

Minutes for:

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

DATE: Thursday, August 15, 2024

TIME: 9:00 a.m.

PLACE Zoom/Phone Meeting

Present:

City/County

Tim Vick (v-chair)
City of Manchester
Delaware County

Nin Flagel
Board of Supervisors
Jackson County

Brian Wagner
City of Tipton
Cedar County

Sandra Gassman
City of Epworth
Dubuque County

Steve Lindner (chair)
City of DeWitt
Clinton County

Private

Sarah Maurer
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

Teresa Weinschnek
City of Preston
Jackson County

Angela Rheingans
Clinton County

Brad Ludwig
Cascade Economic Development
Dubuque County

Derek Olberding
Fidelity Bank
Cedar County

Others Present: None

Staff Present: Carl Reimer, Michelle Schnier, Sarah Berning, Chandra Ravada

**** A Quorum was present***

Call to Order

Chair Steve Lindner called the Eastern Iowa Regional Housing Corporation Housing Trust Fund (EIRHC HTF) Board meeting to order at 9:01 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. 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 15, 2024 Board Meeting

Motion by Boss, second by Rheingans to approve the agenda for the EIRHC HTF August 15, 2024, Board Meeting. The motion passed unanimously.

Review and Approve the Minutes of the EIRHC Housing Trust Fund (HTF) May 16, 2024 Board Meeting

Motion by Vick, second by Olberding to approve the minutes from the EIRHC HTF May 16, 2024, Board Meeting. The motion passed unanimously.

Review and Approve EIRHC Housing Trust Fund (HTF) program expenditures for May – July 2024

Reimer presented the EIRHC HTF expenditures for May through July 2024 for approval, explaining the expenditures are normal and routine. Reimer noted payments to ECIA for the LEAD program, and payments to local newspapers to advertise for applications for 2025 projects.

Motion by Ludwig, second by Olberding to approve the program expenditures for May - July 2024. The motion passed unanimously.

Report on 2023 EIRHC HTF Project Activity

Reimer said the 2023 projects must be completed with funds fully expended by December 31, 2024. All projects are on target to be expended. Reimer expressed he is confident the projects will be completed by the December 31st date.

Report on 2024 EIRHC HTF Project Activity

Reimer said the 2024 projects must be completed with funds fully expended by December 31, 2025. The owner-occupied unit is just starting to get some work done. The others are on target to be expended.

Review and Approve projects for 2025 Application

Application for 2025 projects closes on October 15th. Reimer stated staff are still looking for projects to be able to fully expend funds. Reimer requested the board members to get the word out. Reimer referred to the handout stating the current projects are for some owner-occupied rehab, a few rental rehabs and one down payment assistance.

Motion by Rheingans, second by Gassman to approve projects for 2025 Application. The motion passed unanimously.

Review and Approve Annual Report

Reimer presented the board with the annual report. Reimer noted a consistent increase in funding from 2020 to present and expressed desire to get some larger projects going in Delaware and Cedar counties. Reimer noted this report will be submitted with the application for 2025 funding. Chair Lindner expressed appreciation for access to these funds.

Motion by Vick, second by Boss to approve the Annual Report. The motion passed unanimously.

Review and Approve 2025 Housing Assistance Plan

Reimer referred to the Housing Assistance Plan included in the agenda packet which the EIRHC HTF Board must approve every year. Reimer stated this plan has been updated to include the new Census data. No other changes have been made. Reimer explained staff will submit this plan to the Iowa Finance Authority (IFA) in October.

Motion by Olberding, second by Ludwig to approve the 2025 Housing Assistance Plan. The motion passed unanimously.

Other Business

Reimer noted the Board vacancies and requested the board members to spread the word to private sectors to gauge interest to be a member of the HTF board.

Next Board Meetings Scheduled:

The next EIRHC HTF Board meetings are listed on the agenda.

November 21, 2024 – 9:00 am

February 20, 2025 – 9:00 am

May 15, 2025 – 9:00 am

August 21, 2025 - 9:00 am

Adjournment

Motion by Olberding, second by Rheingans to adjourn the EIRHC HTF meeting at 9:19 a.m.
The motion passed unanimously.

Respectfully submitted,

Michelle Schnier
Director of Housing and Support Services