



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

Held: March 26, 2020

A regular meeting of the Board of Directors of the Indiana Housing and Community Development Authority (“IHCDA” or “Authority”) was held on Thursday, March 26, 2020, at 10:00 a.m. telephonically.

The following individuals were present telephonically: Lieutenant Governor Suzanne Crouch; Treasurer Kelly Mitchell (Indiana Treasurer of State); Mark Pascarella (Indiana Public Finance Director designee); Board Member J. June Midkiff; Board Member Michael Schopmeyer; Board Member Tom McGowan; Board Member Andy Place, Sr.; J. Jacob Sipe (IHCDA Executive Director); members of the staff of the Lieutenant Governor, members of the staff of the Authority, and the general public.

Suzanne Crouch served as Chair of the meeting, and upon noting the presence of a quorum, called the meeting to order. Shenna Robinson served as Secretary.

**I. Approval of Minutes**

**A. Meeting Minutes**

A motion was made by Mark Pascarella to approve the February 27, 2020 Meeting Minutes, which was seconded by Kelly Mitchell and the following Resolution was unanimously approved:

**RESOLVED**, the Minutes of the Board meeting held on February 27, 2020 are hereby approved to be placed in the Minute Book of the Authority.

**II. Real Estate**

**A. Bond Volume/4% Credits – Briarwood Apartments of Lafayette**

Chairperson Crouch recognized Peter Nelson, who presented a Bond Volume/4% Credits – Briarwood Apartments of Lafayette.

**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 may be accomplished by new construction and rehabilitation of existing structures.

**Process:**

On January 1, 2019, IHCDA began the 2019A-B bond round for multi-family bond volume. The thirteenth application received and reviewed represented a total development cost of \$10,487,977 with \$6,650,000 in bond volume and \$341,892 in LIHTCs annually for ten years to preserve 100 units of affordable housing.

The Gene B. Glick Company is proposing the rehabilitation of 100 units of affordable housing in Lafayette. The project contains a mix of one, two, and three-bedroom units. The scope of work includes new roofs, exterior doors, and windows. Interior improvements include new cabinets, vanities, appliances and fixtures, as well as replacement of the HVAC systems. Nearby amenities include restaurants, a pharmacy, retail shops, and a local YMCA.

During the round, the Real Estate Department staff reviewed the application to ensure it met the criteria set forth in the 2020-2021 Qualified Allocation Plan. Additionally, on March 3, 2020 the applicant was given an opportunity to present the development to members of the Executive Committee and the Real Estate Department. The development summary sheet is attached hereto as **Exhibit A**.

#### **Key Performance Indicators**

##### **2020 Bond Approvals**

Location	# Affordable Units	Construction Type	Development Type
Indianapolis	159	New Construction	Family
Bloomington	116	Rehabilitation	Family
Washington	150	Rehabilitation	Family

Following discussion, a motion was made by Andy Place, Sr. to approve awarding \$6,650,000 in bond volume and \$341,892 in annual LIHTC to Glick Briarwood Lafayette, LP for Briarwood Apartments of Lafayette according to the terms of the 2019A-B Application Round, as recommended by staff. The motion was seconded by J. June Midkiff. The motion passed unanimously.

**RESOLVED**, that the Board approve awarding \$6,650,000 in bond volume and \$341,892 in annual LIHTC to Glick Briarwood Lafayette, LP for Briarwood Apartments of Lafayette according to the terms of the 2019A-B Application Round, as recommended by staff.

#### **B. Bond Volume/4% Credits – McCormick Place**

Chairperson Crouch recognized Peter Nelson, who presented a Bond Volume/4% Credits – McCormick Place.

##### **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 may be accomplished by new construction and rehabilitation of existing structures.

##### **Process:**

On January 1, 2019, IHCDA began the 2019A-B bond round for multi-family bond volume. The fifth application received and reviewed represented a total development cost of \$20,049,151 with \$10,500,000 in bond volume and \$704,061 in LIHTCs annually for ten years to preserve 94 units of affordable housing.

Fort Wayne Housing Authority in partnership with Bear Development is proposing the rehabilitation of 94 public housing units for families. The project contains 24 buildings on a single site with one, two, three, and four-bedroom units. The scope of rehabilitation includes new roofs and gutters, new HVAC equipment, new windows, façade improvements, new cabinets and fixtures in the kitchens and baths, and new appliances. The project site is adjacent to a bus stop and within close proximity to several amenities, including grocery stores, schools, and a park.

During the round, the Real Estate Department staff reviewed the application to ensure it met the criteria set forth in the 2020-2021 Qualified Allocation Plan. Additionally, on March 11, 2020 the applicant was given an opportunity to present the development to members of the Executive Committee and the Real Estate Department. The development summary sheet is attached hereto as **Exhibit B**.

## Key Performance Indicators

### 2020 Bond Approvals

Location	# Affordable Units	Construction Type	Development Type
Indianapolis	159	New Construction	Family
Bloomington	116	Rehabilitation	Family
Washington	150	Rehabilitation	Family

Following discussion, a motion was made by Michael Schopmeyer to approve awarding \$10,500,000 in bond volume and \$704,061 in annual LIHTC to McCormick Rehabilitation, LLC for McCormick Place according to the terms of the 2019A-B Application Round, as recommended by staff. The motion was seconded by Andy Place, Sr. The motion passed unanimously.

**RESOLVED**, that the Board approve awarding \$10,500,000 in bond volume and \$704,061 in annual LIHTC to McCormick Rehabilitation, LLC for McCormick Place according to the terms of the 2019A-B Application Round, as recommended by staff.

### C. Additional Funding Request for Fresh Start Facilities in Columbus and Evansville

Chairperson Crouch recognized Jerri Bain, who presented the Additional Funding Request for Fresh Start Facilities in Columbus and Evansville.

#### Background:

In 2017, IHCD's Board of Directors approved a loan to the City of Winchester in the amount of \$815,000 to renovate a former church education building into the Winchester House Fresh Start facility. In 2018, IHCD's Board approved loans to Volunteers of America of Indiana (VOAIN) in the amount of \$1,000,000 each for the Columbus House and the Evansville House Fresh Start facilities. The original intent was to provide a total of \$3,000,000 to VOAIN to develop these three Fresh Start facilities designed to assist pregnant women who are addicted to opioids. Through the WINGs (Welcoming Indiana's Next Generation) funding structure, annual payments were to be made to a local community foundation to be re-used for the betterment of the local community. The current request is for an additional \$185,000 in Development Fund loans (to total \$3,000,000 for the three facilities), to be split between the Evansville and Columbus facilities due to cost over-runs as discussed below. The IHCD Board's Development Fund Advisory Committee met on February 27, 2020 to discuss the current proposal. The Committee approved the request subject to approval by the Board of Directors.

#### The Fresh Start Program

The Fresh Start program provides treatment opportunities for mothers who are addicted to opioids. Mothers who are involved with the Indiana Department of Child Services ("DCS") in relation to their addiction qualify for the program. Additional funding sources may allow for pregnant mothers without DCS involvement to receive services as well. Children ages 5 and younger may stay with their mothers during their mothers' treatment. In some cases, mothers enter the program while pregnant, giving infants an opportunity to be born free of illicit drugs and eliminating the need for infants to spend extra time in the hospital to detox, which provides infant health and medical cost-savings benefits. Children get to bond with their mothers while in the program, which is very important to child development. Without such a treatment program, the children would likely enter the foster care system and could be placed in other areas of the state with very limited access to family visitation.

There are two program phases that each mother with children may take advantage of.

Phase 1 Acute Stabilization, Treatment, and Life Skills Training lasts 21 days and focuses on acute stabilization, addictions treatment, parenting skills, life skills, and bonding with children. In this phase:

- Mothers are provided with group, individual, and family therapy.
- Mothers and children are provided with intensive case management and discharge planning.
- Trained Child Engagement Specialists provide children with age-appropriate learning activities while mothers are in treatment.
- Trained staff work with mothers and children to develop appropriate discipline skills, bonding techniques, sleep training, meal planning, and other skills.

- Trained staff coach and support mothers and children in a holistic approach to recovery and family bonding.

Phase 2 Sobriety Maintenance, Treatment, and Advanced Life Skills Training provides up to 54 days of care after completion of Phase 1, though longer stays may be warranted depending on the individual client's needs. This phase:

- Focuses on the mother's long-term stabilization and recovery development.
- Includes ongoing treatment, parenting education, and life skill development.
- Includes case management focused on long-term recovery planning, obtaining employment, and finding housing.

Common treatment goals include continuing sobriety, locating stable housing, obtaining gainful employment, and completing all requirements for family reunification. All residents complete a discharge summary that incorporates aftercare services for ongoing relapse prevention. VOAIN utilizes community partnerships with health providers to provide Medication Assisted Treatment (MAT) referrals as needed.

Current goals being measured to evaluate the impact of the Fresh Start program include the following:

- Ensure clients will remain drug-free during treatment.
- Increase the number of mothers who keep their newborns in their custody and avoid foster care placement.
- Ensure clients successfully complete the program.
- Reduce the number of newborns who are born with Neonatal Abstinence Syndrome and admitted to a NICU.

### **Need for Additional Funding**

In Evansville, roof damage on two of the three roofs was not detectable at the time the building was purchased. The roofs began leaking excessively and needed to be replaced. Additionally, at the time of purchase, there was no ability to test whether the water heater worked. It failed after general use of hot water, which resulted in the need to replace the water heater and update the plumbing. The final issue with the building in Evansville was the need to make the ground floor units ADA compliant and accessible. The initial plans to make some units accessible were not successful and more invasive structural changes were needed to become ADA compliant. This resulted in more expensive changes than originally estimated.

In Columbus, the purchase price of the building was \$50,000 more than originally budgeted. At the time the building was purchased, the boiler that supplied heat to the building was in working condition and was expected to remain in that condition. However, it has since been determined that the current boiler will not provide adequate heat throughout the building for the pregnant mothers and infants living in the facility. The cost to replace the boiler is over \$550,000. VOAIN conducted a fund-raising campaign but could not raise enough to replace the boiler. The solution has been additional ongoing maintenance; the system is currently running, and VOAIN has supplied heaters to the individual rooms. They have also changed the zoning so each zone covers two to three rooms, versus each zone previously serving seven to eight rooms. VOAIN will also request a second assessment of the boiler's condition and replacement costs.

After both properties were purchased, changes in Medicaid regulations affected how several services provided in these facilities were billed. The new regulations require the facilities to have exam rooms that are compliant with Medicaid regulations, which require changes in the facilities' construction design. The design changes increased the rehabilitation expenses for both facilities.

The original budget for both properties was \$2,300,000, which included the \$2,000,000 in Development Fund loans and funds from Columbus Regional Health System. After including the revised construction costs, the new budget was \$2,743,817, not including the additional cost of \$553,517 for the Columbus building's new boiler.

### **Key Performance Indicators**

From June 1, 2019 through December 31, 2019, the Indianapolis facility served 105 clients; the Winchester facility served 72 clients; and the Evansville facility served 28 clients. (The Evansville facility opened August 5, 2019.) The Columbus facility has not opened yet. Across the three locations, 53% of clients were successfully discharged from the program. "Successfully discharged" means the client followed and completed their treatment plan. Clients who leave the program voluntarily before completing their treatment plan or who do not follow their treatment plan are not considered successfully discharged.

Following discussion, a motion was made by Michael Schopmeyer to approve a Development Fund loan in an amount not to exceed \$185,000 to Volunteers of America of Indiana to be used to address cost over-runs on the Columbus and Evansville Fresh Start facilities, as recommended by staff. The motion was seconded by J. June Midkiff. The motion passed unanimously.

**RESOLVED**, that the Board approve a Development Fund loan in an amount not to exceed \$185,000 to Volunteers of America of Indiana to be used to address cost over-runs on the Columbus and Evansville Fresh Start facilities, as recommended by staff.

### **III. Finance**

#### **A. The Reserve at White River, LP Bond Recommendation**

Chairperson Crouch recognized Rich Harcourt, who presented a recommendation for The Reserve at White River, LP Bond Recommendation.

##### **Background:**

The purpose of this memo and the attached resolution is to request the approval for the issuance of the Series 2020 Multifamily Housing Revenue Notes (The Reserve at White River, LP Project) (not to exceed \$26,780,000) (the “Bonds”).

##### **Process:**

The Bonds will be issued on behalf of The Reserve at White River, LP, an Indiana limited partnership (the “Borrower”). The 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 new construction of a residential rental development. **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.**

The Reserve at White River will be the new construction of 210 age-restricted units on the west side of Indianapolis. The project will contain a mix of one and two-bedroom units. With the Authority serving as the issuer of the bonds, an additional approval by the Board, in addition to the approval of the allocation of tax credits and bond volume, is necessary.

Following discussion, a motion was made by Mark Pascarella to approve the Series 2020 Multifamily Housing Revenue Bonds (The Reserve at White River, LP Project), pursuant to the attached Resolution, as recommended by staff. The motion was seconded by Kelly Mitchell. The motion passed unanimously.

**RESOLVED**, that the Board approve the Series 2020 Multifamily Housing Revenue Bonds (The Reserve at White River, LP Project), pursuant to the Resolution attached hereto as **Exhibit C**, as recommended by staff.

### **IV. Legal**

#### **A. Policy for Board Member Electronic Participation**

Chairperson Crouch recognized David Stewart, who presented the Policy for Board Member Electronic Participation.

##### **Background:**

The Indiana Housing and Community Development Authority (“IHCDA”) board meeting participation requirements are set forth in Indiana Code 5-20-1-4(a)(21), which does not currently allow IHCDA Board members to electronically participate in its Board meetings. I will recommend the adoption of a new policy that will allow IHCDA Board members to electronically participate in board meetings under certain situations and circumstances.

##### **Issue:**

Currently, the Indiana Code does not allow for a Board of Directors of a public agency to meet electronically, unless it meets the requirements set forth in Indiana Code 5-14-1.5-3.6. Given that many of IHCDA’s Board meetings are conducted at various locations throughout the state, physical attendance at these meetings can be a strain for some Board members due to work-related obligations occurring on the same day of the Board meeting from time to time. Having an electronic participation policy would allow Board members to assist in carrying on the business of IHCDA and at the same time meet other work-related obligations that occur on the same day. All other requirements currently in place under the Indiana Open Door Law would remain in effect.

Following discussion, a motion was made by Michael Schopmeyer to approve the Policy for Participation by Members of the IHCD Board of Directors in Board Meetings by Simultaneous Electronic Communication, attached hereto as Exhibit D, as recommended by staff. The motion was seconded by J. June Midkiff. The motion passed unanimously.

**RESOLVED**, that the Board approve the Policy for Participation by Members of the IHCD Board of Directors in Board Meetings by Simultaneous Electronic Communication, attached hereto as **Exhibit D**, as recommended by staff.

**V. Program Update**

**A. Community Programs – Energy Assistance Program Update**

Chairperson Crouch recognized Emily Krauser and Thomas Hartnett-Russell, who presented the Community Programs – Energy Assistance Program Update. Their presentation is attached hereto as **Exhibit E**.

No action is required, as this is an update to the Board
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**VI. Executive**

**A. Executive Update**

Chairperson Crouch recognized J. Jacob Sipe, who presented the Executive Update.

**1. Daniella Jordan Gonzales:**

- a. J. Sipe thanked the Lieutenant Governor for designating Daniella Jordan Gonzales, who is IHCD's Homeless Management Information Services Data Analyst, to serve on the Indiana Commission for Hispanic and Latino Affairs. J. Sipe mentioned that IHCD is fortunate to have Daniella being able to participate on the Indiana Commission for Hispanic and Latino Affairs. At her first meeting, she was named Secretary of the commission. J. Sipe congratulated Daniella for her act of engagement with the commission.

**2. COVID 19 Response:**

- a. J. Sipe mentioned IHCD has continued to operate without any disruptions.
- b. J. Sipe stated that on March 13<sup>th</sup>, he informed the agency they would begin working remotely on Monday March 16<sup>th</sup>.
  - i. The IHCD team immediately began providing training to its 100 employees on utilizing technology to work remotely.
    - 1. J. Sipe thanked Adam Lawson, Director of Financial Operations, Dennis Mann, Business Systems Consultant, and Jonathan Boltz, Systems Administrator, for their work on ensuring that all employees were ready to begin working remotely.
    - 2. J. Sipe mentioned that IHCD is leaning on its technology without an IT director. IHCD has an IT director vacancy.
- c. J. Sipe mentioned that since March 16<sup>th</sup>, he has issued two notices (on March 18<sup>th</sup> & March 23<sup>rd</sup>) to keep the partners and the public up-to-date on IHCD's operations; these messages go out to over 10,000 people who are signed up to receive IHCD's electronic communications. J. Sipe mentioned that in those communications he has always included his desk phone number and email account so that the public can contact him, specifically if they had any concerns or complaints about IHCD's response to its partners and constituents. J. Sipe mentioned that IHCD's level of customer service has always been high, but during an emergency like this, the level of customer service has to be higher.
  - i. J. Sipe stated that he has not received one complaint from the public in terms of IHCD's responses to its partners or constituents. He mentioned that IHCD's commitment is to respond within 24 hours, whether that be an email or a phone conversation.
  - ii. J. Sipe stated that he has received compliments from partners about IHCD's efforts to keep partners current on IHCD's operations and the work that IHCD is doing, including IHCD's social media posts.
- d. Housing and Community Development Stakeholder Engagement

- i. J. Sipe mentioned that IHCD A began reaching out to stakeholders and facilitating over 25 stakeholder weekly calls to listen to their concerns, challenges, and opportunities that are being presented across the state.
      1. At last count, IHCD A has engaged over 400 stakeholders and individuals who are participating on these calls.
      2. IHCD A is logging these opportunities daily.
      3. IHCD A is elevating these opportunities to the Lt. Governor and Governor as IHCD A sees major concerns or trends across the state.
      4. J. Sipe complimented the IHCD A team for being engaged and stepping forward during the last two weeks.
3. **Programs:**
  - a. J. Sipe mentioned that on March 20<sup>th</sup>, IHCD A instructed all weatherization production to be suspended.
  - b. J. Sipe mentioned that the Real Estate physical inspections and monitoring were suspended, and IHCD A is doing only desk top monitoring.
    - i. For physical inspections, occasionally IHCD A will receive a complaint from a resident who raises a concern with health and safety, and IHCD A is reviewing these complaints on a case by case basis to determine whether or not a physical on-site inspection needs to be conducted.
  - c. J. Sipe mentioned that on March 24<sup>th</sup> the Real Estate team also suspended rehab work for the CDBG Owner-Occupied Rehab program, Ramp Up program, and lead protection programs.
  - d. J. Sipe mentioned that on the Community Services Block Grant (CSBG), which goes through the Community Action Agencies, IHCD A is allowed to double the amount of administrative funding for the quarter to support staff salaries and technology needs to work remotely for the Community Action Agencies.
4. **Governor's Executive Orders:**
  - a. J. Sipe stated that the Governor's Executive Order 20-06, on Temporary Prohibition on Evictions and Foreclosures, was issued.
    - i. When that order was issued, the IHCD A Real Estate team immediately issued a notice with additional resources for IHCD A's partners.
    - ii. The directive also required IHCD A to partner with the Indiana Department of Financial Institutions to promote housing stability.
      1. J. Sipe stated that he and Tom Fite, Executive Director of Indiana Department of Financial Institutions, immediately began having conversations and working together on ensuring that the agencies can promote housing stability across the state.
      2. The first meeting with the Indiana Department of Financial Institutions and IHCD A teams was on Monday this week and the second meeting is scheduled for today.
    - iii. The Executive Order also instructed all public housing authorities to extend housing deadlines for housing assistance, which IHCD A has fully embraced and shared with its public housing authority partners.
5. **Finances:**
  - a. J. Sipe stated that like the private sector, IHCD A is financially self-sufficient. Unlike a State agency, IHCD A does not rely on the State of Indiana to support its operations. IHCD A created the 2020 budget based on projected revenue and expenses.
    - i. IHCD A revenue is primarily driven by its single-family mortgage production.
    - ii. Last week, IHCD A saw a drastic decrease in liquidity for its single-family products, which will have an adverse effect on revenue.
    - iii. This week, IHCD A has seen the market bounce back; however, there remains a lot of uncertainty in the single-family market.
    - iv. IHCD A will be challenged to meet its revenue projections, and the finance team lead by CFO Rich Harcourt and Accounting Director and Controller Vinya Dunbar are re-evaluating the 2020 budget with new projections.
    - v. As IHCD A continues to have a better understanding of the financial impact COVID-19 is having on its single-family production, IHCD A anticipates the need to reconvene the Board Budget Committee prior to the April 23<sup>rd</sup> Board meeting.
  - b. J. Sipe asked Chairperson Crouch if he could share some information which had just come across his desk related to Congress's efforts to address COVID-19 in terms of the stimulus bill. Chairperson Crouch responded that he could.

- i. J. Sipe mentioned that the bill that had passed the house and was headed to the Senate contains over \$12 billion in new appropriations for HUD programs, including: \$5 billion for the Community Development Fund; \$4 billion for the homeless assistance grants (for the Emergency Solutions Grant, which IHCD does administer); \$1.25 billion in tenant-based rental assistance (which IHCD does administer); \$1 billion in project-based rental assistance, which IHCD also administers; \$685 million for the public housing operating fund; \$300 million for Native American programs; \$65 million for Housing Opportunities for Persons with AIDS, which IHCD does administer; \$50 million for Housing for the Elderly (Section 202), and \$15 million for Housing for Persons with Disabilities (Section 811), which IHCD also does administer for the State of Indiana.
- ii. J. Sipe stated that it does appear that IHCD will receive some additional dollars as it relates to COVID-19.

**6. Request for Executive Director Delegation:**

- a. J. Sipe mentioned that there is an unprecedented need to respond to the pandemic situation and emergency declaration. The situation is very fluid, and there are immediate needs and areas of concern for IHCD and at the state and national levels.
- b. J. Sipe asked the board to consider providing the IHCD Executive Director delegation authority to ensure that IHCD remains nimble and flexible in deploying resources, staff, and any new funding that comes before the next board meeting. There are also great opportunities for IHCD to engage with and potentially assist other State agencies to support work related to those that are being impacted by COVID-19. IHCD does have a delegation policy that the Board approved for the Executive Director to make awards on formula allocations.
- c. J. Sipe stated that he could give the board monthly updates as IHCD continues to allocate the COVID-19 dollars and identify partnerships with other State or federal agencies. IHCD is in constant contact with all federal agencies that IHCD receives funding from. Federal partners include HUD, the Department of Health and Human Services, Department of Energy, and Department of the Treasury.

**7. Board Recommendation:**

- a. J. Sipe asked the Board to have a conversation about giving authority to the Executive Director, similar to his current contract delegation authority, to approve funds via grants, contracts or Memoranda of Understanding, or other written agreements for funding obligations or partnerships with other State and federal agencies.
- b. Chairperson Crouch asked J. Sipe to word how he would want the motion to read on the record. J. Sipe responded that he would propose that authority be given to the Executive Director similar to contract delegation authority to approve funds, via grant, contract, or memorandum of understanding of other state agencies. Written agreements would be required for all funding obligations. J. Sipe also requested the Board's permission to allocate dollars from IHCD funding sources for other-than-designated purposes (redeployment of funds) and from currently unobligated IHCD funds to respond to COVID-19.
- c. Chairperson Crouch asked if there were any questions regarding the motion.
  - i. Andy Place, Sr. asked whether there is a time limit on the recommended delegation. J. Sipe responded it would be until the next board meeting.
  - ii. Chairperson Crouch asked whether the authority that the Board would be granting would be in effect through April 22<sup>nd</sup> or April 23<sup>rd</sup>. J. Sipe responded that the authority would be through April 23, with the possibility of extending it at the next board meeting.
  - iii. Chairperson Crouch asked J. Sipe to alert the Board when the funds are given. J. Sipe stated that he would give the Board an update either when the action is taken or on each Friday at the end of the week, whatever the Board would like.
  - iv. Mark Pascarella stated that the IHCD executive team has been terrific at keeping the Board in the loop. He asked that if the Board chooses to award this delegation, that during these stressful times IHCD continues to update the Board. IHCD should reach out to appropriate people on the Board with expertise in the area to make sure any long-term commitments are discussed with the appropriate board members before they are made. J. Sipe agreed with the request.
  - v. Michael Schopmeyer asked that any updates to the Board be made in a summary every 10 days given the overload of emails being sent. He asked J. Sipe to clarify that this is to grant authority to obtain grants and other funds so that IHCD can receive more money for the state of Indiana. J. Sipe agreed and said that there are some dollars that could be reimbursed to IHCD through the Federal Emergency Management Agency (FEMA), depending on how the funding is used and



- structured and who IHCDAs partners with. Michael Schopmeyer stated that the delegation would be giving J. Sipe the authority to secure money from all sources for Hoosiers. J. Sipe agreed.
- d. David Stewart discussed with the Board the process for getting a written resolution that sets forth the delegation authority discussed today. At the next Board meeting, any needed adjustments could be made.
  - e. Chairperson Crouch asked J. Sipe to re-read his recommendation and to give an update to the Board every ten days and consult with the appropriate Board members on an as-needed basis. J. Sipe responded with the following recommendation:  
Request permission to provide authority given to the Executive Director, similar to the contract delegation authority, to approve funds, contracts, memoranda of understanding, and written agreements with other state, federal, and local partners; and to allocate dollars from IHCDAs funding sources for other-than-designated purposes (or re-deployment of funds) and from currently unobligated IHCDAs resources to respond to COVID-19.
  - f. Following discussion, a motion was made by Andy Place, Sr. to approve the delegation of authority as recommended by J. Sipe. The motion was seconded by J. June Midkiff. The motion passed unanimously. A copy of the Resolution is attached as **Exhibit F**.

8. **April IHCDAs Board Meeting Location:**

- a. J. Sipe stated that the next Board meeting is currently scheduled for April 23<sup>rd</sup> in Lafayette at the H38 property which is part of the Moving Forward initiative and there was going to be a grand opening; however, IHCDAs has been in conversations with the developer Real America and the not-for-profit organization Area IV. They understand the current situation and would be supportive if IHCDAs made a decision to cancel the board meeting at their location and would look for another opportunity later to have a board meeting on their site.

9. **Closing:**

- a. J. Sipe stated that he would like to acknowledge the entire IHCDAs team. They have embraced the challenge of continuing to deliver the highest level of customer service by staying focused on IHCDAs mission to provide housing opportunities, promote self-sufficiency, and strengthen communities. Operations have not stopped. IHCDAs partners expected us to lead, and we have. Partners have expected IHCDAs to remain honest and transparent, and it is continuing to exceed their standards. J. Sipe stated that he is proud to be part of a group of public servants who are truly dedicated to the State and IHCDAs mission.

**VII. Other Business**

There being no further business, a motion was made by Michael Schopmeyer to adjourn the meeting, which was seconded by Andy Place, Sr.; the motion passed unanimously, and the meeting was adjourned at 11:04 a.m.

Respectfully submitted,

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Lieutenant Governor, Suzanne Crouch, or her designee

ATTEST:

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J. Jacob Sipe  
Executive Director for IHCDAs

# Exhibit A



**INDIANA HOUSING & COMMUNITY DEVELOPMENT AUTHORITY**  
**RENTAL HOUSING TAX CREDIT (RHTC) PROGRAM**  
**PROPOSED DEVELOPMENT SUMMARY**  
**2019A-B Bond Round**



PROJECT NAME: Briarwood Apartments of Lafayette

SITE LOCATION: 1750 Windmere Drive  
Lafayette, IN 47905

PROJECT TYPE: Rehabilitation

PROJECT DESIGNATION: Family

APPLICANT: GBG LIHTC Development, LLC

PRINCIPALS: Gene B. Glick Family Housing Foundation

**# OF UNITS AT EACH SET ASIDE**

60% of AMI:	100
50% of AMI:	0
40% of AMI:	0
30% of AMI:	0
Market Rate:	0

**UNIT MIX**

Efficiency:	0
One bedroom:	40
Two bedroom:	40
Three bedroom:	20
Four bedroom:	0
Total units:	100

TOTAL PROJECTED COSTS: \$10,487,977

TAX CREDITS PER UNIT: \$3,418.92

CREDIT REQUESTED: \$341,892

CREDIT RECOMMENDED: \$341,892

BOND VOLUME REQUESTED: \$6,650,000

BOND VOLUME RECOMMENDED: \$6,650,000

DEVELOPMENT FUND REQUESTED: \$0

DEVELOPMENT FUND RECOMMENDED: \$0

APPLICANT NUMBER: 2019A-B-013

BIN NUMBER: IN-20-02300

DEVELOPMENT FUND LOAN NUMBER: N/A

SELF SCORE: 46.75

IHCDA SCORE: 48

# Exhibit B



**INDIANA HOUSING & COMMUNITY DEVELOPMENT AUTHORITY**  
**RENTAL HOUSING TAX CREDIT (RHTC) PROGRAM**  
**PROPOSED DEVELOPMENT SUMMARY**  
**2019A-B Bond Round**



PROJECT NAME: McCormick Place

SITE LOCATION: 2811 McCormick Avenue  
Fort Wayne, IN 46803

PROJECT TYPE: Rehabilitation

PROJECT DESIGNATION: Family

APPLICANT: McCormick Rehabilitation, LLC

PRINCIPALS: Bear Housing Development, LLC  
Housing Opportunities of Fort Wayne

**# OF UNITS AT EACH SET ASIDE**

60% of AMI:	94
50% of AMI:	0
40% of AMI:	0
30% of AMI:	0
Market Rate:	0

**UNIT MIX**

Efficiency:	0
One bedroom:	8
Two bedroom:	20
Three bedroom:	38
Four bedroom:	28
Total units:	94

TOTAL PROJECTED COSTS: \$20,049,151

TAX CREDITS PER UNIT: \$7,490.01

CREDIT REQUESTED: \$704,061

CREDIT RECOMMENDED: \$704,061

BOND VOLUME REQUESTED: \$10,500,000

BOND VOLUME RECOMMENDED: \$10,500,000

DEVELOPMENT FUND REQUESTED: \$0

DEVELOPMENT FUND RECOMMENDED: \$0

APPLICANT NUMBER: 2019A-B-005

BIN NUMBER: IN-20-02200

DEVELOPMENT FUND LOAN NUMBER: N/A

SELF SCORE: 44.5

IHCDA SCORE: 44.75

# Exhibit C

## **RESOLUTION OF THE INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY CONCERNING THE ISSUANCE OF INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY MULTIFAMILY HOUSING REVENUE NOTES (THE RESERVE AT WHITE RIVER PROJECT)**

WHEREAS, the Indiana Housing and Community Development Authority (the “Authority”) is a public body corporate and politic of the State of Indiana (the “State”), created and existing under the authority of Title 5, Article 20, Chapter 1, of the Indiana Code, as amended (the “Act”). The Indiana General Assembly in 1978 found and declared to be a matter of legislative determination and made further findings that (i) there has existed in the State a need for safe and sanitary residential housing within the financial means of low and moderate income persons and families, a need which if unmet, is a threat to the health, safety, morals, and welfare of State residents and which will require an excessive expenditure of public funds for the social problems thus created; (ii) private enterprise and investment is more adequately able to produce the needed construction of decent, safe, and sanitary residential housing at prices or rentals which persons and families of low and moderate income can afford, or to achieve the urgently needed rehabilitation of much of the present low and moderate income housing; (iii) the provision of decent, safe, and sanitary housing for persons and families of low and moderate income who would otherwise be unable to obtain adequate housing at costs they could afford is a valid public purpose for which public moneys may be spent; and (iv) the provision of money for mortgage loans through the issuance of mortgage-backed bonds, notes, or other securities will assist in meeting the needs identified in the Act; and

WHEREAS, in a case challenging the constitutionality of the Act, the State Supreme Court has determined that the Act comports with the constitution of both the State and the United States of America and that the financing of housing for persons and families of low and moderate income pursuant to the Act is a valid and constitutional public purpose; and

WHEREAS, pursuant to the Act, the Authority has all the powers necessary or convenient to make or participate in the making of construction loans to sponsors of multiple family residential housing; and

WHEREAS, The Reserve at White River, LP, an Indiana limited partnership (the “Borrower”) submitted application materials and other information to the Authority and has requested that the Authority make a loan to the Borrower (the “Loan”) through the issuance of revenue bonds or notes to assist in the financing of the acquisition, construction, improving, and equipping of privately owned real and personal property to be comprised of a multifamily housing complex, located or to be located at 2333 Lafayette Road, Indianapolis, Indiana, containing 210 affordable living units (the “Project”); and

WHEREAS, the Act specifically empowers the Authority to issue revenue notes and refunding notes and make loans of the proceeds thereof in order to carry out and effectuate its purposes, the payment of principal of and interest on such revenue notes or refunding notes to be

paid solely from the revenues derived from operations and loan repayments of a development and in no manner from the general funds of the Authority; and

WHEREAS, the Authority staff has reviewed the application materials and other information submitted by the Borrower and has made a recommendation to the Executive Director and a determination that the Project is eligible for financing with a Loan; and

WHEREAS, the Borrower has also requested that the Authority authorize the potential issuance of refunding revenue notes, if desirable to the Issuer as directed by the Borrower (the "Refunding Notes," and with the hereinafter defined 2020 Notes, the "Notes"), the proceeds thereof, if any, to be loaned to the Borrower (the "Refunding Loan," and with the Loan, the "Loans") to be used for the refunding and redemption of the Notes following the placed in service date of the Project in order to refinance the Project, (the "Refunding Transaction") through the Federal Home Loan Mortgage Corporation's Tax-Exempt Loan program; and

WHEREAS, the Authority staff has completed its review of the Project and the Executive Director, based upon the Authority staff analysis, has recommended that the Authority make the Loans to the Borrower with respect to the Project; and

WHEREAS, the Authority has reviewed the Authority staff analysis and recommendation of the Executive Director and has determined that the Project meets the requirements of the Act and the rules and regulations of the Authority; and

WHEREAS, the Authority has reviewed the Authority staff and analysis and recommendation of the Executive Director and has determined that the potential Refunding Transaction will be beneficial and convenient and meets the requirements of the Act and the rules and regulations of the Authority; and

WHEREAS, the Authority has determined to issue, initially, its Notes, and subsequently and if desirable, its Refunding Notes to assist in financing and potential refinancing the Project, which revenue notes will not constitute a debt, liability or obligation of the State of Indiana or the Authority or a pledge of the faith and credit of the State of Indiana or the Authority, but shall be payable solely from the revenues of the Project and loan repayments made to the Authority by the Borrower;

NOW, THEREFORE, BE IT RESOLVED BY THE INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY THAT:

1. The legislative findings of the Indiana General Assembly itemized in IC 5-20-1-1, Section 1 of the Act hereby are ratified and confirmed and it is specifically found that:

(a) there continues to exist in the State a need for safe and sanitary residential housing within the financial means of low and moderate income persons and families, a need which if unmet is a threat to the health, safety, morals and welfare of Indiana residents and which will require an excessive expenditure of public funds for social programs thus created;

(b) private enterprise and investment continue to be able to more adequately produce the needed construction of adequate, safe and sanitary residential housing at prices which

persons and families of low and moderate income can afford or to achieve the urgently needed rehabilitation of the present low and moderate income housing, and that private enterprise and investment be encouraged to sponsor, build and rehabilitate residential housing for such persons and families;

(c) the provision of decent, safe and sanitary housing for persons and families of low and moderate income who would otherwise be unable to obtain adequate housing at a cost they could afford continues to be a valid purpose for which public moneys may be spent; and

(d) there exists a need in the State to stimulate the residential housing industry.

2. The Authority hereby makes the following additional findings and determinations in connection with the Loans to be made by the Authority with proceeds of the Notes to assist in the financing or refinancing of the Project:

(a) The Loans to the Borrower pursuant to a Project Loan Agreement (as defined herein) accomplish the purposes of the Authority by permitting the Borrower to provide decent, safe and sanitary housing for persons and families of low and moderate income who would otherwise be unable to obtain adequate housing at a cost they could afford;

(b) Based upon representations made and information presented by the Borrower:

(i) There exists a need for continued safe and sanitary housing within the financial means of persons and families of low and moderate income and within the general housing market area to be served by the proposed Project;

(ii) The financing and refinancing of the Project will assist private enterprise and investment in providing decent, safe, and sanitary residential housing at rentals which persons of low and moderate income can afford;

(iii) The Borrower will supply well-planned, well-designed residential housing for persons of low and moderate income;

(iv) The Borrower is financially responsible; and

(v) The proposed Project will be of public use and will provide a public benefit.

3. The issuance and sale by the Authority of the Notes in one or more series and the use of the funds therefrom to make the Loans to the Borrower to finance and refinance a portion of the costs of the Project in accordance with the Act are hereby determined to be consistent in all respects with the purposes for which the Authority was created and exists.

4. The Authority hereby authorizes the making of the Loans to the Borrower with proceeds of the Notes with respect to the Project. The Project Loan Agreement shall include conditions requiring the Borrower to comply with all provisions of the Act and the rules and regulations of the Authority and any other requirements deemed necessary or appropriate by the Executive Director and the Authority staff. The interest rate with respect to the Loans, the

estimated total development cost of the Project and the initial principal amounts of the Loans, together with terms and conditions applicable to any equity contribution by the Borrower or its limited partners, assurances of successful completion and operational stability of the Project, procedures for the determination of the total development costs and the final principal amounts of the Loans, the terms and amortization requirements of the Loans, related matters and terms and conditions shall be as set forth in the Project Loan Agreement.

5. To further the purposes of the Authority under the Act, the Authority hereby authorizes and ratifies the issuance of its Multifamily Housing Revenue Notes, Series 2020 (The Reserve at White River Project) (the “2020 Notes”) and, subsequent to the issuance of the 2020 Notes, if desirable, its Multifamily Housing Refunding Revenue Note, Series 20\_\_ (The Reserve at White River Project) (the “Refunding Notes”) (to be completed by Authority staff with the proper series designation) in one or more series or sub-series, each in an aggregate principal amount not to exceed Twenty-Seven Million Five Hundred Thousand Dollars (\$27,500,000) (provided that federally tax-exempt Multifamily Housing Revenue Bonds shall be limited to a principal amount of \$26,780,000), each issued as fixed rate notes or variable rate notes bearing interest at a rate not to exceed eight percent (8%) and maturing no later than forty (40) years from the date of issue. The Authority hereby authorizes and ratifies:

- (i) the issuance of the Notes pursuant to a separate Funding Loan Agreement among the Authority, KeyBank National Association and The Huntington National Bank (“Huntington”), as fiscal agent (the “Funding Loan Agreement”) for each series of the Notes, each Funding Loan Agreement substantially in the form of the Funding Loan Agreement presented to this meeting;

- (ii) the loan of the proceeds of the Notes by the Authority to the Borrower pursuant to the terms of the Funding Loan Agreement and a separate Project Loan Agreement among the Authority, Huntington and the Borrower (the “Project Loan Agreement”) for each series of the Notes, each Project Loan Agreement substantially in the form of the Project Loan Agreement presented to this meeting;

- (iii) the sale and delivery of the Notes;

- (iv) the regulation of the Project pursuant to one or more Regulatory Agreements substantially in the form presented to this meeting, among the Authority, Huntington and the Borrower (the “Regulatory Agreement”); and

- (v) the use of the proceeds received from the sale of the Notes in accordance with the terms of the Project Loan Agreement, as applicable to the Notes, and in accordance with the Act and the applicable provisions of the Internal Revenue Code of 1986, as amended (the “Code”).

6. The Authority hereby approves the substantially final forms of the Funding Loan Agreement, the Project Loan Agreement and the Regulatory Agreement (all such foregoing documents referred to collectively as the “Note Documents”). The forms of the Note Documents presented hereby are substantially final forms and the Authority hereby authorizes the Chair, the Executive Director and the Chief Financial Officer (the “Authorized Officers”), or any one of

them individually, with the advice of counsel to the Authority, to execute and deliver the Note Documents to which they are a party with such changes in form or substance as may be necessary or appropriate to accomplish the purposes of this Resolution as shall be approved by the Authorized Officers, such approvals to be conclusively evidenced by the execution thereof or certification as applicable, and to take such further actions necessary or appropriate to approve the sale and issuance of the Notes, such approvals to be conclusively evidenced by their execution of the Notes.

7. The Authority hereby delegates to the Authorized Officers the authority to execute and deliver the Note Documents provided that any of the Authorized Officers acting alone is authorized and has full power to execute and deliver the Note Documents, as appropriate, and hereby authorizes the Authorized Officers to take such further actions necessary and appropriate to approve the sale and issuance of the Notes. Notwithstanding the foregoing, if the Refunding Notes require additional volume cap pursuant to Section 146 of the Code, further approval of the Authority board shall be required.

8. The Authority authorizes each of the Authorized Officers to execute such other documents and to take any and all other actions on behalf of the Authority as may be necessary or appropriate to carry out and implement the purposes of this Resolution, including the execution and delivery of any certificates or other agreements in connection therewith. Any Authorized Officer is hereby authorized to execute and deliver the Notes by manual or facsimile signature pursuant to the Funding Loan Agreement and to direct Huntington thereunder to authenticate the Notes, and to contract for a book-entry-only registration system for all or any portion of the Notes.

9. The Authority hereby agrees to cooperate with the Borrower in establishing documentation sufficient to provide for post-issuance compliance with respect to the Notes under the Code and the regulations promulgated thereunder. Any one of the Authorized Officers is hereby specifically authorized and empowered to execute and deliver such certificates and enter into such agreements concerning such post-issuance compliance.

\* \* \* \* \*



APPROVED AND ADOPTED this 26th day of March, 2020, in Indianapolis, Indiana.

INDIANA HOUSING AND COMMUNITY  
DEVELOPMENT AUTHORITY

By: \_\_\_\_\_  
Suzanne Crouch, Chair, or her designee

By: \_\_\_\_\_  
Kelly Mitchell, Vice Chair, or her designee

By: \_\_\_\_\_  
Public Finance Director of the State of Indiana,  
or designee thereof

By: \_\_\_\_\_  
Thomas K. McGowan

By: \_\_\_\_\_  
J. June Midkiff

By: \_\_\_\_\_  
G. Michael Schopmeyer

By: \_\_\_\_\_  
Andy Place, Sr.

ATTEST:

By: \_\_\_\_\_  
J. Jacob Sipe, Executive Director

# Exhibit D

## **Policy for Participation by Members of the IHCD Board of Directors in Board Meetings by Simultaneous Electronic Communication**

This shall constitute the Policy for Participation by Members of the IHCD Board of Directors in Board Meetings by Simultaneous Electronic Communication (“this Policy”) of the IHCD Board of Directors (“Board”), adopted pursuant to Indiana Code 5-14-1.5-3.6, governing participation in the Board’s meetings by electronic communication. Nothing in this Policy shall affect the public’s right under Indiana Code 5-14-1.5 to attend a meeting of the Board at the place where the meeting is conducted and at which the minimum number of Board Members are physically present as provided herein. Nothing in this policy shall affect the Board’s right to exclude the public from an executive session, permitted pursuant to Indiana Code 5-14-1.5, in which a Member participates by electronic communication in accordance with this Policy. The Executive Director shall post a copy of this Policy on the Authority’s website.

(A) At any meeting of the Board at which at least three (3) of the Members of the Board are physically present at the place where the meeting is conducted, a Member who is not physically present at such meeting of the Board may participate in such meeting by means of electronic communication only if:

- (1) the Member uses a means of communication that permits: (a) the Member, (b) all other Members of the Board participating in such meeting; and (c) all members of the public physically present at the place where the meeting is conducted; to simultaneously communicate with each other during the meeting; and
- (2) all votes of the Board during the electronic meeting are taken by roll call vote.

(B) Each Member of the Board is required to physically attend at least one (1) meeting of the Board annually.

(C) Subject to the requirements of paragraph (A) above, a Member who participates in a meeting by electronic communication in accordance with this Policy: (1) is considered to be present at the meeting; (2) shall be counted for purposes of establishing a quorum; and (3) may vote at the meeting.

(D) The minutes of such meeting, prepared pursuant to Indiana Code 5-14-1.5-4, shall state the name of each Member who: (1) was physically present at the place where the meeting was conducted; and (2) participated in such meeting by means of electronic communication permitted under this Policy.

(E) Any Member who desires to participate in a meeting of the Board by means of electronic communication in accordance with this Policy shall notify the IHCD Board Secretary at least two (2) days in advance of such meeting, in order for notification to be made to the Board Chair and to allow for arrangements to be made for the Member’s participation in such meeting by electronic communication.

(F) Notwithstanding anything herein to the contrary, no member of the public shall have any right to attend or be present at the place or location at which a Member is physically present and participates in a meeting of the Board by means of electronic communication in accordance with this Policy.

## Exhibit E

# Community Programs – Energy Assistance Program



# OVERVIEW OF LIHEAP

The Low-Income Home Energy Assistance Program (LIHEAP) is funded by a block grant administered by the United States Department of Health and Human Services.

**The purpose of LIHEAP is to assist low-income households with the rising costs of home energy.**

Goal- Target highest benefits towards households with:

- The lowest income
- The highest energy burden



# LIHEAP DESIGN - THE LAST 3 YEARS

Block grants are inherently flexible and provide latitude for states to build a program that fits the specific needs of its citizens.

Over the past three years, IHCD's Community Programs Division has adjusted its program design to better address the mission of LIHEAP & better utilize the funding available to Indiana citizens.





# LIHEAP DESIGN – PY2018

## Increase Eligibility:

- ☐ Return multiple times to reach maximum crisis benefit.
- ☐ Receive benefit if utilities included in rent.
- ☐ Receive crisis benefit on prepaid services
- ☐ Receive benefits if utility is in the name of a non-household member.
- ☐ Calculate income for three months instead of twelve.
- ☐ Not include sale of property in income definition.
- ☐ Deduct child support paid from income calculation.

# LIHEAP DESIGN – PY2019

## **Further Increase Eligibility:**

- ☐ Increase eligibility from 150% FPL to 60% SMI.

## **Increase Benefit Available:**

- ☐ Allow funds to be used for connection or reconnection fees.
- ☐ Add Emergency Repair and Replace program.\*
- ☐ Provide additional benefit in documented weather emergency.
- ☐ Increase matrix points for all income levels.
- ☐ Increase base electric benefit.

# LIHEAP DESIGN – PY2020

## **Better Address Crisis:**

- ☐ Increase maximum total crisis benefit .
- ☐ Apply crisis benefit to balance before regular benefit.

## **Target Key Populations:**

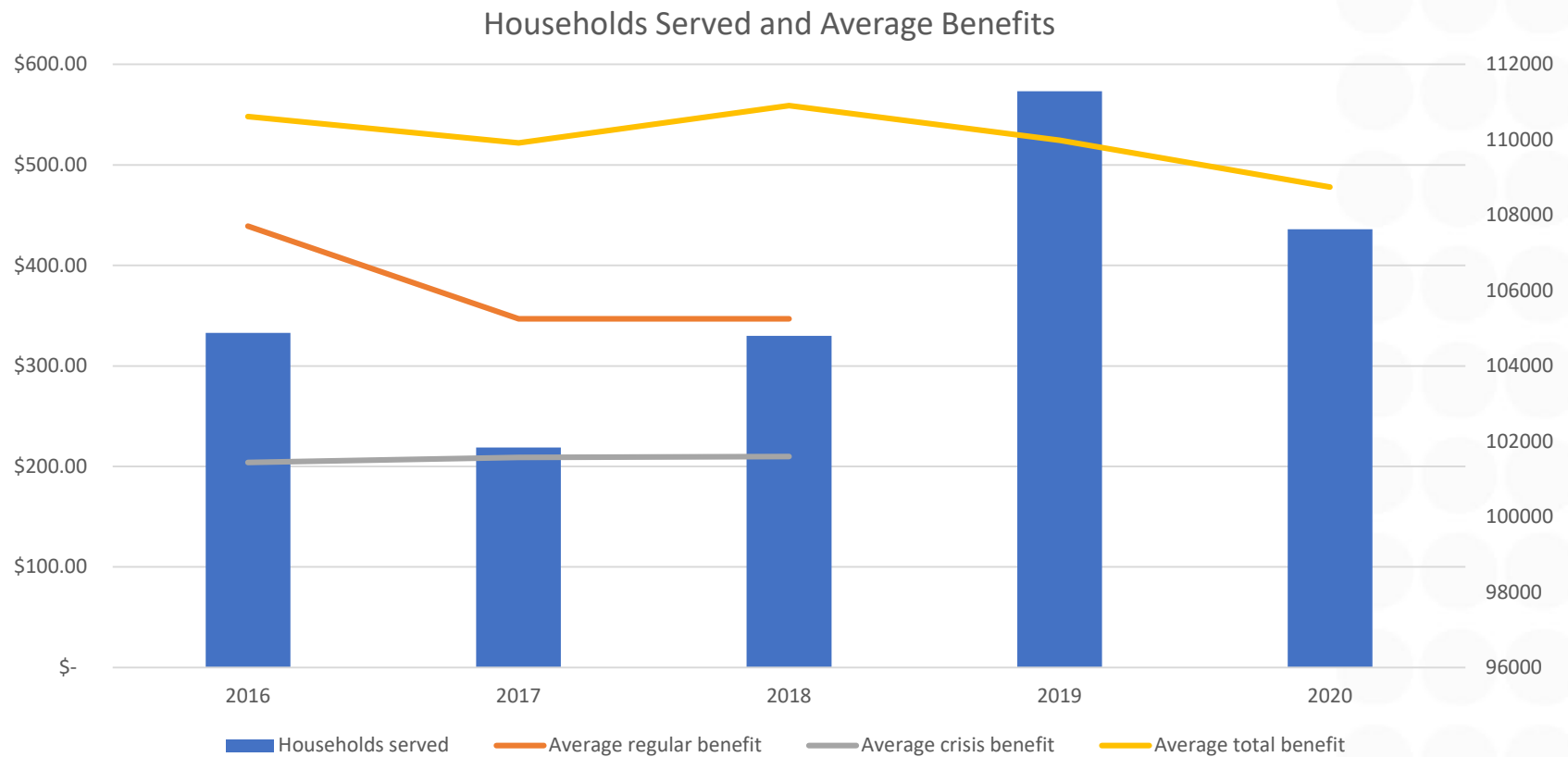
- ☐ Increase matrix points for vulnerable households.
- ☐ Decrease matrix points for clients with heating included in rent.
- ☐ Eliminate On-time Incentive benefit.

**\*Make Fewer Changes.**





# SO... WHAT HAPPENED?



# WHERE DO WE GO FROM HERE?

- Focus on being a cold-weather state.
- Have open conversations with subgrantees about program purpose and effectiveness.
- Seek new ways of determining a household's energy burden.
- And, as always:

**Assist low-income households with the rising costs of home energy.**

# Exhibit F

## **RESOLUTION OF THE INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY GIVING THE IHCD A EXECUTIVE DIRECTOR EXTENDED DELEGATION AUTHORITY TO MAKE CERTAIN FUNDING DECISIONS DURING THE COVID-19 PUBLIC HEALTH EMERGENCY DELCARED BY THE GOVERNOR OF THE STATE OF INDIANA**

**WHEREAS**, on March 6, 2020, the Governor of the State of Indiana issued Executive Order 20-02 declaring that a public health emergency existed in the State of Indiana as a result of the coronavirus disease 2019 (“COVID-19”) outbreak; and

**WHEREAS**, IHCD A is currently working with Federal, State, County and Local partners to identify ways to provide relief to Hoosiers impacted by the COVID-19 public health emergency; and

**WHEREAS**, written agreements will be required to obligate any funding received or allocated and the IHCD A Executive Director will need extended delegation authority, beyond the currently approved authority, to approve the allocation of funds from IHCD A funding sources for other than designated purposes (re-deployment of funds) and from currently unobligated IHCD A held fund.

The undersigned, as the Board of the Indiana Housing and Community Development Authority (hereinafter referred to as “IHCD A” or the “Authority”), a public body corporate and politic of the State of Indiana (the “State”), created and existing under the authority of Title 5, Article 20, Chapter 1, of the Indiana Code, as amended (the “Act”), hereby attests to adoption of the following resolution(s) by the IHCD A Board of Directors. At a regular meeting of the Board, held telephonically on March 26, 2020 with sufficient notice of the time of the meeting having been given to the public, and a quorum of the Board Members present, a majority of those Members present considered, discussed, consented to, and adopted the following resolution(s):

**NOW, THEREFORE, BE IT RESOLVED BY THE INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY THAT:**

1. The IHCD A Executive Director shall have extended delegation authority, similar to the current contract delegation authority, to perform the following: (1) receive funding from and approve the allocation of funding to Federal, State, County and Local partners; (2) enter into grant agreements, contracts, memorandums of understanding or any other type of written agreements that are required to obligate funding; (3) allocate funds from other IHCD A funding sources for purposes other than the currently designated purposes; and (4) redeploy funds from current unobligated IHCD A sources to respond to the COVID-19 public health emergency.

2. The IHCD A Executive Director shall provide all Board Members with an update of actions taken pursuant to this extended delegation of authority every ten (10) days and will consult with individual Board Members, as appropriate.

{00037214-1}

3. This extended delegation of authority shall take effect as of March 26, 2020 and remain in effect through April 23, 2020, with the ability to extend this resolution beyond that time if necessary.

\* \* \* \* \*

SIGNATURES ON FOLLOWING PAGE

APPROVED AND ADOPTED this 26th day of March, 2020, in Indianapolis, Indiana.

INDIANA HOUSING AND COMMUNITY  
DEVELOPMENT AUTHORITY

Suzanne Crouch, Lieutenant Governor, Chair, or her designee

Kelly Mitchell, Treasurer of State, Vice Chair, or her designee

Dan Huges, Public Finance Director of the State of Indiana, or his designee

Thomas K. McGowan, Board Member

J. June Midkiff, Board Member

G. Michael Schopmeyer, Board Member

Andy Place, Sr., Board Member

ATTEST: By: Jacob Sipe, Executive Director

Signature:   
Suzanne Crouch (Mar 27, 2020)

Email: mhoang@lg.in.gov

Signature:   
Kelly Mitchell (Mar 30, 2020)

Email: kemitchell@tos.in.gov

Signature:   
Mark Pascarella (Mar 27, 2020)

Email: mpascarella@ifa.in.gov

Signature:   
Thomas K McGowan (Apr 1, 2020)

Email: tmcgowan@kiterealty.com

Signature:   
June Midkiff (Mar 27, 2020)

Email: junemidkiff@gmail.com

Signature:   
mike schopmeyer (Mar 30, 2020)

Email: mschopmeyer@kddk.com

Signature:   
Andy Place sr (Mar 27, 2020)

Email: andy.place.sr@placebuilders.com

Signature: 

Email: jsipe@ihcda.in.gov