



TELEPHONIC BOARD MEETING MINUTES

**Iowa Finance Authority
2015 Grand Avenue
Des Moines, Iowa**

November 24, 2010

Board Members Present

Roger Caudron, Chair	Darlys Baum
Douglas Walter, Vice Chair	Virginia Bordwell
Carmela Brown, Treasurer	David Erickson
Steven Adams	Wilfred Johnson

Board Members Absent

Heather Armstrong

Staff Members Present

Joe O'Hern, Executive Director/Board Secretary	Mark Thompson, General Counsel
Lori Beary, Community Development Director	Dave Vaske, Low-Income Housing Tax Credit Manager
Eric Chatman, Deputy Director/Chief Financial Officer	Nancy Wallis, Administrative Assistant
Carla Pope, Director of Affordable Rental Production	
Terri Rosonke, HousingIowa Development Specialist	

Others Present

Dan Cornelison – Hubbell Realty	Rod Shirk – YMCA of Greater Des Moines
Jim Conlin – Conlin Properties	Courtney Strutt Todd – Davis Brown Law Firm
Brett Hyland – Hubbell Realty	Ted Witt – Conlin Properties
Kristin Saddoris – Conlin Properties	

Call To Order

Chair Caudron called to order the November 24, 2010, special telephonic meeting of the Iowa Finance Authority (IFA) Board of Directors at 8:05 a.m. Roll call was taken and a quorum was established with the following Board members present: Baum, Bordwell, Brown, Caudron, Erickson, Johnson and Walter.

Chair Caudron noted for the minutes that the meeting was being held telephonically because the schedules of the Board members did not allow them to meet in one location.

Legal

Resolution HI 10-32, Adopted and Filed Re: Chapter 12, Low-Income Housing Tax Credits 2011 Qualified Allocation Plan (QAP)

Mr. Thompson reported that the public comment period has expired and that staff is ready to proceed with the final step of the rule-making process for the Low-Income Housing Tax Credit 2011 QAP.

Mr. Vaske presented detailed information regarding the changes that were made to the QAP based on public comments that IFA received. Board and staff discussed several of the changes.

Mr. Adams joined the meeting at 8:10 a.m.

Mr. Vaske noted that a last-minute change was made to Section F of Appendix 1, based on a comment from a developer the day prior to the Board meeting. He explained that the second sentence in Section F, Building Standards, will now read as follows: "The Application will require the Developer to demonstrate that they have or will meet local, state and federal standards that apply to the Project, except for any portions thereof the deletion of which has been approved by the Department of Public Safety, the Department of Public Health, or other implementing State agency (see, e.g., Note following Iowa Administrative Code 661—301.8(103A) (2010)), unless a local building code is more restrictive."

Motion: Ms. Brown made a motion to amend the QAP to reflect the changes in Appendix 1, Section F, Building Standards. On a second by Mr. Johnson, the Board unanimously approved the amendments proposed by staff.

Chair Caudron reported that he had been notified by staff that there may be a member of the public who would want to address the Board. He asked the Board members if they were interested in opening the floor to anyone from the public who wished to add any new comments that had not been previously addressed during the public comment period. By consensus, the Board members agreed to open the floor for public comments. There being no one in attendance wishing to address the Board, Chair Caudron called for a motion.

Motion: On a motion by Mr. Adams and a second by Ms. Bordwell, the Board unanimously approved Resolution HI 10-32, adopting and filing Chapter 12, Low-Income Housing Tax Credit 2011 Qualified Allocation Plan.

Chair Caudron congratulated staff on the hard work to develop the new QAP.

Adopted and Filed Re: Amendments to Chapter 39, HOME Partnership Program

Mr. Thompson announced that the Board previously approved the Notice of Intended Action (NOIA) for this program. He noted that some changes have been made based on comments received by IFA during the public comment period.

Ms. Pope discussed the changes that staff members had made. After noting several areas where the formatting from the NOIA had not carried over to the current version, it was decided to proceed with the remainder of the meeting while Ms. Pope reviewed the document in an effort to correct the formatting issues.

Prior to the adjournment, Ms. Pope presented the version with the corrected formatting.

Motion: On a motion by Mr. Adams and a second by Mr. Johnson, the Board unanimously approved the amendments to Chapter 39, HOME Partnership Program.

Mr. Thompson said staff would send the corrected version to the Board members following the meeting.

Adopted and Filed Re: New Chapter 40, Iowans Helping Iowans Housing Assistance Program

Mr. Thompson said the Board previously approved the NOIA for this program. He reported that no comments were received during the public comment period and no changes have been made since that time. Mr. Thompson explained that the final adoption is the last step of the rule-making process.

Motion: On a motion by Mr. Erickson and a second by Mr. Johnson, the Board voted unanimously to adopt and file New Chapter 40, Iowans Helping Iowans Housing Assistance Program.

Adopted and Filed Re: New Chapter 41, Shelter Assistance Fund

Mr. Thompson announced that IFA opened a public comment period following Board approval of the NOIA. He stated that no comments were received and no changes were made following that approval.

Motion: On a motion by Mr. Walter and a second by Ms. Baum, the Board unanimously approved the adoption and filing of New Chapter 41, Shelter Assistance Fund.

Adopted and Filed Re: New Chapter 42, Emergency Shelter Grants Program

Mr. Thompson reported that a public comment period was held following Board approval of the NOIA for this program. He reported that no comments were received and no changes were made from the version the Board previously approved.

Motion: On a motion by Mr. Adams and a second by Ms. Bordwell, the Board unanimously approved the adoption and filing of New Chapter 42, Emergency Shelter Grants Program.

HousingIowa

Resolution HI 10-33, State Housing Trust Fund Project-Based Housing Program Awards

Ms. Rosonke introduced the resolution allocating five awards for a total of \$241,521. She provided details about each project as set forth in the summaries included in the Board materials. Ms. Rosonke reported that if the Board approves the five awards, awards to date will total \$347,521 under the FY 2011 funding round, with \$115,183 remaining. She also noted that awards approved by the Board are leveraging an additional \$456,461 in other financing resources, or \$1.31 for every dollar of Project-Based funding.

Motion: Ms. Baum made a motion to approve the resolution awarding grants under the State Housing Trust Fund Project-Based Housing Program as set forth on Exhibit A of the resolution. On a second by Ms. Bordwell, the Board unanimously approved Resolution HI 10-33.

Resolution 10-34, Tax Credit Assistance Program (TCAP) Award to Westport Terrace

Mr. Vaske introduced the resolution awarding TCAP funding to the Westport Terrace project. He explained that the Board has previously awarded funding to this project two times, but because the project was unable to finalize the agreement within 120 days as required by the contract, IFA rescinded the award both times. Mr. Vaske said IFA staff members once again recommend a \$1,491,315 award of TCAP funding to the 72-unit family project in Keokuk.

Motion: Ms. Baum made a motion to approve the resolution authorizing IFA to enter into a Letter of Solicitation with the Ownership Entity of the Project, committing TCAP funding to the project in the amount of \$1,491,315, pending the closing of such Ownership Entity's sale of tax credits; and to enter into a TCAP loan agreement with the Ownership Entity within 120 days. On a second by Mr. Walter, the Board unanimously approved Resolution HI 10-34.

Community Development Programs

Resolution ED 10-36A, YMCA Healthy Living Center Project

Ms. Beary introduced the application and inducement resolution for \$20,000,000 of Iowa Finance Authority Revenue Bonds for the YMCA Healthy Living Center Project in Clive. She said the bonds will be used to purchase an existing wellness facility that the YMCA currently leases. Ms. Beary noted that the YMCA is a 501 c(3) organization.

Ms. Brown and Mr. Erickson said they would abstain from discussing or voting on the resolution because each of them is employed by a company that is involved with the project. Ms. Brown and Mr. Erickson each said they would submit a letter disclosing a conflict of interest.

Motion: Ms. Bordwell made a motion to adopt the resolution approving an application for \$20,000,000 of Iowa Finance Authority Revenue Bonds (YMCA Healthy Living center Project), Series 2010, for the Young Men's Christian Association of Greater Des Moines, Iowa (the "Borrower"), and evidencing the intent to proceed with the issuance of \$20,000,000 of Iowa Finance Authority Revenue Bonds. On a second by Mr. Johnson, a vote was taken with the following results: YES: Adams, Baum, Bordwell, Caudron, Johnson and Walter; No: None; ABSTAIN: Brown and Erickson. [See attached letters]. The Board adopted Resolution ED 10-36A on a majority vote.

Discuss IFA's Strategic Plan

Mr. Chatman introduced the IFA Strategic Plan Draft for 2010-2015, and provided a detailed summary based on the PowerPoint presentation included in the Board packet, and the document titled, "Agency-Wide Goals" that was sent to the Board members the day before the meeting. He said the purpose of the updated strategic plan is to refresh last year's plan and to make the goals more measurable. Mr. Chatman noted that staff will provide an update each quarter to keep the Board aware of the progress being made.

Mr. Chatman asked the Board members to provide input to improve the proposed plan.

Director O'Hern then thanked the Board members for the time they took out of busy schedules for the extra Board meeting. He said the next regular monthly meeting would be held on December 8, 2010. He noted that there may be a need for one more meeting after that before the end of the year.

Adjournment

On a motion by Mr. Adams and a second by Ms. Brown, the November 24, 2010, special telephonic meeting of the IFA Board of Directors adjourned at 9:35 a.m.

Dated this 8th day of December 2010.

Respectfully submitted:

Approved as to form:

Joseph O'Hern
Executive Director
Iowa Finance Authority

Roger J. Caudron, Chair
Iowa Finance Authority

Memorandum

To: Joseph O'Hern, Executive Director
Mark Thompson, General Counsel
Nancy Wallis, Administrative Assistant

From: David M Erickson

Date: 11/30/10

Re: Disclosure of Conflict of Interest

Pursuant to Iowa Code section 16.35, the undersigned member of the Board of the Iowa Finance Authority hereby discloses the following conflict of interest with respect to Resolution #D 10-36 A - YMCA Health ^{Lucy Ann Owen} [describe matter to which the conflict applies - for example, Resolution #01-6A, a specific board action, tax credits, etc.]:

Bond Counsel is our firm - Davis Brown Law Firm

[describe the conflict](the "Conflict").

Because of the Conflict, the undersigned will not participate in action by the Authority with respect to the matter described above.

David M Erickson
(Signature)

DAVID M ERICKSON
(Printed Name)

Memorandum

To: Joseph O'Hern, Executive Director
Mark Thompson, General Counsel
Nancy Wallis, Administrative Assistant

From: Carmela M. Brown

Date: November 24, 2010

Re: Disclosure of Conflict of Interest

Pursuant to Iowa Code section 16.35, the undersigned member of the Board of the Iowa Finance Authority hereby discloses the following conflict of interest with respect to Resolution ED 10-36 A [describe matter to which the conflict applies – for example, Resolution #01-6A, a specific board action, tax credits, etc.]:

ED 10-36 A Relates To The YMCA Healthy Living Center, My Employer - Meney Medical Center has an interest in this project.
[describe the conflict](the "Conflict").

Because of the Conflict, the undersigned will not participate in action by the Authority with respect to the matter described above.

Carmela M. Brown

(Signature)

Carmela M. Brown

(Printed Name)