

MEETING MINUTES
Story County Housing Trust
BOARD MEETING – ANNUAL MEETING
Tuesday, September 20, 2022 | 2:00 p.m.
Hybrid Meeting

Board Members Present:

Amber Corrieri | Chair
Erik Bunker | Treasurer
Greg Schlueter | Board Member
Latifah Faisal | Board Member
Lauris Olson | Board Member
Craig Henry | Board Member
Hope Metheny | Board Member

Others Present:

Andrew Collings, Des Moines Area MPO
Lucas Young, Des Moines Area MPO
Andre LaFontant, Des Moines Area MPO
Nancy Beatty, Ames Resident

Board Members Absent:

Brenda Dryer | Vice Chair
Steve Ringlee | Secretary
Marc Olson | Board Member
Sheryl Phipps | Board Member

1. Call to Order:

Chair Corrieri called the Tuesday, September 20, 2022 meeting to order at 2:01 p.m. A quorum was present.

2. Approval of Agenda:

MOTION: A motion was made by Faisal to approve the September 20, 2022 Story County Housing Trust Board meeting agenda. Seconded by Henry.

MOTION CARRIED

3. Approval of August 22, 2022 Meeting Minutes:

MOTION: A motion was made by L. Olson to approve the August 22, 2022 SCHAT board meeting minutes. Seconded by Faisal.

MOTION CARRIED

4. Election of Board Members:

Collings reported that as part of the annual meeting the board will need to elect board members to fill the seats expiring 9/22. Those seats include Dryer, Bunker, L. Olson, Phipps, and Schlueter. Dryer and Phipps had indicated they are no longer interested in serving. Bunker, L. Olson, and Schlueter indicated their willingness to serve another term.

MOTION: A motion was made by Henry to approve the slate of Bunker, L. Olson, and Schlueter to a 3-year term expiring 9/25. Seconded by Faisal.

MOTION CARRIED

5. Election of Officers:

Collings reported that as part of the annual meeting the board will need to elect officers for the next year.

MOTION: A motion was made by Schlueter to approve the slate of Corrieri, Chair; Henry, Vice-Chair; Ringlee, Secretary; and Bunker, Treasurer. Seconded by Faisal.

MOTION CARRIED

6. Conflict of Interest Certification:

Collings reported that conflict of interest statements should be updated each year. Forms were dispersed. No action taken.

7. Public Hearing on 2023 Housing Assistance Plan (HAP):

Collings described the HAP preparation process. The first step in adoption is a public hearing on the document.

MOTION: A motion to open the Public Hearing at 2:10pm was made by Schlueter. Seconded by Faisal.

MOTION CARRIED

During the public hearing, suggestions were made by the board to clarify some of the verbiage in the HAP. Also, it was noted there were a few data points referencing 2016. Staff agreed to address the concerns.

MOTION: A motion to close the Public Hearing at 2:17pm was made by Schlueter. Seconded by Henry.

MOTION CARRIED

8. Adoption of the 2023 Housing Assistance Plan (HAP):

Collings described the 2023 HAP. Collings recommended approval.

MOTION: A motion was made by Henry to approve the HAP with the suggested changes. Seconded by Faisal.

MOTION CARRIED

9. 2023 IFA grant application:

Collings reported that each year the SCHAT must apply for funds from the Iowa Finance Authority through the Local Housing Trust Fund Program. For 2023 SCHAT will apply for \$347,919 with a 21% local match requirement. Collings recommended approval of the grant application.

MOTION: A motion was made by Henry to approve IFA grant application in the amount of \$347,919. Seconded by Schlueter.

MOTION CARRIED

10. August Bank Statement:

Bunker reported on the July Bank Statement. \$136,859.38 was in the Story County Housing Trust account at the end of July. No action taken.

11. Review of Funding Limits for Projects:

Collings reported on project limits for other Iowa Housing Trust Funds. SCHAT has the lowest per project limit for OOR projects. Collings recommended a change to the limit in order to move projects forward.

MOTION: A motion was made by L. Olson to raise the limit for OOR projects to \$15,000.
Seconded by Corrieri.

MOTION CARRIED

12. TUM OOR Project Request:

Discussion on TUM OOR needs. No action taken.

13. Lot RFP Response:

Collings reported that there were no responses to the lot RFP due September 14th. Collings recommended approval for staff to begin discussions with communities for the purchase or donation of a lot.

MOTION: A motion was made by Henry to have staff begin the discussions with communities regarding a lot. Seconded by L. Olson.

MOTION CARRIED

14. Questions for Staff:

When will IFA announce the Local Housing Trust Fund Award? Collings indicated that normally happens in December.

When will excess funds be available? Collings indicated next month there will be an RFP for funds with the decision made in November.

Will the SCHAT be responding to the Story County RFP to implement the housing action plan? Collings stated the board had previously voted to decline such a response.

15. Other Business:

None.

16. Next Meeting Date

Board Meeting - October 18, 2022 at 2:00 p.m. Hybrid meeting.

17. Adjournment

Chair Corrieri declared the SCHAT Board meeting adjourned at 3:11pm.