

ITEM #: 11  
DATE: 02-14-23  
DEPT: P&H

## **COUNCIL ACTION FORM**

**SUBJECT: APPOINTMENT OF A CITY REPRESENTATIVE TO THE CENTRAL IOWA REGIONAL HOUSING AUTHORITY (CIRHA) BOARD OF COMMISSIONERS**

### **BACKGROUND:**

In March 2011, the City Council approved a 28E intergovernmental agreement with Central Iowa Regional Housing Authority (CIRHA) to operate and administer the City's Section 8 Housing Choice Voucher Program within the Ames jurisdiction. As part of the 28E agreement, the City Council authorized the Mayor to appoint a member and an alternate to represent the City on CIRHA's Board of Commissioners.

At the October 22, 2013, City Council meeting, Housing Coordinator Vanessa Baker-Latimer was appointed as the primary representative for Ames on CIRHA's Executive Board of Commissioners. Her current term will expire on February 25th (see attached letter). Therefore, she will need to be reappointed for another three-year term. Staff is currently working to identify a person to serve as an alternate.

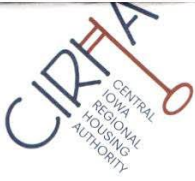
### **ALTERNATIVES:**

1. The City Council can approve a Resolution re-appointing Housing Coordinator Vanessa Baker-Latimer as the primary Board Member Representative to the CIRHA Executive Board of Commissioners for the City of Ames.
2. The City Council can direct staff to identify another person as the primary Board Member Representative to the CIRHA Executive Board of Commissioners for the City of Ames.

### **CITY MANAGER'S RECOMMENDED ACTION:**

In support of the City Council's affordable housing goals, it is important that a representative be appointed for the City of Ames to this board.

It is the recommendation of the City Manager that the City Council adopt Alternative #1.



January 20, 2023

City of Ames City Clerk  
515 Clark Avenue  
PO Box 811  
Ames, IA 50010

Dear City Clerk:

The City of Ames is a member of the Central Iowa Regional Housing Authority through a 28E Agreement. As a member government, a Representative and Alternate are appointed by the Mayor to serve a three-year term on our Board of Commissioners.

**CIRHA's records indicate the appointment of Vanessa Baker-Latimer will expire on February 25, 2023. We would be pleased to have Ms. Baker-Latimer continue as Representative for another three-year term.**

Representatives can be anyone approved by the City Council and **may** include elected officials or employees of the City. The only disallowance for an appointment would be a conflict of interest such as being a Section 8 landlord. Although you may select both a Representative and Alternate, you may appoint a Representative only.

A Resolution appointing your Representative and Alternate and a Certificate of Membership must be executed. Both Representative and Alternate (if applicable) must sign an Oath of Office. All of this paperwork is included with this correspondence.

Should you have any questions, please do not hesitate to contact me at (515) 986-1882 ext. 111.

Thank you for your time. I look forward to hearing from you.

Sincerely,

Kendra Wignall  
Interim Executive Director

Enclosures



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