

**MEETING MINUTES**  
**Central Iowa Housing Trust Fund**  
**BOARD MEETING**  
**Tuesday, April 18, 2023 | 8:00 a.m.**  
**Hybrid Meeting**

**Board Members Present:**

Deven Markley | Chair  
Brandon Talsma | Vice-Chair  
Caitlin Otto | Secretary- Treasurer  
Rachel Fusco  
Margaret Liston

**Board Members Absent:**

Robin Good  
Brian Hatch  
Barbara Van Wyk

**Others Present:**

Andrew Collings, Des Moines Area MPO  
Lucas Young, Des Moines Area MPO

**1. Call to Order:**

Markley called the April 18, 2023 meeting to order at 8:03 a.m. Quorum was present.

**2. Vote - Approval of Agenda:**

**MOTION:** A motion was made by Fusco to approve the April 18, 2023 CIHTF meeting agenda.  
Seconded by Talsma.

**MOTION CARRIED**

**3. Report and Vote - Approval of Meeting Minutes:**

**MOTION:** A motion was made by Liston to approve the March 27, 2023 CIHTF meeting minutes.  
Seconded by Talsma.

**MOTION CARRIED**

**4. Report and Vote – Loan Application from Pivotal Housing Partners for The Hatchery in Newton:**

Collings reported on a loan request from Pivotal for a 40-unit 3-story building in Newton. This is a follow-up to the loan application submitted in 2022 by MVAH, now known as Pivotal. The request is for \$125,000 loan in CY2024. Staff suggests 1% origination fee, 2% interest, a 10-year term, and local match awarded back in the form of a grant. Discussion on the application ensued.

**MOTION:** A motion was made by Markley to approve loan pending the applicant received the tax credit award and with the understanding that the CIHTF had money awarded in CY2024.  
Seconded by Fusco.

**MOTION CARRIED**

**5. Report and Vote – Iowa Homeowner Assistance Fund Home Repair Pilot Program:**

Young and Collings reported on a new program available from IFA for owner-occupied repair. The program must be administered by a countywide agency. In some parts of the state, the applicant will be the local housing trust fund. Because of staff constraints and the broad geography of the CIHTF, staff suggests local, county-based applicants. Discussion ensued; no action taken.

**6. Other Non-Action Items of Interest:**

It was noted Jerry Floyd with Paramount Development was seeking HOME funds from IFA to be used in the CIHTF counties of Warren and Jasper. Additionally, he has requested a letter of support from the CIHTF for his efforts. Discussion ensued and concluded with the idea that a letter of support would be appropriate.

**7. Next Meeting Date:**

TBD.

**8. Adjournment:**

Markley adjourned the CIHTF Board meeting at 8:44 a.m.