ihcda
Indiana Housing & Community Development Authority

MINUTES AND MEMORANDA OF A MEETING
OF
THE BOARD OF DIRECTORS OF
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY

Held: July 25, 2013

A regular meeting of the Board of Directors of the Indiana Housing and Community Development Authority ("IHCDA" or "Authority") was held July 25, 2013 at 10:00 a.m. at 30 South Meridian Street, 8th Floor Auditorium, Indianapolis, Indiana 46204.

The following individuals were present at the meeting: Tonya Brothers-Bridge (Lieutenant Governor delegate), Mark Pascarella (Public Finance Director of the State of Indiana delegate), Chris Conner (Treasurer of the State of Indiana delegate), Tom McGowan, Pat Gamble-Moore, David Miller, Lu Porter, Jacob Sipe (Executive Director for IHCDA), members of the staff of the Authority, and the general public.

Tonya Brothers-Bridge served as Chair of the meeting, and upon noting the presence of a quorum, called the meeting to order. Sondra Craig served as Secretary.

I. Approval of Minutes

A. June 27, 2013 Meeting Minutes

A motion was made by Tom McGowan to approve the June 27, 2013 Meeting Minutes, which was seconded by David Miller; the following Resolution was unanimously approved:

> **RESOLVED**, the Minutes of the Board meeting held June 27, 2013, are hereby approved to be placed in the Minute Book of the Authority.

II. Neighborhood Assistance Program

A. 2013 NAP Policy

Chairman Brothers-Bridge recognized Mark Wuellner who presented information regarding the 2013 NAP Policy.

Background
On June 27, 2013, IHCDA staff brought to the Board of Directors recommendations for awards under the Neighborhood Assistance Program ("NAP"). NAP – a state tax credit program established and governed by Indiana Code §6-3.1-9 – offers up to $2.5 million in state tax credits annually to qualifying non-profit organizations that are engaged in an eligible activity. These organizations in turn exchange the credits to individuals who donate to the non-profit to support the eligible activity. For every $1.00 donated, the donor receives a $0.50 credit against her Indiana tax liability (up to a maximum of $25,000.00).

After hearing staff award recommendations, the Board observed that the current NAP processes and procedures had not been reviewed by the body in some time, and perhaps did not reflect IHCDA's current mission and strategic priorities. As a result, the Board elected not to act on the NAP award recommendations. Instead, the Board passed a resolution requesting that IHCDA staff re-evaluate the NAP Allocation Policy and Award Manual to ensure they align with the goals and priorities of IHCDA, and to bring these revised documents to the Board for approval.

Process

The earliest opportunity for Board review of NAP documents was at its next regularly scheduled meeting on Thursday, July 25th. To ensure that a policy would be in place for the Board's approval by July 25th, IHCDA staff implemented and worked according to the following timetable:

Projected Date:	**Action Item:**
Friday, June 28, 2013	IHCDA staff distributes letter of explanation to applicants
Friday, June 28, 2013 – Monday, July 8, 2013	IHCDA staff reviews NAP documents and prepares drafts for public comment.
Monday, July 8, 2013 (by 5:00 p.m. EST)	IHCDA publishes draft of NAP Allocation Policy and Award Manual, redlined to show proposed changes, if any, to current policy. Drafts will be posted to the NAP section of IHCDA's website: http://www.in.gov/myihcda/2354.htm. Public comment period opens. Public comments will be accepted via mail at our address below (Attention: NAP Public Comment) or electronically at NAP@ihcda.in.gov.
Friday, July 19, 2013 (by 5:00 p.m. EST)	Public comment period closes. IHCDA staff has been reviewing public comments as they have been received during the public comment period.
Monday, July 22, 2013 – Wednesday, July 24, 2013	IHCDA staff finalizes evaluation of all public comments. IHCDA staff finalizes drafts of NAP policies. IHCDA staff prepares Board memorandum requesting Board review and approval of revised NAP policies. IHCDA staff distributes Board memorandum and policies to Board members.
Thursday, July 25, 2013	IHCDA Board of Directors meeting. IHCDA staff presents recommendations to Board regarding NAP policies.

Staff's goal with the schedule was to meet the instructions of the Board while minimizing the delay to the NAP program year. IHCDA staff met or exceeded each of the projected dates.

In the meantime, the Commission on State Tax and Financing Policy – a legislative interim study committee – is in the second year of a two-year review of all state tax credits. NAP is on the Commission's agenda for review this year. Last year, the reviews occurred in September and October. The meeting schedule has not been set for this year.

Recommendation

Based on the feedback received, as well the legislature's impending review of NAP, staff recommended that the Board approve and ratify the original 2013-14 NAP Application Package under which applicants originally applied, and further approve the NAP awards which IHCDA recommended to the Board in June as having submitted applications which were complete and met threshold.

Following discussion, a motion was made by David Miller to approve and ratify the 2013-14 NAP Application Package attached as Exhibit A, as recommended by staff, which was seconded by Mark Pascarella. The motion passed by majority vote, with one opposition from Chris Conner.

> **RESOLVED**, that the Board approve and ratify the 2013-14 NAP Application Package attached as **Exhibit A**, as recommended by staff.

Following discussion, a motion was made by Pat Gamble-Moore to approve the allocation of NAP tax credits in an aggregate amount not to exceed $2,500,000.00 to the organizations listed in Exhibit B, as recommended by staff, which was seconded by Mark Pascarella. The motion passed by majority vote, with one opposition from Chris Conner.

> **RESOLVED**, that the Board approve the allocation of NAP tax credits in an aggregate amount not to exceed $2,500,000.00 to the organizations listed in **Exhibit B**, as recommended by staff.

III. Real Estate

A. IHCDA Strategic Funding Process Recommendations

Chairman Brothers-Bridge recognized the following individuals who presented information regarding IHCDA's Strategic Funding Process Recommendations:

NAME	PROJECT
Megan Coler	Valparaiso Communities for a Lifetime – Life Trail Advanced Wellness System

Staff recommended one project for Board approval as follows:

i. Valparaiso Communities for a Lifetime – Life Trail Advanced Wellness System

Project Summary
In February 2013, the City of Valparaiso was designated a Communities for a Lifetime by IHCDA for their work in creating an age and disability friendly community through the Aging in Place and Comprehensive Community Development strategic priorities. The community is currently completing projects through their ElderStyle initiative. This project, identified in the ElderStyle initiative and in the Communities for a Lifetime planning process, will construct and install seven Life Trail System exercise stations in central Valparaiso's Fairgrounds Park. The stations will provide 21 exercises specifically designed to meet the exercise needs of elderly and disabled segments of the population, along the park's ¾ mile paved walking trail.

Project Name:	Valparaiso Communities for a Lifetime – Life Trail Advanced Wellness System
IHCDA Per Unit Subsidy (Rehabilitation, Relocation, Program Delivery):	N/A
Development Fund Amount Recommended:	$72,356.00
Per Unit Subsidy:	N/A
Total Project Costs:	$99,726.00
Other Funding:	City of Valparaiso
Location:	City of Valparaiso, Porter County
Developer or Administrator:	N/A
Activity:	Communities for a Lifetime
Award Type:	Development Fund Grant

Following discussion, a motion was made by Chris Conner to approve the allocation of Development Fund grant funding, in an amount not to exceed $72,356.00, for the above-referenced request received during the current review period of the 2012-2013 funding year, as recommended by staff, which was seconded by Mark Pascarella; the motion passed unanimously:

> **RESOLVED**, that the Board approve the allocation of Development Fund grant funding, in an amount not to exceed $72,356.00, for the above-referenced request received during the current review period of the 2012-2013 funding year, as recommended by staff.

B. IHCDA Allocation Method for the HOME Program

Chairman Brothers-Bridge recognized Carmen Lethig who recommended a new allocation method for use with the HOME Program.

Background
In 2010, IHCDA adopted the Strategic Investment Process ("SIP") as the application and allocation method for its HOME, CDBG, CDBG-D, and Development Fund funding sources. IHCDA anticipates the availability of fewer federal funding dollars in the future. Therefore, IHCDA is making significant changes to its application forms, policy, and allocation methods.

Process
The Real Estate Production Department began the process of updating the allocation policy and application forms for IHCDA's CDBG and CDBG-D Owner-Occupied Repair ("CDBG OOR") application and the HOME program in January of this year. The Board approved changes to the CDBG OOR program on March 28 2013, and staff subsequently implanted these changes.

The draft version of the new HOME application policy and forms were available on IHCDA's website for public comment on June 28, 2013. Four regional public feedback meetings were held during the week of July 8, 2013. Below is a tentative schedule for the HOME program for 2013.

June 28	HOME draft application forms and policy available on IHCDA website for public comment.
July 9-12	Regional public meetings regarding draft HOME application forms and policy.
July 25	HOME allocation process presented to Board for review and approval. The following steps are all conditioned on the Board's approval of the process.
July 26	HOME final application and policy posted on IHCDA website. Application round begins.
August 5	HOME application webinar.
September 6	HOME applications due to IHCDA.
October 24	HOME awards announced.

Recommendation
The significant proposed changes to the HOME allocation method are summarized below:

Competitive
The new allocation process will be competitive and involve scored applications.

IHCDA's Goals
Under SIP, which was a non-competitive allocation process, requiring applicants to declare applicability to a strategic priority was necessary to ensure that proposed projects aligned with IHCDA. Moving to a competitive allocation process in which IHCDA will evaluate and score applications, the scoring categories will target and promote IHCDA's strategic priorities.

Funding Rounds
The application process will now have a firm due date, review period and award announcement date for which all applications will be subject. There is only one round for the HOME program for this fiscal year, and the application process is competitive. The application round will be for both homebuyer and for rental developments.

Application Submission
Applicants are required to make their submissions via the FTP site. Instructions on how to use the FTP site will be discussed at the application webinar. Additionally, one hard copy of the application with original signatures must be submitted to IHCDA by the published due date at 5:00 p.m. Indianapolis time.

Application Review
There will no longer be a two-phase application process as with the SIP. All application materials are due at the same time. The applications will be reviewed by the Real Estate Production staff for completeness, threshold, and

scoring. During threshold review, IHDCA staff may contact an applicant to request clarification of information contained in the pending application.

Funded applications will be announced at the published IHCDA Board meeting date. Confirmation letters and score sheets will be made available by the close of business on the day of the Board meeting. Unfunded applications will be notified via a denial letter and score sheets made available by the close of business on the day of the Board meeting. Unfunded applications will not be rolled into another application round.

Policy Changes
The maximum funding request amount is $500,000.00. Under the SIP allocation process, there was no maximum request amount.

Following discussion, a motion was made by David Miller to approve the new allocation process for use with HOME program, as recommended by staff, which was seconded by Chris Conner; the motion passed unanimously:

> **RESOLVED**, that the Board approve the new allocation process for use with HOME program, as recommended by staff.

C. 2014-2015 Qualified Allocation Plan

Chairman Brothers-Bridge recognized Alan Rakowski who recommended the 2014-2015 Qualified Allocation Plan for approval and submission to the Governor for signature.

Background
The Qualified Allocation Plan ("QAP") is a federally mandated planning requirement under the Internal Revenue Code, Section 42 that explains how the State of Indiana will allocate its Low Income Housing Tax Credits to produce new or rehabilitate existing affordable rental housing units. The QAP establishes thresholds, set-asides, evaluation factors, and compliance requirements to target credits in a manner that maximizes IHCDA's strategic plan.

Process
On May 6, 2013, the Real Estate Department released the 1st draft of the 2014-2015 QAP for public comment. A public hearing was then held on May 20, 2013. On June 10, 2013, the Real Estate Department released the 2nd draft of the 2014-2015 QAP for public comment with a subsequent public hearing on June 19, 2013.

Based on written comments, public comments, and continued internal policy discussions, modifications were made to the final draft.

A list of the most significant changes is attached in **Exhibit C**. Copies of both drafts of the QAP are available for review at http://www.in.gov/myihcda/2344.htm.

Following discussion, a motion was made by Chris Conner to approve the 2014-2015 Qualified Allocation Plan and its submission to Governor Michael R. Pence, as recommended by staff, which was seconded by Tom McGowan; the motion passed unanimously:

> **RESOLVED**, that the Board approve the 2014-2015 Qualified Allocation Plan and its submission to Governor Michael R. Pence, as recommended by staff.

D. Bond Volume/4% Tax Credits – Franklin Cove II

Chairman Brothers-Bridge again recognized Alan Rakowski who recommended the Bond Volume/4% Tax Credits – Franklin Cove II project.

Background
IHCDA is empowered to act as the housing credit agency for the State to administer, operate, and manage the allocation of the Internal Revenue Service Section 42 low-income housing tax credit (LIHTC) program. The

purpose of the LIHTC is to provide an incentive for private developers and investors to provide more affordable rental housing. This is done by both new construction and rehabilitation of existing structures.

The first phase of this project was assisted by IHCDA through an allocation of rental housing tax credits and 1602 exchange funds.

Process
On February 1, 2013 the IHCDA began the 2013A-B bond round for multi-family bond volume. The fifth application received and reviewed represented a total development cost of $6,398,705.00 with $4,400,000.00 in bond volume and $182,240.00 in annual LIHTCs to create 64 units of affordable housing.

The proposed 64-unit development, located at 3615 South Franklin Road on the southeast side of Indianapolis, is the second phase of Franklin Cove Apartments and will encompass the remaining 4.5 acres of the overall 18.12 acre site. Once Phase II is constructed, the entire development will consist of 164 total units.

Franklin Cove II will address an increasing demand for affordable housing in this growing area and provide convenient access to services and opportunities associated with its location. Phase I is currently 96% occupied and maintains a waiting list, benefiting from its close proximity to many services and amenities. Furthermore, the development is located in an area where healthcare/social assistance, manufacturing, and retail trade sectors make up 35.5% of the employment.

By utilizing bonds and tax credits, the applicant, Village Capital Corporation, will be able to complete a large, multi-phased development project originally designed as such. The project will utilize many of the amenities constructed in Phase I, including a clubhouse, business center, and fitness center. With the land ready for construction, Franklin Cove II will build on the momentum established in Phase I and benefit tenants of both phases by completing an affordable, high quality rental housing community.

During the round the Real Estate Department staff reviewed the application to ensure it met the criteria set forth in the 2012-2013 Qualified Allocation Plan. Additionally, on June 17, 2013 the applicant was given an opportunity to present the development to many of the members of the Executive Committee and the Real Estate Department.

Following discussion, a motion was made by Mark Pascarella to approve awarding $4,400,000.00 in bond volume according to the terms of the 2013A-B Application Round and $182,240.00 in LIHTC according to the terms of the 2013A-B Application Round to Village Capital Corporation, as recommended by staff, which was seconded by David Miller; the motion passed unanimously:

> **RESOLVED**, that the Board approve awarding $4,400,000.00 in bond volume according to the terms of the 2013A-B Application Round and $182,240.00 in LIHTC according to the terms of the 2013A-B Application Round to Village Capital Corporation, as recommended by staff.

E. Bond Volume/4% Tax Credits – Trotters Pointe IV

Chairman Brothers-Bridge recognized Talisha Bradley who recommended the Bond Volume/4% Tax Credits – Trotters Pointe IV project.

Background
IHCDA is empowered to act as the housing credit agency for the State to administer, operate, and manage the allocation of the Internal Revenue Service Section 42 low-income housing tax credit (LIHTC) program. The purpose of the LIHTC is to provide an incentive for private developers and investors to provide more affordable rental housing. This is done by both new construction and rehabilitation of existing structures.

IHCDA assisted the second and third phases of this project. The second phase received an allocation tax credits and the third phase received an allocation of tax credits and 1602 exchange funds.

Process
On February 1, 2013 the IHCDA began the 2013A-B bond round for multi-family bond volume. The sixth application received and reviewed represented a total development cost of $2,423,715.00 with $1,625,000.00 in bond volume and $68,581.00 in annual LIHTCs to create 24 units of affordable housing.

Trotters Pointe Apartments will address an increasing demand for affordable housing in the Greenwood area and provide convenient access to services and opportunities. The development is located near healthcare/social assistance, manufacturing, and retail trade sectors which make up approximately 39% of the employment opportunities in the area. This property is designed to provide market rate quality housing to working class individuals and families.

The proposed 24-unit development is located at 2600 Santa Anita Drive on the east side of Greenwood. Once completed, Trotters Pointe Apartments will consist of four phases and will encompass the remaining 1.33 acres of the overall 10.76 acre site. The four phase development will consist of 496 total units, of which 216 will be affordable.

By utilizing bonds and tax credits, the applicant, Village Capital Corporation, will be able to complete a large, multi-phased development project originally designed as such. The project will utilize many of the amenities previously constructed, including a clubhouse, business center, and fitness center. With the land ready for construction, Trotters Pointe Apartments Phase IV will complete the last phase of an affordable and high quality rental housing community.

During the round Real Estate Department staff reviewed the application to ensure it met the criteria set forth in the 2012-2013 Qualified Allocation Plan. Additionally, on June 17, 2013 the applicant was given an opportunity to present the development to many of the members of the Executive Committee and the Real Estate Department.

Following discussion, a motion was made by Tom McGowan to approve awarding $1,625,000.00 in bond volume according to the terms of the 2013A-B Application Round and $68,581.00 in LIHTC according to the terms of the 2013A-B Application Round to Village Capital Corporation, as recommended by staff, which was seconded by David Miller; the motion passed unanimously:

> **RESOLVED**, that the Board approve awarding $1,625,000.00 in bond volume according to the terms of the 2013A-B Application Round and $68,581.00 in LIHTC according to the terms of the 2013A-B Application Round to Village Capital Corporation, as recommended by staff.

IV. Financial

A. Franklin Cove Multi-Family Bond Resolution

Chairman Brothers-Bridge recognized Blake Blanch who recommended the Franklin Cove Multi-Family Bond Resolution.

Background
This memo and the attached resolution respectfully requests approval for the issuance of the Series 2013 Multifamily Housing Revenue Bonds (Franklin Cove Apartments Project) (the "Bonds").

The Bonds will be issued on behalf of Village Capital Corporation (the "Borrower"). Indiana Housing and Community Development Authority (the "Authority") will serve as a conduit issuer for the Bonds; thereby, loaning the proceeds to the Borrower to finance the construction of a multifamily development (Franklin Cove II Apartments). **The Bonds are backed solely by the revenues derived from the development and will not constitute a debt, liability, or obligation of the Authority or the State of Indiana.**

Franklin Cove II Apartments are a 64-unit new construction apartment development located at 3615 South Franklin Road in Indianapolis. Indiana. Franklin Cove II is being developed by Village Capital Corporation and is going to be the final component to the Franklin Cove Apartment Complex which was developed with a previous allocation of 9% tax credits. The initial allocation of the 4% tax credits and bond volume was to be approved by the Board at the same meeting as this memo. With the Authority serving as the issuer of the bonds, an additional approval by the Board, in addition to the prior approval, is necessary.

Following discussion, a motion was made by Mark Pascarella to approve the Series 2013 Multifamily Housing Revenue Bonds (Franklin Cove Apartments Project) pursuant to the Resolution attached hereto as Exhibit D, as recommended by staff, which was seconded by Pat Gamble-Moore; the motion passed unanimously:

> **RESOLVED**, that the Board approve the Series 2013 Multifamily Housing Revenue Bonds (Franklin Cove Apartments Project) pursuant to the Resolution attached hereto as **Exhibit D**, as recommended by staff.

B. Trotters Pointe Multi-Family Bond Resolution

Chairman Brothers-Bridge again recognized Blake Blanch who recommended the Trotters Pointe Multi-Family Bond Resolution.

Background
This memo and the attached resolution respectfully requests approval for the issuance of the Series 2013 Multifamily Housing Revenue Bonds (Trotters Pointe Apartments Project) (the "Bonds").

The Bonds will be issued on behalf of Village Capital Corporation (the "Borrower"). Indiana Housing and Community Development Authority (the "Authority") will serve as a conduit issuer for the Bonds; thereby, loaning the proceeds to the Borrower to finance the construction of a multifamily development (Trotters Pointe IV Apartments). **The Bonds are backed solely by the revenues derived from the development and will not constitute a debt, liability, or obligation of the Authority or the State of Indiana.**

Trotters Pointe IV Apartments are a 24-unit new construction apartment development located at 2600 Santa Anita Drive in Greenwood, Indiana. Trotters Pointe IV is being developed by Village Capital Corporation and is going to be the final component to the Trotters Pointe Apartment Complex which was developed with a previous allocation of 9% tax credits. The initial allocation of the 4% tax credits and bond volume was to be approved by the Board at the same meeting as this memo. With the Authority serving as the issuer of the bonds, an additional approval by the Board, in addition to the prior approval, is necessary.

Following discussion, a motion was made by Chris Conner to approve the Series 2013 Multifamily Housing Revenue Bonds (Trotters Pointe Apartments Project) pursuant to the Resolution attached hereto as Exhibit E, as recommended by staff, which was seconded by Mark Pascarella; the motion passed unanimously:

> **RESOLVED**, that the Board approve the Series 2013 Multifamily Housing Revenue Bonds (Trotters Pointe Apartments Project) pursuant to the Resolution attached hereto as **Exhibit E**, as recommended by staff.

V. Community Programs

A. Homeless Management Information System (HMIS) Professional Contract for Domestic Violence Implementation – ClientTrack, Inc.

Chairman Brothers-Bridge recognized Lori Dimick who recommended the Homeless Management Information System (HMIS) Professional Contract for Domestic Violence Implementation – ClientTrack, Inc..

Background
The Homeless Management Information System ("HMIS") is a computerized, web-based data collection system that tracks the nature and scope of human service needs at an individual agency as well as across Indiana. HMIS is specifically designed to capture uniform client level data over time to understand the characteristics and service needs of men, women, and children.

The U. S. Department of Housing and Urban Development ("HUD") and other planners and policymakers at the federal, state, and local levels use aggregate HMIS data to obtain better information about the extent and nature of homelessness over time. Specifically, HMIS can be used to produce an unduplicated count of homeless persons, understand patterns of service use, and measure the effectiveness of homeless programs. HMIS is required software for all agencies that are funded with McKinney Vento Funds. Domestic violence shelters are not allowed to use the open HMIS system due to the Violence against Women's Act.

The original contract with ClientTrack, Inc. ("ClientTrack") was approved in the April 22, 2010 meeting of the Board and amended and approved to include HMIS in the December 16, 2010 Board meeting. The current contract, which will expire in May 2014, is $105,750.00.

Process
Many of the HUD funded domestic violence ("DV") shelters have been utilizing either an inadequate system or no software system to compile the aggregate data. ClientTrack has recently developed a closed system which meets HUD requirements that will allow HUD funded victim service providers for the Balance of State to report accurate information about victims of DV on a comparable software platform. The system has gained the support of the Indiana Coalition against Domestic Violence.

The HUD funded HMIS grant is specifically to provide funds for the ongoing implementation and improvement of the current HMIS system and will be used to pay for the additional software user fees for the DV agencies that need a comparable system. The amendment would increase the contract by $48,600.00.

Following discussion, a motion was made by Chris Conner to approve amending ClientTrack, Inc.'s contract remuneration by $48,600.00 for a total amount not to exceed $154,350.00, as recommended by staff, which was seconded by Pat Gamble-Moore; the motion passed unanimously:

> **RESOLVED**, that the Board approve amending ClientTrack, Inc.'s contract remuneration by $48,600.00 for a total amount not to exceed $154,350.00, as recommended by staff.

VI. Executive

A. Report of Delegation and Economic Stimulus Update

Chairman Brothers-Bridge recognized Jacob Sipe who updated the Board on contracts which fell under the Board's delegation of authority to staff. On February 26, 2009 the IHCDA Board authorized the Executive Director to take all action necessary to obtain, accept and begin distributing ARRA funds, if those actions are approved by the Stimulus Panel and are recommended by the executive management committee created for this purpose. On July 23, 2009 the IHCDA Board also approved a Delegation Policy by which the Board delegated certain decision-making authority to the Executive Director. On October 28, 2010, the IHCDA Board approved revising the 2009-2010 Delegation Policy. The Executive Director has approved the items attached hereto as **Exhibit F**.

No action was required, as this was an update to the Board on delegated authority.

B. IHCDA Delegation of Authority Resolutions

Chairman Brothers-Bridge recognized Tom McGowan, on behalf of the Delegation Committee, who recommended the IHCDA Delegation of Authority Resolutions.

Background
The Board approved IHCDA's current Delegation of Authority Resolutions ("Delegation Policy") on October 28, 2010. Since that time, other items have been added with Board approval to allow the Authority to operate more effectively by being able to make certain decisions without waiting until the next meeting of the Board. The Delegation Policy also allows the Board to concentrate on larger funding and policy decisions.

Process
In July 2013, IHCDA Executives revisited the Delegation Policy and subsequently added items to merge same into one document, evaluate effectiveness, make revisions, and consider adding any further resolutions. On July 12, 2013 and July 15, 2013, Mark Wuellner, Deputy Executive Director, General Counsel, and Chief of Staff for IHCDA, met with Mark Pascarella, David Miller, and Tom McGowan of IHCDA's Board to discuss proposed changes to the Delegation Policy. Changes were circulated to the Delegation Committee for review prior to release to the Board.

While the Board is delegating this authority to the Executive Director, the Board will still receive a monthly update on the items that have been approved pursuant to the Delegation Policy.

Following discussion, a motion was made by Tom McGowan to approve the IHCDA Delegation of Authority Resolutions attached hereto as Exhibit G, as recommended by staff, which was seconded by David Miller; the motion passed unanimously:

> **RESOLVED**, that the Board approve the IHCDA Delegation of Authority Resolutions attached hereto as **Exhibit G**, as recommended by staff.

VII. Other Business

There being no further business a motion was made by Mark Pascarella to adjourn the meeting, and the meeting was adjourned at 10:58 a.m.

Respectfully Submitted,

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Tonya Brothers-Bridge as designee of
Lieutenant Governor, Sue Ellspermann

ATTEST:

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J. Jacob Sipe
Executive Director for IHCDA