

**MEETING MINUTES**  
**Story County Housing Trust**  
**BOARD MEETING**  
**Tuesday, February 20, 2024 | 2:00 p.m.**  
**Hybrid Meeting**

**Board Members Present:**

Amber Corrieri | Chair  
Craig Henry | Vice Chair  
Steve Ringlee | Secretary  
Erik Bunker | Treasurer  
Nancy Beatty | Board Member  
Latifah Faisal | Board Member  
Matt Flummerfelt | Board Member  
Hope Metheny | Board Member  
Lauris Olson | Board Member  
Greg Piklapp | Board Member  
Greg Schlueter | Board Member

**Board Members Absent:**

Elizabeth Gindt | Board Member

**Others Present:**

Andrew Collings, Mid-Iowa Planning Alliance  
Lucas Young, Mid-Iowa Planning Alliance

**1. Call to Order:**

Chair Corrieri called the Tuesday, February 20, 2024 meeting to order at 2:02 p.m. A quorum was present.

**2. Approval of Agenda:**

**MOTION:** A motion was made by Henry to approve the February 20, 2024 Story County Housing Trust Board meeting agenda. Seconded by Schlueter.

**MOTION CARRIED**

**3. Approval of January 16, 2024 Meeting Minutes:**

**MOTION:** A motion was made by Ringlee to approve the January 16, 2024 SCHAT board meeting minutes. Seconded by Olson.

**MOTION CARRIED**

**4. January Bank Statement:**

Bunker reported on the January Bank Statement. The SCHAT money market account had a balance of \$32,178.43 at the end of January. 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. Investment Strategy and Cash Flow:**

Young reported on the approaching CD maturity, the upcoming need for local match, and cash flow related to the Homes for Iowa projects. Discussion ensued.

**MOTION:** A motion was made by Henry to transfer the CD into the money market account when it reaches maturity. Seconded by Schlueter.

**MOTION CARRIED**

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

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

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

**MOTION CARRIED**

**8. Contract with IFA for 2024 Grant:**

Young reported on the 2024 IFA Grant Contract. The term of the contract is 1/1/2024 – 12/31/25 and is reflective of the application submitted last fall. Discussion ensued.

**MOTION:** A motion was made by Faisal to approve the 2024 IFA Grant Contract. Seconded by Ringlee.

**MOTION CARRIED**

**9. Authorization for Alternate IFA Signatories:**

Young reported that each claim and report to IFA requires an authorized signature. The chair is the only authorized signature unless the board authorizes alternate signatories. This can be problematic with the chair in Ames and staff in Des Moines. Discussion ensued.

**MOTION:** A motion was made by Schlueter to add Andrew Collings and Lucas Young as authorized signatories for IFA grant correspondence. Seconded by Henry.

**MOTION CARRIED**

**10. Extension Request from Story County Environmental Health:**

Young reported about communication with Story County Environmental Health (SCEH) regarding the funding provided for septic tank repairs. The Story County Environmental Health submitted a letter asking to extend \$45,000 of the current funds until 12/31/24 and return \$90,000. Discussion ensued.

**MOTION:** A motion was made by Olson to approve the reduction of funds and extension as requested. Seconded by Schlueter. Abstention by Faisal.

**MOTION CARRIED**

**11. Award Funding for 2024 Projects:**

Young reported on the applications submitted for 2024 Funding. A committee of Corrieri, Faisal, and Ringlee made a recommendation to allocate \$524,200. Discussion ensued.

**MOTION:** A motion was made by Ringlee to approve the awards as presented. Seconded by Henry. Abstention by Metheny and Olson.

**MOTION CARRIED**

**12. Award Contracts for Homes for Iowa (HFI) Projects:**

Young reported that both Nevada and McCallsburg received 2 bids for the sitework and basement. The low bid on each project was submitted by Hetzler and Rhodes Concrete Construction. Discussion ensued.

**MOTION:** A motion was made by Schlueter to award a contract to the low bidder and Nevada and award the back-up bidder the contract in McCallsburg and direct staff to ensure compliance with bid awards. Seconded by Beatty. Abstention by Faisal. No by Olson.

**MOTION CARRIED**

**13. Staff Updates:**

None.

**14. Board Member Updates:**

None.

**15. Next Meeting Date:**

Board Meeting – March 19, 2024 at 2 p.m.

**16. Adjournment:**

**MOTION:** A motion was made by Ringlee to adjourn the SCHAT Board Meeting at 3:11 p.m. Seconded by Henry.

**MOTION CARRIED**