

**NORTH IOWA REGIONAL HOUSING AUTHORITY
202 First Street SE, Ste. 203, Mason City, IA 50401**

August 25, 2026, 9:00 AM

**In person in the conference room or access the conference by calling in to
617-793-8470 or toll free at 844-855-4444. Access code is 5204446 or accepting TEAMS invite**

AGENDA

- | | | Pages |
|-----------|--|--------------|
| 1. | Opening of Meeting | |
| | A. Call to Order | |
| | B. Determination of Quorum | |
| | C. Recognition of Visitor | |
| | D. Approval of Agenda and Request for Changes | |
| 2. | Open Forum | |
| | Audience Note: If you desire to speak to the board, please read and complete the Open Forum Request form provided at the sign-in table and give it to the Board Secretary. | |
| 3. | Consent Agenda | |
| | All items under this section are routine and may be enacted by one motion. Any item may be removed from the Consent Agenda at the request of a commissioner and considered separately. | |
| | A. Executive Director's Report | 2-4 |
| | B. Approval of Consent Items or Request for Removal and Discussion | |
| 4. | Old Business | |
| | A. Minutes | 5-6 |
| | B. Financial Statements | 7-8 |
| | C. Bills | 9-18 |
| 5. | New Business | |
| | A. Repositioning Update | |
| | B. Board Resolution 2026-08 - 2026-27 Budget (to be distributed under separate cover) | 19-20 |
| | C. Board Resolution 2026-09 – Updated ACOP | 21 |
| | D. Board Resolution 2026-10 – Updated ADMIN plan | 22 |
| | C. Executive Director interim review (to be distributed under separate cover) | |
| 6. | Adjourn | |
| | Next Scheduled Regular Meeting September 22, 2026. | |

Consent Agenda – Executive Director’s Report

a. Public Housing Unit Status

Unit Turnover					
	Month of August 2026	Total Units at Site	Leased as of July 31, 2026	HUD Removed	Vacant Units
	Algona	14	13	0	1
«	Britt	6	6	0	0
«	Clear Lake	10	10	0	0
«	Forest City	16	15	0	1
«	Hampton	27	27	0	0
«	Manly	12	12	0	0
	Northwood	8	6	0	2
«	Osage	10	10	0	0
	Rockford	10	9	0	1
«	Sheffield	8	8	0	0
	Total	121	116	0	5
«	<i>indicates that property is full</i>				

- Bancroft Housing Authority RAD transaction moving forward. They have asked NIRHA to manage their PBV contract.
- Karri, Gary and Logan attended a HUD sponsored training on emergency response plans. August 03-05. We will be preparing a response plan for NIRHA which will be presented to the Board this Fall. In the meantime:
 1. We are purchasing a small fire extinguisher for each unit. To be installed under the sink.
 2. We are purchasing two portable gas powered generators for by residents during an emergency.
 3. We are purchasing exterior lockboxes for the police to use. We are slowing changing the exterior doors locks to Kwikset 816 single cylinder satin nickel key control deadbolt. So, there will be a new master key.
 4. We are preparing for an annual visit of the fire marshall at Hampton to address what residents do when the alarm is activated. This was a recommendation from HUD.
 5. On our website, we are putting a link to each county’s emergency response link.
- Installed bike rack at Forest City.
- Met with staff of NIACOG on August 21.
- Removing most trees (ash and pine) at Algona in September.
- Engaged Alec Stone from Fox Rothschild as our developer counsel.
- In September, we will be working with Alec and his team to get our non-profit entity fully operational. Right now, it is formed, but there are a few remaining steps to complete.



August 6, 2026

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
RAD Transaction Management

Re: Letter of Willingness to Administer RAD Project-Based Voucher HAP Contract — Low Rent Housing Agency of Bancroft, Iowa

Dear RAD Transaction Manager:

North Iowa Regional Housing Authority (hereinafter “North Iowa RHA” or the “Administering PHA” or “NIHRA”), a public housing authority organized under the laws of the State of Iowa, submits this letter in accordance with Section 1.9.A of HUD’s RAD Notice, PIH 2019-23 (as amended), to confirm its willingness to serve as the Contract Administrator for the Housing Choice Voucher (HCV) Program and to administer the Project-Based Voucher (PBV) Housing Assistance Payment (HAP) contract that will be executed in connection with the proposed Rental Assistance Demonstration (RAD) conversion by the Low Rent Housing Agency of Bancroft, Iowa (hereinafter “Bancroft Housing Agency” or the “Applicant PHA”).

North Iowa RHA understands that Bancroft Housing Agency is a Public Housing-only agency seeking to convert its entire public housing portfolio to the RAD PBV component pursuant to PIH 2019-23 and all applicable HUD requirements. Because Bancroft Housing Agency does not administer an HCV program and therefore does not hold Housing Assistance Payment contract authority for project-based vouchers, HUD’s RAD Notice requires that a PHA possessing an active HCV program agree to serve as the administering agency for the resulting RAD PBV HAP contract. North Iowa RHA currently administers an HCV program and possesses the administrative capacity and willingness to fulfill this role on behalf of Bancroft Housing Agency.

By executing this letter, North Iowa Regional Housing Authority hereby affirms and agrees to the following:

1. **Administration of the RAD PBV HAP Contract.** North Iowa RHA agrees to serve as the Contract Administrator / Administering Agency for the RAD PBV HAP contract to be executed between North Iowa RHA and the owner entity that will hold the converted RAD project(s) formerly comprising Bancroft Housing Agency’s public housing stock. North Iowa RHA will administer the HAP contract in accordance with 24 C.F.R. Part 983, PIH 2019-23, and all other applicable HUD regulations, notices, and program requirements.
2. **HAP Contract Execution.** North Iowa RHA agrees to execute the RAD PBV HAP contract with the owner/project owner entity upon successful completion of RAD conversion, closing, and satisfaction of all conditions imposed by HUD.
3. **Ongoing PBV Program Obligations.** North Iowa RHA understands and accepts that, as the Administering PHA, it will be responsible for all ongoing PBV program administration

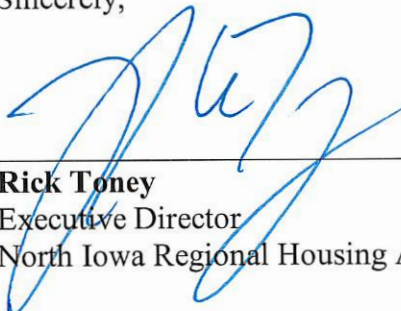
obligations under the HAP contract, including but not limited to: housing quality standards (HQS) / NSPIRE inspections, rent reasonableness determinations, income and eligibility reexaminations of assisted households (or coordination thereof), HAP disbursements, and all recordkeeping and reporting requirements imposed by HUD.

4. Coordination with Bancroft Housing Agency. North Iowa RHA agrees to work collaboratively with Bancroft Housing Agency throughout the RAD conversion process, including participation in CHAP application activities, RAD conversion planning, closing preparation, and transition of tenants, as applicable.
5. Compliance with RAD Program Requirements. North Iowa RHA agrees to comply with all RAD program requirements applicable to the Administering PHA as set forth in PIH 2019-23 and any subsequent amendments, waivers, or supplemental guidance issued by HUD.
6. Execution of a Inter-Agency Agreement. North Iowa RHA agrees to enter into a written inter-agency agreement with Bancroft Housing Agency, as may be required or recommended by HUD, documenting the respective roles, responsibilities, and obligations of each party in connection with the RAD PBV conversion and ongoing HAP contract administration.

This letter does not obligate North Iowa RHA to expend funds beyond those authorized under the HAP contract and HCV program allocations. This letter is conditioned upon the execution of a mutually acceptable inter-agency or cooperative agreement between North Iowa RHA and Bancroft Housing Agency, and upon HUD's approval of the RAD conversion.

North Iowa Regional Housing Authority looks forward to supporting Bancroft Housing Agency's RAD conversion and to fulfilling its role as Contract Administrator / Administering Agency. If HUD requires additional information regarding this commitment, please contact me at (641) 423-0897, ext. 3 or at rtoney@nirha.com.

Sincerely,



Rick Toney
Executive Director
North Iowa Regional Housing Authority

North Iowa Regional Housing Authority
202 First Street SE, Ste. 203, Mason City, IA 50401
Tuesday July 28, 2026, 9:00 A.M.
Minutes

1. Opening of Meeting.

- A. Chairperson Helgeson called the North Iowa Regional Housing Authority regular board meeting to order at 9:00 a.m. via conference call and in office. Public access to the meeting was available via phone and in office.

Board Members: Present: Delegates: Bruce Helgeson, Kayla Zimmerman, Gary Gelner, Enos Loberg, and Yvonne Krukow. **Alternate:** None. **Absent:** Dona Nielsen. **By phone:** Beth Johnson and Jessie Willadsen **Staff:** Rick Toney and Carrie McBride **Guest:** None

- B. Determination of Quorum.
A quorum was determined.
- C. Recognition of Visitor.
None
- D. Approval of Agenda and Request for Changes/Recording of Agenda.
Zimmerman moved to approve the agenda as presented. Loberg seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

2. Open Forum.

3. Consent Agenda.

Willadsen moved to approve the consent agenda as presented. Zimmerman seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

4. Old Business.

- A. Minutes
Zimmerman moved to approve the minutes, financial statements, and bills. Loberg seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.
- B. Financial Statements
- C. Bills
- D. Miscellaneous Communication
None

5. New Business.

- A. Repositioning Update.
Holly Knight was unable to be on the phone conversation. So, there are no new updates at this time.
- B. Updated Procurement Policy Resolution No. 2026-06.
Loberg motioned to approve Resolution Updating the Procurement Policy Resolution No. 2026-06. Krukow seconded the motion. **Roll Call Vote:** Loberg, Zimmerman, Gelner, Krukow, Willadsen, Johnson, and Helgeson. All were in favor; none opposed; and none abstained. The motion carried.
- C. Updated Closed office Policy Resolution No. 2026-07.
Loberg motioned to approve the Resolution No.2026-07 Updated Closed Office Policy. Zimmerman

Seconded the motion. **Roll Call Vote:** Loberg, Zimmerman, Krukow, Gelner, Willadsen, Johnson, and Helgeson. All were in favor; none opposed; and none abstained. The motion carried.

- D. Update of Legal Counsel for LIHTC Transactions.
Executive Director Rick Toney Updated the Board on the two major law firms who responded and who he would like to use. He stated that Fox Rothschild has far more experience in LIHTC transactions and is who he would like to use.

6. Adjourn.

Zimmerman moved to adjourn. Loberg seconded the motion. All were in favor; none opposed; and none abstained. The motion carried. Meeting adjourned at 9:50 AM. Next Meeting August 25, 2026.

Bruce Helgeson, Chairperson

Date

Rick Toney, Executive Director

Date

NORTH IOWA REGIONAL HOUSING AUTHORITY - PH

BOARD SUMMARY REPORT

DATE **July 2026**

	Current	Fiscal Year Begin Bal	+/-
Cash & Investments			
1111 Cash General Fund	\$ 355,770.77	\$ 772,040.12	\$ (416,269.35)
1114 Sec Deposit Fund	\$ 35,769.85	\$ 33,635.07	\$ 2,134.78
1117 Petty Cash	\$ 100.00	\$ 100.00	\$ -
1162 CD	\$ 126,321.36	\$ 126,321.36	\$ -
1162.010 CD SD	\$ 27,025.38	\$ 27,025.38	\$ -
Total Cash & Investments	\$ 544,987.36	\$ 959,121.93	\$ (414,134.57)

	YTD Balance	Annual Budget	Percent of Budget
Receipts			
Rental Income	\$ 237,869.41	\$ 188,179.00	126%
Other Operating Revenue	\$ 337,209.24	\$ 747,741.00	45%
Total	\$ 575,078.65	\$ 935,920.00	61%
Expenses			
Admin Expense	\$ 238,528.80	\$ 250,563.00	95%
Utilities Expense	\$ 41,211.08	\$ 59,000.00	70%
Maintenance Expense	\$ 357,771.74	\$ 404,870.00	88%
General Expense	\$ 130,729.45	\$ 87,399.00	150%
Casualty Loss	\$ 14,373.89	\$ -	0%
Leased Amort & Int	\$ 12,292.88	\$ 800.00	0%
Nonroutine Expenses	\$ -	\$ -	0%
Fixed Assets	\$ 71,655.23	\$ -	#DIV/0!
Prior Period (Interest 2025 pay to HUD)	\$ 40,028.82	\$ -	#DIV/0!
Total Operating Expenses	\$ 906,591.89	\$ 802,632.00	113%
Net Income (Loss) from Operations	\$ (331,513.24)	\$ 133,288.00	-249%

Operating Reserve	
Beginning of Year	
2810.510 Admin Unrestricted	\$ 762,294.19
Net Income (Loss) from Operations	\$ (331,513.24)
Equity Transfer Business Activity	\$ -
Current FY Pension Adjustment	\$ -
Operating Reserve, End of Current Period	\$ 430,780.95

NORTH IOWA REGIONAL HOUSING AUTHORITY - VOUCHER

BOARD SUMMARY REPORT

DATE **July 2026**

	Current	Fiscal Year Begin Bal	+/-
Cash & Investments			
1111 Cash General Fund	\$ 581,401.23	\$ 552,522.95	\$ 28,878.28
Total Cash & Investments	\$ 581,401.23	\$ 552,522.95	\$ 28,878.28

	YTD Balance	Annual Budget	Percent of Budget
Receipts			
HUD Admin Fees	\$ 203,935.00	\$ 285,000.00	72%
Other Operating Revenue	\$ 15,520.16	\$ 10,750.00	144%
Total	\$ 219,455.16	\$ 295,750.00	74%
Expenses			
Admin Expense	\$ 224,920.43	\$ 289,955.00	78%
Utilities Expense	\$ -	\$ -	
Maintenance Expense	\$ 1,772.59	\$ 200.00	886%
General Expense	\$ 10,061.83	\$ 14,816.00	68%
Leased Amort & Int	\$ 12,292.88	\$ 800.00	1537%
Total Operating Expenses	\$ 249,047.73	\$ 305,771.00	81%
Net Income (Loss) from Operations	\$ (29,592.57)	\$ (10,021.00)	295%

Operating Reserve	
Beginning of Year	
2810.002 Admin Reserve	\$ 527,698.62
Net Income (Loss) from Operations	\$ (29,592.57)
Current FY Pension Adjustment	\$ -
Operating Reserve, End of Current Period	\$ 498,106.05

North Iowa Regional Housing Authority

Check Register

All Bank Accounts

August 10, 2026

Check Number	Check Date	Payee	Amount
Vendor Checks			
10715	08/10/26	A&M Electric Inc	777.68
10716	08/10/26	Algona Municipal Utilities 1	142.78
10717	08/10/26	Alliant Energy/IPL	338.85
10718	08/10/26	Black Hills Energy	24.56
10719	08/10/26	Blazek Electric	1,351.29
10720	08/10/26	Bomgaars	15.28
10721	08/10/26	Brett A Austin	968.36
10722	08/10/26	Brothers Ace Mason City	171.97
10723	08/10/26	Caleb White	755.00
10724	08/10/26	Christopher Meirick	203.00
10725	08/10/26	City of Forest City	181.49
10726	08/10/26	City of Manly Utility	572.84
10727	08/10/26	City of Northwood	120.72
10728	08/10/26	City of Rockford	139.22
10729	08/10/26	Culligan Water	57.35
10730	08/10/26	Echo Electric	42.46
10731	08/10/26	Fo Concrete and Construction	960.00
10732	08/10/26	Gary Gelner	47.12
10733	08/10/26	Gary Sheppard	720.00
10734	08/10/26	Gary Wright	280.00
10735	08/10/26	Hampton Hardware	158.90
10736	08/10/26	Hawkins Ash CPAs	2,445.00
10737	08/10/26	HDSUPPLY	1,452.28
10738	08/10/26	Home Depot Credit Services	1,295.63
10739	08/10/26	JJ's Hardware	96.53
10740	08/10/26	Karri Gansen	203.73
10741	08/10/26	Landfill of North Iowa	26.00
10742	08/10/26	Menards - Mason City	3,210.12
10743	08/10/26	Mid American Energy Company	42.50
10744	08/10/26	Northwood Sanitation, LLC	480.00
10745	08/10/26	Osage Municipal Utilities	6.50
10746	08/10/26	Plumb Supply Company	124.55
10747	08/10/26	Reliable1	5,364.88
10748	08/10/26	River City Communications, Inc	59.00
10749	08/10/26	Roethler Electric	112.35
10750	08/10/26	Skyblue Solutions	237.81
10751	08/10/26	State of Iowa Department of Inspections & Appeals	638.43
10752	08/10/26	The Garner Leader	288.00
10753	08/10/26	TQ Technologies	398.00
10754	08/10/26	Winnebago Co-op Telecom Assn	53.41
10755	08/10/26	Winnebago County Tribune	359.28
10756	08/10/26	Yvonne Krukow	45.60
EFT	08/10/26	Century Link	202.50
EFT	08/10/26	City of Hampton	2,031.64
EFT	08/10/26	Clear Lake Sanitary District	27.62
EFT	08/10/26	Clear Lake Sanitary District	25.96
EFT	08/10/26	Clear Lake Sanitary District	25.96
EFT	08/10/26	Clear Lake Sanitary District	35.95
EFT	08/10/26	Clear Lake Sanitary District	33.95
EFT	08/10/26	Clear Lake Sanitary District	31.95
EFT	08/10/26	Clear Lake Sanitary District	30.95
EFT	08/10/26	Clear Lake Sanitary District	28.29
EFT	08/10/26	Clear Lake Sanitary District	28.95
EFT	08/10/26	Clear Lake Sanitary District	25.62
EFT	08/10/26	Online Information Services Inc	123.00
EFT	08/10/26	Principal Life Insurance Company	507.43
EFT	08/10/26	Verizon	272.87

North Iowa Regional Housing Authority
Check Register

All Bank Accounts
August 10, 2026

Check Number	Check Date	Payee	Amount
Vendor Check Total			<u>28,401.11</u>
Check List Total			<u><u>28,401.11</u></u>

Check count = 57

North Iowa Regional Housing Authority

Purchases Journal - Condensed

August 1, 2026 - August 31, 2026

Account	Account Description	Amount
2986996640	Alliant Energy/IPL	
4320.060	Electricity - Manly	259.63
4330.060	Gas - Manly	79.22
	Total for Alliant Energy/IPL	<u>338.85</u>
A&M	A&M Electric Inc	
4430.60	ELECTRICAL CONTRACT	777.68
	Total for A&M Electric Inc	<u>777.68</u>
AMU	Algona Municipal Utilities 1	
4310.010	Water - Algona	30.84
4320.010	Electricity - Algona	62.23
4390.010	Sewer - Algona	49.71
	Total for Algona Municipal Utilities 1	<u>142.78</u>
Austin, Bre	Brett A Austin	
4430.70	PLUMBING CONTRACT	968.36
	Total for Brett A Austin	<u>968.36</u>
BLACKHILL	Black Hills Energy	
4330.040	Gas - Forest City	24.56
	Total for Black Hills Energy	<u>24.56</u>
BLAZEK	Blazek Electric	
4430.60	ELECTRICAL CONTRACT	1,351.29
	Total for Blazek Electric	<u>1,351.29</u>
BOMGAARS	Bomgaars	
4420.00	MAINTENANCE MATERIALS	15.28
	Total for Bomgaars	<u>15.28</u>
BROthers Ac	Brothers Ace Mason City	
4420.00	MAINTENANCE MATERIALS	171.97
	Total for Brothers Ace Mason City	<u>171.97</u>
CAleb Whirt	Caleb White	
4430.40	LANDSCAPE & GROUNDS CONTRACT	755.00
	Total for Caleb White	<u>755.00</u>
CITYOFFOR	City of Forest City	
4310.040	Water - Forest City	7.97
4320.040	Electricity - Forest City	61.67
4390.040	Sewer - Forest City	31.38
4431.00	GARBAGE & TRASH REMOVAL	80.47
	Total for City of Forest City	<u>181.49</u>
CITYOFMAN	City of Manly Utility	
4310.060	Water - Manly	148.50
4390.060	Sewer - Manly	256.34
4431.00	GARBAGE & TRASH REMOVAL	168.00
	Total for City of Manly Utility	<u>572.84</u>
CITYOFNOR	City of Northwood	
4310.070	Water - Northwood	12.72
4390.070	Sewer - Northwood	14.00
4431.00	GARBAGE & TRASH REMOVAL	94.00
	Total for City of Northwood	<u>120.72</u>
CITYOFROCK	City of Rockford	

North Iowa Regional Housing Authority

Purchases Journal - Condensed

August 1, 2026 - August 31, 2026

Account	Account Description	Amount
4310.090	Water - Rockford	10.03
4320.090	Electricity - Rockford	72.16
4390.090	Sewer - Rockford	14.03
4431.00	GARBAGE & TRASH REMOVAL	43.00
Total for City of Rockford		<u>139.22</u>
Culligan Wa	Culligan Water	
4420.00	MAINTENANCE MATERIALS	57.35
Total for Culligan Water		<u>57.35</u>
Echo Electr	Echo Electric	
4430.60	ELECTRICAL CONTRACT	42.46
Total for Echo Electric		<u>42.46</u>
FOCONCRETE	Fo Concrete and Construction	
4430.00	CONTRACT COSTS-MISC MAINT	960.00
Total for Fo Concrete and Construction		<u>960.00</u>
GARYGEIner	Gary Gelner	
1295.002	Inter-Program with Voucher	23.56
4150.00	TRAVEL	23.56
Total for Gary Gelner		<u>47.12</u>
GARYSHEP	Gary Sheppard	
4430.90	JANITORIAL CONTRACT	720.00
Total for Gary Sheppard		<u>720.00</u>
GaryWright	Gary Wright	
4150.00	TRAVEL	280.00
Total for Gary Wright		<u>280.00</u>
HAMPTONHARD	Hampton Hardware	
4420.00	MAINTENANCE MATERIALS	158.90
Total for Hampton Hardware		<u>158.90</u>
HAWKINS	Hawkins Ash CPAs	
1295.002	Inter-Program with Voucher	1,075.50
4170.00	FEE ACCOUNTANT	1,369.50
Total for Hawkins Ash CPAs		<u>2,445.00</u>
HDSUPPLY	HDSUPPLY	
4420.00	MAINTENANCE MATERIALS	1,452.28
Total for HDSUPPLY		<u>1,452.28</u>
H0me Depot	Home Depot Credit Services	
4420.00	MAINTENANCE MATERIALS	1,295.63
Total for Home Depot Credit Services		<u>1,295.63</u>
JJ's Hardwa	JJ's Hardware	
4420.00	MAINTENANCE MATERIALS	96.53
Total for JJ's Hardware		<u>96.53</u>
KARRIGANSEN	Karri Gansen	
4150.00	TRAVEL	203.73
Total for Karri Gansen		<u>203.73</u>
LANDFILLOFN	Landfill of North Iowa	
4431.00	GARBAGE & TRASH REMOVAL	26.00
Total for Landfill of North Iowa		<u>26.00</u>

North Iowa Regional Housing Authority

Purchases Journal - Condensed

August 1, 2026 - August 31, 2026

Account	Account Description	Amount
MEIRCK	Christopher Meirick	
4430.00	CONTRACT COSTS-MISC MAINT	203.00
	Total for Christopher Meirick	<u>203.00</u>
MENARDS	Menards - Mason City	
4420.00	MAINTENANCE MATERIALS	3,210.12
	Total for Menards - Mason City	<u>3,210.12</u>
MIDAMERICAN	Mid American Energy Company	
1122	ACCOUNTS RECEIVABLE TENANTS	22.52
4330.01	Gas - Algona	19.98
	Total for Mid American Energy Company	<u>42.50</u>
NORTHWOOD	Northwood Sanitation, LLC	
4431.00	GARBAGE & TRASH REMOVAL	480.00
	Total for Northwood Sanitation, LLC	<u>480.00</u>
OSAGEMUNICI	Osage Municipal Utilities	
4320.080	Electricity - Osage	6.50
	Total for Osage Municipal Utilities	<u>6.50</u>
PLUMBSUPPLY	Plumb Supply Company	
4420.00	MAINTENANCE MATERIALS	124.55
	Total for Plumb Supply Company	<u>124.55</u>
Reliable	Reliable1	
4430.70	PLUMBING CONTRACT	5,364.88
	Total for Reliable1	<u>5,364.88</u>
RIVERCITY	River City Communications, Inc	
4430.00	CONTRACT COSTS-MISC MAINT	59.00
	Total for River City Communications, Inc	<u>59.00</u>
ROethler EI	Roethler Electric	
4430.60	ELECTRICAL CONTRACT	112.35
	Total for Roethler Electric	<u>112.35</u>
SkyBlue by	Skyblue Solutions	
1295.002	Inter-Program with Voucher	118.90
4191.00	Telephone	118.91
	Total for Skyblue Solutions	<u>237.81</u>
STATEOFIOWA	State of Iowa Department of Inspections & Appeals	
4190.00	SUNDRY-OTHER ADMIN EXPENSE	638.43
	Total for State of Iowa Department of Inspections & Appeals	<u>638.43</u>
The Garner	The Garner Leader	
4190.00	SUNDRY-OTHER ADMIN EXPENSE	288.00
	Total for The Garner Leader	<u>288.00</u>
TQ TECH	TQ Technologies	
1295.002	Inter-Program with Voucher	199.00
4160	Software	199.00
	Total for TQ Technologies	<u>398.00</u>
Winnebago	Winnebago Co-op Telecom Assn	
4191.00	Telephone	53.41
	Total for Winnebago Co-op Telecom Assn	<u>53.41</u>

North Iowa Regional Housing Authority

Purchases Journal - Condensed

August 1, 2026 - August 31, 2026

Account	Account Description	Amount
Winnebago T	Winnebago County Tribune	
4190.13	ADVERTISING & MARKETING	359.28
	Total for Winnebago County Tribune	<u>359.28</u>
YvonneK	Yvonne Krukow	
4150.00	TRAVEL	45.60
	Total for Yvonne Krukow	<u>45.60</u>
	Total Purchases	<u>24,968.47</u>

North Iowa Regional Housing Authority

Payable and Payment List - Condensed

August 1, 2026 - August 31, 2026

Date	Due Date	Discount Exp Date	Reference	Gross Amount	Discount Amount	Net Amount	Discount Taken	Paid Amount	Open Amount
2986996640			Alliant Energy/IPL						
08/10/26	08/10/26		65155941000	338.85	0.00	338.85	0.00	(338.85)	0.00
			Totals for Alliant Energy/IPL	<u>338.85</u>	<u>0.00</u>	<u>338.85</u>	<u>0.00</u>	<u>(338.85)</u>	<u>0.00</u>
A&M			A&M Electric Inc						
08/10/26	08/10/26			777.68	0.00	777.68	0.00	(777.68)	0.00
			Totals for A&M Electric Inc	<u>777.68</u>	<u>0.00</u>	<u>777.68</u>	<u>0.00</u>	<u>(777.68)</u>	<u>0.00</u>
AMU			Algona Municipal Utilities 1						
08/10/26	08/10/26		51498022	142.78	0.00	142.78	0.00	(142.78)	0.00
			Totals for Algona Municipal Utilities 1	<u>142.78</u>	<u>0.00</u>	<u>142.78</u>	<u>0.00</u>	<u>(142.78)</u>	<u>0.00</u>
Austin, Bre			Brett A Austin						
08/10/26	08/10/26			968.36	0.00	968.36	0.00	(968.36)	0.00
			Totals for Brett A Austin	<u>968.36</u>	<u>0.00</u>	<u>968.36</u>	<u>0.00</u>	<u>(968.36)</u>	<u>0.00</u>
BLACKHILL			Black Hills Energy						
08/10/26	08/10/26			24.56	0.00	24.56	0.00	(24.56)	0.00
			Totals for Black Hills Energy	<u>24.56</u>	<u>0.00</u>	<u>24.56</u>	<u>0.00</u>	<u>(24.56)</u>	<u>0.00</u>
BLAZEK			Blazek Electric						
08/10/26	08/10/26			528.33	0.00	528.33	0.00	(528.33)	0.00
08/10/26	08/10/26			822.96	0.00	822.96	0.00	(822.96)	0.00
			Totals for Blazek Electric	<u>1,351.29</u>	<u>0.00</u>	<u>1,351.29</u>	<u>0.00</u>	<u>(1,351.29)</u>	<u>0.00</u>
BOMGAARS			Bomgaars						
08/10/26	08/10/26			15.28	0.00	15.28	0.00	(15.28)	0.00
			Totals for Bomgaars	<u>15.28</u>	<u>0.00</u>	<u>15.28</u>	<u>0.00</u>	<u>(15.28)</u>	<u>0.00</u>
BROthers Ac			Brothers Ace Mason City						
08/10/26	08/10/26			171.97	0.00	171.97	0.00	(171.97)	0.00
			Totals for Brothers Ace Mason City	<u>171.97</u>	<u>0.00</u>	<u>171.97</u>	<u>0.00</u>	<u>(171.97)</u>	<u>0.00</u>
CAleb Whirt			Caleb White						
08/10/26	08/10/26			755.00	0.00	755.00	0.00	(755.00)	0.00
			Totals for Caleb White	<u>755.00</u>	<u>0.00</u>	<u>755.00</u>	<u>0.00</u>	<u>(755.00)</u>	<u>0.00</u>
CITYOFFOR			City of Forest City						
08/10/26	08/10/26			75.00	0.00	75.00	0.00	(75.00)	0.00
08/10/26	08/10/26		11452900-1	32.41	0.00	32.41	0.00	(32.41)	0.00
08/10/26	08/10/26		11451700-1	39.86	0.00	39.86	0.00	(39.86)	0.00
08/10/26	08/10/26			34.22	0.00	34.22	0.00	(34.22)	0.00
			Totals for City of Forest City	<u>181.49</u>	<u>0.00</u>	<u>181.49</u>	<u>0.00</u>	<u>(181.49)</u>	<u>0.00</u>
CITYOFMAN			City of Manly Utility						
08/10/26	08/10/26			572.84	0.00	572.84	0.00	(572.84)	0.00
			Totals for City of Manly Utility	<u>572.84</u>	<u>0.00</u>	<u>572.84</u>	<u>0.00</u>	<u>(572.84)</u>	<u>0.00</u>
CITYOFNOR			City of Northwood						
08/10/26	08/10/26			60.36	0.00	60.36	0.00	(60.36)	0.00
08/10/26	08/10/26			60.36	0.00	60.36	0.00	(60.36)	0.00
			Totals for City of Northwood	<u>120.72</u>	<u>0.00</u>	<u>120.72</u>	<u>0.00</u>	<u>(120.72)</u>	<u>0.00</u>
CITYOFROCK			City of Rockford						
08/10/26	08/10/26			26.15	0.00	26.15	0.00	(26.15)	0.00
08/10/26	08/10/26			113.07	0.00	113.07	0.00	(113.07)	0.00
			Totals for City of Rockford	<u>139.22</u>	<u>0.00</u>	<u>139.22</u>	<u>0.00</u>	<u>(139.22)</u>	<u>0.00</u>

North Iowa Regional Housing Authority

Payable and Payment List - Condensed

August 1, 2026 - August 31, 2026

Date	Due Date	Discount Exp Date	Reference	Gross Amount	Discount Amount	Net Amount	Discount Taken	Paid Amount	Open Amount
Culligan Wa			Culligan Water						
08/10/26	08/10/26			57.35	0.00	57.35	0.00	(57.35)	0.00
			Totals for Culligan Water	<u>57.35</u>	<u>0.00</u>	<u>57.35</u>	<u>0.00</u>	<u>(57.35)</u>	<u>0.00</u>
Echo Electr			Echo Electric						
08/10/26	08/10/26			42.46	0.00	42.46	0.00	(42.46)	0.00
			Totals for Echo Electric	<u>42.46</u>	<u>0.00</u>	<u>42.46</u>	<u>0.00</u>	<u>(42.46)</u>	<u>0.00</u>
FOCONCRETE			Fo Concrete and Construction						
08/10/26	08/10/26			960.00	0.00	960.00	0.00	(960.00)	0.00
			Totals for Fo Concrete and Construction	<u>960.00</u>	<u>0.00</u>	<u>960.00</u>	<u>0.00</u>	<u>(960.00)</u>	<u>0.00</u>
GARYGEIner			Gary Gelner						
08/10/26	08/10/26			47.12	0.00	47.12	0.00	(47.12)	0.00
			Totals for Gary Gelner	<u>47.12</u>	<u>0.00</u>	<u>47.12</u>	<u>0.00</u>	<u>(47.12)</u>	<u>0.00</u>
GARYSHEP			Gary Sheppard						
08/10/26	08/10/26			720.00	0.00	720.00	0.00	(720.00)	0.00
			Totals for Gary Sheppard	<u>720.00</u>	<u>0.00</u>	<u>720.00</u>	<u>0.00</u>	<u>(720.00)</u>	<u>0.00</u>
GaryWright			Gary Wright						
08/10/26	08/10/26			280.00	0.00	280.00	0.00	(280.00)	0.00
			Totals for Gary Wright	<u>280.00</u>	<u>0.00</u>	<u>280.00</u>	<u>0.00</u>	<u>(280.00)</u>	<u>0.00</u>
HAMPTONHARD			Hampton Hardware						
08/10/26	08/10/26			158.90	0.00	158.90	0.00	(158.90)	0.00
			Totals for Hampton Hardware	<u>158.90</u>	<u>0.00</u>	<u>158.90</u>	<u>0.00</u>	<u>(158.90)</u>	<u>0.00</u>
HAWKINS			Hawkins Ash CPAs						
08/10/26	08/10/26		3265135	555.00	0.00	555.00	0.00	(555.00)	0.00
08/10/26	08/10/26		3264895	628.00	0.00	628.00	0.00	(628.00)	0.00
08/10/26	08/10/26		3264894	1,262.00	0.00	1,262.00	0.00	(1,262.00)	0.00
			Totals for Hawkins Ash CPAs	<u>2,445.00</u>	<u>0.00</u>	<u>2,445.00</u>	<u>0.00</u>	<u>(2,445.00)</u>	<u>0.00</u>
HDSUPPLY			HDSUPPLY						
08/10/26	08/10/26			557.38	0.00	557.38	0.00	(557.38)	0.00
08/10/26	08/10/26			894.90	0.00	894.90	0.00	(894.90)	0.00
			Totals for HDSUPPLY	<u>1,452.28</u>	<u>0.00</u>	<u>1,452.28</u>	<u>0.00</u>	<u>(1,452.28)</u>	<u>0.00</u>
Home Depot			Home Depot Credit Services						
08/10/26	08/10/26		3927 7750	1,295.63	0.00	1,295.63	0.00	(1,295.63)	0.00
			Totals for Home Depot Credit Services	<u>1,295.63</u>	<u>0.00</u>	<u>1,295.63</u>	<u>0.00</u>	<u>(1,295.63)</u>	<u>0.00</u>
JJ's Hardwa			JJ's Hardware						
08/10/26	08/10/26			96.53	0.00	96.53	0.00	(96.53)	0.00
			Totals for JJ's Hardware	<u>96.53</u>	<u>0.00</u>	<u>96.53</u>	<u>0.00</u>	<u>(96.53)</u>	<u>0.00</u>
KARRIGANSEN			Karri Gansen						
08/10/26	08/10/26			203.73	0.00	203.73	0.00	(203.73)	0.00
			Totals for Karri Gansen	<u>203.73</u>	<u>0.00</u>	<u>203.73</u>	<u>0.00</u>	<u>(203.73)</u>	<u>0.00</u>
LANDFILLOFN			Landfill of North Iowa						
08/10/26	08/10/26			26.00	0.00	26.00	0.00	(26.00)	0.00
			Totals for Landfill of North Iowa	<u>26.00</u>	<u>0.00</u>	<u>26.00</u>	<u>0.00</u>	<u>(26.00)</u>	<u>0.00</u>
MEIRCK			Christopher Meirick						
08/10/26	08/10/26			203.00	0.00	203.00	0.00	(203.00)	0.00
			Totals for Christopher Meirick	<u>203.00</u>	<u>0.00</u>	<u>203.00</u>	<u>0.00</u>	<u>(203.00)</u>	<u>0.00</u>

North Iowa Regional Housing Authority

Payable and Payment List - Condensed

August 1, 2026 - August 31, 2026

Date	Due Date	Discount Exp Date	Reference	Gross Amount	Discount Amount	Net Amount	Discount Taken	Paid Amount	Open Amount
MENARDS									
			Menards - Mason City						
08/10/26	08/10/26			3,210.12	0.00	3,210.12	0.00	(3,210.12)	0.00
			Totals for Menards - Mason City	<u>3,210.12</u>	<u>0.00</u>	<u>3,210.12</u>	<u>0.00</u>	<u>(3,210.12)</u>	<u>0.00</u>
MIDAMERICAN									
			Mid American Energy Company						
08/10/26	08/10/26			19.98	0.00	19.98	0.00	(19.98)	0.00
08/10/26	08/10/26			22.52	0.00	22.52	0.00	(22.52)	0.00
			Totals for Mid American Energy Company	<u>42.50</u>	<u>0.00</u>	<u>42.50</u>	<u>0.00</u>	<u>(42.50)</u>	<u>0.00</u>
NORTHWOOD									
			Northwood Sanitation, LLC						
08/10/26	08/10/26			260.00	0.00	260.00	0.00	(260.00)	0.00
08/10/26	08/10/26			110.00	0.00	110.00	0.00	(110.00)	0.00
08/10/26	08/10/26			110.00	0.00	110.00	0.00	(110.00)	0.00
			Totals for Northwood Sanitation, LLC	<u>480.00</u>	<u>0.00</u>	<u>480.00</u>	<u>0.00</u>	<u>(480.00)</u>	<u>0.00</u>
OSAGEMUNICI									
			Osage Municipal Utilities						
08/10/26	08/10/26			6.50	0.00	6.50	0.00	(6.50)	0.00
			Totals for Osage Municipal Utilities	<u>6.50</u>	<u>0.00</u>	<u>6.50</u>	<u>0.00</u>	<u>(6.50)</u>	<u>0.00</u>
PLUMBSUPPLY									
			Plumb Supply Company						
08/10/26	08/10/26			72.36	0.00	72.36	0.00	(72.36)	0.00
08/10/26	08/10/26			52.19	0.00	52.19	0.00	(52.19)	0.00
			Totals for Plumb Supply Company	<u>124.55</u>	<u>0.00</u>	<u>124.55</u>	<u>0.00</u>	<u>(124.55)</u>	<u>0.00</u>
Reliable									
			Reliable1						
08/10/26	08/10/26			315.17	0.00	315.17	0.00	(315.17)	0.00
08/10/26	08/10/26			4,350.00	0.00	4,350.00	0.00	(4,350.00)	0.00
08/10/26	08/10/26			371.17	0.00	371.17	0.00	(371.17)	0.00
08/10/26	08/10/26			328.54	0.00	328.54	0.00	(328.54)	0.00
			Totals for Reliable1	<u>5,364.88</u>	<u>0.00</u>	<u>5,364.88</u>	<u>0.00</u>	<u>(5,364.88)</u>	<u>0.00</u>
RIVERCITY									
			River City Communications, Inc						
08/10/26	08/10/26			59.00	0.00	59.00	0.00	(59.00)	0.00
			Totals for River City Communications, Inc	<u>59.00</u>	<u>0.00</u>	<u>59.00</u>	<u>0.00</u>	<u>(59.00)</u>	<u>0.00</u>
ROethler EI									
			Roethler Electric						
08/10/26	08/10/26			112.35	0.00	112.35	0.00	(112.35)	0.00
			Totals for Roethler Electric	<u>112.35</u>	<u>0.00</u>	<u>112.35</u>	<u>0.00</u>	<u>(112.35)</u>	<u>0.00</u>
SkyBlue by									
			Skyblue Solutions						
08/10/26	08/10/26			237.81	0.00	237.81	0.00	(237.81)	0.00
			Totals for Skyblue Solutions	<u>237.81</u>	<u>0.00</u>	<u>237.81</u>	<u>0.00</u>	<u>(237.81)</u>	<u>0.00</u>
STATEOFIOWA									
			State of Iowa Department of Inspections & Appeals						
08/10/26	08/10/26			638.43	0.00	638.43	0.00	(638.43)	0.00
			Totals for State of Iowa Department of Inspections & Appeals	<u>638.43</u>	<u>0.00</u>	<u>638.43</u>	<u>0.00</u>	<u>(638.43)</u>	<u>0.00</u>
The Garner									
			The Garner Leader						
08/10/26	08/10/26			288.00	0.00	288.00	0.00	(288.00)	0.00
			Totals for The Garner Leader	<u>288.00</u>	<u>0.00</u>	<u>288.00</u>	<u>0.00</u>	<u>(288.00)</u>	<u>0.00</u>
TQ TECH									
			TQ Technologies						
08/10/26	08/10/26			398.00	0.00	398.00	0.00	(398.00)	0.00
			Totals for TQ Technologies	<u>398.00</u>	<u>0.00</u>	<u>398.00</u>	<u>0.00</u>	<u>(398.00)</u>	<u>0.00</u>
Winnebago									
			Winnebago Co-op Telecom Assn						

North Iowa Regional Housing Authority

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Date	Due Date	Discount Exp Date	Reference	Gross Amount	Discount Amount	Net Amount	Discount Taken	Paid Amount	Open Amount
08/10/26	08/10/26			53.41	0.00	53.41	0.00	(53.41)	0.00
			Totals for Winnebago Co-op Telecom Assn	53.41	0.00	53.41	0.00	(53.41)	0.00
Winnebago T			Winnebago County Tribune						
08/10/26	08/10/26			359.28	0.00	359.28	0.00	(359.28)	0.00
			Totals for Winnebago County Tribune	359.28	0.00	359.28	0.00	(359.28)	0.00
YvonneK			Yvonne Krukow						
08/10/26	08/10/26			45.60	0.00	45.60	0.00	(45.60)	0.00
			Totals for Yvonne Krukow	45.60	0.00	45.60	0.00	(45.60)	0.00
			Company Totals	24,968.47	0.00	24,968.47	0.00	(24,968.47)	0.00

DATE: August 25, 2026

RE: Resolution 2026-08 Operating Budget

REQUESTED ACTION: Accept Resolution 2026-08 approving the proposed Agency Budget for Public Housing and Section 8 Housing Choice Voucher for the fiscal year ending September 30, 2027.

COMMENTS: Attached is the Agency Budget for the fiscal year ending September 30, 2027.

The focus areas for the properties in 2026-27 continue to be updates of our units as they turn over and repositioning public housing. Depending on approval of our tax credit application, we may require a budget adjustment at a later date due to shifting expenses.

Administrative fees from HUD are the primary source of funding the operating costs of the HCV program. These administrative fees are determined by a HUD formula based upon the number of HCV units leased. The 2026 NIRHA budget assumes administrative fees will be the same as 2025 because monthly funding is typically delayed until HUD reconciles on a quarterly basis lease-up numbers from reports NIRHA submits to HUD.

The major employee benefit contribution is health insurance. Board action upon a health insurance plan and premium for 2027 will occur near the end of 2026. The amount of change we will see in premiums is unknown at this time, we anticipated an increase in the proposed budget. Other employee benefits include life insurance, accidental death and dismemberment insurance, and long-term disability insurance. Those rates are dependent upon age and wages of covered employees.

Bruce Helgeson, Chairperson

Date

Rick Toney, Executive Director

Date

PHA Board Resolution
Approving Operating Budget

**U.S. Department of Housing and
Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0029 (exp. 04/30/2027)

Public reporting burden for this collection of information is estimated to average 136.2 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, completing the operating budget and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden, to the Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410. When providing comments, please refer to OMB Approval No. 2577-0029. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed and budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating budget adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA complies with HUD prescribed procedures. PHA boards must approve the operating budget and HUD requires boards to certify their approval through this form. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: **North Iowa Regional Housing Authority** PHA Code: **IA127**

PHA Fiscal Year Beginning **10/01/2026** Board Resolution Number: **2026-08**

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

- | | <u>DATE</u> |
|---|-------------------|
| ☒ Operating Budget approved by Board resolution on: | 08/25/2026 |
| ☒ Operating Budget submitted to HUD, if applicable, on: | 08/26/2026 |
| ☐ Operating Budget revision approved by Board resolution on: | |
| ☐ Operating Budget revision submitted to HUD, if applicable, on: | |

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).

Print Board Chairperson's Name: Bruce Helgeson	Signature: 	Date: 08/25/2026
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DATE: August 25, 2026

RE: Resolution 2026-09 – Updated Admission and Continuing Occupancy Plan (ACOP)

REQUESTED ACTION: Accept Resolution 2026-09 approving the proposed Agency Admission and Continuing Occupancy Plan for the Public Housing program.

COMMENTS: Attached is the updated Agency ACOP.

HUD's Admissions and Continued Occupancy Policy (ACOP) is the core governing document that every Public Housing Agency (PHA) must maintain for its public housing (Section 9) program. It is not a "program" in itself—rather, it is the PHA's rulebook, required by federal statute and regulation, that explains how the PHA administers admissions, occupancy, and ongoing tenancy.

The ACOP is the principal policy document describing the PHA's rules for operating public housing. HUD mandates certain content, but PHAs have wide discretion in many areas. The ACOP is the authoritative reference for:

- Eligibility rules
- Tenant selection & preferences
- Waitlist management
- Rent calculation policies
- Transfers & occupancy standards
- Community service requirements
- Grievance procedures
- Pet policies
- HOTMA-related income/asset rules (now required)

HUD, tenants, applicants, auditors, and community partners rely on the ACOP to understand exactly how the PHA administers its public housing program.

Bruce Helgeson, Chairperson

Date

Rick Toney, Executive Director

Date

DATE: August 25, 2026

RE: Resolution 2026-10 – Updated Section 8 Administrative Plan (ADMIN plan)

REQUESTED ACTION: Accept Resolution 2026-10 approving the proposed Agency Admin Plan for the Section 8 program.

COMMENTS: Attached is the updated Agency Admin Plan.

The HUD Section 8 Administrative Plan is the PHA's governing policy document for the Housing Choice Voucher (HCV) program, required under 24 CFR 982.54. It defines every local policy the PHA uses to administer vouchers, in all areas where HUD gives discretion. It is the Section 8 counterpart to the ACOP used for public housing.

The Administrative Plan establishes all local policies for how the PHA operates the HCV program, including admissions, occupancy, voucher issuance, terminations, and special programs. HUD requires that:

- The plan be written
- Formally adopted by the PHA Board
- Consistent with HUD regulations
- Updated whenever HUD rules change
- Available for public review

HUD requires the Administrative Plan to cover all local policies for HCV administration, including:

- Waiting list management — selection, preferences, removals, closing/reopening lists.
- Voucher issuance rules — terms, extensions, denials.
- Special-purpose vouchers — e.g., desegregation, targeted funding.
- Occupancy policies — family definition, continuous assistance, criminal background rules.
- Denial/termination criteria — criminal activity, alcohol abuse, other regulatory factors.
- PBV-specific policies — required if the PHA operates PBVs (per 24 CFR 983.10).

Bruce Helgeson, Chairperson

Date

Rick Toney, Executive Director

Date