

IOWA NORTHLAND REGIONAL HOUSING COUNCIL (INRHC)

INRCOG OFFICE
229 EAST PARK AVENUE
WATERLOO, IOWA 50703

Tentative Meeting Agenda for
Thursday December 14, 2023
9:00 a.m.

Agenda

1. Call to Order; Introductions; and Declaration of a Quorum. (Quorum is 4)
2. Approval of the Agenda. (Action Needed)
3. Consider September 28, 2023, Minutes. (Action Needed)
4. Revolving Loan Fund:
 - a. Review of Revolving Loan Finance Chart (Action Needed)
5. Federal Home Loan Bank Affordable Housing Award.
 - a. Update
6. IFA Housing Assistance Fund Housing Award
 - a. Update
7. Housing Trust Fund Reports: Iowa Finance Authority (IFA) State Housing Trust Fund Grants:
 - a. IFA 18 Grant (2022/2023) (Action Needed)
 - b. IFA 19 Grant (2023/2024) (Action Needed)
 - c. IFA 20 Grant (2024/2025)
8. 2024 INRHC Officer Elections. (Action Needed)
9. General Discussion.
 - a. State Housing Trust Fund Policy Manual
10. 2024 Tentative Meeting Dates (all meetings will be held at 9:00 AM): Typically the 4th Thursday
 - a. March 28, 2024
 - b. June 27, 2024
 - c. September 26, 2024
 - d. December 19, 2024
11. Adjourn.

Please call INRCOG at (319) 235-0311 or e-mail inrcog@inrcog.org to confirm your attendance.

INRHC Meetings are open to all individuals. Any person requesting reasonable accommodation to participate in this meeting must contact the INRCOG office at (319) 235-0311 at least two (2) business days in advance of this meeting.

**IOWA NORTHLAND REGIONAL HOUSING COUNCIL
229 E. PARK AVE.
WATERLOO, IOWA**

MINUTES
Council Meeting
Thursday, December 14, 2023

The meeting of the Iowa Northland Regional Housing Council was held at the above-listed address. Due to impracticality of physical attendance caused by severe weather, a virtual attendance option was also provided. The meeting was called to order by Chair Ken Kammeyer at 9:00 am. A quorum was present. Council members present by conference call were: Jeff Kolb, Dylan Does, Heidi Nederhoff, Donna Mohlis, Barbara Grant, and John Schuller. Also present were the following INRCOG staff: Brian Schoon and Cindy Knox in-person, and Isaiah Corbin and Rose Phillips by conference call.

A motion was made by Nederhoff, seconded by Mohlis, to approve the agenda. The motion carried unanimously.

A motion was made by Kolb, seconded by Nederhoff, to approve the September 28, 2023 minutes. The motion carried unanimously.

Knox reviewed a spreadsheet of INRHC's Revolving Loan Fund (RLF) account, which has a current balance of \$249,091.12. Up to \$221,760.00 of the RFL is set aside to cover up-front costs for the Federal Home Loan Bank (FHLB) owner-occupied rehabilitation grant awarded to INRCOG in December 2022. INRCOG was also awarded funding from the Iowa Finance Authority's Homeowner Assistance Fund (HAF) to complete housing rehabilitation within the region under the Home Repair Pilot Program (HRPP). The program will utilize the revolving funds to help cover up-front costs similarly to the FHLB award.

A motion was made by Nederhoff, seconded by Grant, to accept the financial statement for the Revolving Loan Fund. The motion carried unanimously.

Knox and Phillips provided an update on the FHLB owner-occupied rehabilitation program. 2 projects are underway and 1 additional project is expected to start in a few weeks.

Knox provided an update on the HAF HRPP. IFA is in the process of executing agreements with INRCOG and other COGs around the state.

Knox reviewed SHTF XVIII. All awardees have fully expended their funds.

A motion was made by Mohlis, seconded by Grant, to accept the financial statement for SHTF XVIII. The motion carried unanimously.

Knox reviewed SHTF XIX. The projects are underway, but most awardees have not yet drawn down funds for reimbursement.

A motion was made by Grant, seconded by Mohler, to accept the financial statement for SHTF XIX. The motion carried unanimously.

Knox provided an update on SHTF XX. IFA has made an award to INRHC, and will provide a contract to be executed in early 2024. There was limited demand for funding from USDA Section 515 properties in the region,

even after INRHC issued two Requests for Proposals (RFPs). As a result, a substantial portion of the allocation is awarded to Iowa Heartland Habitat for Humanity, which has committed to spending 30% of its award to assist extremely low-income households (those up to 30% AMI). Kolb commended that USDA's Rural Development field offices are understaffed, so Section 515 property owners and managers do not receive timely feedback or permissions to pursue funds like INRHC.

The board discussed elections for 2024 officer positions. Nederhoff nominated a slate to include Kammeyer for Chair, Kolb for vice-chair, and Grant for Secretary/Treasurer.

A motion was made by Nederhoff, seconded by Hager, to approve a slate of 2024 Board officers to include Ken Kammeyer for Chair, Jeff Kolb for Vice-Chair, and Barbara Grant for Secretary-Treasurer. The motion carried unanimously.

Kammeyer opened the floor for General Discussion. Knox discussed IFA's new State Housing Trust Fund Policy Manual, which updates and clarified income verification requirements.

Kolb reported that he is meeting with a multifamily developer and asked if INRCOG could prepare a Workforce Housing Tax Credit (WHTC) grant application. Knox responded that INRCOG can provide that service, although INRCOG's grant application fee is lower for projects that INRCOG will subsequently administer if awarded.

The board discussed 2024 meeting dates and agreed to change the time to 3:00 pm. The December meeting will be on the 3rd Thursday instead of the 4th Thursday, which is the day after Christmas.

A motion was made by Grant, seconded by Mohlis, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 9:29 am.

Respectfully submitted,



Rose Phillips, INRCOG