

Western Iowa Community Improvement Regional Housing Trust Fund  
Board of Directors

Minutes

Thursday, September 16, 2021

11:15 a.m.

1122 Pierce Street, Sioux City, Iowa

**MEMBERS PRESENT:**

Keith Radig, Woodbury County - Chair  
Gary Horton, Plymouth County – Vice Chair  
Bryan Petersen, Cherokee County  
Rhett Leonard, Ida County  
Vince Phillips, Monona County  
Bill Anderson, Cherokee County  
Robert Meyer, Monona County  
Julie Colling, Plymouth County  
Scott Brekke, Woodbury County

**OTHERS PRESENT:**

Rita Frahm, Ida County

**SIMPCO STAFF:**

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

The WICIRHTF Board of Directors met on Thursday, September 16, 2021, at 11:15 a.m., via Zoom and in person in the Meisner Conference Room, 1122 Pierce Street, Sioux City, Iowa. A quorum was present. The meeting was called to order at 11:15 a.m. by Chair Keith Radig.

1. **Approval of the Agenda** – Chair Radig asked the board if there were any additions or corrections to the September 16, 2021, meeting agenda.

*Keith Radig moved to approve the agenda as presented, seconded by Scott Brekke.  
Motion carried all ayes.*

2. **Approval of the Minutes (March 25, 2021 & June 24, 2021)** – Chair Radig asked the board if there were any additions or correction to the March 25, 2021, and June 24, 2021, meeting minutes as presented.

Keith Radig moved to approve the minutes as presented, seconded by Gary Horton.  
Motion carried all ayes.

3. **Appointments: Rita Frahm, Rhett Leonard, Bill Anderson, and Clint Weaver -**

*Keith Radig moved to approve the appointments of the names presented, seconded by Gary Horton. Motion carried all ayes.*

4. **Housing Trust Fund Increase** – Amanda Harper, Housing Manager, informed the board of the Bill that passed raising the Housing Trust Fund maximum to \$7.0 million per fiscal year, beginning in FY 2022.

5. **Housing Conference Information** – Amanda Harper reported she attended the 2021 Iowa Housing Conference in Cedar Rapids. Amanda noted Governor Reynolds announced \$100 million for housing. Amanda also noted by Debi Durham, IFA and IEDA Executive Director, regarding rebranding affordable housing initiative with a toolkit to help developers and community leaders combat NIMBY (Not In My Back Yard) in hopes to release the stigma on what affordable housing is.

6. **Housing Assistance Plan (HAP)** – Amanda Harper presented the board with the Housing Assistance Plan (HAP). Discussion held regarding program priorities and long-term goals. Board wants to add rental rehab to the program priorities with a budget of \$100,000. This includes a 50/50 match for the landlords with a cap at \$10,000 per home and a deed restriction on the home for 5 years with a cap of \$10,000 per home. Amanda noted she will prepare guidelines for the rental rehab program with anticipated board approval at the November meeting.

*Rita Frahm moved to approve the HAP to include program priorities: OOR, rental rehab, down-payment assistance and construction and admin services with a proposed budget of roughly \$350,000 being split towards OOR (\$200,000), rental rehab (\$100,000) and down-payment assistance (\$20,000); seconded by Vince Phillips. Motion carried all ayes.*

7. **Policies & Procedures (Mobile Homes & Deeds)** – Discussion held whether to add mobile homes to the program's policies and procedures. Mobile homes are not currently covered under the program. Amanda proposed allowing emergency repairs (water and heating only) to be done to mobile home units. Julie from Community Action Agency suggested referring mobile home applicants to them as they have funding to help with heating units. The board then discussed changing the term of the current deed restrictions placed on homes who received OOR assistance. Amanda noted the term is currently 5 years with nothing owed back to the program upon release of the deed. Board agreed to keep the deed release system as it stands. No action needed.

*Keith Radig moved to approve adding mobile home emergency repairs (heating and water only) to the Policies and Procedures on the condition that they received a denial*

*letter from the Community Action Agency; seconded by Rhett Leonard. Motion carried all ayes.*

8. **HTF Public Hearing** – *Vince Phillips moved to open the public hearing, seconded by Bryan Peterson. Motion carried all ayes. No public comment. Bryan Peterson moved to close the public hearing, seconded by Keith Radig. Motion carried all ayes.*
9. **Approval of the HTF Application** – *Keith Radig moved to approve the HTF application and submittal, seconded by Robert Meyer. Motion carried all ayes.*
10. **Approval of Alternative Signatories** – *Keith Radig moved to approve Bill Cole, SIMPCO Finance Director, and Michelle Bostinelos, SIMPCO Executive Director, as alternative signatories.*

*Keith Radig moved to approve the alternative signatories as presented, seconded by Rhett Leonard. Motion carried all ayes.*

11. **Other Comments** – *Next Meeting: November 18<sup>th</sup> 11:15 a.m.*
12. **Adjournment** – *Keith Radig closed the meeting at 12:25 p.m.*