

Minutes for:

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

DATE: Thursday, December 18, 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

☒ Holly McPherson
Cedar County

Others Present:

Staff Present: Carl Reimer, Michelle Schnier, Sarah Berning, Mae Hingtgen

**** 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 9:02 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) December 18, 2025 Board Meeting

Motion by Vick, second by Tranel to approve the agenda for the EIRHC HTF December 18, 2025 board meeting. The motion passed unanimously.

Review and Approve the Minutes of the EIRHC Housing Trust Fund (HTF) August 21, 2025 Board Meeting

Motion by Vick, second by Weinschnek to approve the minutes from the EIRHC HTF August 21, 2025 board meeting. The motion passed unanimously.

Review and Approve EIRHC Housing Trust Fund (HTF) program expenditures for August - October 2025

Reimer presented the EIRHC HTF expenditures for August – October 2025 for approval, explaining the expenditures are normal and routine.

Motion by Rheingans, second by Ludwig to approve the program expenditures for August – October 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 have been fully expended. Reimer stated all funds needed to 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 things are in full swing and he sees no issues with them being fully expended. Reimer did remind board members of the down payment assistance and requested them to send people his way if they are in need of help with a down payment.

Review and Discuss 2026 Application

Reimer referred to the handout stating the FY2026 grant amount was awarded on December 3, 2025, and the total amount for HTF funds is \$555,151.00.

Board Member Recognition – Vote and Approve new Vice Chair

Reimer informed the board that this meeting is Tim Vick's last meeting, as he is taking a position in another city. Reimer stated with Vick leaving the board is need of a vice-chair and asked if anyone would be willing to take that position. Tranel offered to step into the vice-chair role.

Motion by Vick, second by Rheingans to approve Tranel as vice-chair of the EIRHC HTF board. The motion passed unanimously.

Other Business

Remier informed the board that he completed a IFA desk audit and there was no findings.

Next Board Meetings Scheduled:

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

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

Adjournment

Motion by Rheingans, second by Tranel 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