

**MEETING MINUTES**  
**Story County Housing Trust**  
**BOARD MEETING**  
**Tuesday, January 16, 2024 | 2:00 p.m.**  
**Hybrid Meeting**

**Board Members Present:**

Craig Henry | Vice Chair  
Steve Ringlee | Secretary  
Erik Bunker | Treasurer  
Latifah Faisal | Board Member  
Lauris Olson | Board Member  
Greg Piklapp | Board Member  
Greg Schlueter | Board Member

**Board Members Absent:**

Amber Corrieri | Chair  
Nancy Beatty | Board Member  
Matt Flummerfelt | Board Member  
Elizabeth Gindt | Board Member  
Hope Metheny | Board Member

**Others Present:**

Andrew Collings, Mid-Iowa Planning Alliance  
Lucas Young, Mid-Iowa Planning Alliance  
Leanne Harter, Story County

**1. Call to Order:**

Vice-chair Henry called the Tuesday, January 16, 2024 meeting to order at 2:10 p.m. A quorum was present.

**2. Approval of Agenda:**

**MOTION:** A motion was made by Ringlee to approve the January 16, 2024 Story County Housing Trust Board meeting agenda. Seconded by Piklapp.

**MOTION CARRIED**

**3. Approval of December 19, 2023 Meeting Minutes:**

**MOTION:** A motion was made by Ringlee to approve the December 19, 2023 SCHT board meeting minutes. Seconded by Schlueter.

**MOTION CARRIED**

**4. December Bank Statement:**

Bunker reported on the December Bank Statement. The SCHT money market account had a balance of \$22,208.74 at the end of December. No action taken.

**5. Grantee Funding Status Report:**

Young reported on the status of funding and drawdowns from grantees. Discussion ensued. No action taken.

**6. Drawdown Status of IFA Award:**

Young reported on the status of the previous IFA awards, unspent funds, and the current contract deadlines. Discussion ensued. No action taken.

**7. Home Repair Pilot Program Contract with IFA:**

Young reported on the Home Repair Pilot Program Contract with IFA. Discussion ensued.

**MOTION:** A motion was made by Ringlee to approve the contract with IFA for the Home Repair Pilot Program. Seconded by Schlueter.

**MOTION CARRIED**

**8. Story County Board of Supervisors ARPA Request:**

Young reported on the first-time homebuyer program funded via the Story County Board of Supervisors ARPA award. The ARPA application indicated that funding would be for homebuyers using an IFA first-time homebuyer program. Because there are few options in Story County for IFA lenders, the request to the supervisors is to remove the IFA only lender requirement. Discussion ensued.

**MOTION:** A motion was made by Olson to submit the letter as presented to the Story County Board of Supervisors. Seconded by Schluter. Abstention by Faisal.

**MOTION CARRIED**

**9. Calendar Year 2023 Administration Invoices:**

Young reported on the invoices for administration from the Des Moines Area MPO and MIPA. The invoice from the Des Moines Area MPO is for the term of their agreement (January-June) in the amount of \$17,396. The invoice from MIPA is for the term of their agreement (July-December) in the amount of \$17,396. Discussion ensued.

**MOTION:** A motion was made by Schlueter to approve payment of the invoices as funds are available. Seconded by Faisal.

**MOTION CARRIED**

**10. Homes for Iowa (HFI) Bid Specs:**

Young reported on the process to solicit quotes for the Homes for Iowa projects in Nevada and McCallsburg. Discussion ensued.

**MOTION:** A motion was made by Ringlee to approve the bid specs and timeline as presented. Seconded by Bunker. Abstention by Faisal and Olson.

**MOTION CARRIED**

**11. Insurance for (HFI) Projects:**

Young reported on the need to secure insurance for the Nevada and McCallsburg projects. Both will require liability insurance and builder's risk/home under construction insurance. Young asked for guidance on the process to secure insurance at the appropriate time. Discussion ensued.

**MOTION:** A motion was made by Ringlee to allow staff to solicit the appropriate coverage as needed for the two projects. Seconded by Schlueter. Abstention by Faisal.

**MOTION CARRIED**

**12. Staff Updates:**

None.

**13. Board Member Updates:**

Olson provided an update regarding the ASSET funding process and noted that there are organizations in Story County expecting the SCHAT to provide needed funding. No action taken.

**14. Next Meeting Date:**

Board Meeting – February 20, 2024 at 2 p.m.

**15. Adjournment:**

Vice-chair Henry adjourned the January 16, 2024 SCHAT board meeting at 3:16.