



Story County Housing Trust

**STORY COUNTY HOUSING TRUST  
BOARD OF DIRECTORS**

**March 21, 2023  
2:00 p.m.**

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

Board Meeting Agenda

- 1. Call to Order**
  - 1.1 Approve Agenda\* ..... Page 1
  - 1.2 February 21, 2023 Board Meeting Minutes\* ..... Page 2
- 2. Financial Report**
  - 2.1 February Bank Statement..... Page 3
  - 2.2 Grantee Funding Status Report ..... Page 4
- 3. Administrative Items**
  - 3.1 2023 Use of Funds and corresponding NOFAs\* ..... Page 5
  - 3.2 Administrative Services from the MPO and MIPA\* ..... Page 6
- 4. Questions for Staff**
- 5. Other Business**
- 6. Adjournment**

\* Denotes 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: April 20, 2023 at 2:00 p.m.



March 2023  
Item No. 1.2

**ISSUE: February 21, 2023 Meeting Minutes**

VOTE: Consider approval of the minutes from the February 21, 2023, SCHT Board Meeting.

**BACKGROUND:**

[Click here for a copy of the February 21, 2023 SCHT Board Meeting Minutes.](#)

**RECOMMENDATION:**

Approve the minutes of the February 21, 2023 SCHT Board Meeting.

**STAFF CONTACTS:**

Lucas Young, [lyoung@dmampo.org](mailto:lyoung@dmampo.org);  
(515) 334-0075.



March 2023  
Item No. 2.1

**ISSUE: February Bank Statement**

REPORT: Review the February Bank Statement.

**BACKGROUND:**

[Click here for a copy of the February 2023 Bank Statement.](#)

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACTS:**

Lucas Young, [lyoung@dmampo.org](mailto:lyoung@dmampo.org);  
(515) 334-0075.



March 2023  
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](mailto:acollings@dmampo.org);  
(515) 334-0075.



March 2023  
Item No. 3.1

**ISSUE: 2023 Use of Funds and Corresponding NOFA**

VOTE: Consider approval of the 2023 use of funds and corresponding NOFA.

**BACKGROUND:**

Each year after the award from IFA, the SCHT solicits projects for funding. The solicitation is performed via a NOFA with parameters on the funding.

Last month a group of board members offered to meet to discuss how to best define the NOFA for 2023, in part due to the increase in funds. The group of Corrieri, Faisal, and Ringlee met with staff to help establish the parameters of the NOFA.

The group is recommending that the 2023 funds be split in the following way:

- \$200,000 for rental and shelter projects
- \$86,191 for OOR programs
- \$100,000 for an emergency shelter project. Currently the anticipated project is organized by Story County ASSET and is in an RFP process. Discussions between ASSET, the successful RFP respondent, and the SCHT will need to occur. SCHT Board approval will be needed as the project is more clearly defined.

[Click here for a copy 2023 Rental and Shelter NOFA.](#)

[Click here for a copy of the 2023 OOR NOFA.](#)

**RECOMMENDATION:**

Approve the 2023 Use of Funds and the corresponding NOFAs.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.



March 2023  
Item No. 3.2

**ISSUE: Administrative Services from the MPO and MIPA**

VOTE: Consider termination of the administrative agreement with the Des Moines Area MPO and consider approval of an agreement with MIPA for administrative services.

**BACKGROUND:**

As mentioned last month, MPO policymakers are planning the termination of non-transportation contracts (like the SCHT administration contract). A vote by policymakers to terminate non-transportation contracts is likely next month. The current budget draft by the MPO does not include a line item for the administration of the Story County Housing Trust.

The current agreement between the SCHT and the MPO is ongoing and can be terminated by either party with 90 day written notice.

An alternative administrator for the SCHT would be the Mid-Iowa Planning Alliance for Community Development (MIPA). MIPA is a standalone non-profit entity and spans 7 counties (Boone, Dallas, Jasper, Marion, Polk, Story, and Warren).

MIPA was created to serve and assist with community development for member communities. MIPA appears to be a logical fit for the MPO non-transportation contracts and may be more appropriate since it is the organization that serves member communities in a larger geographic area, including Story County.

MIPA is currently staffed from within the MPO and would allow existing administrative staff to continue serving the SCHT.

[Click here for a copy of the contract between SCHT and the MPO.](#)

[Click here for a termination letter to the MPO.](#)

[Click here for a proposed contract with MIPA for administrative services.](#)

**RECOMMENDATION:**

Send a contract termination notice to the Des Moines Area MPO to end services on 6/30/2023 and approve an agreement with MIPA to provide administrative services starting 7/1/2023.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.