

CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

Notice of Meeting

Central Iowa Housing Trust Fund Board of Directors

3:00 P. M., Monday, September 28, 2025

Hybrid Meeting

In Person option:

939 Office Park Rd, Suite 306
West Des Moines, Iowa 50265

Virtual Login Option:

<https://teams.microsoft.com/meet/227116374500019?p=UFYJZpZtkDgCcMpYwf>

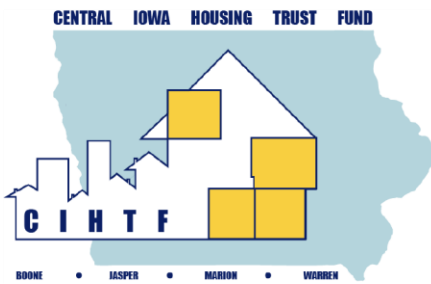
Call-in Option:

321-558-64071

Phone Conference ID: 752 472 648#

Tentative Agenda

1. **Call to Order**
2. **VOTE: Approval of Agenda**
3. **REPORT and VOTE: January 29, 2026 Meeting Minutes**..... Page 2
 - Report on the January 29, 2026 meeting minutes; consider approval
4. **REPORT and VOTE: Election of CIHTF Board Members** Page 3
 - Report on board member terms; consider approval
5. **REPORT and VOTE: Election of CIHTF Board Officers** Page 4
 - Report on board officers; consider approval
6. **HEARING: Public Hearing**..... Page 5
 - A public hearing will be held to solicit public comments on the annual Housing Assistance Plan (HAP), the Local Housing Trust Fund application to be submitted to IFA, the types of projects to be funded, and how funds will be allocated
7. **REPORT and VOTE: 2027 Housing Assistance Plan** Page 6
 - Report on the 2027 Housing Assistance Plan; consider approval
8. **REPORT and VOTE: FY 2027 Local Housing Trust Fund Application**..... Page 7
 - Report on the application for State FY 2027 funding in the amount of \$490,966; consider approval
9. **REPORT and VOTE: CIHTF 2027 Application Schedule**..... Page 8
 - Report on the proposed 2027 CIHTF application schedule
10. **REPORT: Current Status of Projects and Funding Drawdown** Page 9
 - Report on the drawdown of 2026 funding
11. **Other Non-Action Items of Interest to the Board**
12. **Next Meeting Date – TBD December 2026**
13. **Adjournment**



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026
Item No. 3

ISSUE: January 29, 2026 Meeting Minutes.

REPORT & VOTE: Consider approval of the minutes from the January 29, 2026 CIHTF Board Meeting.

BACKGROUND:

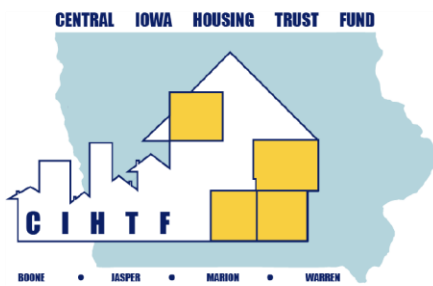
[Click here for a copy of the January 29, 2026 meeting minutes.](#)

RECOMMENDATION:

Approve the minutes of the January 29, 2026 CIHTF Board Meeting.

STAFF CONTACTS:

Lucas Young
lyoung@midiowaplanning.org
(515) 304-3524



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026
Item No. 4

ISSUE: Election of CIHTF Board Members

REPORT & VOTE: Consider approval of board members for the upcoming year.

BACKGROUND:

Each year the CIHTF Board votes on board membership for open seats created by term expiration.

The following is a list of expiring board memberships. Kirsten has indicated her willingness to serve another term.

Kirsten Meyers – Term expiring 9/2029

Private BOONE COUNTY – Term expiring 9/2029

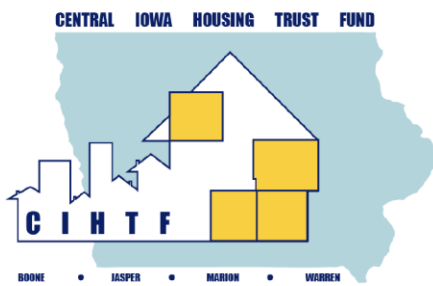
[Click here for a copy of the current board composition.](#)

RECOMMENDATION:

Approve the slate as presented.

STAFF CONTACTS:

Lucas Young
lyoung@mid-iowaplanning.org
(515) 304-3524



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026
Item No. 5

ISSUE: Election of CIHTF Board Officers

REPORT & VOTE: Consider approval of a slate of officers for the upcoming year.

BACKGROUND:

Every year the CIHTF Board votes on a slate of officers.

The following is a list of the current officers:

Deven Markley – Chair

Brandon Talsma– Vice Chair

Brian Hatch – Secretary/Treasurer

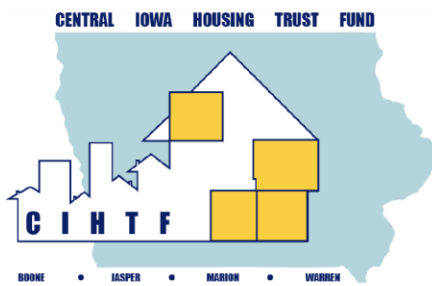
The by-laws state that officers can only serve in their position for two years unless the board waives that requirement. The board can choose to keep the same slate of officers or choose different officers.

RECOMMENDATION:

Approve a slate of officers.

STAFF CONTACTS:

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(515) 304-3524



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026
Item No. 6

ISSUE: Public Hearing

HEARING: Public Hearing for comments on the draft 2027 Housing Assistance Plan and IFA Local Housing Trust Fund application.

BACKGROUND:

A public hearing is required to solicit public comments on the annual Housing Assistance Plan (HAP), the Local Housing Trust Fund application to be submitted to IFA, the types of projects to be funded, and how funds will be allocated.

[Click here for a copy of the draft 2027 Housing Assistance Plan.](#)

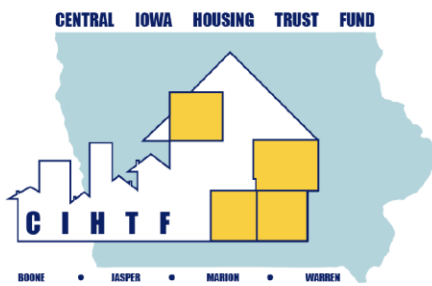
[Click here for a copy of the proposed 2027 IFA LHTF application.](#)

RECOMMENDATION:

Open public hearing for discussion on the draft 2026 Housing Assistance Plan and IFA Application.

STAFF CONTACTS:

Lucas Young
lyoung@mihiowaplanning.org
(515) 304-3524



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026
Item No. 7

ISSUE: 2027 Housing Assistance Plan

REPORT & VOTE: Review and consider approval of the 2027 Housing Assistance Plan.

BACKGROUND:

The draft 2027 Housing Assistance Plan was developed by staff for the upcoming IFA application for funding. There were no significant changes to the document from prior years.

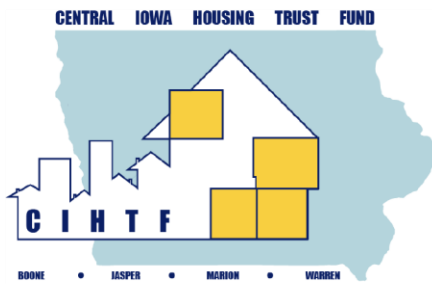
[Click here for a copy of the draft 2027 Housing Assistance Plan.](#)

RECOMMENDATION:

Approve the draft 2027 Housing Assistance Plan.

STAFF CONTACTS:

Lucas Young
lyoung@midiowaplanning.org
(515) 304-3524



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026
Item No. 8

ISSUE: FY 2027 Local Housing Trust Fund Application

REPORT & VOTE: Review and consider approval of the 2027 Local Housing Trust Fund application for submittal to IFA.

BACKGROUND:

Every year the Central Iowa Housing Trust Fund applies for funding from the Iowa Finance Authority through their Local Housing Trust Fund program. This year, the available funding for the CIHTF is \$490,966 with a 10% local match requirement.

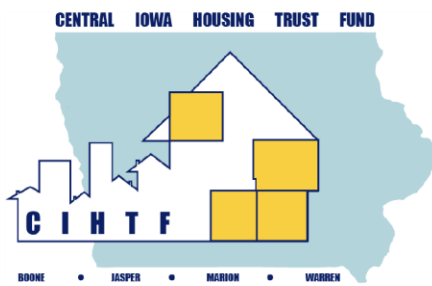
[Click here for a copy of the 2027 IFA grant application.](#)

RECOMMENDATION:

Approve the submittal of the 2027 IFA grant application.

STAFF CONTACTS:

Lucas Young
lyoung@midiowapanning.org
(515) 304-3524



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026

Item No. 9

ISSUE: CIHTF 2027 Application Schedule

REPORT & VOTE: Consider approval of the proposed 2027 CIHTF application schedule.

BACKGROUND:

The following is the proposed schedule for soliciting applications for funding for the 2027 grant cycle.

- On or before October 12th – Open the grant application
- December 4th – Due date for applications
- Week of December 7th – CIHTF Board Meeting to review and approve applications

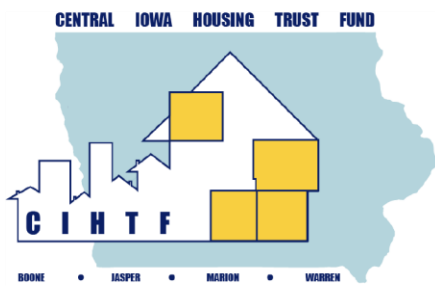
This proposed timeline would move the due date up by about a month compared to previous application cycles. The proposed timeline would still offer 8 weeks for applications to be submitted. The proposed change gives staff a bit of separation between application cycles for each of the HTFs administered by MIPA. The contract for funding from IFA typically has a start date of January 1st, but final awards will be announced shortly after the December 2nd IFA Board Meeting. Any contract extensions or terminations for 2026 funding can also be discussed at the December meeting prior to new awards.

RECOMMENDATION:

Approve the proposed 2027 Application Schedule.

STAFF CONTACTS:

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lyoung@midiowapanning.org
(515) 304-3524



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

September 2026

Item No. 10

ISSUE: Current Status of Projects and Funding Drawdown

REPORT: Discuss the current status of projects and the drawdown of 2026 funds.

BACKGROUND:

Below is a list of grant recipients and the status of projects.

Grantee	Award	Remaining Balance	Percent Remaining	Staff Comments
City of Newton	\$63,900	\$63,900	100%	
Sully Retirement Home	\$64,321.74	\$0	0%	Project Complete
Jasper County	\$12,780	\$0	100%	Always submit at the end of the year.
Jasper Habitat	\$140,580	\$140,580	0%	
Marion Habitat	\$226,604.21	\$97,405.29	43%	Projects are in various stages.
City of Norwalk	\$63,900	\$42,748.00	67%	Projects are in various stages.
Warren Habitat	\$38,340	\$38,340	100%	
Heal House	\$49,249.01	\$0	100%	Project Complete

RECOMMENDATION:

None. Report and discussion only.

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