

IOWA NORTHLAND REGIONAL HOUSING COUNCIL (INRHC)

INRCOG OFFICE
229 EAST PARK AVENUE
WATERLOO, IOWA 50703

Tentative Meeting Agenda for
Thursday September 28th, 2023
9:00 a.m.

Agenda

1. Call to Order; Introductions; and Declaration of a Quorum of 4.
2. Approval of the Agenda. (Action Needed)
3. Consider June 22, 2023, Minutes. (Action Needed)
4. Revolving Loan Fund:
 - a. Review of Revolving Loan Finance Chart (Action Needed)
5. Housing Trust Fund Reports: Iowa Finance Authority (IFA) State Housing Trust Fund Grants:
 - a. SHTF Grant IFA 18 (2022/2023) Accounting Chart (Action Needed)
 1. Amend Activity 1- Habitat Project Site Location from new construction in Bremer County to an existing rehab project located at 211 4th Ave. in Independence (Action Needed)
 - b. SHTF Grant IFA 19 (2023/2024) Accounting Chart (Action Needed)
6. INRHC 20 Grant Application Public Hearing and Application Component Approvals
 - a. Housing Assistance Plan Approval (Action Needed)
 - b. Budget and Proposed Program Approval (Action Needed)
 1. Activity 1 Rental Repair RFP process and results
 2. Activity 2 Habitat RFP process and results and Rural Repair Program
 - c. Grant Application Approval and Submittal
7. General Discussion.
 - a. INHRC Officer Election in December
8. 2023 Tentative Meeting Dates (all meetings will be held at 9:00 AM):
 - a. December 28, 2023
9. Adjourn.

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, September 28, 2023

The meeting of the Iowa Northland Regional Housing Council was held at the above-listed address. A virtual attendance option was offered to those for whom in-person attendance was impossible or impractical. The meeting was called to order by Vice Chair Jeff Kolb at 9:03 am. A quorum was present. Council members present were: Heidi Nederhoff, Donna Mohlis, John Schuller, and Ken Kammeyer. Jeff Kolb attended virtually. Also present were the following INRCOG staff: Cindy Knox, Isaiah Corbin, and Rose Phillips.

A motion was made by Grant, seconded by Schuller, to approve the agenda. The motion carried unanimously.

A motion was made by Kolb, seconded by Schuller, to approve the June 22, 2023 minutes with a correction to the spelling of Jeff Kolb's name. The motion carried unanimously.

Ken Kammeyer arrived at the meeting.

Knox reviewed a spreadsheet of INRHC's Revolving Loan Fund (RLF) account, which has a current balance of \$303,139.11. 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 to complete housing rehabilitation within the region. The process for awards is still unknown, but the program will utilize the revolving funds to help cover up-front costs similarly to the FHLB award.

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

Knox reviewed SHTF XVIII. The majority of funds have been expended or are on track to be spent by the end of the year. Iowa Heartland Habitat for Humanity has requested a change to use funds under its Activity 1 contract to rehabilitate a house at 211 4th Ave in Independence instead of building a new house in Bremer County.

A motion was made by Grant, seconded by Schuller, to accept the financial statement for SHTF XVIII, with an amendment to Activity 1 to allow Iowa Heartland Habitat for Humanity to rehabilitate a house at 211 4th Ave in Independence, IA, in lieu of building a new house in Bremer County. The motion carried unanimously.

Knox reviewed SHTF XIX, which began in 2023. Since the projects are still underway, most funds have not been drawn by grantees yet.

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

A motion was made by Grant, seconded by Mohlis, to open the Public Hearing on the application for Housing Trust Fund XX at 9:15 am. The motion carried unanimously.

Knox presented the Housing Assistance Plan for submittal with the SHTF XX application, along with the proposed budget. The budget includes two activities, Rental Rehabilitation and Owner-Occupied Repair. The Rental

Rehabilitation funds are proposed to be allocated to recipients selected through two Request for Proposal (RFP) processes. The proposed Rental Rehabilitation allocation includes fewer USDA projects than usual this year. The majority of Owner-Occupied Repair funds are proposed to be awarded to Iowa Heartland Habitat for Humanity, which would be contractually obligated to spend at least 30% of funds on Extremely Low Income households (those at or below 30% of Area Median Income).

No members of the public attended the public hearing or submitted comments.

A motion was made by Grant, seconded by Mohlis, to close the public hearing. The motion carried unanimously. The public hearing was closed at 9:20 am.

Kolb observed that the Habitat affiliate does not serve Grundy or Chickasaw Counties, and asked what would happen if they are unable to spend the full award. Knox responded that INRHC's Rural Repair Program can target Grundy and Chickasaw Counties, and that a future amendment would be possible to reallocate any funds that Habitat could not spend to the Rural Repair Program.

A motion was made by Mohlis, approved by Grant, to approve the SHTF XX application and the Housing Assistance Plan as presented. The motion carried unanimously.

The Board discussed future meeting dates. The next meeting date will tentatively be changed from 12/28/2023 to 12/14/2023.

A motion was made by Mohlis, seconded by Nederhoff, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 9:38 am.

Respectfully submitted,



Rose Phillips, INRCOG