

MEETING MINUTES
Central Iowa Housing Trust Fund
POLICY BOARD MEETING
Monday, October 26, 2020 | 1:00 p.m.
Virtual Meeting
ANNUAL MEETING

Board Members Present:

Rachel Gocken
Greg Piklap
Brian Hatch
Robin Good
Deven Markley

Others Present:

Andrew Collings, Des Moines Area MPO
Tanvi Halde, Des Moines Area MPO

Board Members Absent:

Sarah Buchheit
Brandon Talsma
Caitlin Otto

1. Call to Order

Board Member Gochen called the October 26, 2020 meeting to order at 1:04 p.m. A quorum was present.

2. Vote - Approval of Agenda:

MOTION: A motion was made by Pikalp to approve the October 26,2020 Central Iowa Housing Trust Fund Policy Board meeting agenda and seconded by Hatch.

MOTION CARRIED

3. Report and Vote - Approval of Meeting Minutes:

MOTION: A motion was made by Gocken to approve the September 01, 2020 CIHTF meeting minutes with the amendment to record Hatch as present at the meeting and seconded by Good.

MOTION CARRIED

4. Report and Vote - Administrative Contract:

Collings reported on the approval of administrative contract between the Central Iowa Housing Trust Fund and Des Moines Area MPO.

MOTION: A motion was made by Gocken to approve the administrative contract and seconded by Good.

MOTION CARRIED

5. **Report and Optional Vote - Application for Funding:**

Collings reported on the Application for Funding and introduced Jill.H from Heal House to the meeting. Collings presented the letter on behalf of Jill.H regarding her submitted request for Central Iowa Housing Trust Fund grant request for additional \$50,000. Collings explained the content of the letter – Business Plan, Anticipated Operations Budget and Expense Report, and the Budget spreadsheet fund calculations. Collings mentioned about the open house hosted by the Heal House of Iowa in month of September.

Jill.H mentioned that the Heal house of Iowa is open since September 01,2020 and has been successful to provide intensive resources to high-risk population. Jill. H mentioned about the newly opened free-medical clinic in Indianola and partnered medical centers providing therapy services, group therapy services and Psychiatric services. Collings and Gocken appreciated Jill. H for the improvements made in the Heal House of Iowa.

MOTION: A motion was made by Gochen to approve the application for funding and seconded by Hatch.

MOTION CARRIED

6. **Report and Optional Vote – 2021 Local Grant Application Cycle:**

Collings reported the opening the 2021 Local Grant Application Cycle on October 27,2020 and go through February 15,2021 and seeked approval from Board Members. Collings mentioned about City of Norwalk interested in patterning on a LMI project.

Gocken inquired about the availability of award money in bank account of CIHTF.

MOTION: A motion was made by Piklap to approve officers for next tenure and seconded by Good.

MOTION CARRIED

7. **Report - Local Resolutions:**

Collings reported on the list of the communities who have adopted the support resolution for the Central Iowa Housing Trust Fund and presented the list of jurisdictions that have resolution on file and the sample support resolution form for the cities.

Markley and Gocken reported that they have already contacted two bigger communities in Warren County, namely – Hartford and Milo. Gocken suggested to include to set an internal goal to receive the support resolutions by January,2021.

8. **Other Non-Action Items of interest of the Committee:**

Collings mentioned about the new letterhead design for Central Iowa Housing Trust Fund.

Collings reported his discussion with Piklap on the funding requests received from communities, updating the list of eligible projects and take decision on inclusion of Non-Profit Organizations on the list of eligible projects. Markley suggested to consider awarding Non-Profit organizations with grant funding.

9. **Next Meeting Date**

February 22,2021 at 1:00 p.m. Virtual meeting.

10. **Adjournment**

MOTION: A motion was made by Piklap to adjourn the CIHTF Policy Board meeting at 1:33 p.m. and seconded by Hatch.

MOTION CARRIED