

Northeast Iowa Regional Housing Trust Fund

Serving Allamakee, Clayton, Howard and Winneshiek Counties

NEIRHTF Meeting Minutes September 23, 2021

MEMBERS PRESENT: Ray Peterson, Shirley Vermace (virtual), Marty Stanbrough, Val Reinke, Darla Kelchen, Spiff Slifka, Mallory Hanson (virtual), Gus Johnson, Kristie Wiltgen (virtual), Adam Weigand (virtual),

MEMBERS ABSENT: Barb Prochaska, and Sandi Graf, Stephanie Fromm, Dan Ollendick, Ray Peterson, Mark Reiser

Guests: Jason Passmore

STAFF PRESENT: Rachelle Howe, Heidi Hackman

CALL TO ORDER: The Northeast Iowa Regional Housing Trust Fund meeting was called to order at 1:35 pm by Chair Spiff Slifka via in-person at Upper Explorerland Conference Room, Postville, IA and available Zoom Conference call.

APPROVAL OF AGENDA: A motion to approve the agenda was made by Darla Kelchen and seconded by Marty Stanbrough. Motion carried unanimously.

APPROVAL OF MINUTES: A motion to approve the meeting minutes from September 2, 2021 regular meeting and special annual board meeting September 2, 2021. A motion was made by Gus Johnson and seconded by Marty Stanbrough. Motion carried unanimously.

DISCUSSION AND BRINGING RLF POLICY UP TO DATE: Spiff Slifka and Rachelle Howe went over the RLF Policy first highlighting the following known discussion points with the board:

- a. Demo/Nuisance projects were officially added to the RLF Policy and follow no new procedures
- b. Homes for Iowa-an update was given on current prices and upcoming potential projects, this will not be added as part of the RLF Policy. Upcoming Homes for Iowa locations: Waukon-4 homes, Fayette and Oelwein- 1 home each. Spiff Slifka and Darla Kelchen expressed that Howard County and Clayton County do not have contractors interested in building new homes.
- c. RLF County Program-
- d. Rental Assistance- Because there are different regional rental assistance programs, using RLF funds to cover security deposits only for one or two agencies would be unfair. Covering all the agencies with assistance paying for security deposits would be too much for the limited funds and stray from the NEIRHTF's mission.
- e. Habitat For Humanity-Gus Johnson explained Habitat for Humanities Brush for Kindness program and ways he can help with home rehabilitation within Winneshiek County. No funds are going to be allocated to this program from the NEIRHTF program.

- f. Landlord and for-Profit Requirements- Heidi explained that this is an ongoing program that is not receiving interest due to our interest and requirements not being feasible for the landlords calling about assistance with their properties. Discussion was held, proposed changes can be brought to board at a future board meeting for approval.

The Board then went through the RLF policy and a discussion was held as follows:

1. Stay the same
2. Change as proposed written
3. Stay the same
4. Funding from RLF up to \$100,00 for each county to further housing needs and deficiencies for affordable housing. Each county in the Housing Trust Fund has until August 2022 to request these one-time funds. There is an application and guidelines available for this program. Vote to be tabled until after Spiff develops template.
5. Could be used for reimbursement on a case-by-case basis in the event of an emergency. Emergency at UERPC's discrepancy. The applicant would need to provide an invoice dated within 30 days of the application and a statement from the contractor who installed the device stating the emergency. This can be for any applicant who qualifies under 80% LMI. Homeowner projects that are approved with this funding will follow the regular program guidelines unless otherwise specified.
6. An 11% administration fee will be paid from RLF to UERPC for each project completed with RLF money to mirror administrative fee schedule.
7. Stay the same

SCHEDULE NEXT HTF MEETING: The next Housing Trust Fund meeting will be on December 16th at 1:30. A location will be determined as the date gets closer.

FLOOR ITEMS: None.

ADJOURNMENT: Ray Peterson moved to adjourn the meeting and Val Reinke seconded. The motion carried unanimously.

Meeting was adjourned at 3:15 pm.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any errors or omissions.

Heidi Hackman

Heidi Hackman, Secretary