



Story County Housing Trust

**Story County Housing Trust  
Meeting of the Board of Directors**

**Tuesday, December 16, 2025  
2:00 p.m.**

**Hybrid Meeting**

**In Person Location:**

Ames Regional Economic Alliance  
304 Main Street  
Ames, Iowa 50010

**Online Meeting Access:**

[Join the meeting now](#)

Meeting ID: 283 755 968 519 8  
Passcode: rm2N9am2

**You can also dial in using your phone.**

321-558-6407

Phone conference ID: 142 786 406#

Board Meeting Agenda

**\* Denotes Action Item**

**1. Call to Order**

- 1.1 Approve Agenda\* ..... Page 1
- 1.2 November 10, 2025 Board Meeting Minutes\* ..... Page 2

**2. Financial Report**

- 2.1 October & November Bank Reconciliation..... Page 3
- 2.2 SCHT Project Status Report..... Page 4

**3. Administrative Items**

- 3.1 Contract Extensions for Grantees\* ..... Page 5
- 3.2 First-time Homebuyer Program\* ..... Page 6
- 3.3 Application Review Committee\* ..... Page 7

**4. Other Business**

- 4.1 Staff Updates
- 4.2 Board Member Updates or Questions

**5. Adjournment**

Next regular meeting: January 20, 2026 at 2:00 p.m.



December 2025  
Item No. 1.2

**ISSUE: November 10, 2025 Board Meeting Minutes**

VOTE: Consider approval of the minutes of the November 10, 2025 SCHT Board Meeting.

**BACKGROUND:**

[Click here for a copy of the November 10, 2025 SCHT Board Meeting Minutes.](#)

**STAFF RECOMMENDATION:**

Approve the minutes of the November 10, 2025 SCHT Board Meeting.

**STAFF CONTACT:**

Lucas Young  
[lyoung@mid-iowaplanning.org](mailto:lyoung@mid-iowaplanning.org)  
515-304-3524



December 2025  
Item No. 2.1

## ISSUE: October & November Bank Reconciliation

REPORT & DISCUSSION: Review the Bank Reconciliation.

### BACKGROUND:

Below is an overview of the activity in the SCHT Bank Account:

<i>Balance on 10/1/2025</i>	<b>\$184,065.08</b>	
<i>Deposits</i>	\$108.50	Interest
	\$668.00	City of Colo
	\$2,648.00	City of Story City
	\$5,471.00	City of Nevada
	\$1,219.00	City of Slater
	\$79.40	Interest
<i>Withdrawals</i>	-\$1.95	City of Nevada (water/sewer)
	-\$720.36	City of Nevada (water/sewer)
	-\$178.87	Alliant Energy – HFI projects
	-\$23.19	GoDaddy – Website
	-\$319.75	Ben Franklin – HVAC repair
	-\$3,288.00	TUM – OOR
	-\$26,136.29	TUM – OOR
	-\$19,072.99	GNEA
	-\$8,147.00	TUM (Nevada)
	-\$8,200.00	City of Nevada – OOR
	-\$4,193.00	City of Nevada – OOR
	-\$131.08	Alliant Energy – HFI projects
<i>Balance on 11/28/2025</i>	<b>\$123,846.50</b>	

[Click here for a copy of the October reconciliation.](#)

[Click here for a copy of the November reconciliation.](#)

### STAFF RECOMMENDATION:

None. Report and discussion only.

### STAFF CONTACT:

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December 2025  
Item No. 2.2

## **ISSUE: SCHT Project Status Report**

REPORT & DISCUSSION: Review the status of current SCHT projects.

### **BACKGROUND:**

#### ***Grantee Funding Status Report:***

Staff tracks 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.](#)

#### ***Homes for Iowa Houses:***

*Nevada:* Currently listed \$259,900

*McCallsburg:* Currently listed \$259,000

[Click here for a copy of the HFI costs.](#)

#### ***Story County Manufactured housing program:***

Five projects in process totaling \$20,685. Additional applications are pending.

### **STAFF RECOMMENDATION:**

None. Report and discussion only.

### **STAFF CONTACT:**

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December 2025  
Item No. 3.1

**ISSUE: Contract Extensions for Grantees**

REPORT & VOTE: Consider contract extensions for grantees with a remaining balance and an expiring contract.

**BACKGROUND:**

At the end of the month contracts expire. As noted in the project status funding status report there are a handful of grantees with an outstanding balance.

Organization	Balance	Suggested Extension	Notes
GNEA	\$31,561.69	March 31, 2025	Plan to have another claim before the end of the year.
City of Collins	\$30,000.00	March 31, 2025	
TUM	\$2,395.60	March 31, 2025	Has a small pending invoice.
City of Nevada	\$11,939.21	No extension	Has wrapped up the program.

It has been common for the SCHT to grant extensions to grantees. Providing an extension is a SCHT decision and does not have an impact on the contract between the SCHT and IFA.

**STAFF RECOMMENDATION:**

Approve contract extensions to Good Neighbor Emergency Assistance, the City of Collins, and Trinity United Methodist-Hands Serving Others.

**STAFF CONTACT:**

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December 2025  
Item No. 3.2

## **ISSUE: First-Time Homebuyer Program**

REPORT, DISCUSSION, & OPTIONAL VOTE: Discuss the First-Time Homebuyer Program and consider allocating funds.

### **BACKGROUND:**

Next month, the SCHT will make awards using funds allocated by the Iowa Finance Authority (IFA). These funds are provided to the SCHT annually and support the majority of the SCHT's programs and projects. One program funded through this annual allocation is the First-Time Homebuyer Program.

The First-Time Homebuyer Program has been implemented in two iterations. In both cases, eligibility requirements generally mirrored IFA's FirstHome Program, and assistance was provided as a \$5,000 grant to first-time homebuyers. The grant is issued at closing and may be used toward down payment or closing costs.

The program has been well received by lenders due to its streamlined requirements and the fact that the grant does not require repayment or a legal security instrument. As a result, implementation has been largely seamless.

Each iteration of the program funded 10 households, with each household receiving a \$5,000 grant. From a staff perspective, administration of the program has been straightforward and has not required a significant time commitment.

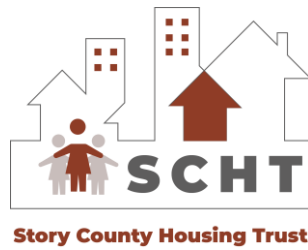
What, if any, changes should be made to the program? How much funding should the SCHT allocate for 2026 awards?

### **STAFF RECOMMENDATION:**

Consider allocating funds or provide guidance to staff on how to move forward.

### **STAFF CONTACT:**

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December 2025  
Item No. 3.3

**ISSUE: Application Review Committee**

REPORT, DISCUSSION, & OPTIONAL VOTE: Discuss creating a committee to review the 2026 SCHT applications for funding.

**BACKGROUND:**

Each year, a committee of board members is organized to review submitted applications and make funding recommendations to the full board. During the week of January 12, the committee will conduct its review of the applications received.

Potential committee members shall adhere to the following:

- No plan to submit an application or have any conflicts with likely applicants
- Generally available for an online meeting during the week of January 12
- Other requests of the chair

**STAFF RECOMMENDATION:**

Determine a small committee of board members to develop recommendations to the full board.

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