

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

Minutes

Thursday, September 28, 2023

11:30 a.m.

6401 Gordon Drive, Sioux City, Iowa

MEMBERS PRESENT:

Gary Horton, Plymouth County – Vice Chair
Bryan Petersen, Cherokee County
Robert Meyer, Monona County
Vince Phillips, Monona County
Clint Weaver, Monona County
Julie Colling, Ida County
Devlun Whiteing, Ida County
Jason Rasmus, Woodbury County
Scott Brekke, Woodbury County

SIMPCO STAFF:

Michelle Bostinelos, Executive Director, SIMPCO
Josh Bush, Finance Director, SIMPCO
Jenny Anderson, Housing Manager, SIMPCO
Emily Guthrie, Administrative Assistant II, SIMPCO

The WICIRHTF Board of Directors met on Thursday, September 28, 2023, at 11:30 a.m., 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 11:30 a.m. by Vice Chair, Gary Horton.

1. **Approval of the Agenda** – Vice Chair Horton asked the board if there were any additions or corrections to the September 28, 2023, meeting agenda.

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

2. **Approval of the Minutes** – Vice Chair Horton asked the board if there were any additions or corrections to the May 25, 2023, meeting minutes as presented.

*Scott Brekke moved to approve the minutes as presented, seconded by Julie Colling
Motion carried all ayes.*

3. **Updates –**

- a. Housing Manager Report – Jenny Anderson, Housing Manager, updated the board on current project and applicant status within the service area of Woodbury, Plymouth, Cherokee, Monona, and Ida counties. She reported 5 projects have been completed since the May 2023 meeting in Woodbury, Cherokee, Monona, and Ida counties. Jenny reported on the 22-LHTF-22 grant noting the HTF grant balance is \$36,802 with \$30,771 being allocated to 30% AMI households stating so far, 14 homes have been rehabbed. Jenny reported on the 22-LHTF-11 grant noting the HTF grant balance is \$313,645 with \$106,368 being allocated to 30% AMI households stating so far, 5 homes have been rehabbed.

Bryan Petersen moved to approve the financial presented, seconded by Scott Brekke. Motion carried all ayes.

- b. Josh Bush, Finance Director, presented the board with the housing trust financials through August 31, 2023, noting 17% through the fiscal year. Josh reported total revenue YTD at \$171,841 with total expenditures at \$68,310 for a net of \$103,531.

Bryan Petersen moved to approve the financial presented, seconded by Scott Brekke. Motion carried all ayes.

4. **Housing Assistance Plan (HAP)** – Jenny presented the board with the Housing Assistance Plan (HAP) for approval. Jenny noted no changes were made except the change of address to reflect the new SIMPCO building location.

Julie Colling moved to approve the HAP as presented, seconded by Bryan Petersen. Motion carried all ayes.

5. **2024 Policy and Procedures** – Jenny presented the board with the 2024 Policy and Procedures for approval.

Scott Brekke moved to approve the 2024 Policies and Procedures as presented, seconded by Jason Rasmus. Motion carried all ayes.

6. **Public Hearing (Housing Trust Fund Application)** –

Vice Phillips motioned to enter into the public hearing for comments on the annual plan/budget, allocation of funds, application, Housing Assistance Plan (HAP), and types of projects assisted with the funding. Motion seconded by Bryan Petersen. The board entered public hearing at 11:47 a.m. No public comment. Scott Brekke motioned to close public hearing. Motion seconded by Julie Colling. The public hearing closed at 11:49 a.m.

7. **Approve Submittal of Housing Trust Fund Application** – Jenny reported that she will submit the HTF application on Monday, October 2nd. Jenny noted that she is applying for \$381,698 in funding. The local match will bring the total amount to \$469,489 with the anticipation of rehabbing 17 units.

Julie Colling moved to approve the submittal of the HTF application, seconded by Vince Phillips. Motion carried all ayes.

8. **Other Comments** - Next meeting: November 16th at 11:15 a.m. / Veteran applicants still needed
9. **Adjournment** – *Scott Brekke moved to adjourn, seconded by Bryan Petersen. Vice Chair Horton closed the meeting at 11:55 a.m.*