

**Western Iowa Community Improvement Regional Housing Trust Fund
Minutes**

September 21, 2017

12:00 (Noon)

1122 Pierce Street, Sioux City, Iowa

MEMBERS PRESENT:

Rocky De Witt (<i>Substitute for Matthew Ung</i>)	Woodbury County Board of Supervisors
Gary Horton	Plymouth County Board of Supervisors
Rita Frahm (<i>Conference Call</i>)	Ida County Economic Development
Jeff Simonsen	Cherokee County Board of Supervisors
Creston Schubert	Ida County Board of Supervisors
Julie Colling	Mid-Sioux Opportunity, Inc.
Robert Meyer	Iowa Nebraska State Bank
Terry Mulder	Wells Fargo

MEMBERS ABSENT:

Scott Brekke	Great Southern Bank
Vacant	Cherokee Area Economic Development Corp
Tammy Bramley	Monona County Board of Supervisors

OTHERS PRESENT:

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

The Board of Directors met on Thursday, September 21, 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 Vice President, Gary Horton.

1. **Public Hearing** – *Jeff Simonsen motioned to open the public hearing for public comment at 12:00 p.m.* The Board sought comment on the following items:
 - a. Comments on the annual plan/budget?
 - b. Comments on how funds should be allocated?
 - c. Comments on the application to be submitted to the HTF?
 - d. Comments on the Housing Assistance Plan (HAP)?
 - e. Comments on the type of project or projects that will be financed?

No public comments were made. *Terry Mulder motioned to close the public hearing at 12:05 p.m.*

2. **Approval of the Agenda** – Gary Horton asked if there were any additions or corrections to be made to the September 21, 2017 as presented.

Julie Colling moved to approve the agenda as presented, seconded by Creston Shubert. Motion carried all ayes.

3. **Approval of the Minutes** – Gary Horton asked if there were any additions or corrections to be made to the June 22, 2017 minutes as presented.

Creston Schubert moved to approve the agenda as presented, seconded by Robert Meyer. Motion carried all ayes.

4. **16-29 Grant Update** – Amanda Harper updated the board on the status of grant 16-29. Amanda reported projects have been completed in Marcus, Cherokee, Menville, Sloan, Ute, Kingsley, Battle Creek and Galva. She noted there were 6 projects including the 2nd mini grant left to complete and close out the grant.

5. **Mini-Grant 16-29 Cherokee County** – Amanda informed the group that Aurelia Housing Inc. is requesting funds to complete windows and doors on a 6 unit apartment complex with a total project budget in application for \$15,154. Grant amount requested is \$10,031.

Rita Frahm moved to approve Cherokee County's Aurelia Housing Inc. as the recipient of the 16-29 mini grant, seconded by Jeff Simonsen. Motion carried all ayes.

6. **16-29 Budget Amendment** – Amanda Harper presented the group with the current budget and new proposed budget for 16-29. This proposed budget will allow more for OOR projects.

Creston Schubert moved to approve the 16-29 budget amendment as presented, seconded by Jeff Simonsen. Motion carried all ayes.

7. **HTF Match by County FY 2018** – Amanda presented the group with a new approach to collecting county matches for FY 2018. Amanda proposed to have each county's match based on population. Plymouth County would pay the highest in match because they have a higher population than the other counties serviced. Amanda agreed to visit with Plymouth County to go over her proposal. Informational item at this point to speak with counties. This will be an item on the next meeting agenda for approval.

8. **17-LHTF-25 SIMPCO & LHTF Contract** – Amanda presented the 17-LHTF-25 and LHTF contracts to the group for approval. Projects will begin in January with a year to complete.

Julie Colling moved to approve the 17-LHTF-25 SIMPCO and LHTF Contract, seconded by Robert Meyer. Motion carried all ayes.

9. **HAP Revision Approval** – Amanda reported that changes were submitted in June to IFA for review before the application is due. She received several comments and suggestions for changes and updates. A complete re-write is appropriate for next year.

Jeff Simonsen moved to approve the HAP revision, seconded by Terry Mulder. Motion carried all ayes.

10. **Policies and Procedures** – Amanda informed the group that she did update the policies and procedures to be more in line with what IFA requests to see. She noted this was not be submitted to IFA.

Julie Colling moved to approve the policies and procedures, seconded by Jeff Simonsen.

11. **FY 2018 HTF Application** – Amanda noted the application is due October 3, 2017.

Rocky De Witt moved to approve the application submission, seconded by Robert Meyer. Motion carried all ayes.

12. **Other Comments** – Amanda noted the 15-28 audit was underway from IFA with funding in November.

13. **2017 Meeting Schedule** - Thursday, November 16, 2017 at 11:30 a.m. (time change*)

14. **Adjournment** – *Jeff Simonsen moved to adjourn the meeting, seconded by Creston Schubert.*
Meeting adjourned 12:50 p.m.