

**Minutes for:
Eastern Iowa Regional Housing Corporation (EIRHC)
Eastern Iowa Regional Housing Authority (EIRHA)
Board Meeting**

Date: Thursday, July 23, 2026
Time: 4:30 p.m.
Place: ECIA, 7600 Commerce Park

EIRHC/EIRHA Board of Directors Present:

☒ **Abigail Spiegel**
Dubuque County

☐ **Linda Beck**
Cedar County

☐ **Sarah Maurer***
(alternative for Delaware County)

☐ **Russ Farnum**
Jones County

☒ **Sue Hoeger**
Dubuque County

☒ **Steve Sauer**
Cedar County

☐ **Lindsey Domeyer***
(alternative for Delaware County)

☐ **Decker Ploehn**
City of Bettendorf

☒ **Karen Adams**
Dubuque County

☒ **Chuck Niehaus (chair)**
Delaware County

☐ **Kathy Seyfert**
Jackson County

☐ **Mark Hunt**
City of Bettendorf

☒ **Joann Guise**
Clinton County

☐ **Donna Boss**
Delaware County

☐ **Laura Horst**
Jackson County

☒ **Linda Duesing (VC)**
Clinton County

☒ **Linda Gaul**
Delaware County

☐ **Terry Creegan**
City of Maquoketa

Others Present: Carl Reimer, Mindy Wiley

Staff Present:

☒ **Michelle Schnier**
*Alternative

☒ **Sarah Berning**
**Present by phone

☒ **Mae Hingtgen**

A quorum was present for the EIRHC/EIRHA Board

Call to Order

The EIRHA and EIRHC Board meeting was called to order at 4:42 p.m. by Board Chair, Chuck Niehaus. Introductions were made at this time.

Review and Approve Minutes of EIRHA and EIRHC May 14, 2026, Meeting

Motion by Gaul, second by Spiegel to approve the minutes from the EIRHA and EIRHC May 14, 2026, meeting. The motion passed unanimously.

Review and sign HUD Code of Conduct

Schnier referred to the Code of Conduct, stating each year ECIA requires all employees and board members to review and sign the HUD Code of Conduct. Schnier explained that the Code of Conduct states that Employees, Board members and Commissioners are required to conduct business in a manner consistent with professional codes of conduct and in a manner that does not present a conflict of interest or promote a personal gain. Schnier asked the Board Members to review the Code of Conduct and sign the signature page.

Review and Approve Public Housing and Section 8 (HCV) program expenditures for May and June 2026

Schnier referred to the account balance statement and reviewed the current cash balance for all programs.

Disbursements for May and June Public Housing include the following expenditures: a total of \$41,322.34 for escrow payout; \$15,156.13 to East Iowa Mechanical for service calls; \$5,390.00 to Scotty's Appliance for stoves; and \$13,540.00 to BP Roofing for roof replacement. There were no other unusual Public Housing expenditures for May and June.

Schnier noted disbursements for Section 8 HCV include the following expenditure: a total of \$220.00 to Iowa Dept of Inspection and Appeals for a client case; \$1,989.52 for escrow payout. There were no other unusual Section 8 HCV expenditures for May and June.

Motion by Duesing, second by Spiegel to approve Public Housing and Section 8 (HCV) program expenditures for May and June 2026. The motion passed unanimously.

Review and Approve Mainstream Voucher expenditures for May and June 2026

Schnier reviewed the Mainstream expenditures for May and June 2026, indicating no unusual cash disbursements.

Motion by Duesing, second by Spiegel to approve the Mainstream Voucher expenditures for May and June 2026. The motion passed unanimously.

Review and Approve Section 8 SEMAP Certification – EIRHA Resolution #13-2026

Schnier stated that each year the Department of Housing and Urban Development (HUD) requires EIRHA to submit an annual Section 8 Management Assessment Program (SEMAP) certification within 60 days after the end of its fiscal year. The SEMAP Certification is a self-assessment report to measure the following management performance indicators; selection from waiting list, reasonable rent, determination of adjusted income, utility allowance schedule, HQS quality control, HQS enforcement, expanding housing opportunities, payment standards, timely annual reexaminations, correct tenant rent calculations, pre-contract HQS inspections, continuing HQS inspections, lease-up and Family Self-Sufficiency.

Motion by Spiegel, second by Hoeger to approve the Section 8 SEMAP Certification – EIRHA Resolution #13-2026. The motion passed unanimously.

Review and Approve EIRHC USDA program expenditures for May and June 2026

Schnier reported on the EIRHC USDA program expenditures for May and June 2026, indicating no unusual expenditures.

Motion by Speigel, second by Hoeger to approve the EIRHC USDA program expenditures for May and June 2026. The motion passed unanimously.

Review and Approve ERIHC Evergreen Meadows and Asbury Meadows program expenditures for May and June 2026

Schnier reviewed the cash disbursements for Evergreen Meadows in May and June 2026, indicating no unusual expenditures.

Schnier reviewed the cash disbursements for Asbury Meadows in May and June 2026, highlighting the cash disbursement of \$600.00 to Eric Esser for painting contract noting this was prior to his employment as Maintenance Manager; \$45,500.00 to Recker Construction for roof replacement which is being covered by Housing Trust Fund dollars; \$2,278.40 to East Iowa Mechanical for service calls; and \$8,000.00 to Iowa Finance Authority for the HOME Loan interest payment. No other unusual expenditures.

Motion by Duesing, second by Spiegel to approve the EIRHC Evergreen Meadows and Asbury Meadows program expenditures for May and June 2026. The motion passed unanimously.

Review and Approve EIRHC TC Corp program expenditures for May and June 2026

Schnier reviewed the cash disbursements for EIRHC TC Corp program expenditures for May and June 2026 highlighting the cash disbursements of \$360.00 to Iowa State University for registration fees; and \$3,000.00 to Creative Planning Business Services for tax preparation charges. Schnier indicated no other unusual expenditures.

Motion by Duesing, second by Spiegel to approve the EIRHC TC Corp program expenditures for May and June 2026. The motion passed unanimously.

Review and Approve the Tenant Based Rental Assistance expenditures for May and June 2026

Schnier indicated that there were no unusual TBRA expenditures.

Motion by Spiegel, second by Hoeger to approve the Tenant Based Rent Assistance expenditures for May and June 2025. The motion passed unanimously.

Other Business

Department updates

Schnier informed the board that due to the Housing Authority taking on the Community Solutions of Eastern Iowa (CSEI) Homeless Programs effective July 1, 2026, there has been some tiering of department staff to assist with this additional workload. Carl Reimer has been promoted to Housing Development Supervisor and will be overseeing all development activities in addition to the Public Housing, Tax Credit and USDA properties and staff. Mindy Willey has been promoted to Housing Support Supervisor and will be overseeing the Section 8 HCV, Mainstream HCV, TBRA and CSEI programs and staff.

Future Meeting Dates

Schnier noted the date for the next housing meeting is Thursday, September 24, 2026, at 4:30 p.m.

Adjournment

Motion by Spiegel, second by Hoeger to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 5:01 p.m.

Respectfully Submitted,



Michelle Schnier
Director of Housing and Support Services