenant Based Rent Assistance Expenditures for January and February 2021. The motion passed unanimously.

Review Tenant Based Rent Assistance Derecho expenditures for January and February 2021

Schnier stated there were no TBRA-Derecho expenditures for the months of January and February.

Schnier indicated talk that due to the Derecho occurring in August 2020 and due to an IFA lawsuit, they were not able to expend any funds until seven months after the storm. As a result, there were no families needing assistance. IFA staff met with the three agencies that were awarded funding and were going to check to see if the TBRA Derecho funds could be used for clients who have also been affected by COVID-19. Staff are currently waiting for IFA approval on this. If it is not approved, the grant will go back to IFA.

Other Business

American Rescue Plan

Schnier indicated the American Rescue Plan funding was just announced by HUD for Emergency HCV assistance. This would be a massive expansion of the HCV program and would be two times bigger than the normal allocation. Eligibility would include homeless; at risk of being homeless; or fleeing or attempting to flee domestic violence. HUD will inform PHA's within sixty days (by mid-May) of their funding allocation.

Section 8 HCV Formula Funds

Schnier indicated that there will be a new category of funding that will be titled homeless or housing stability vouchers. These funds will be used for homeless, those fleeing domestic violence or veterans. This is the first major expansion of voucher availability in years.

Eviction moratorium

The eviction moratorium is set to expire March 31, 2021. Schnier indicated that this is proposed to be extended.

Next Meeting – Thursday, May 20, 2021 at 4:30 pm

Schnier noted the date of Thursday, May 20, 2021 at 4:30 p.m. for the next Housing meeting which will be conducted via zoom.

Adjournment

Motion by Ploehn, second by Hunt to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 5:40 p.m.

Respectfully Submitted,



Kelley Deutmeyer
Executive Director