

Minutes for:

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

**DATE:** Thursday, November 16, 2023

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

**PLACE** Zoom/Phone Meeting

**Present:**

**City/County**

Tim Vick  
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  
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

Angela Rheingans  
Clinton County

**Economic Development**

Donna Boss  
Del County Economics Dev.  
Delaware County

Teresa Weinschnek  
City of Bellevue  
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, Christine Efferding

*\* A Quorum was present*

## **Call to Order**

Chair Lindner 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. 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) November 16, 2023 Board Meeting**

Motion by Flagel, second by Vick to approve the Agenda for the EIRHC HTF November 16, 2023 Board Meeting. The motion passed unanimously.

## **Review and Approve the Minutes of the EIRHC Housing Trust Fund (HTF) August 17, 2023 Board Meeting**

Motion by Tranel, second by Gassman to approve the minutes from the EIRHC HTF August 17, 2023 Board Meeting. The motion passed unanimously.

## **Review and Approve EIRHC Housing Trust Fund (HTF) program expenditures for August – October 2023**

Reimer presented the EIRHC HTF expenditures for August - October 2023 for approval, explaining the expenditures are normal and routine.

Motion by Ludwig, second by Vick to approve the program expenditures for August - October 2023. The motion passed unanimously.

## **Report on 2022 EIRHC Housing Trust Fund (HTF) Project Activities**

Reimer said the 2022 projects must be completed with funds fully expended by December 31, 2023. Almost all projects are completed, with DeWitt finishing up. Reimer expressed he is confident the projects will be completed by the December 31 date.

## **Report on 2023 EIRHC Housing Trust Fund (HTF) Project Activities**

Reimer said the 2023 projects must be completed with funds fully expended by December 31, 2024. Tallgrass is well under way. Stoffel will contact to remind them to be drawing from their funds.

**Review and Approve projects for 2024 Application.**

Application for 2024 projects has been submitted to the Iowa Finance Authority. Reimer explained the fund will be available in early January. HTF will be receiving \$501,190 which is more than in the past.

**Other Business**

Reimer inquired with the board whether he can allocate surplus funds for emergency home repairs. Those funds would be a grant for clients falling below 50% AMI. Reimer clarified that the maximum amount an individual can apply for is \$10,000. Ludwig asked how HTF can make people aware that this fund exists. Reimer suggested advertising in city halls and local newspapers. Reimer will bring action on this matter to the board in February.

**Next Board Meetings Scheduled:**

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

- February 15, 2024 – 9:00 am
- May 16, 2024 – 9:00 am
- August 15, 2024 - 9:00 am
- November 21, 2024 – 9:00 am

**Adjournment**

Motion by Ludwig, second by Tranel to adjourn the EIRHC HTF meeting at 9:17 a.m. The motion passed unanimously.

Respectfully submitted,



Kelley Deutmeyer  
ECIA Executive Director