

**Southwest Iowa Housing Trust Fund, Inc.**  
**Meeting Minutes**  
**November 21, 2017, SWIPCO Conference Room, Atlantic, IA**

**Call to Order.** Wright called the meeting to order at 10:00 A.M.

**Roll Call.** The following members were present: Marty Barnett (teleconference), Lori Holste, Pat McCurdy, Wendy Mueller (teleconference), Brad Wright, and Sharon Yahnke (teleconference). A quorum was present. Staff present: Tammy DeBord, Sandy Hansen, Daniel Lee, and John McCurdy.

**Approve Agenda.** P. McCurdy moved to approve the agenda, and Holste seconded. Motion passed with all ayes.

**Approve Minutes of August 22, 2017.** Holste moved to approve the minutes and P. McCurdy seconded. Motion passed with all ayes.

**Review and Approve SWIHTF Membership Fees.** J. McCurdy explained the membership fees for SWIHTF are used for match money for the IFA grant application, a percent of which is required to come from member governments, and used to fund the demolition program. P. McCurdy moved to approve the \$5,000 county membership fee. Holste seconded the motion. Motion passed with all ayes.

**Discuss and Approve SWIHTF Demolition Program Application and Application Process.** Staff presented the proposed application and point allocation for the demolition program. Wright presented an alternate point allocation. Board concurred during discussion to:

- Scoring Criteria for application:
  - Used Grant Last Year – Yes -0, No -10
  - Asbestos Inspection Completed – Yes -5, No -0
  - Condition of Building/Collapse – 10 points
  - Inherent Danger – 10 points
  - Impact on Neighborhood – 10 points
  - Plans after Demolition – 5 points
  - Maximum 50 potential points
- Eligibility Requirement is city owned property.
- Photos and Narrative of Project must be included on the application
- Maximum grant per project is 50% of total cost not to exceed \$15,000
- Grant application period January 1 to March 1

P. McCurdy moved to approve the agreed upon scoring criteria, eligibility requirements, and application procedure. Mueller seconded the motion. Motion passed with all ayes.

**Discuss Current Programs.** Lee presented:

- Staff is in the process of closing out the 2015 and 2016 IFA grants before 12/31/17. \$3942 in grant funds need to be expended for 2015 grant, and \$25,496 in grant funds need to be expended for 2016 grant. Currently 8 repair projects are underway. Some of these are nearing completion. We will assess on December 1, 2017 how many remaining projects will likely be completed by the end of the year. To close 2015 and 2016, we will apply homeownership assistance funds from the 2017 grant award year. Unfinished repair projects will then move to the 2017 grant award year from 2016.
- The 2018 IFA grant application was submitted in September. \$331,727 will be received from IFA, with \$38,000 in government match and \$44,931.75 from the housing RLF for a total match amount of \$82,931.75 and total budget of \$414,658.75. \$100,000 will be dedicated to Homeownership Assistance, \$38,000 to demolition, and the remainder will be used for owner occupied repair.
- One application was received for a housing revolving loan fund repair loan. This application was denied due to a pending divorce and three loans in collections. The applicant is on the waiting list for the home repair grant program.

**Other Business.** J. McCurdy presented two items for the SWIHTF board to be aware of:

- The southeast Iowa COG, Southeast Iowa Regional Planning Commission, is working with the Iowa Prison Industries on a home building project near Newton. This is modeled after the South Dakota “Governor’s House” program.
- An attorney working with another COG is seeking to change Iowa Code 657A during the next legislative session to make it easier for cities to obtain dilapidated structures in their communities.

**Adjourn.** P. McCurdy moved to adjourn the meeting and at 10:40 AM and Holste seconded. Motion passed with all ayes.

Marty Barnett  
Secretary/Treasurer