

ASHLEY J. AUST

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EXPERIENCE:

HUBBELL REALTY COMPANY

West Des Moines, Iowa

Associate General Counsel

2015 – Present

- Provide legal counsel to Hubbell Realty Company and affiliated entities which includes construction and development, finance, human resources, land development, marketing, and property management departments.
- Develop strategies for acquisitions, dispositions, private placements of debt and equity, project development, and other real estate investments.
- Prepare debt and equity private placement memorandums, operating agreements, financing documents, development agreements, condominium and cooperative documents and purchase agreements.
- Manage two attorneys and two legal department staff and manage workflow and priorities for the legal department.
- Manage outside counsel in transactional matters and litigation matters.
- Manage lobbyists, develop strategies for legislative initiatives, work with coalitions to pass legislation or legislative amendments, and work with the Governor's office and state agencies on regulations as needed.
- Lead process improvement and technology implementation teams to create efficiencies for the entire organization.

Corporate Counsel

2012 – 2015

- Provided legal counsel to Hubbell Realty Company and affiliated entities.
- Drafted and negotiated letter of intent, purchase agreements, commercial leases, listing agreements, management agreements, platting documents and subcontractor/vendor agreements.
- Managed due diligence and closings for commercial real estate acquisitions, dispositions, equity and financing.
- Managed the contractual, regulatory and tax credit compliance for various projects.
- Provided training and guidance to employees on legal issues relevant to their departments such as Fair Housing Act and Americans with Disabilities Act for the construction and development department.

IOWA TITLE GUARANTY OF IOWA FINANCE AUTHORITY

Des Moines, Iowa

Commercial Underwriting Attorney

2011 – 2012

- Performed equity, loan and real estate closings for commercial properties and performed escrow services and title insurance underwriting.
- Provided legal counsel and strategic advice to the Director of the Title Guaranty Division.
- Provided the Information Technology Department with improvements, enhancements and new applications to the internal tracking systems.
- Assisted the Iowa Secretary of State's Office in the drafting of administrative rules relative to the Mechanic's Notice and Lien Registry.

IOWA FINANCE AUTHORITY, SECTION 8 DEPARTMENT

Des Moines, Iowa

Contract Specialist

2010 – 2011

- Drafted successful bid proposal for the U.S. Department of Housing and Urban Development Annual Contributions Contract for the State of Iowa Section 8 Program.
- Directed the transition to the new Annual Contributions Contract for the project based Section 8 program and assisted in the preparation of policies and procedures, procedural manuals, and related forms.
- Ensured Compliance of annual Section 8 HAP Contract renewals and performed monthly reviews and payments of Section 8 HAP Vouchers on behalf of the U.S. Department of Housing and Urban Development.

LICENSURE:

ADMITTED TO THE IOWA STATE BAR ASSOCIATION

September 2010

EDUCATION:

UNIVERSITY OF IOWA

Des Moines, Iowa

Masters in Business Administration

April 2017

DRAKE UNIVERSITY LAW SCHOOL

Des Moines, Iowa

Juris Doctor

May 2010

CENTRAL COLLEGE

Pella, Iowa

Bachelor of Arts, International Management and Spanish

May 2006

LEADERSHIP:

IOWA FINANCE AUTHORITY

2017 - Present

Board Member

MARCH OF DIMES

May 2017

2017 March for Babies Chairwoman

COMMERCIAL REAL ESTATE WOMEN IOWA BOARD

2016 – Present

President-Elect 2018

LEADERSHIP IOWA

2014 – 2015

Association of Business and Industry, Class of 2014 - 2015

WESTMINSTER PRESBYTERIAN CHURCH

2013 – Present

Finance Committee