

Minutes for:

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

DATE: **Thursday, August 17, 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 Preston
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, Christine Efferding

*** A Quorum was present**

Call to Order

Vice Chair Vick 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) August 17, 2023 Board Meeting

Motion by Olberding, second by Tranel to approve the Agenda for the EIRHC HTF August 17, 2023 Board Meeting. The motion passed unanimously.

Review and Approve the Minutes of the EIRHC Housing Trust Fund (HTF) May 18, 2023 Board Meeting

Motion by Tranel, second by Flagel to approve the minutes from the EIRHC HTF May 18, 2023 Board Meeting. The motion passed unanimously.

Review and Approve EIRHC Housing Trust Fund (HTF) program expenditures for May – July 2023

Reimer presented the EIRHC HTF expenditures for May - July 2023 for approval, explaining the expenditures are normal and routine. He noted payments to ECIA for LEAD program, and payments to local newspapers to advertise for applications for 2024 projects.

Motion by Gassman, second by Ludwig to approve the program expenditures for May - July 2023. 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 2024 funding. Chair Linder expressed appreciation for access to these funds.

Motion by Vick, second by Tranel to approve the Annual Report. 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 EIRHC and 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. Zenn Properties and Tallgrass are now under construction and will be pulling from their funds more consistently.

Review and Approve projects for 2024 Application.

Application for 2024 projects closes on October 15. Currently the project funds are fully committed. Reimer noted some funds were distributed to projects within ECIA because there were not enough outside applications. However, Reimer also noted it is nice to be able to fund some single-family home projects that often are passed over for funding. Tranel noted there is no connection between himself and Tranel Development, listed as a beneficiary of some project funding. Reimer informed the board that Tranel Development rehabilitates homes and sells them to low-moderate income families.

Motion by Tranel, second by Flagel to approve projects for 2024 Application. Olberding abstained.

Other Business

Reimer thanked Sharon Nesteby for her service with the board and wished her a happy retirement.

Next Board Meetings Scheduled:

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

- November 16, 2023 – 9:00 am
- February 15, 2024 – 9:00 am
- May 16, 2024 – 9:00 am
- August 15, 2024 - 9:00 am

Adjournment

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kelley Deutmeyer", with a long, sweeping horizontal flourish extending to the right.

Kelley Deutmeyer
ECIA Executive Director