

IOWA NORTHLAND REGIONAL HOUSING COUNCIL (INRHC)

INRCOG OFFICE
229 EAST PARK AVENUE
WATERLOO, IOWA 50703
Tentative Meeting Agenda for
Thursday June 27, 2024
9:00 a.m.

Agenda

1. Call to Order and Declaration of a Quorum (4 needed or 25% of the Council membership which is currently 15)
2. Approval of the Agenda. (Needs Action)
3. Consider March 28, 2024 Minutes. (Needs Action)
4. Revolving Loan Fund:
 - a. Review of Revolving Loan Finance Chart (Needs Action)
 - b. IFA- America Rescue Plan Act (ARPA) through the Homeowner Assistance Fund (HAF) update
 - c. Federal Home Loan Bank Affordable Housing project update
5. Housing Trust Fund Reports: Iowa Finance Authority (IFA) State Housing Trust Fund Grants
 - a. SHTF Grant IFA 19. January 2023 through December 31, 2024 (Needs Action)
Budget and Accounting Chart report
 - b. SHTF Grant IFA 20 January 2024 through December 31, 2025 (Needs Action)
Budget and Accounting Chart
 - c. Action not taken on budget and financial reports at March meeting (Needs Action)
 - d. Scope of work change to the Community Retirement Village in Clarksville's IFA 20 funding. (Needs Action)
 - e. Scope of work change request Sumner Housing Corp. IFA 20 funding. (Needs Action)
6. Discussion regarding changes to the Housing Assistance Plan (HAP) for IFA 21 grant application
7. Set Public Hearing for IFA 21 Application and HAP approval for September 26th (Needs Action)
8. General Discussion
9. 2024 Next Meeting Date (all meetings will be held at 9:00 AM):
 - a. ~~March 28, 2024~~
 - b. ~~June 27, 2024~~
 - c. September 26, 2024
 - d. December 19, 2024
10. Adjourn.

Please call INRCOG at (319) 235-0311 or e-mail inrcog@inrcog.org to confirm your attendance.

INRHC Meetings are open to all individuals. Any person requesting reasonable accommodation to participate in this meeting must contact the INRCOG office at (319) 235-0311 at least two (2) business days in advance of this meeting.

**IOWA NORTHLAND REGIONAL HOUSING COUNCIL
229 E. PARK AVE.
WATERLOO, IOWA**

MINUTES
Council Meeting
Thursday, June 27, 2024

The meeting of the Iowa Northland Regional Housing Council was held at the above-listed address. The meeting was called to order by Chair Ken Kammeyer at 9:02 am. A quorum was present. Council members present were: Heidi Nederhoff, Donna Mohlis, John Schuller, Ken Kammeyer, John Kurtz, Bill Hager, and Tammy Robinson. Also present were the following INRCOG staff: Cindy Knox, Isaiah Corbin, and Rose Phillips.

Kammeyer called the meeting to order at 9:00 am.

A motion was made by Kurtz, seconded by Nederhoff, to approve the agenda. The motion carried unanimously.

A motion was made by Mohlis, seconded by Schuller, to approve the March 28, 2024 minutes. The motion carried unanimously.

Knox reviewed a spreadsheet of INRHC's Revolving Loan Fund (RLF) account, which has a current balance of \$300,870.78. Of this amount, \$62,721.41 is obligated, leaving a balance of \$238,149.37. Up to \$221,760.00 of the RFL is set aside to cover up-front costs for the Federal Home Loan Bank (FHLB) owner-occupied rehabilitation grant awarded to INRCOG in December 2022. Among 12 approved households, 2 projects are completed, 5 are underway, and the remaining 5 are obtaining quotes from contractors. The RLF is also covering up-front costs for INRCOG's Home Repair Pilot Program (HRPP) grant from the Iowa Finance Authority's Housing Assistance Fund (HAF). Up to \$35,000 is available per home, with 21 households qualified.

A motion was made by Mohlis, seconded by Schuller, to accept the financial statement for the Revolving Loan Fund. The motion carried unanimously.

Knox reviewed the SHTF XIX financial report. Iowa Heartland Habitat for Humanity has spent its awards for both Activities #1 and #2. Most of the USDA properties have not fully spent their awards, but their contracts provide for funds to be spent by 9/30/24.

Knox reviewed the SHTF XX financial report. Since contracts with awardees were just executed earlier this year, no grantees have spent funds yet.

Knox reported that she has had difficulty meeting the 30% local match requirement, due to changes to Rural Repair Program (RRP) eligibility approved by the INRHC Board at the 6/23/22 meeting. These changes included a restructuring of the loan terms for households \leq 30% AMI to be 90% forgivable, 10% repayable, while those for households between $>$ 60% and 80% AMI are 50% repayable. Previously, all loans were 30% repayable. Since few households $>$ 60% AMI participate in RRP, the net effect has been a decrease in loan payments that contribute to INRHC's local match.

At the same time, there is more pressure on RRP to serve households \leq 30% AMI, since it has become more difficult to get renovation proposals from USDA rental facilities that serve households in this income range. IFA requires that a minimum of 30% of its award be spent for households \leq 30% AMI. To ensure that SHTF XIX meets the minimum \leq 30% AMI set-aside, some RRP beneficiaries over this threshold have been moved to SHTF XX.

However, this simply postpones the problem. Knox encouraged the Board to offer suggestions to address these issues.

Knox reported that the financial reports for SHTF XIX and XX were discussed at the 3/28/24 meeting, and are detailed in the minutes approved by the Board for that meeting. However, the financial reports were not approved at the 3/28/24 meeting.

A motion was made by Schuller, seconded by Kurtz, to accept the financial statements for SHTF XVII and XIX presented at the 6/27/24 and 3/28/24 meetings. The motion carried unanimously.

Knox presented a request for a project scope change from Sumner Housing Corporation, a USDA rental complex in Sumner that received a SHTF XIX award to renovate 4 apartment units. The property manager reports that they have completed 2 renovations, and would like to use the remaining funds to fix the property's sidewalk, which is in poor condition and poses a tripping hazard.

A motion was made by Kurtz, seconded by Nederhoff, to approve Sumner Housing Corporation's request to spend its remaining SHTF XIX award on sidewalk replacement. The motion carried unanimously.

Knox presented a request for a project scope change from Community Retirement Village, a USDA rental complex in Clarksville that received a SHTF XX award to renovate 3 apartment units. The management proposes to reduce the scope of repairs in the 3 units and redirect funds to make Americans with Disabilities Act (ADA) improvements in common areas.

A motion was made by Robinson, seconded by Kurtz, to approve Community Retirement Village's request to include common area ADA improvements in the scope for its SHTF XX award, while leaving the total award amount unchanged. The motion carried unanimously.

Discussion on the Housing Assistance Plan (HAP) for the SHTF XXI grant application took place. The Council discussed the status of several USDA properties paying off their 30-year financing terms and its impact. No changes were recommended for the HAP.

A motion was made by Schuller, seconded by Mohlis, to set the public hearing for the SHTF XXI application and HAP approval for September 26, 2024. The motion carried unanimously.

2024 Meeting Dates at 9:00 AM include: September 26, 2024, and December 19, 2024.

A motion was made by Mohlis, seconded by Kurtz, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 9:45 am.

Respectfully submitted,



Rose Phillips, INRCOG