



Story County Housing Trust

**STORY COUNTY HOUSING TRUST
BOARD OF DIRECTORS**

**July 19, 2022
2:00 p.m.**

**Hybrid Meeting
In Person Location: Ames Chamber of Commerce
304 Main Street
Ames, Iowa 50010**

Board Meeting

1. Call to Order
 - 1.1 Approve Agenda*..... Page 1
 - 1.2 Approve June 2022 Board Meetings minutes* Page 2
2. Financial Report
 - 2.1 June Bank Statement..... Page 3
 - 2.2 Grantee Funding Status Report Page 4
 - 2.3 Fund Raising Update..... Page 5
3. Administrative Items
 - 3.1 FY 2021 Audit and Form 990 Invoice* Page 6
 - 3.2 Story County ARPA Contract* Page 7
 - 3.3 TUM OOR Project Request* Page 8
 - 3.4 Lot FRP Response* Page 9
 - 3.5 CY 2023 State Housing Trust Fund Award Page 10
4. Questions for Staff
5. Other Business
6. Adjournment

Action Item *

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/503736957>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

Access Code: 503-736-957

Next meeting: August 16, 2022 at 2:00 p.m.



July 2022
Item No. 1.2

ISSUE: Approval of Meeting Minutes

VOTE: Approve the minutes of the June 21, 2022, SCHT Board Meeting.

BACKGROUND:

[Click here for a copy of the June 21, 2022 SCHT Board Meeting Minutes](#)

RECOMMENDATION:

Approve the minutes of the June 21, 2022 SCHT Board Meeting.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



July 2022
Item No. 2.1

ISSUE: June Bank Statement

REPORT: Review the June Bank Statement.

BACKGROUND:

[Click here for a copy of the June Bank Statement.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



July 2022
Item No. 2.2

ISSUE: Grantee Funding Status Report

REPORT: Review the Grantee Funding Status Report.

BACKGROUND:

Staff tracks submitted pay requests from grantees and payments made by the Scht. Cells highlighted in green are paid amounts, cells in yellow are pending.

[Click here for a copy of the Grantee Funding Status Report.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



July 2022
Item No. 2.3

ISSUE: Fund Raising Update

REPORT: Review fund raising efforts for the SCHT.

BACKGROUND:

[Click here for a copy of the fund raising tracking sheet.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



July 2022
Item No. 3.1

ISSUE: FY 2021 Audit and Form 990 Invoice

REPORT: Review the proposed FY 2023 Budget.

BACKGROUND:

Schnurr & Co has completed the FY 2021 Audit and Form 990. Staff recently received a bill for those services in the amount of \$3,750.00.

[Click here for a copy of the invoice from Schnurr & Co.](#)

RECOMMENDATION:

Approve the invoice from Schnurr & Co.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



July 2022
Item No. 3.2

ISSUE: Story County ARPA Contract

REPORT: Report on the proposed Story County ARPA Contract.

BACKGROUND:

Last week staff received the official Story County ARPA award letter and contract. The schedule shows that the SCHT has until at least June 30, 2024 to spend all of the funding unless another agreement is reached. If agreed upon, the new agreement would give the SCHT until December 31, 2026 to spend the remainder of the funding.

[Click here for a copy of the award letter.](#)

[Click here for a copy of the proposed contract.](#)

RECOMMENDATION:

Approve the proposed ARPA contract.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



June 2022
Item No. 3.3

ISSUE: TUM OOR Project Request

REPORT: Report on the TUM's OOR Project Request.

BACKGROUND:

TUM is currently working with a homeowner to potentially replace the siding on their home. However, the project cost is estimated to be almost double the \$8,000 funding cap that is currently in place.

The additional cost is due to the siding being very old and there is no existing underlayment which will need to be installed.

[Click here for a copy of TUM's Project Memo.](#)

RECOMMENDATION:

Approve a funding option that would allow the project to move forward.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



July 2022
Item No. 3.4

ISSUE: Lot RFP Response

REPORT: Report on the responses received from the lot RFP.

BACKGROUND:

The SCHT approved an RFP in February for the procurement of a lot somewhere in Story County outside the City of Ames. Responses were due on June 30. However, staff did not receive a proposal.

Therefore, staff is requesting approval from the Board to solicit lots from communities directly. A list of existing potentially eligible lots already owned by a city has been created and will be the starting point for outreach. Staff would also like to consider accepting donations from the private sector should they become available.

[Click here for a copy of identified lots owned by communities.](#)

RECOMMENDATION:

Allow staff to solicit communities and individuals for a lot.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



July 2022
Item No. 3.5

ISSUE: CY 2023 State Housing Trust Fund Award

REPORT: Report on the upcoming CY 2023 State Housing Trust Fund Award.

BACKGROUND:

The SCHT is eligible to receive up to \$347,919 in HTF grant dollars for CY 2023. This is a 28% increase from CY 2022 when the SCHT received \$270,813.

This year the local match percentage is 21%, which means that the required local match is \$73,063. Based on the expected Community funding amounts, without any additional funding the SCHT will need \$16,328 to meet the local match requirement. Funding can come from additional sources or existing funding.

If existing funding is utilized staff will need copies of checks from previous years to prove that the funding was not previously used as local match.

[Click here for a copy of the 2023 HTF Award Maximums.](#)

[Click here for a copy of the email notice for 2023 awards.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.