

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: January 8, 2014 (approved 01/29/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jon Knutson
Jarrod Gillig
Brian Vavricek
Gil Wiginton

DIRECTORS ABSENT

Jeff Gall
Chris Langemeier*
Steve Thompson

Invited Guests

Sue Jacobus

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:00 a.m.

- Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 12-11-13 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- LB 840 Revenue (October 2013) was \$18,236. Revenue up \$1,025 (+5.9%) from Oct. 2012.
- YTD SCD Expenses Paid (Oct. 1 - Dec. 31) \$14,662.56 (24.4% of Budget).
- Schuyler Department of Utilities: No update - Jim McGowen ill and unable to attend meeting.
- EDC presented report detailing Schuyler's ten year (2003-2013) Real Estate Valuation growth. Grow Tax Base a fundamental principle in economic development. Valuation has increased +\$32,303,262 (+27.1%) since 2003. Half (\$16,589,824) of Schuyler's growth occurred from 2003-2006. In five of the past six years (2007-2013), annual rate of growth has been less than 1%. With expansion of the Platte River Flood Plain effective 04/16/14, expansion may result in stagnating future growth or possibly an overall contraction of Schuyler's real estate valuation. 18.9% of Schuyler's property taxes help fund Municipal government and its services. Also, growth in real estate valuation measures community's economic trajectory.
- Compared valuation of communities (Schuyler, Wayne, West Point). Schuyler has the highest population and the lowest valuation. Average valuation per resident: West Point (\$49,664), Wayne (\$32,774) Schuyler (\$24,398). While comparing valuations, the discussion quickly moved to code effectiveness and its impact on both property valuations as well as the potential for new construction in community. Directors were dismayed to learn the code enforcement position remains vacant and the City continues to function in a reactive / complaint driven mode when addressing property nuisances. Mayor announced last spring his support for adding a full-time code enforcement officer and funding for new position was subsequently approved for current fiscal year. Filling code enforcement position would move City away from a reactive / complaint driven mode to a proactive posture in addressing nuisance properties. Directors requested EDC to communicate with Mayor Reinecke.
- 2012 Schuyler Housing Assessment information reviewed. From 2000-2010, Schuyler's population grew 15.64% (+840 residents) while the number of households increased by +80 (4.58%). Net result (overcrowding) is reflected in Schuyler's continued increase in average number of residents per household (3.37) exceeding both the state (2.46) and national average (2.58). Successfully confronting its 'challenging opportunity' (Grow Housing Stock), City would steadily increase its valuation. +36 units needed annually until 2025.
- Directors endorsed DRCDC recommendation for City to consider applying to DED for planning grant to help fund engineering / feasibility / cost assessment of Top Notch Building.
- Miscellaneous:
 - 477 employment opportunities within a 25 mile radius of Schuyler (01/06/14)
 - Colfax County November unemployment 2.9%
 - \$1,155,000 renovation of Memorial Hospital Surgical Suite to be completed by 02/28/14
 - Dr. Dan Hoelsing (Superintendent of Schools) invited to January 29th SCD Meeting

8:02 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** January 29th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: January 29, 2014 (approved 02/19/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jeff Gall
Jon Knutson
Brian Vavricek

DIRECTORS ABSENT

Larry Karel (Vice President)*
Chris Langemeier*
Steve Thompson
Jarrod Gillig
Gil Wigington

Invited Guests

Jim McGowen
Dan Hoelsing

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:00 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 01-08-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- LB 840 Revenue (October - November '13) was \$35,287. Revenue up \$268 (+0.1%) from previous year and LB 840 Revenue increase of \$1,597 (+4.7%) from two years ago.
- Schuyler Department of Utilities: Finalized W. 22nd Street residential plat map and to be presented for review during the Planning Commission's February 25th meeting. New jet vac purchased to replace six year old machine. Due to high winds and cold temperatures, sub-transmission project (feeder line) north of town temporarily suspended.
- Guidelines for Commercial Construction Loans reviewed. Proposed guidelines reflect current loan practices and existing programs. Recommended by the DRCDC, Directors approved endorsing recommendation for City Council to consider Guidelines at their Feb. 4th meeting.
- Reference vacant officer position for Code Enforcement, Directors reviewed Mayor Reinecke's response to EDC's 01/09/14 email. Concerns were voiced questioning the process described by the Mayor for filling the vacant position. It appears the Code Enforcement Officer position would not be filled until the other eight officer positions are filled and remain occupied. Jon K. could not recall when all eight police officer positions had last been fully staffed. Currently, there are two officer vacancies in the police department; the Code Enforcement Officer vacancy is in ninth position of priority and it's uncertain 'if' or 'when' the vacant position would be occupied. An alternative discussed was the possibility of making the full-time position a non-officer position with the Chief of Police continuing to provide oversight and supervision. It was noted the Police Chief is responsible for the recruitment and retention of Schuyler's police officers and reports directly to the Mayor. Discussion to continue at next meeting (Feb. 19th).
- On 01/21/14, City Council authorized submission of Planning Grant application to the NDED. If awarded, grant to help fund engineering / feasibility / cost assessment for Top Notch Building. Preliminary Application Form due by February 28th; Full Application Form due by April 11th, 2014.
- Schuyler Community Schools (SCS): Dr. Dan Hoelsing, Superintendent of Schools, presented both quantitative and qualitative data pertaining to budgetary matters, student performance / classroom achievement, certified staff credentials, and comparisons / rankings to other public school districts in Nebraska. An invitation was extended and accepted by Dr. Hoelsing to attend future SCD Meetings. 'SCS Update' to be added as a regular agenda item.
- Miscellaneous:
 - December unemployment 3.1% in Colfax County
 - 478 employment opportunities within a 25 mile radius of Schuyler (01/28/14)

8:15 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** February 19th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: January 29, 2014 (approved 02/19/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jeff Gall
Jon Knutson
Brian Vavricek

DIRECTORS ABSENT

Larry Karel (Vice President)*
Chris Langemeier*
Steve Thompson
Jarrod Gillig
Gil Wigington

Invited Guests

Jim McGowen
Dan Hoelsing

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:00 a.m.

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8:15 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** February 19th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: February 19, 2014 (approved 03/12/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jarrod Gillig
Chris Langemeier*
Jon Knutson
Steve Thompson

DIRECTORS ABSENT

Lonnie Kitt (President)*
Jeff Gall
Gil Wigington
Brian Vavricek

Invited Guests

Jim McGowen
Dan Hoelsing

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:00 a.m.

- SCD Meeting called to order by Larry Karel (Vice President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 01-29-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Jarrod reported Schuyler's Cargill Plant is fully operational as of February 17th. Operations had been temporarily suspended / limited since the fire on February 6th. Emergency response efforts lauded – especially the Schuyler Fire Department.
- YTD SCD Expenses Paid (Oct. 1 – Jan. 31) were \$19,118. 31.8% of annual budget has been expended. Currently, expenditures projected at 95.4% by end of fiscal year (Sep. 30th).
- Schuyler Department of Utilities: Reset remaining electrical poles north of town; during this timeframe one-way electrical feed utilized to provide uninterrupted and continuous service to Schuyler customers.
- Schuyler Community Schools Update: Dan stated evaluation of staff has commenced. Continuing to finalize community input from the Strategic Planning process and moving forward with planning and implementation. Pedestrian safety and transportation issues at the elementary school a primary concern and are being reviewed closely; auxiliary busing and after school educational programs being considered as possible solutions. Expansion of early childhood education another area of focus by SCS Administration.
- Recommended by the DRDCD, Directors endorsed the proposed revisions to the Facade & Building Improvement Fund (FBIFund): raise maximum loan amount to \$12,000, increase repayment period to 60 months (5 years), simply definition for Eligible Applicants ('Owner of commercial building in Schuyler'). City Council to consider during their March 4th meeting.
- Cheryl Brandenburgh, BHE Economic Development Manager, presented to Directors an economic overview of Colfax County. The 2013 data sources and calculations collected by EMSI (Economic Modeling Specialists International).
- **SEDPlan** (I. Statement Of Purpose, General Intent and Goals, II. General Community And Economic Strategy), and, **ECAP** (Entrepreneurial Community Activation Process) reviewed with Directors. One of Schuyler's abundant natural resources is 'entrepreneurial energy'.
- Discussion continued from previous meetings pertaining to the ongoing vacant position for the Code Enforcement Officer. Directors were in agreement for EDC to extend an invitation to Mayor Reinecke to attend the March 12th SCD Meeting and discuss possible alternatives to filling this very important position.
- Housing Development Committee (HDC) reconstituted as of 02/13/14.
- Miscellaneous:
 - December unemployment 2.9% in Colfax County
 - 478 employment opportunities within a 25 mile radius of Schuyler (02/18/14)
 - new businesses to open: Family Dollar (March), restaurant (April), Hotel (May)

8:01 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** March 12th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: March 12, 2014 (approved 04/02/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jeff Gall
Jarrod Gillig
Chris Langemeier*
Jon Knutson
Brian Vavricek

DIRECTORS ABSENT

Larry Karel (Vice President)*
Steve Thompson

Invited Guests

Jim McGowen
Juan Sandoval
Doris Lux
Lynette Dreifurst

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: To provide leadership in facilitating community development and sustained economic growth.

7:00 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 02-19-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- LB 840 Report: revenue (Oct. – Dec.) up \$2,665 (+4.9%) from a year ago. Also, \$100,000 loan to Schuyler Hotel Group executed.
- Voters initially approved SEDPlan on 03/13/07 and renewed its extension on 11/15/11. Total revenue earned (2007 – 2021) for economic and community development projected to be nearly \$3,000,000. SCD Directors, both past and present, commended for their vision and leadership on identifying and initiating passage of this critical public funding source.
- YTD SCD Expenses Paid (Oct. 1st – Feb. 28th) were \$19,636.02. SCD budget expended 39.1%. Annualized expenditures projected at 97.9% by end of fiscal year (Sept. 30th).
- Directors reviewed the SCD's contractual agreement mandated by voters with the passage of the SEDPlan (see Page 15). In matters pertaining to both community and economic development, SCD functions in an advisory and recommending role to the City Council. Page 3, Section I (General Intent And Goals) and Section II (Community And Economic Development Strategy) articulates intent and priorities of the SEDPlan.
- Schuyler Department of Utilities: warming temperatures has the Department preparing for annual spring maintenance / cleanout activities. Also, platting process for W. 22nd Street continues to progress with the Planning Commission.
- Recommended by the DRCDC, Schuyler Entrepreneurial Enterprise (S.E.E.) Initiative presented and discussed. Two-year S.E.E. Initiative to be funded annually (\$4,200) with Economic Development Investment Funds (LB 840). Recommendation endorsed by Directors for City Council approval on 03/18/14.
- Planning Commission has recommended Automotive Sales / Motor Vehicle Dealer's Permit ordinance. City Council to consider proposed ordinance on 03/18/14. EDC emphasized the importance of its adoption – especially on future redevelopment of 16th Street.
- EDC again briefly discussed the need for new investment to grow Schuyler's tax base; protecting the value of current investment motivates new investment.
- Mayor Dave Reinecke provided update on vacant position for Code Enforcement. Mayor believes it's necessary for position to be filled by uniformed police officer. Beginning January 22nd, nuisance property concerns shifted from complaint driven by public to officer initiated - 245 citations issued over a 30 day period. Public Safety Meeting schedule for March 18th.
- Miscellaneous:
 - Colfax County January unemployment 3.3% (195 people)
 - nominations requested to fill Directorship vacancy created by Gil Wigington's resignation

8:10 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** April 2nd, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: April 2, 2014 (approved 04/23/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jeff Gall
Jarrod Gillig
Jon Knutson
Brian Vavricek

DIRECTORS ABSENT

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Chris Langemeier*
Steve Thompson

Invited Guests

Jim McGowen
Dan Hoelsing

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: To provide leadership in facilitating community development and sustained economic growth.

7:00 a.m.

- SCD Meeting called to order by Jerry Karnatz (Secretary).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 03-12-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- LB 840 Report: Total revenue received (Oct. – Jan.) \$74,901. Revenue up \$6,197 (+9.0%) from a year ago.
- YTD SCD Expenses Paid (Oct. 1st – Mar. 31st) were \$27,696.21 (46.0% budget expended). To date, annualized expenditures projected at 93.1% by end of fiscal year (September 30th).
- Schuyler Department of Utilities: Flushing hydrants to begin shortly – both spring and fall activity. Flushing expels stagnate waters thereby reducing bacteria buildup in service line.
- Schuyler Community Schools: SCS finalizing community input received during the strategic planning process - preparing corresponding action plans for implementation. Recently, SCS awarded two grants totaling 3.4 million dollars. SCS students are scoring academically in top half of peer groups when compared to school districts with similar enrollment characteristics.
- City Council on March 18th approved S.E.E. Initiative and authorized \$4,200 annual funding effective July 1, 2014.
- Automotive Sales / Motor Vehicle Dealer's Permit Ordinance: City Council approved 'first reading' on March 18th. On April 2nd, City Council tabled 'second reading' to add and revise some language in a few sections. Ordinance to again be considered by Council on April 15th. If adopted by the City Council, DR CDC to begin assembling a plan for consideration of possible future redevelopment of the 16th Street business corridor.
- The importance of 'housing' to Schuyler's future growth once again reemphasized. NIFA (Nebraska Investment Finance Authority) has made a commitment of up to \$30,000 a year for three years (\$90,000) for the SCD to hire a full-time Community Housing Specialist (CHS). 50/50 local match (up to \$30,000 per year) required. HDC to consider proposed CHS position on April 17th. Match funding has yet to be determined - likely to be a combination of monies provided by local employers and LB 840 revenue.
- Planning for the 2014-2015 SCD Budget has begun. An annual incremental increase of EDC salary to continue. To become more competitive in attracting / retaining future EDCs, will be proposing health insurance stipend as an added employee benefit. Next year's SCD Budget due to City Administrator by June 1st.
- Nominations requested to fill Directorship vacancy. EDC will also seek candidates for possible consideration at the next SCD meeting.
- Miscellaneous:
 - Colfax County February unemployment 3.4% (203 people)
 - DR CDC meets April 3rd and HDC meets April 17th
 - Lonnie to address City Council on April 15th (semiannual presentation by SCD President)

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** April 23rd, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: April 23, 2014 (approved 05/28/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jeff Gall
Jon Knutson
Chris Langemeier*

DIRECTORS ABSENT

Jarrold Gillig
Steve Thompson
Brian Vavricek

Invited Guests

Jim McGowen
Dan Hoelsing

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: To provide leadership in facilitating community development and sustained economic growth.

7:00 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 04-02-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- FEMA has suspended implementing the revised Platte River Flood Plain map to have been effective April 16, 2014. More information to follow in upcoming months.
- Schuyler Department of Utilities: setting poles and making preparations for providing electrical service to irrigation wells. Plans are in place for 2014 to extend water / sewer service lines to W. 9th & Idaho Street.
- Schuyler Community Schools: Anticipate increase in state aid next year of \$680,000. On April 28th, community invited to attend a meeting at the pre-school facility to discuss possible plans for expanding early childhood learning and the renovation / reuse of North Ward building.
- Directors approved Denise Kracl to fill the vacant directorship.
- Schuyler Housing Production Program to sunset next month. Housing partners were NeighborWorks, SCS Construction Class and the City of Schuyler. Six partnership houses constructed from 2008-2014 with aggregate valuation of \$769,000 generating \$16,528 annual property taxes. Total LB 840 funds expended were \$74,760 (\$12,460 per house). Economic Impact of the six houses calculated to be \$1,307,300.
- HDC recommended creating a new position, Community Housing Specialist (CHS). CHS to focus full-time on building capacity to grow Schuyler's housing stock. NIFA has committed up to \$30,000 per year for three years to help fund the position with a 50/50 (dollar-for-dollar) local match required per year for three years. CHS to be an employee of the Schuyler Community Development, Inc. Pinnacle Bank has committed office space, utilities and office furniture (\$7,200 annually) as payment-in-kind. Will be requesting \$10,000 per year in economic development investment funds (LB 840) from the City Council and \$12,800 per year from Schuyler employers. Following a lengthy discussion, Directors favorably endorsed HDC recommendation for a full-time Community Housing Specialist and will be considered by the City Council on May 6th. If approved by City Council, and, if additional \$12,800 annual funding is secured from Schuyler employers, CHS to begin October 1, 2014.

7:59 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** May 14th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: May 28, 2014 (approved 06/18/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jon Knutson
Denise Kracl

DIRECTORS ABSENT

Larry Karel (Vice President)*
Jeff Gall
Jarrod Gillig
Chris Langemeier*
Steve Thompson
Brian Vavricek

Invited Guests

Dan Hoelsing

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: To provide leadership in facilitating community development and sustained economic growth.

7:01 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 04-23-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Treasurer's Report as of 05/27/14:

Pinnacle Bank - Checking (#800567175)	\$22,526.30
Homestead Bank - CD #5060107	<u>\$12,513.87</u>
TOTAL	\$35,040.17
- LB 840 Revenue: Total revenue (October – March) was \$113,636. Revenue up +11.1% (\$11,387) from previous year.
- As of 05/24/15, YTD SCD Expenditures \$36,715.40 (61.0% of Budget).
- City Council authorized the new Community Housing Specialist (CHS) position during their 05/20/14 Council Meeting and approved \$10,000 LB 840 annual funding for three years.
- Directors authorized letter from SCD to NIFA requesting Community Outreach funding for the new Community Housing Specialist position. \$30,000 required local match has been secured.
- Following a detailed review of the proposed 2014-2015 SCD Budget (\$76,669), Directors recommended approval by the City Council.

Budget Summary: \$16,519 (+27.5%) increase from previous year
 \$10,000 Community Housing Specialist (preapproved by Council)
 \$ 3,000 Health Insurance stipend for EDC
 \$ 4,200 S.E.E. Initiative (preapproved by Council)

- Schuyler Community Schools: Dan discussed several exciting changes to the upcoming school year and stated there will be 24 new educators in August.
- EDC proposed SCD self-fund a feasibility study of the Top Notch Building. An Omaha architectural firm of Alley Poyner Macchietto Architecture was recommended by Elizabeth Chase (NE Main Street Network). Recommended firm specializes in older buildings. Directors authorized EDC to secure a scope of services and feasibility study cost estimate.
- Briefly highlighted Municipal Ordinances passed by the City Council in recent years addressing community appearance.
- Directors advised of \$100,000 LB 840 loan (second position) to Jim Dubas for the restoration of the Denver Apartments (12th & Denver Street). Loan recommended by the Loan Review Board (LRB) and approved by the City Council on April 29, 2014.
- Miscellaneous:
 - March unemployment for Colfax County 2.9% (169 unemployed)
 - 477 employment opportunities within 25 mile radius of Schuyler as of 05/24/14

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** June 18th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: June 18, 2014 (approved 07/09/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jeff Gall
Jarrod Gillig
Jon Knutson
Chris Langemeier*

DIRECTORS ABSENT

Lonnie Kitt (President)*
Denise Kracl
Steve Thompson
Brian Vavricek

Invited Guests

Jim McGowen

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:02 a.m.

- SCD Meeting called to order by Larry Karel (Vice President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 05-28-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Schuyler Department of Utilities: Jim reported wind damage to utility poles in rural service area – some poles will have to be replaced. Average age of utility poles in Schuyler 20 years and older. Will be extending sanitary sewer service west to Idaho Street.
- Community Reinvestment (LB 840 Loans): total amount \$310,976 (FBIFund, ICC, and Direct Loans) with an outstanding balance of \$237,551 as of 06/17/14. All loan repayments current.
- NIFA's funding for the new Community Housing Specialist will necessitate a written agreement between NIFA and the SCD. Also, achieved 50% local match: \$10,000 LB 840, \$7,200 Pinnacle Bank, \$7,500 Cargill Meat Solutions, \$1,800 QC Supply, \$1,000 Anonymous Individual, \$2,500 Schuyler Department of Utilities.
- Scope Of Services for a long-term plan (feasibility study) for the Top Notch Building to be presented during the SCD Meeting on July 9th. Alley Poyner Macchietto Architecture Incorporated to prepare document. EDC proposes SCD self-fund feasibility study.
- Governor Heineman announced the U.S. Highway 30 Expressway Expansion Project (Schuyler to Fremont) is planned for fiscal years 2016-2019. Funding 2011 Build NE Act.
- EDC described the 22 month process for piecing together the Cobblestone Hotel project (Aug. 14, 2012 – June 5, 2014). Several individuals and groups lifted up in their role to help this nearly 2 million dollar project come to fruition. Special recognition deservingly credited to Jerry Karnatz, Charlie Heavican, Jim McGowen and the Board of Public Works.
- S.E.E. Affiliates (Schuyler Entrepreneurial Enterprise) met with EDC on June 12th. S.E.E. Initiative begins July 1st, 2014.
- Guidelines for Commercial Construction Loans (Combined Loan To Value - CLTV) discussed and its impact on securing (second position) LB 840 loan for renovating Denver Street Apartments.
- Directors updated on the Railside Green Enhancement Project. As of June 11th, \$58,350 total donations received. Dublin Trail Walkway completed last week. Five-year Enhancement Project to be completed in 30 months. Approximately \$5,000 in additional donations needed for Project. RSG's Silver Anniversary to be celebrated on October 23rd, 2014.
- Jarrod reported international demand for certain cuts of meat remain high and will result in Cargill adding thirty positions. Distance for employees to travel to work each day continues to impact workforce retention. Average cost for training a new Cargill employee is \$5,000.
- Miscellaneous:
 - April unemployment for Colfax County 2.9% (169 unemployed)
 - 483 employment opportunities within 25 mile radius of Schuyler as of 06/14/14

7:47 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** July 9th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: July 9, 2014 (approved 07/30/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Denise Kracl
Brian Vavricek

DIRECTORS ABSENT

Jeff Gall
Jon Knutson
Chris Langemeier*
Steve Thompson
Jarrod Gillig

Invited Guests

Jim McGowen
Jay Palu
Abby Hegemann

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:02 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 06-18-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Schuyler Department of Utilities: Completed extension of sanitary sewer service on W. 8th and W. 9th Street. Finished repairs to damage in rural areas from last month's storms. Ten manholes scheduled for repairs / replacement in the upcoming fiscal year.
- Total LB 840 Revenue (Oct. - Apr.) \$134,353 (+11.2% from previous year).
- As of June 30th, YTD SCD Expenses Paid were \$41,627.31 (69.2% of budget). SCD expenditures projected to be approximately 95% of budget at end of current fiscal year (09/30/14).
- Reference new Community Housing Specialist (CHS) position, anticipate being in receipt of NIFA Agreement within the next couple of weeks. Larry Karel and Charlie Heavican agreed to conduct the interview / selection process for the CHS.
- A plethora of community infrastructure projects this summer reflect a significant financial reinvestment into Schuyler's long-term future.
- Directors afforded the opportunity to view JEO's design of the South Park Trail Phase III. Phase III includes the extension of a walkway along the west side of Highway 15 northward to the Oak Ballroom, and, the construction of a pedestrian bridge traversing Lost Creek.
- In advance of celebrating the RSG's silver anniversary on October 23rd, several priority projects are planned for completion this summer. Private donations needed and requested.
- Top Notch Building: Planning grant application submitted to DED in April was not approved. Rather than continuing to wait indefinitely for uncertain out-of-town funding, Directors were asked by EDC to move forward by considering a Proposal for Services (feasibility study). Architectural firm, Alley Poyner Macchietto Architecture Incorporated, was represented by Jay Palu and Abby Hegeman. Firm specializes in older / historic buildings and was recommended by Elizabeth Chase (NE Main Street). Following a lengthy Q & A discussion, Directors approved proposal at a cost of \$14,800. LB 840 funding will not be requested; instead, feasibility study to be financed with funds that have accumulated with the SCD since its formation in 1985. Study to be completed by 09/30/14. Contractual agreement between SCD and architectural firm pending.
- Miscellaneous:
 - May unemployment for Colfax County 3.0% (187 unemployed)
 - 490 employment opportunities within 25 mile radius of Schuyler as of 07/07/14
 - Annual Meeting October 1st

8:09 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** July 30th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: July 30, 2014 (approved 08/20/14)

LOCATION: SCS Preschool (Hwy 15 & 16th Street)

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Denise Kracl
Chris Langemeier*

DIRECTORS ABSENT

Larry Karel*
Jeff Gall
Jarrod Gillig
Jon Knutson
Steve Thompson
Brian Vavricek

Invited Guests

Jim McGowen
Dan Hoelsing
Ron Mundil

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:01 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 07-09-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Defining community development: "Community development is crucial to the economic growth and sustainability of any town. Housing, infrastructure, education, medical facilities, retail, a vibrant downtown, recreation and tourism, a positive community image, and strong leadership are the mainstays of good community development." Tom Higginbotham (NENEDD)
- Schuyler Department of Utilities: Jim reported the Utilities Department is revenue based – no taxes to support its operations. A lift station will be necessary for the new Water Tower Subdivision (W. 22nd Street) – lift station to be included in the 2014-2015 budget. Plans and specifications for various projects are prepared in advance to be 'shovel ready' for when funding opportunities are presented.
- Schuyler Community Schools: Dan stated the preschool building is scheduled to be completed by the end of August - preschoolers to report after Labor Day. 3rd graders scored 92% on Nebraska's standardized test. Public's perception of a school's quality is often based on students competing successfully both in the classroom and outside the classroom (e.g., band, athletics, etc.). This year's summer school had the highest number of students participating. Beginning next month with the new school, busing between school buildings will be provided before and after school. This year's 'after school program' will be directed toward the talented and gifted student.
- Total LB 840 Revenue (Oct. - May) \$153,442 (+13.5% from previous year). Past six months have each set a new record, respectfully.
- NIFA check (\$30,000) for the Community Housing Specialist (CHS) position has been received and deposited. Larry and Charlie to conduct the interview / selection process. CHS position effective October 1st and to coincide with the new fiscal year.
- Directors in agreement to hold the Annual Meeting at the Cobblestone Hotel. Breakfast is \$7.00 per person and is self-served beginning at 6:30am. Invitations to be extended to the Mayor, City Administrator, City Attorney and Board of Public Works.
- Directors provided a progress update on the feasibility study of the Top Notch Building. Study to be completed by September 30th.
- Miscellaneous:
 - June unemployment for Colfax County 3.4% (206 unemployed)
 - 490 employment opportunities within 25 mile radius of Schuyler as of 07/28/14
 - Denver Street Apartments (west building – 5 units) available for rent August 1st
 - foundation poured for partnership house (SCS & Schuyler Lumber)
 - creativity often means new twists on old ideas (newspaper article)
- Tour of Preschool building conducted by Ron Mundil.

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** August 20th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: August 20, 2014 (approved 09/10/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Jon Knutson
Denise Kracl
Chris Langemeier*
Brian Vavricek

DIRECTORS ABSENT

Jeff Gall
Jarrod Gillig
Richard Folda
Steve Thompson

Invited Guests

Jim McGowen
Dan Hoelsing
David Bell

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: To provide leadership in facilitating community development and sustained economic growth.

7:01 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 07-30-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Schuyler Department of Utilities: Jim reported the Utilities Department is planning to expand its west shop and looking at the possibility of constructing a communications tower. Also, completion of minor projects continues on schedule.
- Schuyler Community Schools: Dan stated 162 students currently enrolled in kindergarten; however, enrollment numbers for all grades remain fluid. District's valuation increased 18% and will likely result in the School Board lowering next year's tax rate. A new communication system to first responders to be installed by November. Former Alternative Education residential house has been renovated and rented to a first year SCS teacher.
- Community Housing Specialist (CHS) position: EDC fielded eight inquiries and four resumes' were received by August 15th. Hope to complete the interview process by end of next week.
- DRCDC has recommended one revision to the Grow Schuyler Incentive: "*Property Taxes Incentive unavailable for property utilizing TIF (Tax Increment Financing)*". Directors to consider taking action during the September 10th SCD Meeting.
- Directors provided another progress update on the feasibility study of the Top Notch Building. Study to be completed by September 30th.
- 'On-site Business Coaching' primary point of emphasis for the new Schuyler Entrepreneurial Enterprise (S.E.E.) Initiative. Doris Lux and Juan Sandoval are the business coaches. First few months may be somewhat of an inauspicious debut – participation likely to build slowly.
- In the past four years, 'proactive volunteerism' has generated over \$200,000 in community betterment projects.
- EDC met with FEMA representatives on August 19th about utilizing 'market value' in The Formula calculation (Unit 8: Substantial Improvement and Substantial Damage).
- David Bell, Columbus Economic Developer, discussed community / competitive preparedness by first investing in land, developing industrial sites and constructing commercial buildings prior to manufacturing and industrial opportunities being presented. David stated, "a community needs inventory to sell".
- Miscellaneous:
 - SBA Seminar scheduled for October 7th in Schuyler (2pm)
 - July unemployment for Colfax County 3.6% (218 unemployed)
 - 480 employment opportunities within 25 mile radius of Schuyler as of 08/18/14
 - BankFirst Loan Production Office to open @ 1105 C Street
 - QC Supply constructing additional office space
 - SCD Annual Meeting with breakfast (Oct. 1st) @ Cobblestone Hotel

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** September 10th, (Wednesday)

TIME: 7:00 a.m. – 8:00 a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: September 10, 2014 (approved 10/01/14) **LOCATION:** Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Richard Folda
Jeff Gall
Jarrod Gillig
Jon Knutson
Chris Langemeier*

DIRECTORS ABSENT

Larry Karel (Vice President)*
Charlie Heavican (Treasurer)*
Denise Kracl
Steve Thompson
Brian Vavricek

Invited Guests

Jim McGowen
Dan Hoelsing
Brian Bywater

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:02 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 08-20-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- LB 840 total revenue (Oct. - June) was \$173,638. Revenue up \$20,254 (+13.2%) from previous year. Seven consecutive months (December thru June) have experienced record receipts. Fiscal year 2013-2014 projected to achieve a new high in LB 840 revenue.
- Second FBIFund loan fully repaid; remaining five loans current with an aggregate balance outstanding of \$13,720 as of 09/03/14. Also, housing partnership with NWNEN concluded; six speculative houses constructed with an average LB 840 investment of \$11,983 per house. Partnership grew property valuation by \$769,000 with an economic impact of \$1,307,300
- As of 09/04/14, YTD SCD Expenses were \$51,025.44 (84.8% of authorized budget).
- A foundation cornerstone for economic development is to 'grow tax base'. Schuyler's real estate valuation grew \$3,072,694 (+2.0%) from 2013 to 2014 – best growth year since 2007. Schuyler's valuation has grown +29.7% (\$35,375,956) since 2003.
- Schuyler Department of Utilities: Jim reported the Utilities Department moving forward with plans and specifications for constructing a new sanitary lift station in the upcoming fiscal year. Lift station to be located on north side of intersection @ W. 22nd Street & Chicago.
- Schuyler Community Schools: Dan shared budget information and student test results. Tax levy to be reduced due to increased agriculture valuations. District underspent last year's budget by \$700,000; hope to increase cash reserves to one million dollars by end of current school year to cover expenses for monthly operations. 2012-2013 per pupil cost was \$11,037.85. Also, student results on state testing have earned Schuyler's elementary school being designated as high performance. In response to a question, Dan stated there are five different languages spoken in 'newcomers' class. PK-12 school enrollment 1,948 students.
- Current SEDPlan ends September 30th. Approximately 1.4 million dollars in economic / community development funds will have been generated (2007-2014). Individuals listed on '300 Say YES' campaign flyer lauded and remembered for their leadership in successfully earning voters' approval in the 2007 March SEDPlan election.
- Brian Bywater introduced as the new Community Housing Specialist effective October 1st.
- Following a brief discussion, Directors approved the DRCDC's recommendation to the Grow Schuyler Incentive: "Property Taxes Incentive unavailable for property utilizing TIF (Tax Increment Financing)". Revision is not retroactive. City Council to consider recommendation.
- Annual Meeting October 1st at Cobblestone Hotel. 6:30a.m. self-served breakfast (\$7.00 per Director) - Annual Meeting 7:00a.m. Select guests have been extended invitations.
- Directors requested to review SCD Conflict Of Interest Policy and to sign Annual Statement.
- Miscellaneous:
 - SBA Seminar scheduled for October 7th in Schuyler (2pm) @ Cobblestone Hotel
 - 481 employment opportunities within 25 mile radius of Schuyler as of 09/08/14

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** October 1st, (Wednesday)

TIME: 6:30a.m. – 8:00a.m.

LOCATION: Cobblestone Hotel

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: October 1, 2014 (approved 10/22/14) **LOCATION:** Cobblestone Hotel (2218 Colfax, Schuyler NE)

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jeff Gall
Jarrod Gillig
Jon Knutson
Denise Kracl
Brian Vavricek

DIRECTORS ABSENT

Chris Langemeier*

Invited Guests

Jim McGowen
Dan Hoelsing
Brian Bywater, CHS
Dick Seckman
Dave Reinecke
Mary Peschel
Roger Nadrchal

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: To provide leadership in facilitating community development and sustained economic growth.

6:52 a.m.

- SCD Annual Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- Election of Officers: President, Lonnie Kitt Vice President, Larry Karel
Secretary, Jerry Karnatz Treasurer, Charlie Heavican
- 09-10-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Treasurer's Report: End of Fiscal Year (Oct. 1st, 2013 - Sep. 30th, 2014)

Pinnacle Bank – Regular Checking	\$36,542.11
Homestead Banking - CHS Checking	\$30,000.00
TOTAL	\$66,542.11

- Total SCD Expenses Paid in fiscal year 2013 - 2014 were \$56,445.58 (93.8% of Budget). Unspent funds (\$3,704.42) to be deposited back into City's E. D. Investment Fund.
- Roger Nadrchal and *NeighborWorks Northeast Nebraska* recognized for the many contributions to Schuyler and its housing stock in the past seven years. Six partnership houses and one spec house constructed adding \$892,000 in valuation and generating \$18,528 in annual property taxes. Economic Impact of seven houses calculated to be \$1,516,400.
- Schuyler Department of Utilities: Setting new poles both in town and rural service area. Dirt work for west shop addition (120' x 70') has commenced - construction to begin late fall or early spring 2015.
- Schuyler Community Schools: Audit of new After School Program begins next week – Program funded with federal dollars; audit focuses on processes and procedures – especially the accounting for cash transactions. Three buses, both before and after school, are being utilized daily to transport approximately 210 students between Schuyler's school buildings. Implementation of the School's Strategic Plan has completed its first full month.
- Small Business Administration (SBA) to conduct a one-hour workshop in Schuyler on Oct. 7th.
- Directors endorsed DR CDC's recommendation to amend Commercial Construction Loan Guidelines by lowering the minimum amount to \$10,000. City Council to consider on 10/21/14.
- Grow Tax Base: Past year best combined growth in property valuation and sales tax revenue.
- Special 'thanks' to Richard, Jerry and Charlie for serving on SCD Committees.
- Reviewed past 12 months AMPS (Achievements ~ Momentum ~ Progress ~ Success).
- Miscellaneous:
 - 3.0% August unemployment in Colfax County (177 individuals)
 - 491 employment opportunities within 25 mile radius of Schuyler as of 09/30/14
 - Directorship vacancy due to Steve Thompson's recent resignation
 - NDOR Meeting (Oct. 8th) – proposed expansion of U.S. Hwy 30 Expressway

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** October 22nd, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Municipal Building

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: October 22, 2014 (approved 11/12/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Richard Folda
Jon Knutson
Chris Langemeier*
Denise Kracl

DIRECTORS ABSENT

Lonnie Kitt (President)*
Jeff Gall
Jarrod Gillig
Brian Vavricek

Invited Guests

Jim McGowen
Dan Hoelsing
Brian Bywater, CHS

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:00 a.m.

- SCD Meeting called to order by Larry Karel (Vice President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 10-01-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Schuyler Department of Utilities: Completed final specifications for the new sanitary lift station on W. 22nd Street – hope to complete construction by end of summer 2015. Handi bus, waste water equipment to be stored in new addition to west shop.
- Schuyler Community Schools: Preschool enrollment continues to increase as the income growth of parents' results in students moving from Head Start to SCS. Phase 1 renovation of preschool building \$3,000 under budget – Phase 2 (2015) will include second floor renovation and adding fire escapes. Parents' pick-up time has been reduced down to 12 minutes at elementary school. 130 students enrolled in After School Learning Program at the elementary – goal is to double enrollment. 67% of middle school students participating in extracurricular activities. High school competitive activities require mandatory drug testing – to date no student (none) has tested positive.
- After eleven months (October - August), LB 840 revenue up \$21,011 (+10.9%). Fiscal year ends September 30th.
- Brian Bywater (Community Housing Specialist) updated Directors; in addition to gaining a thorough understanding of Schuyler's 2012 Housing Assessment Study, he has been focusing on networking, assessing Schuyler's housing stock, and his CHS training. Brian requested to meet with each SCD Director in the near future to discuss housing issues.
- EDC recommended Javier Arizmendi for consideration to fill the vacant Directorship. Due to time constraint, discussion was postponed until the next SCD Meeting.
- S.E.E. (Schuyler Entrepreneurial Enterprise) received its first request (09/16/14) from a Schuyler business owner. Due to the urgency of the request, within forty-eight hours a '911' on-site response was execute by business coaches.
- Miscellaneous:
 - Oct. 23rd RSG Community Celebration – completion of downtown priority project
 - 2.7% September unemployment in Colfax County (161 individuals)
 - 490 employment opportunities within 25 mile radius of Schuyler as of 10/20/14
 - \$7.00 per Director needed for Annual Meeting breakfast
- Summary of Findings (Top Notch Building Feasibility Study & Analysis) presented by ALLEY POYNER MACCHIETTO ARCHOITUCTURE INCOPORATGED (Jay Palu, Abby Hegemann)

8:15 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** November 12th, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Municipal Building

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: November 12, 2014 (approved 12/10/14)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Jeff Gall
Jon Knutson
Chris Langemeier*
Denise Kracl

DIRECTORS ABSENT

Larry Karel (Vice President)*
Richard Folda
Jarrod Gillig
Brian Vavricek

Invited Guests

Jim McGowen
Dan Hoelsing
Brian Bywater, CHS

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: *To provide leadership in facilitating community development and sustained economic growth.*

7:01 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 10-22-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Schuyler Department of Utilities: Contract has been awarded for constructing a 120' x 70' building addition to the west shop – completion date June 15th, 2015. Annual tree trimming around power lines begins after Thanksgiving.
- Schuyler Community Schools: Annual audit completed – no problems. School's strategic planning process has resulted in 51 new systems being implemented completing over 80 projects. Follow-up session to last year's strategic planning process continues on Nov. 26th. Elementary students are scoring above their peers across the state.
- As of this date, LB 840 loan capacity is approximately \$138,000. That amount will increase to \$148,800 by December 1st. Unless new loans are approved, estimate loan capacity of \$214,000 by 07/01/15. Available loan balance for FBIFund is \$37,580. All LB 840 loans are current with no past delinquencies.
- Housing Update: Brian travelled to Lincoln on November 3rd to meet with Renee Bauer, Executive Director of Prairie Gold Homes. Prairie Gold Homes is a non-profit organization that constructs modular homes at a factory site in Lincoln utilizing low-risk prison labor. Renee has been invited to Schuyler for a community tour and to attend the HDC meeting on November 20th. Also on November 3rd, CHS travelled to Kearney for a focus group meeting hosted by NeDED - meeting was intended to gain input from housing specialists on the DED grant processes. Brian has initiated individual meetings with each Director to gain his/her input regarding goals and expectations of the CHS position – Directors' input confidential. NeighborWorks Northeast Nebraska celebrating 20th anniversary next week. On December 3rd, will be meeting with Jonathan Jenk, Development Coordinator with Seward County E.D.
- Following a brief discussion, Directors approved Javier Arizmendi to fill vacant Directorship.
- Directors discussed the potential merits / demerits for consolidating the SCD Offices of Treasurer and Secretary. Consensus was to leave the positions separate and unchanged.
- Phase 2 Campaign (RSG Upkeep & Improvements) announced.
- State Historical Preservation Office (SHPO) has been extended an invitation to conduct a drive-by assessment of downtown buildings. There is no cost for the SHPO assessment and the results are nonobligatory to the community.
- Miscellaneous:
 - 2.7% September unemployment in Colfax County (161 individuals)
 - 493 employment opportunities within 25 mile radius of Schuyler as of 11/11/14
 - \$7.00 per Director needed for breakfast meal served at Oct. 1st Annual Meeting

7:45 a.m. - adjourned Next SDC Board Meeting: **DATE:** December 10th, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Municipal Building

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: December 10, 2014 (approved 01/07/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Javier Arizmendi
Jeff Gall
Jon Knutson
Chris Langemeier*
Denise Kracl

DIRECTORS ABSENT

Richard Folda
Jarrod Gillig
Brian Vavricek

Invited Guests

Jim McGowen
Brian Bywater, CHS
Aaron Nygren

CARC Members*

Lonnie Kitt*
Larry Karel*
Jerry Karnatz*
Charlie Heavican*
Chris Langemeier*

Mission Statement: To provide leadership in facilitating community development and sustained economic growth.

7:00 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- Javier Arizmendi 'welcomed' as the SCD's newest Director.
- 11-12-14 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Schuyler Department of Utilities: Jim reported utilities personnel continue to work on setting poles, trimming trees, extending service to new cell tower and a Cargill project. In early 2015, will be requesting bids for a new W. 22nd Street sanitary sewer lift station.
- Schuyler Community Schools: Jon stated SCS is into its second year of the Strategic Planning process. As a result of the process, several suggested changes implemented.
- Grow Tax Base: The 2013-2014 fiscal year was a record setting year in total LB 840 revenue collected (\$231,339). 2013-2014 was also the largest single year increase (+\$21,195) since the inception of the SEDPlan in 2007. In addition, Schuyler's real estate valuation grew \$3,072,694 (+2.0%) during the 2013 to 2014 calendar year – largest one year valuation growth in the past seven years. Finally, Colfax County unemployment in October was 2.4% - lowest since 2007. Schuyler's favorable numbers continue to reflect a vibrant local economy.
- As of November 30th, YTD SCD Expenses Paid were \$10,690.79.
- Directors reminded of the recently completed **Feasibility Study and Analysis** of the Top Notch Building and were encouraged to review the document. Anticipate discussions of the building's future to intensify in the next few weeks. A one page history of the Top Notch Building and related timeline was distributed.
- Housing Update: HDC has identified three communities as its peer group for housing comparisons (Seward, Wayne and West Point). Peer group's home ownership and rental occupancy trending differently than Schuyler - home ownership in Schuyler has been decreasing and rental occupancy increasing since 2000. Brian distributed Prairie Gold Homes brochure and answered questions about the Training Program.
- The Small Contractors Business Loan Program was first approved back in 2010. Sadly, no builder or developer has elected to utilize the zero interest loan program designated for speculative residential construction. Directors advised the HDC was considering revisions.
- In conjunction with possible consideration as a Historic District, the State Historical Preservation Office (SHPO) completed its drive-by assessment of the downtown commercial buildings on December 4th. FEMA's Unit 8 (Substantial Repairs and Substantial Improvements) is the primary motivation for considering this possible action.
- The new Nebraska Historic Tax Credit (NHTC) briefly reviewed. NHTC effective 01/02/15.
- Miscellaneous:
 - 2.4% October unemployment in Colfax County (140 individuals)
 - 489 employment opportunities within 25 mile radius of Schuyler as of 12/09/14

8:02 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** January 7th, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Municipal Building