

EVANSDALE HOUSING BOARD MEETING



**February 9th
2026
6:00PM**



119 Morrell Court
Evansdale, IA 50707
319-234-0385 - phone
319-235-5637 – fax

Evansdale Municipal Housing Authority

EMHA AGENDA

REGULAR BOARD MEETING

February 9th 2026 @ 6:00pm

119 Morrell Court

Via-Zoom

Or Call Toll Free: 1-253-215-8782

Meeting ID: 838 1244 0792

- I. Consent Agenda:
 - A. Approval of Agenda
 - B. Approve Board Meeting Minutes of January 12th 2026.

- II.
 - A. Monthly Financials
 - B. Approve Payment of Bills

- III. Old Business:

- III. New Business:
 - A. Fox Meadow Apartments – rent increases and Payment CAP
 - B. Legal Notice- Public Comment period open for MTW and Annual Plan Submissions. Comment Period ends March 16th. Special Meeting of Board to pass on March 16th.
 - C. Open waiting list for a limited amount of time and advertise for PBV units and HCV vouchers.

- V. Discussion
 - A. RAB meeting to be held on February 24th
 - B. Reasonable Accommodation- Pets
 - C. Annual Plan/MTW Supplement Plan will be submitted by March 20th, 2026
 - D. Ideas for MTW Activities/Qualified use of PH funds for Operations.

- VI. Next Meeting on March 9th 2026 @ 6:00pm.

- VII. Adjourn



Regular Board Meeting
January 12th 2026 6:00pm
(via-Zoom)
Or Call Toll free: 1-253-215-8782
Meeting ID: 2412737916
Passcode: 761694

Chair Mardis called the meeting to order at 6:10pm, via Zoom video conference, at the Evansdale Municipal Housing Authority (EMHA) office, 119 Morrell Court Evansdale, IA.

Present: John Mardis, Karen Adams, Kathy Johnson, Craig White, Kyli Bordner and Executive Director Sanchez.

Absent: None.

Approval of Consent Agenda including the Board Minutes from December 8th 2025.
White/Johnson --- carried.

Administrative Reports:

Monthly Financial Reports:

Director In Training Sanchez reported to the board on the current financial status of the EMHA. Reports included but were not limited to the calendar year 2025 Leasing HAP and Admit Fee Utilization report, Administrative Fee Schedule, Housing Choice Voucher monthly report, summarization of bank accounts, and trial balances for Housing Choice Voucher as provided by the EMHA fee accountant. Receive on file Johnson/White --- carried

Approval of Bills:

Bills were presented for payment.
Adam/White--- carried.

Old Business: **None:**

New Business:

- A. The board briefly welcomed Kyli Bordner to the EMHA Board as a new commissioner.
- B. The board reviewed the probationary status of Joy Sanchez ending and after a brief discussion about how the probationary term has gone, the board determined it is satisfied

with Sanchez's performance. John Maris suggested to the board that Sanchez be instated as the new Executive Director of the Evansdale Municipal Housing Authority with starting Salary 60k annually plus benefits. Craig White motioned and Kathy Johnson seconded the motion, carried unanimously. White/Johnson --- Carried

- C. Update to the employee handbook for benefits offered for Health/dental/vision insurance. \$50 per pay check for Single coverage and \$75 Per pay check for Family coverage; Employee responsibility. White/Adams --- Carried
- D. Angie Andreassen's annual employee review was discussed. Director Sanchez gave a glowing review and informed the board of the many responsibilities Angie holds that were not necessarily understood by the board. After a lengthy discussion with the board it was proposed a new title be discussed and given to Angie. This can be thought on and presented to the board at a later date to adopt the new title. Angie had requested a 6% wage increase, but after the previous discussion of duties Director Sanchez proposed the board give Angie a pay increase of 8% to make her compensation align better with her duties, have it be competitive to other similar positions regionally. The board discussed and motioned to increase Anigie's hourly wage by 8% to make her new rate of pay to be \$22.96 starting the first pay check in February 2026. White/Adams ---Carried
- E. The board voted to adopt the new money counting policy for duel control that was included in the Board packet. It will be placed in EMHA policies. Johnson/Adams
- F. The board resolved that Joy Sanchez as an officer of the EMHA organization is empowered to authorize TCM Bank, N.A. to make any type of changes to this business account with TAX ID42-1196544 - Evansdale Municipal Housing Authority. Motioned by Kathy Johnson and seconded by Craig White that Executive Director Joy Sanchez have authorization to have access to all permissions and privileges on the EMHA TCM credit account. Johnson/White---- Carried
- G. The board was presented with bids for contract; for internet and phone providers for the EMHA. Metronet was favored by the board both fiscally and practically for its cost, options, accommodation to business. Metronet proposed a 4 year contract of service. The board discussed and resolved to enter a contract with Metronet for the EMHA office building to provide both internet and phone service for 4 years. White/Adams ---Carried
- H. Director Sanchez proposed a commissioner training for the board of commissioners. Sanchez proposed that she could organize a training for board members in person and including the online HUD exchange commissioner training as well. Director Sanchez would like this training to take place in the first quarter of the year 2026. The board discussed and agreed they would like to do this and that they will leave the planning process to Director Sanchez. Director Sanchez will inform the board once more solid plans for training have been set in motion so together an agenda, a date and time can be set. No motion was made. This will be revisited at the next regular board meeting.

Discussion:

- A. Director Sanchez reviewed the new responses to the follow up audit presented by HUD for the 2024 Fiscal year that HUD requested further information on.
- B. Director Sanchez notified the board she will be looking into answers on what if any interest accrued on the old Public Housing Funds needs to be returned to HUD.

- C. Director Sanchez spoke to the board about the upcoming annual plan and MTW supplement plan and let them know that a public hearing will be held in March 2026, date yet to be determined.
- D. New ideas for the MTW program were discussed including the possibility of a credit reporting tool the EMHA/GRP could provide to help people build credit with their on time payment history- helping with self sufficiency. *Also, the board discussed the possibility of providing internet in the GRP PBV units as standard and included in their rent. There are options for a contract which would allow for reduced cost vs the burden each individual household would pay out of pocket for internet. The board asked Director Sanchez to find out more information regarding the costs and requirements to make a better informed decision on this. *The board also discussed the possibility of smoke/THC detectors to cut down on smoking inside units. These are 100% legal in court and can aid in proof for eviction for violating smoking rules. More information is needed and Director Sanchaz can provide this information as requested if the board decides to move forward with researching this.
- E.

Next meeting will be via **ZOOM** on Monday February 9th, 2026 at 6:00pm.

Meeting adjourned at 7:06pm by Johnson/Adams --- carried.

Board Commissioner

Secretary

19
 Evansdale Municipal Housing Authority
 HCV
 119 Morrell Ct
 Evansdale IA 50707

**FIRST SECURITY
 STATE BANK**
 www.fsbonline.com
 3600 LAFAYETTE ROAD
 EVANSDALE, IOWA 50707
 PHONE 235-6731
 OFFICE AT:
 3229 GREENHILL CIRCLE
 CEDAR FALLS, IOWA 50613

313841

Jan 31, 2026

Pg 1 of 2

Business Ckg
 01/01/2026 Beginning Balance 280,349.56
 3 Deposits/Other Credits + 94,462.38
 30 Checks/Other Debits - 118,654.58
 01/31/2026 Ending Balance 31 Days in Statement Period 256,157.36

----- Deposits/Other Credits -----
 01/02/2026 ACH Deposit 10,746.00
 86 TREAS 310 MISC PAY
 01/02/2026 ACH Deposit 73,021.00
 86 TREAS 310 MISC PAY
 01/13/2026 Deposit 10,695.38

----- Checks listed in numerical order; (*) indicates gap in sequence -----

Check	Date	Amount	Check	Date	Amount
15463	01/02	107.70	15478	01/21	200.00
15465*	01/05	3,361.35	15479	01/29	4.79
15470*	01/13	4,635.00	15480	01/21	425.00
15471	01/07	3,479.00	15481	01/22	31.02
15472	01/13	1,305.00	15482	01/21	236.90
15474*	01/14	388.00	15483	01/20	137.86
15475	01/22	316.34	15484	01/21	239.70
15476	01/16	5,709.91	15485	01/21	92.51
15477	01/21	14,000.00	15486	01/22	729.67

----- Other Debits -----
 01/02/2026 ACH Payment EVANSDALE MUNICI HAP 733.00
 01/02/2026 ACH Payment EVANSDALE MUNICI HAP 12,642.00
 01/02/2026 ACH Payment EVANSDALE MUNICI HAP 25,505.00
 01/02/2026 ACH Payment EVANSDALE MUNICI HAP 36,258.00
 01/06/2026 ACH Payment INTUIT PAYROLL S QUICKBOOKS 2,870.12
 01/07/2026 ACH Payment IRS USATAKPYMT 1,576.90
 01/08/2026 ACH Payment IPERS PAYROLL 46.71
 01/13/2026 ACH Payment IA DEPT OF REV IA REV PAY 689.66
 01/20/2026 ACH Payment INTUIT PAYROLL S QUICKBOOKS 2,843.21
 01/27/2026 ACH Payment Iowa Workforce D IOW IWD 55.33
 01/29/2026 ACH Payment ADVANTAGE ADMINI PLAN FUND 4.90
 01/30/2026 ACH Analysis Charge ACH Analysis Charge 30.00

Hometown Friends You Can Count On!

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 Evansdale Municipal Housing Authority
 Public Housing
 119 Morrell Ct
 Evansdale IA 50707

**FIRST SECURITY
 STATE BANK**
 www.fsbonline.com
 3600 LAFAYETTE ROAD
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 CEDAR FALLS, IOWA 50613

397281

Jan 31, 2026

Pg 1 of 1

PublicFnds MMK

01/01/2026 Beginning Balance		111,164.16
1 Deposits/Other Credits	+	94.41
0 Checks/Other Debits	-	.00
01/31/2026 Ending Balance	31 Days in Statement Period	111,258.57

----- Deposits/Other Credits -----
 01/31/2026 Accr Earning Pymt Added to Account 94.41

	Total For This Period	Total Year-to-Date	Previous Year Total
Total Overdraft Fees	\$.00	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00	\$.00

----- Daily Ending Balance -----
 01/01 111,164.16 01/31 111,258.57

----- Earnings Summary -----
 ** Below is an itemization of the Earnings **
 ** paid this period. **

Interest Paid This Period	94.41	Annual Percentage Yield Earned	1.00 %
Interest Paid YTD	94.41	Days in Earnings Period	31
Earnings Paid Last Year	1,021.81	Earnings Balance	111,164.16

Hometown Friends You Can Count On!

Evansdale Municipal Housing Authority Joy Sanchez
Unpaid Bills Detail
As of February 9, 2026

Type	Date	Num	Due Date	Aging	Open Balance
Allecca Consulting					
Bill	02/09/2026		02/09/2026		225.50
Total Allecca Consulting					225.50
Angie Andreassen					
Bill	02/09/2026		02/09/2026		388.00
Total Angie Andreassen					388.00
CenturyLink Communications					
Bill	02/09/2026		02/09/2026		315.89
Total CenturyLink Communications					315.89
Column Software PBC					
Bill	02/09/2026		02/09/2026		59.35
Total Column Software PBC					59.35
Evansdale Water Works - EMHA					
Bill	02/09/2026		02/09/2026		211.17
Total Evansdale Water Works - EMHA					211.17
Julie Dawson					
Bill	02/09/2026		02/09/2026		200.00
Total Julie Dawson					200.00
Kevin Karsten					
Bill	02/09/2026		02/09/2026		60.00
Total Kevin Karsten					60.00
Level 3 Communications, LLC					
Bill	02/09/2026		02/09/2026		36.55
Total Level 3 Communications, LLC					36.55
Loucks & Schwartz					
Bill	02/09/2026		02/09/2026		425.00
Total Loucks & Schwartz					425.00
MCI					
Bill	02/09/2026		02/09/2026		31.62
Total MCI					31.62
mediacom					
Bill	02/09/2026		02/09/2026		236.90
Total mediacom					236.90
MidAmerican - EMHA					
Bill	02/09/2026		02/09/2026		137.86
Total MidAmerican - EMHA					137.86
MRI Software LLC					
Bill	02/09/2026		02/09/2026		19,195.66
Total MRI Software LLC					19,195.66
Treasurer - Black Hawk County					
Bill	02/09/2026		02/09/2026		72.00
Total Treasurer - Black Hawk County					72.00

1:34 PM

02/09/26

Evansdale Municipal Housing Authority Joy Sanchez
Unpaid Bills Detail
As of February 9, 2026

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
U.S. Cellular Bill	02/09/2026		02/09/2026		92.51
Total U.S. Cellular					92.51
Visa Bill	02/09/2026		02/09/2026		3,073.36
Total Visa					3,073.36
TOTAL					24,761.37

January

EVANSDALE MUNICIPAL HOUSING AUTHORITY
CREDIT CARD USAGE DETAIL

USER NAME Joy Sanchez

DATE	BUSINESS NAME/LOCATION	ITEM/SERVICE	AMOUNT	RECEIPT Y/N
1-29	Adobe-monthly	Monthly Fee	21.19	Y
1-20	Staples	Office Supplies	274.30	Y
2-2	Dollar General	Office Supplies	44.19	Y
1-28	Menards	Flooring/Paint	1586.10	Y
1-16	Stamps	Monthly Fee	22.46	Y
1-28	Amazon	1 First alert CO2/smoke Alarm ^{Hearing impaired}	152.61	Y
1-22	Amazon	4 First alert smoke hearing impaired	473.51	Y
1-29	Stamps	Stamps / RAB mailers	150.00	Y
1-12	Zoom	monthly sub	325.86	Y
1-27	Tax 1099 (Quickbooks taxes)	1099 filing taxes	7.98	Y
			<u>3058.20</u>	

Statement balance amount Due = 93073.

Approved By:

Executive Director _____ Date _____

Board Chair _____ Date _____

Vic
Phone Visa
Pay 1/17/24
JLS 11704

Current ~~in~~ ⁱⁿ balance \$117.07

Fox Meadow Apartment (Senior Living) HCV Tenants.

- Fox Meadow has started issuing a 10% rent increase to all tenants.
- We have 27 Active Tenants
- 14 of these Tenants will be affected by the rent increase
- 3 have already been issued vouchers to move/plan to move/have already moved.
- This year we increased the Payment standard already by 110% SAFMR
- We do have the option to increase our Payment standard up to 150%. We can do this at any time. We can issue specifically for 1 bedroom vouchers only (the increased standard) if desired.
- This will increase our HAP expenditures we are already at 98% and we are not serving our 163 voucher maximum. We are at 149/163.
- Some Tenants may qualify for a reasonable accommodation to move to a 2bedroom unit at Fox meadow- however that would increase HAP costs and currently there are no 2 bedroom units available per Char the Property Manager as of 1/16/26
- We could raise by 120%-130% and that would help a number of the residents (if not all) maintain this renewal year, however, next year we may have to raise the increase to Payment standard again. This may become a standard.
- Currently the rent for a 1bedroom at Fox meadow is comparable to a 2bedroom rent locally. And higher than some 1bdm houses in the 50707 area.

THE COURIER
AFFIDAVIT OF PUBLICATION

Waterloo-Cedar Falls Courier
6915 Chancellor Drive
Cedar Falls 50613
(319) 291-1400

State of Florida, County of Orange, ss:

Anjana Bhadoriya, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Waterloo-Cedar Falls Courier, a publication that is a "legal newspaper" as that phrase is defined for the city of Cedar Falls, for the County of Black Hawk, in the state of Iowa, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

PUBLICATION DATES:
Jan. 27, 2026, Feb. 3, 2026

NOTICE ID: rZqCbWuokahIHvmblylY
PUBLISHER ID: COL-IA-603417
NOTICE NAME: public notice
Publication Fee: \$59.35

Anjana Bhadoriya

(Signed)

VERIFICATION

State of Florida
County of Orange



JESSICA GORDON-THOMPSON
Notary Public - State of Florida
Commission # HH301656
Expires on August 17, 2026

Subscribed in my presence and sworn to before me on this: 02/03/2026

J. Ra

Notary Public
Notarized remotely online using communication technology via Proof.

NOTICE OF PUBLIC COMMENT PERIOD FOR THE EVANSDALE MUNICIPAL HOUSING AUTHORITY FISCAL YEAR 2026 ANNUAL PLAN AND MTW SUPPLEMENT PLAN

NOTICE OF PUBLIC COMMENT PERIOD FOR THE EVANSDALE MUNICIPAL HOUSING AUTHORITY FISCAL YEAR 2026 ANNUAL PLAN & MTW SUPPLEMENT PLAN

The public is invited to review and comment on the EMHA Annual Plan & MTW Supplement Plan for the Section 8 Housing Programs for Fiscal Years 2026-2027.

The Agency Plan is available for review, by appointment only at the EMHA office located at 119 Morrell Court in Evansdale. Regular business hours are from 8:00am-12:00pm and 1:00pm-5:00pm Monday through Friday.

The 45-day comment period will begin January 30, 2026 and end March 16th, 2026. Written comments may be submitted to the EMHA office at any time prior to the hearing and will be incorporated into the final document. Comments and/or questions may be directed to Joy Sanchez, EMHA 119 Morrell Court Evansdale, IA 50707 or telephone at 319-234-0385.

The EMHA Board of Directors will hold a public hearing at the March 16th 2026 regular board meeting at 119 Morrell Court in Evansdale. The board will receive comments from the public. COL-IA-603417



TCM Bank

Business Officer Resolution Form

Note: The person signing this form, cannot self-elect to be Authorized business officer, and TCM Bank reserves the rights of asking additional information to support the update or designation of new business officers.

I, Kathleen Johnson, hereby certify that I am a qualified Officer, of Evansdale Municipal Housing (Business Name), with Taxid 42-1196544; that the following resolution was duly adopted on 1-12-24 (date); and that the following is a true and correct authorized resolution as it appear in the organization's minutes book.

RESOLVED, that any of the following officers of this organization are empowered to authorize TCMBank, N.A. to make any type of changes to this business account.

	Print Name	Signature	Title or Position
1	<u>Jay Sanchez</u>	<u>Jay Sanchez</u>	<u>Exec Director</u>
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____

Authorized by: Kathleen Johnson Signature: Kathleen Johnson
Title: MH Board Commissioner