

MINUTES for:

-EASTERN IOWA REGIONAL HOUSING CORPORATION (EIRHC)
-EASTERN IOWA REGIONAL HOUSING AUTHORITY (EIRHA)
-EASTERN IOWA DEVELOPMENT CORPORATION (EIDC)
Board Meeting

DATE: Thursday, September 23, 2010

TIME: 4:30 pm

PLACE: ECIA Administrative Offices

EIRHA/EIRHC

DIRECTORS PRESENT:

X=present

**=alternate*

***=present by phone*

<input checked="" type="checkbox"/> Merrill Smock	<input checked="" type="checkbox"/> Linda Duesing	<input checked="" type="checkbox"/> Bob Brunkan
<input checked="" type="checkbox"/> Joanne Guise	<input checked="" type="checkbox"/> Cheryl Kastantin	<input checked="" type="checkbox"/> Cliff Bunting
<input type="checkbox"/> Linda Gaul	<input checked="" type="checkbox"/> Roger Hanson	<input checked="" type="checkbox"/> Ken Donovan
<input checked="" type="checkbox"/> Bill Rediger	<input checked="" type="checkbox"/> Rita Cavanagh	<input checked="" type="checkbox"/> Mary Gibson
<input type="checkbox"/> Sheri Hatfield	<input checked="" type="checkbox"/> Lenfred Phelps*	<input type="checkbox"/> Shelley Knepper *

EIDC BOARD PRESENT:

<input checked="" type="checkbox"/> Merrill Smock	<input checked="" type="checkbox"/> Cliff Bunting	<input checked="" type="checkbox"/> Carol Schmitt
<input type="checkbox"/> Bob Blok	<input checked="" type="checkbox"/> Amy Esterhuzien	

COMMISSIONERS PRESENT: Lucy Donovan,

OTHERS PRESENT: none

STAFF PRESENT: Michelle Schnier, Gail Kuhle

***A Quorum was present**

Call to Order

The meeting was called to order at 4:45 p.m. by Chairperson Smock.

Review and Approve Minutes of EIRHA, EIRHC and EIDC July 22, 2010 Board meeting

Motion by Gibson, second by Donovan to approve the minutes from the EIRHA, EIRHC and EIDC July 22, 2010 Board meeting. The motion passed unanimously.

Report on Housing Programs

Public Housing Lease-up and vacancies

Schnier reported that the Public Housing program has three vacancies, one at the Manchester Family location and two at the DeWitt Elderly location. Schnier indicated that staff is currently working with potential applicants to fill the vacancies. The Public Housing program currently has a 97.98% lease-up rate for the year.

Section 8 Housing Choice Voucher (HCV) lease-up and waiting list

Schnier reported that the Section 8 HCV program currently has 1,859 individuals on the waiting list. She indicated that the yearly lease-up was at 100.26% with expenditures at 72.73% (target 75%).

USDA Lease-up

The Worthington and Grand Mound properties currently have no vacancies with a 100% lease-up for FY'10.

Homeownership Programs

Public Housing Homeownership

Schnier stated that under the Public Housing Homeownership Program, five units have been sold in Manchester and Dyersville.

Section 8 Homeownership Program

The Section 8 Homeownership Program has received two hundred and three (203) requests for applications and, of those 203 applicants; ninety-three (93) applications have been returned. Eighteen (18) applicants have purchased homes; forty-three (43) applicants have been given the opportunity to attend homeownership counseling and the remainder are clearing up credit issues or are no longer interested.

Section 8 Housing Choice Voucher (HCV) Family Self-Sufficiency (FSS)

Schnier indicated that the initial goal of fifty (50) mandatory slots has been achieved for the program. The current number of clients on the Section 8 Housing Choice Voucher (HCV) FSS program is seventy-six (76) with an average monthly escrow balance of \$200.00. Schnier noted that since the last update one client has successfully completed the program and has voluntarily exited the Section 8 Voucher program. Schnier explained that staff is diligently working on increasing the number of families enrolled in the program to 75 or above. She stated that if the number of families enrolled in the program increased to 75 or

above then the HA would qualify for a second FSS Coordinator position, depending on HUD funding availability.

ROSS Public Housing Family Self-Sufficiency (FSS)

Schnier said there have been ninety-six (96) Public Housing clients served; with an average monthly escrow balance of \$1,460.40. Schnier noted there have been thirteen (13) successful completions. Two successful completions have moved to home ownership and the other eleven have completed their goals and moved to non-subsidized housing.

Elderly Self-Sufficiency

Schnier reported that the fall potlucks will be held in October for senior residents living in Public Housing units owned by EIRHA. Schnier noted that recently, EIRHA took the numerous Public Housing elderly residents to the Star Cinema to see "The Sorcerer's Apprentice" then to Bishops Restaurant for lunch. Transportation was provided by the Regional Transit Authority (RTA).

Housing Development

Schnier explained that the Lost Nation rehab home has been completed and sold on land contract for \$82,000. Schnier noted that the Housing Authority purchased a lot in the City of Maquoketa for \$7,250.00 for the construction of a single-family home.

Housing Counseling

Schnier reported that on July 30, 2010 U.S. Department of Housing and Urban Development (HUD) approved EIRHA as a Housing Counseling Agency. As a Housing Council Agency, EIRHA will provide Money Debt Management, Pre-purchase Counseling and Home Improvement and Rehabilitation Counseling. Schnier went on to report that on August 24, 2010 the Housing Authority had applied for the Housing Counseling Program NOFA.

Motion by Rediger, second by Gibson to accepted the reports on the housing programs. The motion passed unanimous.

Review and Approve Public Housing and Section 8 Housing Choice Voucher (HCV) program expenditures for July and August 2010

Schnier began by reviewing the cash account balances for Section 8 HCV, Public Housing, Corporation and Tax Credit as of September 1, 2010.

Schnier continued with reviewing the Section 8 Housing Choice Voucher (HCV) expenditures for July and August 2010. She highlighted the May disbursement to Asbury Meadows of \$144 for a tenant's past due rent and the disbursement of \$1,325.00 to Bird Chevrolet. She explained that both disbursements will be paid out of the client's FFS escrow accounts and are paid directly to the vendors. Schnier noted that there were no unusual expenditures for June 2010.

Schnier first began by reviewing the Public Housing expenditures for May and June 2010. She highlighted the May cash disbursements for the Lost Nation rehab home of \$984.45 to First Supply for material/supplies and \$1,150.00 to Wagener Concrete for a driveway and patio. She continued with noting the expenditures of \$2,144.31 to Probuild and \$1,570.00 to Riniker Construction for repairs to a Public Housing unit due to fire damage. Schnier indicated that the

tenant is being billed for the fire damages. She then reviewed the June cash disbursements highlighting Express Services expenditure for \$524.80 for the lawn care assistant and the expenditure for \$27.29 for placing a Rain Garden bid notice in the Dyersville Commercial.

Discussion followed.

Motion by Guise second by Bunting to approve the Public Housing and Section 8 HCV program expenditures for July and August 20102010. The motion passed unanimously.

Review CFP contracts

There were no CFP contracts to review at this time.

Review and Approve EIRHA Resolution #10-2010 Section 8 HCV fair market rents

Schnier reviewed the newly proposed fair market rents, which will be implemented on January 1, 2011. She indicated the fair market rents increased approximately \$9-\$14 per bedroom size, with a decrease in Scott County.

Motion by Rediger, second by Hanson to approve Section 8 Housing Choice Voucher (HCV) fair markets rents - Resolution #10-2010. The motion passed unanimously.

Review and Approve Public Housing FY'10 Fiscal year end financial statement

Schnier presented the Public Housing FY'10 fiscal year-end financial statement. She began by highlighting the "payment in lieu of taxes" stating that each year the Public Housing program is required to pay a form of tax on all rental properties. The taxes are figured at 10% of the total rent received less utilities.

Schnier continued her review by referring to the "Statement of Operating Receipts and Expenditures" noting that the total operating income for FY'10 was \$430,752.44, with a total operating expenditure of \$856,085.27. Schnier then noted with the infusion of HUD's Operating Subsidy of \$317,823.40 into the budget, Public Housing has a deficit of \$112,250.07. The total Public Housing Operating Reserve for FY'09 is \$492.806.

Schnier went on to explain the ending deficit. She indicated the deficit was a result of the two rehab house being still on the books.

Discussion followed.

Motion by Gibson, second by Duesing to approve the Public Housing FY'10 fiscal year-end financial statement. The motion passed unanimously.

Review and Approve EIRHC USDA Program Expenditures for July and August 2010

Schnier presented the EIRHC USDA program expenditures for July and August 2010, noting that there were no unusual expenditures for July and August 2010.

Motion by Bunting, second by Hanson to approve the EIRHC USDA program expenditures for July and August 2010. The motion passed unanimously.

Review and Approve EIRHC Tax Credit Program Expenditures for May and June 2010

Schnier reviewed the expenditures for July and August 2010, Asbury EIRP, LLLP, (Asbury Meadows) and Eastern Iowa Regional Housing Partnership, LLLP, (Evergreen Meadows). She began by highlighting the August Asbury EIRP, LLLP expenditure of \$28,214.00 to Dubuque County Treasurer for property taxes. She indicated there were no other unusual expenditures for July and August 2010.

Schnier continued with reviewing the Eastern Iowa Regional Housing Partnership, LLLP, (Evergreen Meadows) expenditures. She highlighted the July expenditure of \$343.26 to the Dubuque Sign Company for the repair of the Evergreen Meadows sign that had blown over in a wind storm. She then highlighted the August cash disbursement of \$15,102.00 to the Dubuque County Treasurer for property taxes. Schnier indicated that there were no other unusual July or August 2010 expenditures for Eastern Iowa Regional Housing Partnership, LLLP, (Evergreen Meadows).

Schnier noted that there were no expenditures July and August 2010 expenditures for the EIRHC.

Motion by Duesing, second by Cavanagh to approve the EIRHC expenditures for July and August 2010. The motion passed unanimously.

Report on the following Tax Credit Programs

Evergreen Meadows Tax Credit Lease-up and Waiting List

Schnier reported that Evergreen Meadows is currently at 100% yearly lease-up with 333 individuals on the waiting list. She noted that Evergreen Meadows currently has no vacancies. Schnier then relayed the following additional information about the Evergreen Meadows residents:

- Nineteen (19) residents are enrolled in the FSS Program.
- Eight (8) residents are students.
- Fifteen (15) residents are employed part-time or full-time.

Asbury Meadows Tax Credit Lease-up and Waiting List

Schnier reported that Asbury Meadows is currently at 100% yearly lease-up with 457 individuals on the waiting list. She also noted that Asbury Meadows has no vacancies at this time. Schnier continued with relaying the following information about the Asbury Meadows residents:

- Eleven (11) residents are enrolled in the FSS Program.
- Four (4) residents are students.
- Twenty-six (26) residents are employed part-time or full-time.

Schnier indicated that the Borrowed Beginning Program continues to be offered at each site. She explained that the program offer gently used clothing, toys and books to individuals being served by the Housing Authority who can not afford them. Schnier went on to explain that the community gardens that were planted at both tax credit sites were very successful this year. Not only did the gardens promote healthy lifestyles for the families by providing fresh produce but encourage tenants of the sites to work together.

Other Business

Next meeting date

Schnier stated that the next EIRHA-EIRHC-EIDC meeting will be the annual Commissioners and Board of Directors meeting and it will be held on Wednesday, November 10, 2010 at 4:30 p.m.

Adjournment

Motion by Rediger, second by Duesing to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 5:28 p.m.

Respectfully Submitted,

Michelle Schnier