

Minutes for:

**EASTERN IOWA REGIONAL HOUSING CORPORATION
HOUSING TRUST FUND (EIRHC HTF)
Board Meeting**

DATE: Thursday, May 15, 2025

TIME: 9:00 a.m.

PLACE Zoom/Phone Meeting

Present:

City/County

☒ Tim Vick (v-chair)
City of Manchester
Delaware County

☒ Nin Flagel
Board of Supervisors
Jackson County

☒ Brian Wagner
City of Tipton
Cedar County

☐ Sandra Gassman
City of Epworth
Dubuque County

☒ Steve Lindner (chair)
City of DeWitt
Clinton County

Private

☒ Sarah Maurer
Delaware County

☒ Matt Tranel
Maquoketa State Bank
Jackson County

☐ Lynn Pinegar
Community State Bank
Cedar County

☐ Vacant
Dubuque County

☐ Vacant
Clinton County

Economic Development

☒ Donna Boss
Del County Economics Dev.
Delaware County

☒ Teresa Weinschnek
City of Bellevue
Jackson County

☒ Angela Rheingans
Clinton County

☒ Brad Ludwig
Cascade Economic Development
Dubuque County

☐ Vacant
Cedar County

Others Present:

Staff Present: Carl Reimer, Michelle Schnier, Sarah Berning

**** A Quorum was present***

Call to Order

Chair Lindner called the Eastern Iowa Regional Housing Corporation Housing Trust Fund (EIRHC HTF) Board meeting to order at 9:03 a.m.

The members of the EIRHC HTF are holding this session by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa, and due to the limited agenda for this meeting, relatively short period of time that this meeting is expected to be held, the expense of transporting the board members in person is impractical. The meeting is being held by phone or internet means originating from the ECIA offices in Dubuque. It is open to the public and those in attendance can hear the proceedings. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4.

Review and Approve the Agenda for the EIRHC Housing Trust Fund (HTF) May 15, 2025 Board Meeting

Motion by Boss, second by Ludwig to approve the agenda for the EIRHC HTF May 15, 2025 board meeting. The motion passed unanimously.

Review and Approve the Minutes of the EIRHC Housing Trust Fund (HTF) February 27, 2025 Board Meeting

Motion by Ludwig, second by Rheingans to approve the minutes from the EIRHC HTF February 27, 2025 board meeting. The motion passed unanimously.

Review and Approve EIRHC Housing Trust Fund (HTF) program expenditures for February – April 2025

Reimer presented the EIRHC HTF expenditures for February – April 2025 for approval, explaining the expenditures are normal and routine. Reimer did note high payments to Asbury Meadows and Keystone, explaining those were for rehab projects.

Motion by Weinschnek, second by Maurer to approve the program expenditures for February – April 2025. The motion passed unanimously.

Report on 2024 EIRHC Housing Trust Fund (HTF) Project Activities

Reimer stated the 2024 projects must be completed with funds fully expended by December 31, 2025. Reimer stated all projects are in full swing and he is confident that all projects will be completed, and funds will be expended by December 31, 2025.

Report on 2025 EIRHC Housing Trust Fund (HTF) Project Activities

Reimer stated the 2025 projects must be completed with funds fully expended by December 31, 2026. Reimer reviewed the projects and stated he sees no issues with them being fully expended.

Review and Discuss Housing Assistance Plan

Reimer indicated this plan is submitted each year. Reimer requested the board members review the document prior to the next meeting and inform him of any changes that need to be made to the document before the August meeting.

Other Business

Reimer noted applications for FY26 funds are due on August 1st.

Next Board Meetings Scheduled:

The next EIRHC HTF Board meetings are listed on the agenda.

August 21, 2025 - 9:00 am
November 20, 2025 – 9:00 am
February 19, 2026 - 9:00 am
May 21, 2026 - 9:00 am

Adjournment

Motion by Boss, second by Rheingans to adjourn the EIRHC HTF meeting at 9:14 a.m. The motion passed unanimously.

Respectfully submitted,

Michelle Schnier
Director of Housing and Support Services