

Northeast Iowa Regional Housing Trust Fund

Serving Allamakee, Clayton, Howard and Winneshiek Counties

NEIRHTF Meeting Minutes

January 12, 2022

MEMBERS PRESENT: Marty Stanbrough, Shirley Vermace, Barb Prochaska, Kristie Wiltgen, Karli Schmelzer, Dan Ollendick, Darla Kelchen, Mallory Hanson, Spiff Slifka, Val Reinke, Sandi Graf

MEMBERS ABSENT: Adam Wiegand, Gus Johnson, Mark Reiser, Ray Peterson, Stephanie Fromm, Joseph Pisney, Nancy Tegtmeier

STAFF PRESENT: Carrie Courtney, Karen Cooper, Rachelle Howe, Jodi Gray

CALL TO ORDER: The Northeast Iowa Regional Housing Trust Fund meeting was called to order at 10 a.m. by Chair Spiff Slifka.

APPROVAL OF AGENDA: A motion was made by Darla Kelchen and seconded by Sandi Graf to approve the agenda. The motion was carried unanimously.

APPROVAL OF MINUTES: A motion was made by Sandi Graf and seconded by Dan Ollendick to approve the meeting minutes from the last meeting. The motion was carried unanimously.

PROGRESS REPORT: 30 near complete, 8 finishing stages; around \$7,500 left of unused state housing trust fund.

2022 funds awarded including extra funds

-75% state, 25% local for 2021

-85% state, 15% local for 2022

There is a waitlist of over 80 homeowners for the 2022 funds.

FINANCE: Karen Cooper and Jodi Gray

-current financial status

Delinquency Letters - Rachelle Howe asked the committee to assist with a delinquency informal policy. The board came up with the following method:

-letter sent monthly

-after 2 months of no payment, call

-bring issues to board case by case

-write off process, will discuss again in April, write offs once a year

A motion was made by Dan Ollendick to approve the financial report and seconded by Darla Kelchen. The motion was carried unanimously.

DISCUSSION OF RLF PROJECTS:

- application for 2021 home funds – denied
- want to apply for 2022 homebuyer funds – asking board for \$40,000 out of RLF fund to match IFA funds
- \$600,000 in RLF last year – designated \$20,000 per county
- Karen reviewed the RLF Policy Fund with the board

Table approval of RLF Fund Policy until January 21st meeting.
Review 2021 RLF Rehab projects, 5 projects to use the RLF rehab funds.

DISCUSSION OF MANAGEMENT AGREEMENT:

A motion was made to approve the management agreement by Mallory Hanson and seconded by Karli Schmelzer. The motion was carried unanimously.

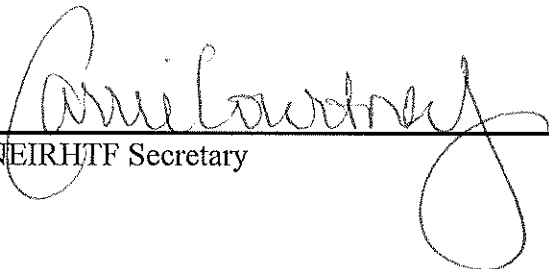
UPDATE ON MOVE TO DECORAH: Rachelle Howe updated the committee on the move from the Postville location to Decorah.

- moving Spring 2022
- service to counties will be the same

SCHEDULE NEXT HTF MEETING: The next board meeting is scheduled for April 21st, 2022, at 1:30 p.m.

No Floor Items

A motion to adjourn was made by Dan Ollendick and seconded by Darla Kelchen. The motion was carried unanimously.



NEIR/HTF Secretary