



Story County Housing Trust

**Story County Housing Trust
BOARD OF DIRECTORS**

**April 18, 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 March 21, 2023 Board Meeting Minutes* Page 2
- 2. Financial Report**
 - 2.1 March Bank Statement..... Page 3
 - 2.2 Grantee Funding Status Report Page 4
- 3. Administrative Items**
 - 3.1 Follow-up to Story County ASSET RFP* Page 5
 - 3.2 ARPA Administration RFP* Page 6
 - 3.3 Homes for Iowa House* Page 7
 - 3.4 Iowa Homeowner Assistance Fund Home Repair Pilot Program RFP* Page 8
 - 3.5 OOR Discussion..... Page 9
- 4. Questions for Staff**
- 5. Other Business**
- 6. Adjournment**

* Denotes Action Item

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/503736957>

You can also dial in using your phone.
Access Code: 503-736-957
United States: [+1 \(224\) 501-3412](tel:+12245013412)

Next meeting: May 16, 2023 at 2:00 p.m.



April 2023
Item No. 1.2

ISSUE: March 21, 2023 Meeting Minutes

VOTE: Consider approval of the minutes from the March 21, 2023, Scht Board Meeting.

BACKGROUND:

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

RECOMMENDATION:

Approve the minutes of the March 21, 2023 Scht Board Meeting.

STAFF CONTACTS:

Lucas Young
lyoung@dmampo.org
(515) 334-0075



April 2023
Item No. 2.1

ISSUE: March Bank Statement

REPORT: Review the March Bank Statement.

BACKGROUND:

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

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Lucas Young
lyoung@dmampo.org
(515) 334-0075



April 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:

Lucas Young
lyoung@dmampo.org
(515) 334-0075



April 2023
Item No. 3.1

ISSUE: Follow-up to Story County ASSET RFP

VOTE: Consider next steps related to the Story County ASSET RFP.

BACKGROUND:

Last month the SCHT board approved \$100,000 to use toward a cooperative effort organized by Story County ASSET. RFP responses were due last week to Story County ASSET.

Staff reached out to Deb Schildroth for more information. More information will be available at the meeting.

RECOMMENDATION:

Move the effort forward.

STAFF CONTACTS:

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



April 2023
Item No. 3.2

ISSUE: ARPA Administration RFP

VOTE: Consider procuring an administrator for the ARPA program.

BACKGROUND:

The contract award with Story County is federal dollars (ARPA) and requires procurement for administrative services. When the SCHT was first awarded the money from the County, staff determined that the previous procurement efforts sufficiently met the federal procurement standards.

Now that the SCHT is going to be administered by MIPA, there needs to be procurement of administration for the ARPA contract.

[Click here for a copy of the recommended solicitation.](#)

RECOMMENDATION:

Approve an RFP for ARPA administration.

STAFF CONTACTS:

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



April 2023
Item No. 3.3

ISSUE: Homes for Iowa House

VOTE: Consider placing a deposit to hold a house slot in CY24.

BACKGROUND:

The SCHT was awarded ARPA funds to build a house via the Homes for Iowa program. The Homes for Iowa Program sold out of homes for 2023 late last fall after a developer placed a large order.

To ensure there is a home, a \$1,500 deposit needs to be placed to secure a production slot.

[Click here for a copy of the HFI Pre-Order.](#)

[Click Here for a copy of the HFI Purchase agreement.](#)

RECOMMENDATION:

Approve placing a \$1,500 deposit on a HFI house to secure a production slot.

STAFF CONTACTS:

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



April 2023
Item No. 3.4

ISSUE: Iowa Homeowner Assistance Fund Home Repair Pilot Program

VOTE: Consider a response to the Iowa Homeowner Assistance Fund Home Repair RFP.

BACKGROUND:

The Iowa Finance Authority published a request for proposals to administer \$10 Million in Federal funds for owner-occupied repair. According to the RFP, “IFA seeks to contract with partner agencies to administer the new Home Repair Program as a part of the Iowa Homeowner Assistance Fund. IFA is allocating up to \$10 million in funds for the new program, which will assist eligible homeowners, including those with households at or below 80% AMI and who have experienced a COVID-19 impact, to make home repairs that help assure continued insurability of the home or modifications that help assure accessibility for the homeowner. IFA’s contracted partner agencies will be responsible for the administration of the Home Repair Program in their region, including making award decisions, preparing scope of work and cost estimates, managing bids, repair work oversight, performing onsite inspections and reporting under the Treasury and IFA reporting standards.”

Homeowners will apply to a centralized state system and the state will qualify the applicant based on income and COVID-19 hardship. Applicants will then be forwarded to the county agency administering the funds to complete the onsite portion of the program. Each homeowner will be able to receive up to \$25,000 in repairs. Funds will be made available on a first-come first-serve basis.

To ensure funds are made available in Story County, the SCHT is a logical respondent to the RFP. The Homeowner Assistance Fund is a great opportunity for Story County to address the strong demand for owner-occupied repair. Since the SCHT does not provide direct assistance and staff capacity is limited, a potential solution is to work with existing SCHT OOR partners to implement the program.

[Click here for an IFA overview of the program.](#)

[Click here for program Q&A from IFA.](#)

RECOMMENDATION:

Allow staff to respond to the RFP on behalf of the SCHT. The intent would be to work with existing partners, like TUM, to do the work. Staff would serve in an advisory capacity to ensure regulatory compliance, similar to how staff works with current program partners.

STAFF CONTACTS:

Andrew Collings
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(515) 334-0075



April 2023
Item No. 3.5

ISSUE: OOR Discussion

REPORT: TUM has indicated that all OOR funds have been allocated or spent. As the only county-wide provider, there is still a need.

BACKGROUND:

Craig Henry asked to this be placed on the agenda to have specific time to discuss OOR needs going forward.

RECOMMENDATION:

None. Report and discussion only.

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