

**Western Iowa Community Improvement Regional Housing Trust Fund
Board of Directors
Minutes**

June 22, 2017

12:00 (Noon)

1122 Pierce Street, Sioux City, Iowa

MEMBERS PRESENT:

Matthew Ung	Woodbury County Board of Supervisors
Gary Horton	Plymouth County Board of Supervisors
Jeff Simonsen	Cherokee County Board of Supervisors
Tammy Bramley	Monona County Board of Supervisors
Creston Schubert	Ida County Board of Supervisors
Julie Colling	Mid-Sioux Opportunity, Inc.
Mark Buschkamp	Cherokee Area Economic Development Corp
Robert Meyer	Iowa Nebraska State Bank
Scott Brekke	Great Southern Bank
Terry Mulder	Wells Fargo

MEMBERS ABSENT:

Rita Frahm	Ida County Economic Development
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OTHERS PRESENT:

Amanda Harper, Housing Specialist	SIMPCO
Michelle Bostinelos, Executive Director	SIMPCO
Emily Coppock, Administrative Assistant	SIMPCO

The Board of Directors met on Thursday, June 22, 2017, at 12:00 (Noon), SIMPCO, 1122 Pierce Street, Sioux City, Iowa. A *quorum* was present. Meeting was called to order at 12:00 pm. by President, Matthew Ung.

1. **Approval of the Agenda** – Matthew Ung asked if there were any additions or corrections to be made to the June 22, 2017 as presented.

Scott Brekke moved to approve the agenda as presented, seconded by Gary Horton. Motion carried all ayes.

2. **Approval of the Minutes** – Matthew Ung asked if there were any additions or corrections to be made to the March 23, 2017 minutes as presented.

Tammy Bramley moved to approve the agenda as presented, seconded by Jeff Simonsen. Motion carried all ayes.

3. **Appointment of Representative – Terry Mulder** – Amanda Harper introduced Terry Mulder to the Board as the new private representative for Woodbury County. Ms. Harper asked the Board for approval on the new Woodbury County private representative appointment.

Scott Brekke moved to approve the appointment of representative, Terry Mulder, seconded by Creston Schubert. Motion carried all ayes.

4. **Grant Updates** – Amanda Harper reported to the Board that grant 15-28 was ready to be closed out. Report will be send to Iowa Finance Authority (IFA) by the end of the month. Ms. Harper noted that the mini grant was progressing to be finished. The amount allocated to be used in completing the new door installations for an Ida Grove senior, low to moderate income apartment complex is \$41,018.00. Amanda Harper updated the Board on the progress of grant 16-29 noting there were 3 projects currently underway and 5 projects in homeowner eligibility process. These projects have an anticipated completion date of December 2017.
5. **Mini-Grant 16-29 Cherokee County** – Amanda informed the Board the 16-29 Mini Grant will take place in Cherokee County this year. Washta Community Housing is requesting funds to replace windows and siding on a 4 unit apartment complex. Amanda noted the total project budget in application is \$23,227 with a grant amount requested at \$16,227 (they did not include match amount in application budget; application states 8.2%). Amanda is asking the Board's approval for the mini grant pending agreement on adding the admin amount to proposed project budget.

Mark Buschkamp moved to approve the mini grant 16-29, seconded by Jeff Simonsen. Motion carried all ayes.

6. **HTF 5 Year Goals and Plans** – Amanda went over the HTF 5 year goals and plans with the board. The Board identified annual priorities as well as long term goals. She then informed the board of additional funding sources to help potential applicants including USDA and private funded grants.
7. **2017-2018 Housing Assistance Plan Approval** – Amanda asked the board to approve the updated 2017-2018 Housing Assistance Plan.

Scott Brekke moved to approve the 2017-2018 HAP, seconded by Tammy Bramley. Motion carried all ayes.

8. **Annual Meeting Date Resolution** – Ms. Harper asked the Board to approve a new annual meeting date of September. The annual meeting date is currently set to take place in May. Amanda noted that the purpose of having the annual meeting held in September is to have the date coincide with the Public Hearing meeting.

Gary Horton moved to approve the proposed meeting date of September, seconded by Creston Schubert. Motion carried all ayes.

9. **FHLB Application** – Amanda noted she will be completing the FHLB application asking for \$750,000 to complete OOR projects with a plan of 40 rehabs (8 houses per county) spending \$18,750 per house. Award will be announced December 2017. If awarded, applicant screening/qualifying will begin January 2018.

10. **Other Comments** - Amanda informed the Board the pre and post inspections for OOR were being conducted by Dale Lisle. Amanda also informed the Board about the bid round process for contractors to bid on OOR projects.
11. **2017 Meeting Schedule** – Thursday, September 21, 2017 – with public hearing. HTF Application anticipated due: October 3, 2017.

Tammy Bramley moved to approve the 2017 meeting schedule as presented, seconded by Scott Brekke. Motion carried all ayes.

12. **Adjournment** – President, Matthew Ung adjourned the meeting at 12:40 p.m.