RHA Meeting Minutes – September 12, 2019

MEMBERS PRESENT: Warren Fisk, Mark Schmitt, Bernard Peterson, Marty Stanbrough, Shannon Gebel, Ray Peterson, Denise Schneider, Steve Roach, Amy Bouska, Bonnie Basemann, Charles Carroll, Jason Passmore

STAFF PRESENT: Katie Nolte, Karine Schager, Kayla Miller, Mariana Vega, Heidi Hackman

CALL TO ORDER: The Upper Explorerland RHA meeting was called to order at 1:05 pm by Chair Jason Passmore at UERPC in Postville, IA.

PROPOSAL TO ADD AN AMENDMENT TO AGENDA: A motion was made to amend the agenda. Motion to approve a revision to the agenda and add Housing Choice Voucher Payment Standards was made by Peterson/Gebel. Motion carried unanimously.

APPROVAL OF AGENDA: A motion was made by to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: A motion was made by Stanbrough/Bouska to approve the minutes of the 6/20/2019 meeting. Motion carried unanimously.

FINANCIAL REPORT UPDATE: Katie Nolte provided the Board with an update on the RHA financials and budget. RHA is currently at an average 98% utilization rate of it's HAP funding. Katie is planning to apply for additional funding to cover the increased expenses presented by port bills. She also discussed the possibility of applying for a higher administrative fee based on the size of the territory covered by UERHA. Karine Schager provided an update on portability. Currently there are 11 Ports out and 1 pending port out. A motion to approve the Financial Report was made by Warren/Bernard. Motion carried unanimously.

CONSIDER APPROVAL OF ITEMS FOR DISBURSEMENT: A motion was made to approve Items for Disbursement by Carroll/Schmitt. Motion carried unanimously.

PROGRAM STATUS REPORT: The City of Decorah and Decorah Low Rent Housing Agency of Decorah have approved and passed resolutions approving the voluntarily transfer of their voucher program to UERHA effective January 1st 2020. The resolution was submitted to the HUD's Kansas City office for approval. The most recent SEMAP was submitted to HUD and the official score is pending. The Postville RHA office earned 95% out of 100% on the remote quality control review conducted on the previous year's SEMAP Submission. Katie Nolte discussed the need to update UERHA's bylaws, articles, and administrative plan. Warren Fisk discussed uniform building codes for Landlords and using a fee charged to landlords yearly to cover the cost of

building code enforcement. Katie Nolte mentioned that RHA will be getting new software and reporting features will be an important addition to the offices upgraded system.

HOUSING CHOICE VOUCHER PAYMENT STANDARDS: Katie Nolte presented the updated HCV Payment Standards to be effective January 1st of 2020. The standards were set at 100% of Fair Market Rent values for each area. A motion to approve the HCV Payment standards was made by Peterson/Bouska. Motion carried unanimously.

FLOOR ITEMS: There was no floor items.

SCHEDULE NEXT RHA MEETING: The next meeting was scheduled for Thursday December 19th, 2019 at 1:00 p.m.

ADJOURMENT: A motion to adjourn was made by Schmitt/Peterson at 1:55 p.m. Motion carried unanimously.

_____

Heidi Hackman, Board Secretary

Upper Explorerland Regional Housing Authority

Disbursements for Publication

July 1st, 2019-September 30th, 2019

	July	August	September	Total
HAP Payments	$97,267.00	$100,081.00	$97,978.00	$295,326.00
				$0.00
Visa Card	$199.00	$3,161.43	$1,649.00	$5,009.43
Upper Explorerland RPC	$19,807.88	$20,523.25	$18,454.65	$58,785.78
Loucks & Schwartz	$498.00	$498.00	$498.00	$1,494.00
MRI Software (HAPPY)	$7,399.67	$56.00	$0.00	$7,455.67
Nan McCay & Associates	$825.00	$1,100.00	$0.00	$1,925.00
IA Assoc. Housing Officials	$0.00	$0.00	$45.00	$45.00
Kayla Miller	$0.00	$0.00	$124.23	$124.23
Marianna Vega	$0.00	$0.00	$95.74	$95.74
Katie Nolte	$0.00	$0.00	$189.92	$189.92
TOTAL	**$125,996.55**	**$125,419.68**	**$119,034.54**	**$370,450.77**