

**Western Iowa Community Improvement Regional Housing Trust Fund
Board of Directors
Minutes
Thursday, May 22, 2025
11:15 a.m.
6401 Gordon Drive, Sioux City, Iowa & via Zoom**

MEMBERS PRESENT:

Devlun Whiteing, Ida County – Vice Chairman
Shane Bellefy, Cherokee County
Dave Dietrich, Woodbury County
Rita Frahm, Ida County
Doug Manley, Plymouth County
Robert Meyer, Monona County
Jason Rasmus, Woodbury County

GUESTS:

Wes Fopman, Congressman Feenstra

SIMPCO STAFF:

Michelle Bostinelos, Executive Director, SIMPCO
Joshua Bush, Finance Director, SIMPCO
Jenny Anderson, Housing Manager, SIMPCO
Emily Guthrie, Executive Assistant, SIMPCO

The WICIRHTF Board of Directors met on Thursday, September 25, 2025, via Zoom and in person in the SIMPCO Board Room, 6401 Gordon Drive, Sioux City, Iowa. A quorum was present. The meeting was called to order at 11:15 a.m. by Vice Chairman, Devlun Whiteing.

1. **Approval of the Agenda** – Vice Chairman, Devlun Whiteing, asked the board if there were any additions or corrections to the September 25, 2025, meeting agenda.

*Dave Dietrich moved to approve the agenda as presented, seconded by Rita Frahm.
Motion carried all ayes.*

2. **Approval of the Minutes** – Vice Chairman, Devlun Whiteing, asked the board if there were any additions or corrections to the May 22, 2025, meeting minutes as presented.

*Dave Dietrich moved to approve the minutes as presented, seconded by Shane Bellefy.
Motion carried all ayes.*

3. **Board Appointments** –

- a. Scott Brekke – term ended 9/22/2025
- b. Robert Meyer – term ended 6/23/2025
- c. Jason Rasmus – term ended 11/18/2024

Dave Dietrich moved to approve the appointments, seconded by Rita Frahm. Motion carried all ayes.

4. **Updates –**

a. **Housing Updates** - SIMPCO Housing Manager Jenny Anderson updated the board on the current project and applicant status within the service areas of Cherokee, Ida, Monona, Plymouth, and rural Woodbury counties since the January meeting. She reported:

- Projects:
 - 6 projects under construction
 - 0 projects out for bid
 - 4 projects completed since May
- Applications:
 - 16 applications in process
 - 70 applicants on the waitlist
- Jenny also noted the following grant balances:
 - 23-LHTF-11: processing close out; 25 homes assisted
 - 24-LHTF-25: \$335,665 remaining; 2 homes assisted so far
 - 25-LHTF-06: \$411,512; no funds spent yet

b. **Financial Updates** – Finance Director, Joshua Bush, presented the board with the financials through May 1, 2025, through August 30, 2025, included in the agenda packet. He reported that total revenue YTD as \$120,839 and total expenditure as \$20,014 for a net of \$100,825.

Dave Dietrich moved to approve the financial update provided, seconded by Rita Frahm Motion carried all ayes.

5. **2026 Housing Assistance Plan (HAP)** – Jenny Anderson presented the 2026 Housing Assistance Plan (HAP) and reported there were no changes made since last update.

Dave Dietrich moved to approve the HAP as presented, seconded by Shane Bellefy. Motion carried all ayes.

6. **2026 Policies and Procedures** – Jenny Anderson presented the board with the proposed 2026 Policies and Procedures for review and approval, noting the reported language changes.

Dave Dietrich moved to approve the 2026 Policies and Procedures with reported language changes, seconded by Shane Bellefy. Motion carried all ayes.

7. **Code of Conduct & Ethics** – Jenny Anderson presented the board with the annual code of conduct & ethics form to be signed by each voting member.

Devlun Whiteing moved to approve the Code of Conduct & Ethics form, seconded by Dave Dietrich. Motion carried all ayes.

8. **Public Hearing / Submittal of Housing Trust Fund Application** –

a. Dave Dietrich moved to open the public hearing for public comments on the annual local housing trust fund program application, seconded by Shane Bellefy.

b. Jenny reported she will be applying for the maximum amount, \$415,175. No public comments received.

c. Dave Dietrich moved to close the public hearing, seconded by Shane Bellefy. Vice Chairman, Devlun Whiteing closed the public hearing.

9. **Approve Submittal of Housing Trust Fund Application** – Jenny Anderson asked for board approval to submit the annual local housing trust fund program application for FY 2026.

Dave Dietrich moved to approve the submittal of the housing trust fund application, seconded by Shane Bellefy. Motion carried all ayes.

10. **Other Comments** – Upcoming meeting dates:

- January 22, 2026
- March 26, 2026
- May 28, 2026

11. **Adjournment** – Vice Chairman, Devlun Whiteing, adjourned the meeting at 11:48 a.m.