

AGENDA

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, OCTOBER 15, 2024
1201 SE GATEWAY DRIVE
GRIMES, IOWA 50111
6:00 PM**

1. 6:00 Roll Call and Approval of the Agenda for Executive Board Meeting
2. 6:05 Approval of the minutes from September 17, 2024
3. 6:10 September and October 2024 disbursements
 - A. Treasurers Report
4. 6:15 Report of the Executive Director
 - A. Monthly Program Statistics September and October 2024
 - B. Monthly Portability Payments for October 2024
 - C. Monthly Banking Balances
 - D. Staff Expense Fund Breakdown
 - E. Security Deposit Grant Program
 - F. Executive Director Overview
5. 6:30 Other Business
 - A. Financials-September 2024 (if available)
6. 6:40 New Business
 - A. RESOLUTION 24-24 APPROVING AND AUTHORIZING THE WITHDRAWAL OF FUNDS FROM THE SECTION 8 FAMILY SELF-SUFFICIENCY ESCROW
 - B. RESOLUTION 24-25 APPROVING AND AUTHORIZING THE WRITE-OFF OF PUBLIC HOUSING COLLECTION LOSSES-FYE 2024
 - C. RESOLUTION 24-26 APPROVAL OF BOONE, IOWA SCATTERED SITE ROOF REPLACEMENTS
 - D. RESOLUTION 24-27 APPROVING APPLICATION FOR FAMILY SELF SUFFICIENCY COORDINATOR FUNDING
 - E. RESOLUTION 24-28 RESOLUTION TO APPROVE REVISIONS TO SECTION 8 VOUCHER PAYMENT STANDARDS – 01/01/2025
7. 7:00 Good of the Order

Please note that this Agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), *Code of Iowa*, in accordance with Title 11 of the Americans with Disabilities Act as it pertains to access to Public Meetings, The Executive Director of CIRHA, upon adequate notice, will make reasonable accommodation for persons with special needs. Please Contact Robert Vernon, Executive Director, at (515) 986-1882 x106 should you require assistance.



**EXECUTIVE COMMITTEE MEETING
TUESDAY, OCTOBER 15, 2024
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

Chairperson, Craig Armstrong, called the meeting to order at 6:00 p.m. These members of the Executive Committee were present:

Craig Armstrong, Chairperson

Latifah Faisal, Vice Chairperson

Susan Crowdes, Treasurer

Jeannette Flynn, Boone County

Shirley McAdon, Alternate, Dallas County by Zoom

Bill Stammerman, Dallas County

Craig Agan, Marion County

Staff:

Robert Vernon, Executive Director, Secretary

Kendra Wignall, Deputy Director

Absent:

Bob Findlay, Dallas County

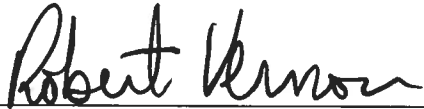
Vanessa Baker-Latimer, Story County

- 1) **AGENDA – Motion Faisal, second by Crowdes approving the Agenda. Motion carried by unanimous vote.**
- 2) **Motion Stammerman, second by Flynn approving the September 17, 2024 minutes as presented. Motion carried by unanimous vote.**
- 3) **DISBURSEMENTS – Motion Faisal, second by Crowdes approving September and October 2024 disbursements. Motion carried by unanimous vote.**
 - A. Treasurer, Crowdes reported no concerns on the monthly credit card statements.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for September and October 2024 presented as attached.
 - B. October 2024 Portability Payout Report presented as attached.
 - C. Bank account balances as of September 30, 2024 presented as attached.
 - D. Business Account - Staff Fund Expense Summary presented as attached.
 - E. Security Deposit Grant Program report presented as attached.
 - F. Executive Director, Robert Vernon had nothing new to report on the Agency Overview.
- 5) **OTHER BUSINESS**
 - A. Pre-Closing FYE 2024 September 2024 financials were presented as attached.
- 6) **NEW BUSINESS**
 - A. **RESOLUTION 24-24 APPROVING AND AUTHORIZING THE WITHDRAWAL OF FUNDS FROM THE SECTION 8 FAMILY SELF-SUFFICIENCY ESCROW - Omer**
Motion Stammerman, second by Faisal approving the Resolution. Aye-Armstrong, Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote.
 - B. **RESOLUTION 24-25 APPROVING AND AUTHORIZING THE WRITE-OFF OF PUBLIC HOUSING COLLECTION LOSSES-FYE 2024**
Motion Stammerman, second by Flynn to open discussion of Resolution 24-25.
Motion Flynn, second by Crowdes approving amendment of proposed Resolution to delete tenant Crissy Lane from Collection Loss list. Aye-Armstrong, Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote.

- C. RESOLUTION 24-26 APPROVAL OF BOONE, IOWA SCATTERED SITE ROOF REPLACEMENTS Motion Faisal, second by Crowdes approving the Resolution. Aye-Armstrong, Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote
- D. RESOLUTION 24-27 APPROVING APPLICATION FOR FAMILY SELF SUFFICIENCY COORDINATOR FUNDING Motion Stammerman, second by Agan approving the Resolution. Aye-Armstrong, Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote.
- E. RESOLUTION 24-28 APPROVING REVISIONS TO SECTION 8 VOUCHER PAYMENT STANDARDS – 01/01/2025 Motion Crowdes, second by Faisal approving the Resolution. Aye-Armstrong, Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote.

7) **GOOD OF THE ORDER**

Chairperson, Craig Armstrong, adjourned the meeting at 7:10 p.m.



Robert Vernon, Secretary CIRHA