

Northeast Iowa Regional Housing Trust Fund

Serving Allamakee, Clayton, Howard and Winneshiek Counties

NEIRHTF Meeting Minutes February 16, 2023

MEMBERS PRESENT: Adam Wiegand, Shirley Vermace, Stephanie Fromm, Dan Ollendick, Darla Kelchen, Mallory Hanson, Spiff Slifka, Val Reinke, Nancy Tegtmeier, Julie Buddenberg, Jess Schubert; via Zoom: Sandie Graf, Becky Mitchell, Kristie Wiltgen.

MEMBERS ABSENT: Barb Prochaska, Mark Reiser, Gus Johnson, Joseph Pisney, Ray Peterson

STAFF PRESENT: Rachelle Howe, Lori Quam, Karen Cooper Frana

CALL TO ORDER: The Northeast Iowa Regional Housing Trust Fund meeting was called to order at 1:30 p.m. by Chair Spiff Slifka.

AGENDA APPROVAL: A motion to approve the agenda was made by Darla Kelchen and seconded by Shirley Vermace. The motion was carried.

APPROVAL OF MINUTES FROM September 29, 2022, MEETING: A motion to approve the minutes was made by Mallory Hanson and seconded by Val Reinke. The motion was carried.

DISCUSSION AND CONSIDER APPROVAL OF BOARD TERMS AND APPOINTMENTS – ADAM WIEGAND, BARB PROCHASKA, GUS JOHNSON AND JULIE BUDDENBERG; – NEW SUPERVISOR JOINING FROM FAYETTE IS JEFF BUNN; BECKY MITCHELL FROM DECORAH STATE BANK & TRUST; Introductions were made. Dan Ollendick made a motion to approve and was seconded by Stephanie Fromm. The motion was carried.

DISCUSS AND CONSIDER APPROVAL OF EXECUTIVE BOARD FOR 2023– SPIFF, VAL AND ADAM: Shirley Vermace made a motion to approve and Darla Kelchen seconded. The motion was carried.

PROGRESS REPORT, FUNDING SPREADSHEET: Howe presented that 30 projects have been completed to date and 13 are in contract. We are finishing up on 2022 funds and starting to use 2023 funds. We have several new projects in the works (see attached report). We are hoping for more funds to come from IFA for down payment assistance.

CONSIDER APPROVAL OF FINANCIAL REPORT OF NEIHTF, CURRENT FINANCIAL STATUS: Karen Cooper presented the current financial status and loan payment updates (please see attached). Val Reinke made a motion to approve the financial report and Dan Ollendick seconded. The motion was carried. LOAN PAYMENT UPDATES: Lori Quam presented that we only have 10 delinquent loans at the present time. Letters were sent out (see attached report). This number is down from past reports.

DISCUSSION OF RLF PROJECTS AND STATUS, RLF FINANCE REPORT: Karen Cooper presented (see attached report). A motion was made to approve by Adam Wiegand and seconded by Nancy Tegtmeier. The motion was carried.

CONSIDER APPROVAL OF COMMITTEE RECOMMENDATION FOR THE 2023 RLF POLICY: A discussion was had regarding demo/nuisance housing and it was agreed to keep this at \$10,000. A motion was made to approve the RLF policy as slated, by Mallory Hanson and seconded by Jess Schubert. The motion was carried.

CONSIDER APPROVAL OF COMMITTEE RECOMMENDATION FOR THE HOUSING ASSISTANCE PLAN: Howe stated that the state increased monies to \$30,000 this year. Dan Ollendick stated that the committee recommends not to include mobile homes unless they own the land and to increase the project costs to \$12,500. A discussion was had. A motion was made to approve by Stephanie Fromm and seconded by Val Reinke. The motion was carried.

DISCUSSION AND CONSIDER APPROVAL OF 2023 MANAGEMENT AGREEMENT: A motion was made to approve by Darla Kelchen and seconded by Nancy Tegtmeier. The motion was carried.

DISCUSSION OF HOUSING INC AUDIT: Howe presented that it went well.

SCHEDULE NEXT HTF MEETING: The next board meeting is scheduled for Tuesday, June 13, 2023, at 1:30 p.m.

FLOOR ITEMS: Shirley Vermace shared information on USDA loans: 502 Direct Home Loan Program and 504 Repair Loan & Grant Program.

ADJOURNMENT: A motion to adjourn was made at 2:43 p.m. by Darla Kelchen and seconded by Adam Wiegand. The motion was carried unanimously.

Lori Quam, NEIRHTF Secretary