



**EXECUTIVE COMMITTEE MEETING
TUESDAY, APRIL 28, 2026
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

Chairperson, Latifah Faisal, called the meeting to order at 6:00 p.m. These members of the Executive Committee were present:

Latifah Faisal, Chairperson
Susan Crowdes, Treasurer
Jeannette Flynn, Boone County by Zoom
Shirley McAdon, Dallas County by Zoom @ 6:50
Bill Stammerman, Dallas County
Craig Agan, Marion County

ABSENT:
Bob Findlay, Vice Chairperson
Craig Armstrong, Jasper County
Vanessa Baker-Latimer, Story County

Staff:

Kendra Wignall, Executive Director, Secretary
Grace Lewis, CIRHA
James Adams, CIRHA

- 1) **AGENDA** – Motion Stammerman, second by Crowdes approving the agenda as presented. Motion carried by unanimous vote.
- 2) Motion Crowdes, second by Agan approving the March 17, 2026 minutes as presented. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Crowdes, second by Agan approving March and April 2026 disbursements. Motion carried by unanimous vote.
 - A. Treasurer, Crowdes reported no concerns on the monthly credit card statements.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for March and April 2026 presented as attached.
 - B. April 2026 Portability Payout Report presented as attached.
 - C. Bank account balances as of March 31, 2026 presented as attached.
 - i. Motion Stammerman, second by Crowdes approving the Executive Director to open a CD with funds from the Section 8 Investment Account in the amount of \$200,000, at Midwest Heritage Bank for the best available rate. Motion carried by unanimous vote.
 - ii. Motion Agan, second by Crowdes approving the Executive Director to renew the Raccoon Valley Bank CD that matures on 05/15/2026 for the best available rate. Motion carried by unanimous vote.
 - D. Business Account - Staff Fund Expense Summary presented as attached.
 - E. Deposit Assistance Grant report presented as attached.
 - F. Executive Director, Kendra Wignall
 - Shortfall Monitoring – No voucher issuance is permitted, except for three Stability Vouchers that CIRHA has available. Director Wignall continues to work with the HUD Shortfall Team. CIRHA has completed all items on the Action Plan as required by HUD. The per unit cost in most areas CIRHA services continues to increase. Shortfall is widespread across the nation due to inadequate funding.
 - An Iowa Civil Rights complaint that had been issued against the Agency has been closed.

-HRH Grant - Projects in Boone have started and Colfax site work has resumed. A project in Madrid is in the design phase; it was included and approved in the original scope of work for the grant, but was not included in the first construction RFP due to the strict time constraints associated with the grant obligation. HUD approved a 12-month extension, so now will proceed with Madrid project.

-Bryan Kline has been hired as a Maintenance Technician.

-Document regarding the President's FY 2027 proposed budget was presented with housing related items highlighted.

-A Resident Advisory Board Meeting will be at 12:00 pm on May 12, 2026.

-A Public Hearing will be held at 5:30 pm on June 16, 2026. Two Executive Committee members need to be present to conduct the public hearing.

-The annual meeting will be on June 16, 2026 following the Executive Committee meeting.

5) **OTHER BUSINESS**

- A. Motion Stammerman, second by Agan approving March 2026 financials as presented. Motion carried by unanimous vote.

6) **NEW BUSINESS**

- A. FYE 9/30/25 audit is complete with no findings. The audited submission has been completed in the HUD system.

- B. Motion Crowdes, second by Stammerman appointing Vanessa Baker-Latimer and Chairperson Latifah Faisal to the 2026 Nominating Committee. Aye-Agan, Aye-Crowdes, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Abstain-Faisal. Motion passed.

- C. **RESOLUTION 26-06 APPROVING AND ACCEPTING CAPITAL FUND GRANT IA01P13150126** Motion Stammerman, second by Crowdes approving Resolution. Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote.

- D. **RESOLUTION 26-07 APPROVING AND AUTHORIZING THE WRITE-OFF OF PUBLIC HOUSING COLLECTION LOSSES** Motion Crowdes, second by Stammerman approving Resolution. Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote.

- E. **RESOLUTION 26-08 APPROVING AND AUTHORIZING THE WITHDRAWAL OF FUNDS FROM THE SECTION 8 FAMILY SELF-SUFFICIENCY ESCROW-Brizendine** Motion Crowdes, second by Agan approving Resolution. Aye-Agan, Aye-Crowdes, Aye-Faisal, Aye-Flynn, Aye-McAdon, Aye-Stammerman. Motion approved by roll call vote.

7) **GOOD OF THE ORDER**

Chairperson, Latifah Faisal, adjourned the meeting at 7:33 p.m.

 Kendra Wignall, Secretary CIRHA