### Call to Order/Roll Call

Meeting called to order at 5:00 p.m. by Kelly Kennedy

Roll Call by Alex Piedra:

Present: Tom LaPointe, Jan Goode, Marge Ramsey, Kelly Kennedy, Frank Owens, Greg Lewis, Seth Johnson and Alex Piedras

Absent: Molly Hanson, Leslie Berckes and Kari Warren

Staff: Chris Johansen, Director and Eric Burmeister, Executive Director at Polk County Housing Trust Fund

### Approval of Agenda

**Motion to Approve (as amended):** Marge Ramsey; seconded by Tom LaPointe

Motion carried (8-0)

### Approval of Minutes:

**Motion to Approve:** Seth Johnson; seconded by Greg Lewis

Motion carried (8-0)

### Chairman’s Report/City Council Actions

Chris Johansen: On Monday night’s Council meeting, the City Council did approve NRB’s recommendation on reprogramming of the Community Development Block Grant funding. That has been submitted to HUD. We got our action plan submitted and we’re waiting for approval from HUD.

### Presentation on Affordable Housing

Chris Johansen: At our last meeting, Tom brought up an article that he read in the Des Moines Register on affordable housing. I have Eric Burmeister from the Polk County Housing Trust Fund to talk about affordable housing in the community. Just a little background. I think you remember when we had Josh here. He used to work for Eric. He was a member of ours. And he and Seth gave an update on affordability in the community. With that, I’ll introduce Eric and he will entertain any questions you have.

Eric Burmeister: Thank you for the opportunity. I’m going to run through some information that, depending upon where you’ve found yourself over the last 6 months or so, may be a repeat to you. It’s the information that we use when we talk to organizations about what our affordable housing inventory looks like in Polk County. And the demographics of the households that are looking for or need affordable housing. What I didn’t bring with me tonight, but would be glad to entertain questions about, is the Workforce Housing Study that was released on Monday. If you were at any of those community presentations to hear the researcher speak about the findings, or if you read anything in the newspaper, we can talk about some of that information. It is going to be extremely important to the community going forward on what its housing plans look like. And that not only includes the
Eric Burmeister: I want to start by telling you a little bit about us. The Polk County Housing Trust Fund has been in existence for almost 25 years. We are a local housing trust fund as chartered, or as permitted, by state statute. We do three things in our office. First, we do a lot of research and planning work in and around affordable housing. Not only looking at the inventory of affordable housing that we have available in Polk County, but also the characteristics of the demographic that needs that affordable housing. Obviously, the best scenario that we could ever predict is that those two things match up. They don’t necessarily as you’ll find out. The second thing that we do is advocacy work around affordable housing. We speak to a lot of commissions and boards like this. We also speak to City Councils and others regarding good affordable housing policy. And the need for good affordable housing policy in the community. Finally, we have access to about $2.5 million of funding every year coming from both the state housing trust fund and Polk County. As well as about $500,000 that we raise in the business community to help us fund services for households and families that are, either, living in affordable housing or looking for affordable housing. Those are the three things that we do and we work on a day to day basis.

Eric Burmeister: The first question is: What are the demographics of the households in Polk County that are very short of and needing affordable housing? There are 24,000 households in this county that are what would be considered extremely low income. Extremely low income is a term that HUD uses around its housing programs. Its defined as a household that makes less than 30% of area median income. Those kinds of figures are unique to the housing world. Seth and I continue to try to figure out how to reconcile those. For a single person household, that means that a household is making a little over $16,000 per year. For a household of 3-4 people, that household is making just a little over $24,000 per year. You’re talking about households that are generally in what I call our service work force. Mostly folks in retail sales, food service, working in hotel housekeeping, etc. Many of these folks are working 40 hours or more per week. But because of the wages they are being paid they are literally not making enough money to live on. If you look at the characteristics of those households, one of the interesting things, and things unique to Des Moines and states like Iowa, is that about half of those households are single person. I think that speaks to the fact that we have a population that trends older than the population in the rest of the country. It also speaks to the fact that as a city and as a county, we have been making a special effort to attract young people and first-time job seekers to the city. But know that, we have families in that category. At least as our population breaks down, we’re looking at a lot of single person households. Of course, what that does is tell us is about what kinds of units we need to house those folks.

Eric Burmeister: Let’s first talk a little bit about what does this 30%, or less, of area median income really mean when these households are out looking for housing. If you are spending more than $0.30 of every dollar that you earn on your housing, you’re probably spending too much. That 30% is really
the gold standard that we use in the United States to determine if someone is cost burdened or rent burdened. If you are making 30% or less of area median income, and you’re a single person making $16,000 per year, you can take 30% of that and figure out what your monthly rent should be. At that rate, you are probably a renter and not a home owner. To meet the 30% gold standard, you’re talking about rents in the $500 a month or less range. That’s just not possible in Des Moines. Currently, you can’t find decent housing, or any housing, for less than $500 per month. Your choice then is usually to pay more than 30%. So, you have people paying in many cases $0.50-$0.70 of every dollar they earn on their housing. Those are folks that we call rent burdened and severely rent burdened. We know in lower income levels that those folks start to sacrifice other necessities like medical care, food, educational opportunities for their kids, savings, vacation, etc. The rent burdened populations begin to put additional pressure on our other social services. I give a joint presentation with Sarai Rice at DMARC (www.dmarcunited.org), on cost burden and food insecurity. We have slides that show a direct relationship between increasing rental costs and increased food pantry usage. There are many folks, particularly in this 30% or less area, that if they see an increase in their rent, their relief valve is to go more often to the local food pantry. They cut down on their food budget to pay their rent. This continues to put an additional burden on our other social service organizations. If rent prices go up, its unsustainable for our local food pantries to be the safety net for continued and unchecked rental price increases.

Eric Burmeister: What other characteristics do we know that this population has? We know that 31% don’t own vehicles. They rely on walking, bicycles or public transportation. This is not surprising because transportation is the second highest cost for most households. If you want to cut out a large slice of your monthly costs, one way to do that is to cut out your vehicle. About a third of this population don’t have this expense. One in three of these households has an individual under the age of 18. Roughly one-third of the households have children. And approximately one in seven has someone over the age of 65. You can see that it reaches then into our senior population. Particularly in areas where we have folks whose sole source of income, at this time of their life, is Social Security. If that is the case, then, for the most part, they’re making well under 30% of the area median income. They find themselves looking for housing they can afford and many times pay much more than 30% of their income in rent.

Eric Burmeister: One of the best ways to keep housing affordable for seniors is, if they are homeowners, to make sure they stay in their own homes as long as possible, because many times that housing is paid for. Then it becomes a matter of finding ways to help with repair and maintenance issues that they may not have the cash flow to deal with. For this group, 64% of these households in Polk County live in the City of Des Moines. A clear majority of the households that make less than 30% area median income live within the corporate limits of the City of Des Moines.

Greg Lewis: Is that one in seven a household or a senior couple?
Eric Burmeister: It’s a household. A household can be anywhere from one person to you name the number. If you go back and compare that to the number that are singles, you can extrapolate that we do have a fair number of widowed seniors out there who are one-person households that fall into this category.

Frank Owens: I have a question. We’re talking about 30% as the gold standard. Does the HUD definition refer to that? Does the HUD definition also include utilities or housing costs?

Eric Burmeister: It does include utilities. If you’re a homeowner, it includes taxes and that sort of thing. It does not include insurance.

Frank Owens: What we’re looking at then, as we look at these numbers, if we take 30% out for rent, we still haven’t covered the total housing cost. Their housing cost is much greater than 30%.

Eric Burmeister: Right. Particularly, as I’m sure this board is aware of, the vast majority of our naturally occurring affordable housing is investor owned single family properties within our inner ring neighborhoods. Naturally Occurring Affordable Housing is housing that is affordable by market (as opposed to having some sort of subsidy in it that binds the landlord to keep rent at a certain level). They’re also those properties that when you’re talking about tenants paying utilities on old single-family houses in our inner ring neighborhoods, you’re talking about a significant amount of money every month because of their lack of energy and efficiency. Again, yes, this doesn’t tell the whole story.

Kelly Kennedy: You talked about some of these being homeowners and some of them being renters. Do you have any idea at all where the number lies of the seniors that are living in homes that are paid for?

Eric Burmeister: Yes. I don’t have that number with me today, but I can get it for you. We have that breakdown. Are you looking for the number of homeowners over 65?

Kelly Kennedy: Yes.

Eric Burmeister: We can get that to Chris.

Greg Lewis: Even though these seniors are living in this house that is paid for, because of their income, their utilities, taxes and so on, that brings them down into this level?

Eric Burmeister: They’re already at the income level because in many cases their only income is their Social Security. If you receive a Social Security check of $1,500 a month, then your housing cost, using the 30% standard, is $500 a month. If your taxes and utilities are more than that per month, then you’re considered cost burdened. The issue that happens with many seniors is that, even if they can handle the cost of their utilities and insurance, what
they can’t handle is when the roof starts to leak and they need $10,000 to replace a roof. A 20-year old roof that leaks isn’t a catastrophe; it’s to be expected. But it’s difficult if you are living on a limited income to put aside money every month to replace that roof when it goes out. Many times things happen in threes. It’s the roof, the furnace and the paint all in the same year. That’s where it’s another discussion of the programs that are available to our low-income homeowners to address those maintenance issues. Because if they are left unaddressed, that would make the property uninhabitable. As a community, if I have a homeowner whose house becomes uninhabitable, we must find another affordable place for them to live and there aren’t any. We’re extremely short of units in this community that are affordable to this demographic. In Polk County, we have a shortage of over 8,000 units (homes, apartments and owner occupied) for this population. For those 24,000 households that would qualify, or need the affordability of either these homes or apartments, we’re short right now by about 8,000 units. That number is very fluid because we’re growing very quickly.

Jan Goode: With the baby boomer generation getting older, there aren’t going to be less seniors and less people at this income, there’s going to be more. Is our city or our county preparing for this in any way? We have prepared very well for people who are 25 years old that want an apartment. But what about people who are 75 years old that need somewhere to go?

Eric Burmeister: If you look at the mix of affordable units that have been developed over the last decade or so, there’s a pretty good mix of senior units versus family units. Those are in age restricted communities. They’re usually built with low income housing tax credits. There have been several tax credit rounds, or years, in the last decade where the developers have been rewarded with additional points for building senior only projects. But, again, there is a shortage of all units. You can breakdown the population in terms of what percentage of this population is over 65. Clearly, there is an issue.

Eric Burmeister: The other thing is that we are kind of off balance in terms of unit size. We’re very short of units for the extremely low-income population. We’re doing much better for the low-income population because our market rates take care of that in terms of raw number of units. The units may not be where the people want to live. They may not be of the best quality but there are more units available. One piece of information that I don’t have here, is that even though we talk about being short on family housing, we are shorter on one bedrooms and efficiencies for that 50% of the population that is single. Folks who wouldn’t need a two-bedroom apartment simply can’t find a one bedroom or efficiency that would suit their needs, and probably be more economical for them in terms of cost, because we aren’t producing efficiencies and one bedrooms in the quantity that we would like.

Seth Johnson: Eric, can you talk a little bit about within that 30,000, the naturally occurring affordable housing and the struggle we’re having with that and with our rental code, as well.
Eric Burmeister: There are different types of affordable housing. Affordable housing that is built with some sort of a government subsidy whether it be a low-income housing tax credit, HOME dollars or Polk County Trust Fund dollars. There are legal restrictions on how much a landlord can charge for rent. That’s a tiny sliver of the affordable housing in Central Iowa and in Polk County. Most of the affordable housing in Central Iowa is called naturally occurring affordable housing. It’s housing that’s affordable because that’s what the market prices it at. What we find is that most naturally occurring affordable housing is not really the housing that would be the housing of choice for most people. It’s usually substandard. It may meet code but it’s functionally obsolete. Some of it’s contained in old apartment buildings. They may be apartment buildings that were built in the 1930s or 1940s that haven’t been rehabbed. A lot of it is in apartments that were built in the 1970s and 1980s that are functionally obsolete and ugly. Landlords haven’t put additional investment in to bring them up to a modern, desirable apartment that people will search out and pay top dollar for. They start to become occupied based upon how low the landlord sets the rent. That’s what we call naturally occurring affordable housing. One of the things that a community needs to be cognizant of is what it’s doing to take that naturally occurring affordable housing out of affordability. One of the things that it does is that it starts to require a tougher code. Not only in terms of aesthetics but in terms of safety issues. A tougher rental code and zoning code will have an adverse impact on the amount of naturally occurring affordable housing. At the same time, it also has a positive impact on the quality of housing in a community. It’s a double edged sword.

Kelly Kennedy: It sounds like if we increase the code to get rid of some of the naturally occurring affordable housing that will create more of a problem than a solution. We’ll have more people on the street.

Eric Burmeister: It’s called dislocation. If you look at communities that, either by design or through gentrification, are starting to take an upgrade (called upmarket) in its naturally occurring affordable housing, then you find that there are portions of the population that are displaced. And, yes, they must find someplace else to go. That depends on what their ability is economically. Do they have money to pick up and go to another apartment, another town or are they portable? Some people may double up, get a roommate and move into a two bedroom. This causes a whole host of results that you can’t categorize one way or another.

Seth Johnson: Are we wanting to increase the rental code and have people move?

Eric Burmeister: It depends on who you ask. The answer is that there’s a feeling within the Des Moines City Council and with some members of the City staff that says yes. What we want to do is increase the taxable assessed valuation of our residential properties in order to increase the amount of money that the City of Des Moines has to spend in its budget every year. The way we do that is we improve the properties, so that we can increase their assessment. There are good reasons to do that. There are also
Greg Lewis: We have communities, like Clive, Urbandale, Windsor Heights that have passed resolutions where they don’t want Section 8 people in their communities. When you’re talking about beautification, which is the ordinance that they are discussing now and have been talking about for 3 or 4 years, how do we get everyone to buy into this? At our Housing Board, we have these communities that say you can come work here but you can’t live here.

Eric Burmeister: That’s the advocacy part of what we do with the Trust Fund. Our foundational belief at the Trust Fund is that a community ought to house its workforce. If you work in a community and you want to live there, there ought to be options that you can afford. There are many places in our region where you simply cannot do that. You can work at Jordan Creek but you certainly can’t afford to live there.

Greg Lewis: I just ran some of your numbers, especially that $16,000 per year pay and that comes out to $7.77 per hour for a 40-hour week. After you pay the average rent (you have listed), you have $490 left a month to live on not counting utilities.

Eric Burmeister: Exactly. It’s very easy to see what’s happening to that waiter, cashier or hotel housekeeper in West Des Moines, who then must drive a distance to find a place where they can afford to live.

Greg Lewis: In the Polk County minimum wage referendum, that we passed...

Eric Burmeister: Yes. We wouldn’t have solved this problem, but we would have gone a long way to address it. We know what the housing wage is in Des Moines. We calculate that if you want to rent the average two-bedroom apartment in Polk County, you need to make about $18 per hour.

Greg Lewis: One of the main arguments against that is that no one in Polk County makes minimum wage. We had a lot of employers come in and testify and speak in front of the Board that service employees were making $10 plus tips or $10.50 per hour (without tips).

Eric Burmeister: The census figures and Bureau of Labor statistics would dispute that. There are people that are making $7.75 per hour. Because many times a server doesn’t get 40 hours per week of work. Many of the folks that are making annually $16,000 are working short weeks. They can’t find an employer who will give them 40 hours nor the flexibility to work a second job, because the employer wants them on call at all times.

Frank Owens: We talked about how senior citizens are affected by this whole process. I think that the number used to be about 27% of our population of citizens. In addition to that, you mentioned that some of them are on Social Security and that it’s a limited form of income/compensation.
Is there any concern regarding the latest statements that have been made in terms of what’s being asked for and what Congress is being asked to do? How that will skew the entire process by cutting Social Security?

Eric Burmeister: If you look at where Federal Housing supports are today versus where they were 20-25 years ago, we are at about 30%. Basically, over the years, we have taken our Federal Housing support programs, whether they be housing choice vouchers or Section 8, the HOME program, the CDBG program, all those long standing federal programs and we’ve reduced them by about 70%. That’s been over a long period. As a nation, we’ve been trying to figure out how to make due with less for a long time. We have an administration that now, for the past two budgets, has been zeroing these programs out. Fortunately, both the House and the Senate have been unwilling to do that and to apply cuts that will start kicking people off rental subsidies. The fact is that even though there has been some talk about reducing the number of housing choice vouchers, for instance, that hasn’t happened. We are continuing whether it’s through threats on cuts to Social Security or whether it’s on actual cuts over a period of almost 25 years. Each year, we’ve been seeing the Federal government slowly back away from its previous support of the Housing programs.

Tom LaPointe: Given that circumstance that you just described, over the course of the past decade, is there any other potential local funding source for these kinds of activities? Any kind of enhancements that might be available? Any taxes or surcharges that could be attached to a real estate transaction that would be a dedicated fund that would secure the long-term funding of some of these activities that you’re describing that need to be remediated?

Eric Burmeister: First, from a local perspective know that the Polk County Board of Supervisors makes a $1.5M investment in affordable housing every year, which far exceeds anything any other county in Iowa does. That’s what they fund us every year. And all the county dollars that relate to affordable housing flow through our organization. That is unprecedented in Iowa. Is it enough to solve these kinds of issues? Obviously not or we would have, because we have been doing it for about 20 years.

Tom LaPointe: Who would have the authority? Who would grant Polk County the authority to put a surcharge on real estate transactions?

Eric Burmeister: We wouldn’t be able to put a surcharge on real estate transactions because that’s a state function.

Tom LaPointe: The assembly could look at a piece of legislation to delegate that authority for a surcharge so that we have a dedicated source of funding?

Eric Burmeister: Yes. We do have three major funding streams: Polk County, the State Housing Trust Fund and our charitable dollars that we raise in the community. The State Housing Trust Fund which brings about $650,000
annually into Polk County is partially charged by a portion of the total transfer tax collected on deeds filed in Iowa. Every time you file a deed you pay a transfer tax to the County Recorder. That’s state money. It’s a tax imposed by the State not the Polk County Recorder. A portion of that, the first $3 million that’s collected every year is used to help fund the State Housing Trust Fund.

Tom LaPointe: Statewide or just in Polk County?

Eric Burmeister: In all of Iowa. We also get another $3 million from RIIF (Rebuild Iowa Infrastructure Fund). We get a total of $6 million of state money for affordable housing in Iowa. It’s an embarrassment. You go Minnesota and other progressive states and they spend millions and millions of dollars on affordable housing in their states every year. Iowa has chosen not to do that.

Tom LaPointe: Because no one has proactively put a piece of legislation in front of them?

Eric Burmeister: The party in power right now has no interest in affordable housing and funding of affordable housing.

Tom LaPointe: They should. Rural housing seems to be problematic.

Seth Johnson: To your point, there are local solutions that we looked at. On Monday night, we did have Legal Source of Income that passed the Des Moines City Council. Legal Source of Income makes it so that landlords can’t discriminate where the tenants get their income. Section 8 vouchers must be accepted at all rental units in the City of Des Moines starting in September. That’s a big succeed because we have a lot of rent of these Section 8 vouchers to return.

Greg Lewis: It came out of the Human Rights department. It still left an opening for landlords to screen.

Seth Johnson: There are a lot of other things. It’s not a perfect policy. There is another policy that’s called Inclusionary Zoning. As we’re building these new units in the city, we need to have set asides of these affordable units at 30% of the area median income. So, we can start to build up more of these affordable units. That’s another policy that can be implemented at the local level. Currently, that’s being looked at by the Des Moines Civil and Human Rights Commission as well as other policy planners in the city to start to chip away at this. Unfortunately, as Eric has laid out perfectly, there is not one silver bullet for housing issues. We can’t increase rental standards. We can’t build enough units. We must do a mismatch of all of this and that is why we have people like Eric and Chris trying to tackle it.

Eric Burmeister: Thank you. Here is a chart on what is happening over time. As you can expect, things are not getting better. We have seen over the last decade, wages for this particular cohort, that is folks that make less than
30% of area median income, remain relatively flat. And rents have been consistently rising over the last decade at almost a 20% increase on an average basis across the county. When Sarai and I go out on the road, when someone sees a $25 per month increase in rent, they need to find that $25 somewhere because their boss hasn’t given them a $25 a month raise. So, the easiest thing for them to do is to go to the local food pantry and find $25 more food that they don’t have to buy at Hy-Vee. This chart shows some changes between 2017 and 2018, which are the most current numbers that we have in terms of what’s happening on a scale going forward. I would be glad to answer any other questions you have.

Kelly Kennedy: On your chart, are these household incomes or per person incomes?

Eric Burmeister: These are household incomes for a four-person household. That’s the average/median. Your upper tier of wage earners, if they are spending more than 30% of their income on housing, they probably aren’t scrimping on food to pay more than 30% of their income. They may be contributing less than they should to their retirement account or child’s college account or those sorts of things. But it’s not like they’re going out and must find $25 of savings (like saving on a grocery bill) to pay the new rent cost. Anyway, thank you. I’ll send this (handout) to Chris.

Tom LaPointe: Mr. Chairman through the Chair to Chris, the City Council had a workshop on affordable housing on Monday morning. How much of what’s being presented here in terms of describing the problem, is different from what was presented to the City Council?

Chris Johansen: What was presented to the City Council at its workshop were the result of the new Workforce Housing Study that was commissioned by the City, by our organization and by Capital Crossroads. What you’ve seen here is really the state of our situation regarding housing and regarding income today. What the report that was presented on Monday does, is look at how we expect that to change over the next 20 years (between now and 2038). It was commissioned for doing long range advanced planning. What you heard here was basically about the gap that we have in affordable housing. The report that was released talks about how that gap gets bigger or shrinks or stays the same over the next 20 years.

Tom LaPointe: Copies of that will be made available to us?

Chris Johansen: There is a link on the website.

Tom LaPointe: Thank you very much.

Chris Johansen: A couple of quick comments. Earlier this year we heard from SuAnn Donovan when she came and talked about Code Enforcement. Increased code enforcement on rental units is a thing that Council is asking
us to do right now. It’s a tough balance. Time to time we come across some landlords that just do enough to meet City code. They wait until we go out there then they’ll make some improvements. But then you do run into some of those tougher apartment complexes, where it’s too costly for landlords to make the improvements. Then you’re faced with that tough decision whether the building is safe and sanitary versus potentially closing the building down.

**Update on CZB**

Chris Johansen: Next item on the agenda is Update on CZB. They were here two weeks ago. They met with the four neighborhoods to present the final draft for their review. In addition, yesterday, there was a meeting with Polk County Board of Supervisors to discuss plans moving forward to see if there’s going to be a partnership with Polk County. I was on vacation, so I did not attend that meeting. I heard that it went alright. I’ll give you more updates on that as we move forward.

Tom LaPointe: Are those reports written?

Chris Johansen: Yes. I can send copies around to everyone.

Greg Lewis: I don’t know if they met with the board. I know that they presented to the board. It was an open session.

Chris Johansen: Yes. That’s correct.

**Recertification of Recognized Neighborhoods 2019**

Chris Johansen: Next item on the agenda recertification of recognized neighborhoods for 2019. There’s a memo in your packet. There is one typo that I did see. Out of the 52, there are 49 that we’re recommending for recertification. Under staff recommendation it says 48, but there are 49 that we are recommending. A little update on the three that we have not heard back from. Cheatom Park we did hear back from earlier this week. Their survey is in the mail. With Martin Luther King Jr Parkway, we did contact their board secretary. The board secretary has reached out to the board president and they should be getting their survey back into us. Fairgrounds had a change in leadership. We’ve been struggling to contact them. We’re going to reach out to the Ward Council member to get assistance because we have not heard back from Fairgrounds. Our recommendation, at this point, is to move the 49 neighborhoods forward for recertification. I’ll bring back an update on the remaining three at our next meeting.

Greg Lewis: I know that Fairgrounds is having meetings because they are posting their agendas.

Chris Johansen: Yes. They are just not responding to us.
MEETING SUMMARY
Neighborhood Revitalization Board

June 5, 2019, 5:00 p.m.

Kelly Kennedy: Is Fairgrounds the one that has two groups and one we recognize? The other one we don’t?

Chris Johansen: Yes.

Kelly Kennedy: If this one doesn’t get their survey in, and we decertify them, does the other group then have an opportunity to be certified?

Chris Johansen: They’d have to meet our standards for neighborhood recognition. That’s what the issue has been. They never have. That was before my time. I think Frank knows that better than anyone on the board.

Seth Johnson: I move the recertification of the 49 neighborhoods outlined in the document that we received.

Motion to Approve: Seth Johnson; seconded by Frank Owens

Motion carried (8-0)

Board Attendance

Chris Johansen: For Board attendance, I will be emailing out our board roster with attendance log. As of now, everybody is meeting the requirements of the board, to attend 25% of the meetings. I know that we did have a couple of absences tonight, which gets that one person close. But I will email that out so everyone can see that.

Greg Lewis: The requirement is only 25%?

Chris Johansen: Yes. You cannot miss more that 25% of the meetings. This is on here. Every six months I provide this to the board. So, I will email this out.

July NRB Meeting

Chris Johansen: The last item I have is that our next NRB meeting is July 3rd. Myself and staff get holiday on the July 4th. We’re more than willing to meet if that still works for everybody. If not, I know that we can look to reschedule or cancel the July meeting and move it to August. I did want to bring this up to the board.

Motion to Cancel July Meeting (no discussion): Greg Lewis; Seconded by Seth Johnson

Motion carried (8-0)
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<th>Board Liaison Updates</th>
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<td><strong>Polk Co Housing Continuum:</strong></td>
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<td>Marge Ramsey: I did not attend this month’s meeting.</td>
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<td><strong>Rebuilding Together:</strong></td>
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<td>Kelly Kennedy: I was not at the Rebuilding Together meeting.</td>
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<td><strong>Housing Services Board:</strong></td>
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<td>Greg Lewis: We had quite an interesting meeting. We created a program called the Housing Choice Voucher Home Ownership. One of our staff, Patty Jennings, has done an exceptional job. I can’t say enough good things about our staff down there. Anyway, we have six people going through that program right now that will get them a voucher to eventually own a home. It’s a quite complicated program that deals with financial, how to pay your taxes, how to get insurance, etc. We also have another program called Family Self Sufficiency, which is working very well. People go through that program and learn financial stuff but they also contribute into an escrow program that we match. They can get $20,000 plus for a down payment on a property or something along that nature. Last month, we determined that we had given 542 Section 8 vouchers out. We have about 4,000 people on the waiting list. We open that up every year, so that number rolls. You might be 100 this year and the next year you might be number 5. The waiting list is constantly in the 3,700 to 4,000 range. Then, we did the ordinance change with the Human Rights department. At the same time, we received a new policy change from HUD that states to get things like Federal vouchers for Section 8, the household must be 100% US citizens. The head of the household cannot allow any non-citizens in the household. This doesn’t mean documented people with a green card, who are here legally. It means you are not a citizen. Right now, it’s a proposed policy.</td>
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<td><strong>Neighborhood Finance Corporation:</strong></td>
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<td>Marge Ramsey: We discussed Cedar Rapids and the Omaha LIFT program. There was an update on the CZB and the neighborhood revitalization plan. We voted on the lending, accounting and personnel policies and procedures.</td>
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<tr>
<td>Kelly Kennedy: Anybody else have any items to share?</td>
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<tr>
<td>Frank Owens: We had an item here about PlanDSM. We’re now in the zoning phase of that. We’re about to enter the public process. I’ll have information to report on that at our next meeting. <a href="http://www.plandsm.org">www.plandsm.org</a></td>
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<tr>
<td>Greg Lewis: When will the public hearings on this start?</td>
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<tr>
<td>Frank Owens: We have two meetings this month to review the process.</td>
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</tbody>
</table>
MEETING SUMMARY
Neighborhood Revitalization Board

June 5, 2019, 5:00 p.m.

Adjourn the Meeting

Motion to Adjourn: Frank Owens; Seconded by Tom LaPointe

Motion carried (8-0)

Meeting was adjourned by consensus by Kelly Kennedy at 6:09 p.m.