

POLK COUNTY HOUSING TRUST FUND  
BOARD OF DIRECTORS MEETING  
Friday, January 10, 2014  
10:00 a.m.

## **MINUTES**

Board Members Present:

Angela Connolly, Creighton Cox, Beverly Evans, Larry Goodell, Luke Gray, Lance Henning, Christine Pardee (via phone), Sean Pelletier, Elizabeth Presutti, Rob Sherwood, Troy Thompson, Steve Van Oort, Linda Westergaard (via phone)

Board Members Absent:

Debbie Fisher, Christine Hensley, Steve Patterson

Guests:

Tom Cope, Avenson, Oakley & Cope; Diana Deibler, Deibler & Co; Joshua Swinnie

Staff:

Eric Burmeister, Lori Kauzlarich, Josh Hellyer, Carol Duncan

### STRATEGIC SESSION

Tom Cope, Avenson, Oakley & Cope, presented the Board with an update on the upcoming Legislative Session. Tom talked about the structure of the funding that goes to the State Housing Trust Fund, \$3 million from State Infrastructure Fund and \$3 million from the Real Estate Transfer Tax. The result is that the State Housing Trust Fund is able to fund the 26 Local Housing Trust Funds in the State, with Polk County Housing Trust Fund receiving approximately \$860,000. The question was asked if we would hold a Lobby Day at the Capitol. Tom suggested only if it is needed. Governor Branstad is scheduled to deliver his Condition of the State and Budget Message Tuesday, January 14; a decision will be made once it is known what the Governor's budget reveals.

Eric mentioned that Josh has put together a microsite for the 2014 Legislative Session and will keep that updated.

Tom will send to the Board a list of key legislators.

### BUSINESS MEETING

Call to Order

Larry Goodell, Chair, called the Business Meeting to order at 10:25 a.m.

Agenda

Rob Sherwood moved to approve the Agenda; seconded by Creighton Cox. Motion Carried Unanimously.

Minutes

Rob Sherwood moved to approve the November 2013 Minutes as written; seconded by Bev Evans. Motion Carried Unanimously.

Finance Committee Report

Bev Evans suggested it would be helpful to have YTD on the financials. The Finance Committee will discuss this at the next Finance Committee Meeting. With no further questions or comments regarding the October 2013 Financials; Troy Thompson moved to approve; seconded by Lance Henning. Motion Carried Unanimously.

Development Committee Report

Polk County Public Works Contract modification

Polk County Public Works received an extension for an OOR contract in FY 2013. They have not been able to attain matching funds, but they do have matching funds for small projects and are, therefore, asking that the OOR contract be modified to include Emergency Repair Projects up to \$10,991.00.

The Development Committee recommends funding the modification of the Polk County Public Works contract for OOR to include Emergency Repairs and extend the contract to March 4, 2015.

Sean Pelletier moved to approve the modification; seconded by Rob Sherwood. Motion Carried Unanimously.

Rebuilding Together, Habitat for Humanity, Metro Home Improvement, Polk County Public Works

The FY 2014 HAP earmarks \$800,000 for OOR. There are four (4) applications totaling \$510,000. Each applicant met the threshold. The breakdown is as follows:

GDM Habitat for Humanity	\$75,000.00
City of WDM – MHIP	\$200,000.00
Polk County Public Works	\$175,000.00
Rebuilding Together Des Moines	\$60,000.00
<b>Total</b>	<b>\$510,000.00</b>

The Development Committee recommends full funding for each application.

Angela Connolly moved to approve Rebuilding Together, Habitat for Humanity, MHIP and Polk County Public Works request for funding; seconded by Creighton Cox. Motion Carried. Lance Henning abstained.

With no further business Rob Sherwood moved to adjourn the meeting; seconded by Creighton Cox. Meeting adjourned at 10:56 a.m.

The next meeting of the Polk County Housing Trust Fund is the Annual Meeting on Friday, February 7, 2014 at 10:00 a.m.

Respectfully submitted,  
Carol Duncan  
Administrative Coordinator  
Polk County Housing Trust Fund