

**POLK COUNTY HOUSING TRUST FUND  
BOARD OF DIRECTOR'S ANNUAL MEETING**

Friday, February 1, 2019  
4<sup>th</sup> Floor, IEB Building Conference Room #448  
10:00 a.m.

**MINUTES**

Board Members Present:

Angela Connolly, Elizabeth Presutti, Jeff Damman, Connie Boesen, Teree Caldwell-Johnson, Frank Cownie, Peter Diliberti, Jane Fogg, Rachel Geilenfeld, Tina Mowry Hadden, Joelyn Jensen-Marren, Chelsea Lepley, Mandi McReynolds, Steve Niebuhr

Board Members Absent:

Bev Evans, Troy Thompson, Steve Van Oort

Guests:

Cynthia Latcham, Director of Programs and Services, Anawim Housing; Randy an Anawim Housing resident; Cindy McGrane, Senior Program Manager, Anawim Housing; Diana Deibler, Deibler & Co.; Angie Arthur, Executive Director, Polk County Continuum of Care

Staff:

Eric Burmeister, Lori Kauzlarich, Tracy Levine, Lauren Johnson, Carol Duncan

**Strategic Session**

The Strategic Session focused on the 2019 Campaign, Stable, Steady Strong. To help the Board understand the importance of the Campaign, Randy a client with Anawim Housing's Shelter Plus Care program shared his story and explained how the supportive services he received helped him become stable, steady and strong.

Cynthia Latcham, Director of Program and Services for Anawim Housing explained Anawim Programs to the Board and how these programs help clients such as Randy.

This portion segued into the second part of the Strategic Session a Board Training exercise. The goal of this exercise was to engage the board in a discussion about how to maximize the success of corporate visits for the campaign. The discussion was good and the interaction productive.

Board members were again asked to make an annual pledge emphasizing a goal of 100% of board members giving.

**Business Meeting**

Angela Connolly, Chair, called the Business Meeting to order at 10:52 a.m. A motion was called to approve the agenda and the January 2019 meeting minutes.

Frank Cownie moved to approve the agenda and the minutes as written; seconded by Teree Caldwell-Johnson. Motion Carried Unanimously.

#### Recommendation for approval of November 2018 financials

Jeff Damman reported on behalf of the Finance Committee, stating PCHTF is on budget. He also reported that the RFP's for Audit Services will be sent out soon. The Board will take action at the April 5 Board meeting

Connie Boesen moved to approve the November 2018 Financials; seconded by Elizabeth Presutti. Motion Carried Unanimously.

#### Statement of Support for Local Option Sales Tax

The Policy Committee recommends the Board approve the statement of support:

The Polk County Housing Trust Fund supports the local option sales tax in the City of Des Moines with the expectation that additional revenues collected will expand efforts to improve the quality and affordability of rental housing, and will support reinvestment in neighborhood stability. The PCHTF board anticipates this action will serve as a catalyst and down payment on future actions by the City of Des Moines to ensure that all residents have a safe, stable, and affordable place to call home. We encourage all communities in Polk County to follow this example.

Jane Fogg moved to approve the Policy Committee recommendations and approve the statement of support; seconded by Elizabeth Presutti. Frank Cownie, Connie Boesen and Angela Connolly abstained. Motion Carried.

#### Recommendation of 2019 State Policy Agenda

The Policy Committee recommends approval of the 2019 State Policy Agenda:

##### **Increase Investment in Housing.**

- PCHTF supports the expansion of tax credit programs that support the construction or rehabilitation of affordable housing, including the Workforce Housing Tax Credit program and the proposed Low Income Housing Development Tax Credit.
- PCHTF supports increasing the State Housing Trust Fund standing appropriation from the Rebuild Iowa Infrastructure Fund (RIIF) by \$2 million, totaling \$5 million.

- PCHTF supports the establishment of a State Low Income Housing Tax Credit program in which taxpayer support provides equity to developers of affordable housing. Participating taxpayers receive credit against their state income tax liability equal to their contribution.

After further discussion it is recommended that the order of the bullet points be changed to read:

- PCHTF supports the establishment of a State Low Income Housing Tax Credit program in which taxpayer support provides equity to developers of affordable housing. Participating taxpayers receive credit against their state income tax liability equal to their contribution.
- PCHTF supports the expansion of tax credit programs that support the construction or rehabilitation of affordable housing, including the Workforce Housing Tax Credit program and the proposed Low Income Housing Development Tax Credit.
- PCHTF supports increasing the State Housing Trust Fund standing appropriation from the Rebuild Iowa Infrastructure Fund (RIIF) by \$2 million, totaling \$5 million.

Elizabeth Presutti moved to approve the 2019 State Policy Agenda with suggested change; seconded by Jeff Damman. Motion Carried Unanimously.

Recommendation of Single Family Allocations

The Development Committee reviewed three applications for Single-Family Homeownership contracts and has recommended that the allocations to Greater Des Moines Habitat for Humanity, Neighborhood Finance Corp., and Destiny Homes/Genesis Homes be approved.

GDM Habitat for Humanity	\$240,000
Neighborhood Finance Corp.	\$ 63,000
Genesis Homes of Iowa	\$ 50,000
<b>Total recommendation</b>	<b>\$353,000</b>

Jeff Damman moved to approve the Development Committee recommendations allocating a total of \$353,000 to the three applicants; seconded by Teree Caldwell-Johnson. Motion Carried Unanimously.

Election of Board Members

The Governance Committee nominates the following individuals to serve on the Board of Directors for a second three-year term:

Connie Boesen	At-Large
Jane Fogg	Pool
Rachel Geilenfeld	BOS District 1 (appointed position)
Chelsea Lepley	BOS District 4 (appointed position)

Teree Caldwell-Johnson moved to approve the nominations for a second three-year term; seconded by Elizabeth Presutti. Motion Carried Unanimously.

The Governance Committee nominates the following individuals to serve on the Board of Directors for an initial three-year term:

Darcy Valline	Hubbell Realty	Pool
Suzanne Mineck	Mid-Iowa Health Foundation	Pool
Luis Montoya	DART	BOS District 5 (appointed position)
Cole McClelland	Bankers Trust	Pool

Connie Boesen moved to approve the slate of new board members; seconded by Mandi McReynolds. Motion Carried Unanimously.

Appointment of Committees

The Governance Committee recommends the following individuals be appointed to Standing Committees of the Polk County Housing Trust Fund for a one-year term.

**Finance**

Jeff Damman, Chair	Meta Bank *
Rob Sherwood	
Marijetka Orr	
Dave Midtlyng	LWBJ
Joelyn Jensen-Marren	FHLB*
Bev Evans	Davis Brown Law Firm

**Governance**

Angela Connolly, Chair	Polk County Board of Supervisors*
Debbie Fisher	Newbury Living
Steve Van Oort	Polk County Board of Supervisors *
Dylan Mullenix	MPO
Teree Caldwell-Johnson	Oakridge Neighborhood*

**Advancement**

Connie Boesen	*
Angela Connolly	Polk County Board of Supervisors*
Diana Deibler	Deibler and Company
Mandi McReynolds	Principal*
Tina Mowry Hadden	Mowry Strategies*

### **Program & Supportive Services**

Jane Fogg, Chair	JBF Consulting*
Chris Johansen	City of Des Moines
Craig Schneider	US Bank
Kris Schechinger-Camper	Nationwide Foundation
Andrea Dickinson Dose	Iowa Credit Union League
Brian Hillebrand	American Trust & Savings

### **Development**

Christine Gordon	City of WDSM (Metro Home Imprvt)
Jennifer Cooper	Bankers Trust
Mary Neiderbach	
Laura Abbott	Iowa Finance Authority
Gary Buelt	Bankers Trust
Tim Portzen	Hubbell Companies
Scott Fitzpatrick	MHEG
Jeff Damman	MetaBank*
Jodie Stephens	FHLB
Lisa Crabbs	City of Des Moines
Rachel Wegman	Blackbird Investments

### **Marketing**

Diana Deibler, Chair	Deibler & Company
Ashley Jared	Iowa Finance Authority
Erin Hockman	DART
Matthew Sorensen	Prairie Professionals
Steve Van Oort	Polk County Board of Supervisors*
Andy Bernholtz	General Dynamics IT
Sara Bonney	Community Foundation
Marissa Conrad	Primary Health Care
Jenna Ekstrom	GDM Habitat for Humanity
Rachel Wegman	Blackbird Investments
Abe Goldstien	Trilix
Joey Taylor-Moon	Hubbell

### **Housing Policy**

Chelsea Lepley	Accenture*
Jane Fogg	JBF Consulting*
Luke Mohlenhoff	West Bank
Bev Evans	Davis Brown Law Firm
Elizabeth Presutti	DART
Todd Ashby	MPO
Mike Tramontina	
Bill Messerschmidt	First National Bank
Lance Henning	GDM Habitat for Humanity
Rachel Geilenfeld	Sukup Manufacturing Co*
Amber Lynch	City of Des Moines
Pam Carmichael	HOME, Inc.

Peter Diliberti	Wells Fargo*
Brett Burk	EMBARC
Jeremy Rosen	Iowa Housing Partnership

\*PCHTF Board of Directors

Conflict of Interest Policy

There is no change in the Conflict of Interest Policy since it was adopted in 2014. Each board member was asked to sign the Conflict of Interest Certification and return for filing.

Election of Officers

The Chair of the Board appointed the Executive Committee as the Nominating Committee for Officers for the current year.

As such the Nominating Committee recommends the following as Officers of the Polk County Housing Trust Fund for a one-year term and the appointment of the Executive Committee.

**Executive Committee**

Angela Connolly	Chair
Jane Fogg	Vice Chair
Peter Diliberti	Secretary
Jeff Damman	Treasurer
Steve Patterson	Past Chair

Connie Boesen moved to approve the Nominating Committee recommendations; seconded by Mandi McReynolds. Motion Carried Unanimously.

Other Business

Angela Connolly thanked Steve Niebuhr and Elizabeth Presutti for their commitment to affordable housing and time served on the Board of Director’s of the Polk County Housing Trust Fund and presented each a farewell gift. Bev Evans and Troy Thompson were unable to attend the meeting, but were thanked for their service and commitment as well. They also have a farewell gift.

With no further business, the meeting adjourned at 11:36 a.m.

The next meeting of the Polk County Housing Trust Fund is Friday, April 5, 2019 at 10:00 a.m. The meeting will be held in the IEB 4<sup>th</sup> floor Conference Room, #448.

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