

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: January 28, 2015 (approved 02/18/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Larry Karel (Vice President)*
Charlie Heavican (Treasurer)*
Javier Arizmendi
Jeff Gall
Jarrod Gillig
Jon Knutson
Brian Vavricek

DIRECTORS ABSENT

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

Invited Guests

Jim McGowen
Brian Bywater, CHS
Byron Fischer
Renee Bauer

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.
- 01-07-15 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Schuyler Department of Utilities: Utilities personnel jetting storm sewers and setting poles in rural areas. Subsequent to warding contract by Board of Public Works, construction of sanitary lift station (Water Tower Subdivision - W. 22nd & N. Chicago) scheduled to begin this spring and lift station to be operational by Oct. 1, 2015. Also, anticipate completing the W. 22nd Street subdivision platting process within the next 90 days - 17 new residential lots (R1 & R2) becoming available for purchase.
- Reviewed and discussed HDC's definition of 'speculative residential construction' being a for-profit commercial activity and eligible for LB 840 business loans. HDC's definition commensurate with local banks.
- Schuyler Community Schools: SCS Strategic Planning process (second year) continued at the Cargill Plant on Jan. 27th with parents / employees. Strategic Planning session scheduled with community leaders for Feb. 2nd and will include SCS Administrators and the Board of Education.
- Potential Options for Top Notch Building presented to DRDC on Jan. 8th. Copies of Options to be distributed to Directors during the Feb. 18th SCD Meeting.
- Miscellaneous:
 - 2.5% December unemployment in Colfax County (148 individuals)
 - 474 employment opportunities within 25 mile radius of Schuyler as of 01/26/15
 - February 19th (Thursday) – Community Builders (5pm - 8pm)
 - SCD's 30th Anniversary (Sep. 15, 2015) – series of celebratory events
- **7:30am:** Prairie Gold Homes Training Program presented by Renee Bauer (Executive Director) and Byron Fischer (Board President, Prairie Gold Homes). Vocational training program (approved HBI Course) has completed four on-site affordable housing projects in the past three years. Students are low risk offenders who are within six to twelve months of completing their incarceration and are provided job skills for successful reintegration back into society. 0% recidivism of program graduates in past three years and there have been no (none) walk-offs from site builds. To be considered for the training program, must be a high school or GED graduate. Violent offenders and/or sexual offenders are ineligible for the program. In the most recent class, five students were selected from an applicant pool of 178 inmates. On-site Construction Manager is a Prairie Gold Homes employee and has been a corrections officer – he is not an inmate. Students bused daily to and from work site and returned to incarceration for overnight lodging.

8:04 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** February 18th, (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: February 18, 2015 (approved 03/11/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Javier Arizmendi
Jarrod Gillig
Denise Kracl

DIRECTORS ABSENT

Jeff Gall
Jon Knutson
Chris Langemeier*
Richard Folda
Brian Vavricek

Invited Guests

Jim McGowen
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 Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- 01-28-15 Meeting Minutes approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Opportunities and support for local businesses added as a regular topic for discussion. As of July 1st, 2014, on-site business coaching available to Schuyler businesses via the Schuyler Entrepreneurial Enterprise (S.E.E. Initiative). Doris Lux (CCC) and Juan Sandoval (REAP) are the S.E.E. Business Coaches.
- LB 840 revenue (\$34,290) collected during the first two months of the current fiscal year. Revenue down 2.8% (-\$997) from the previous year.
- YTD SCD expenditures (Oct 1st - Feb 15th) were \$36,017.73 (46.9% of Budget).
- As of the end of December 2015, project \$49,496 in LB 840 loan repayments.
- Directors provided NDOR website information on the planned expansion (four lanes) of U.S. Highway 30 Expressway between Schuyler and Fremont. Construction is scheduled to begin 2016 and 2019, and could take 4 to 5 years to build.
- Schuyler Department of Utilities: Completed the change-out of transformers at Cargill. Also, bids to construct sanitary lift station (Water Tower Subdivision - W. 22nd & N. Chicago) to be opened next week.
- Both the HDC and the DRDCD are reviewing current LB 840 loan programs. Directors may anticipate receiving proposed revisions to loan programs in the near future.
- Schuyler Community Schools: Community leaders were invited to participate in the SCS Strategic Planning process (second year) on February 2nd at Schuyler's Cobblestone Hotel. Twelve new priorities were identified and added to last year's list; #12 (Increase Teacher Residency / Involvement) was of particular interest to Directors. Because of the unexpected high cost, the Board of Education rejected bids for constructing an exterior fire escape at the preschool building; a new architectural plan will be requested.
- Brian Bywater (CHS) briefly outlined networking efforts during his recent attendance at the 2015 NIFA Conference in Omaha (Feb. 3rd - 4th).
- Potential Options for Top Notch Building to be presented at a future SCD Meeting.
- Distributed copies of 'Schuyler FACTS' to be utilized during the February 19th Community Buildings Meeting at the Cobblestone Hotel - Directors invited to attend.
- Miscellaneous:
 - 2.5% December unemployment in Colfax County (148 individuals)
 - 474 employment opportunities within 25 mile radius of Schuyler as of 02/14/15
 - February 19th (Thursday) – Community Builders (5pm - 8pm)
 - SCD's 30th Anniversary (Sep. 15, 2015) - series of celebratory events yet to be planned

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** March 11th, (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: March 11, 2015 (approved 04/01/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Invited Guests

Jim McGowen
Brian Bywater, CHS
Dan Hoelsing
Kevin Hoffart

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.
- Meeting Minutes (02-18-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- 'Community Resource Services' concept (Homestead Center) presented by EDC. Purpose is to facilitate 'public-private-nonprofit' collaborative leadership for ensuring Schuyler's future 'competitive preparedness' and 'quality of living' opportunities for all residents. Center's focus is to maximize human resources by connecting community-based assets to effectively synergize and sustain partnerships between *business ~ education ~ economic development ~ government ~ nonprofit organizations* for germinating innovative solutions to develop, grow and compete for new opportunities. Resources Center would include eight office spaces, receptionist desk with two work stations, waiting area, business technology / automation training room, conference room and ADA restroom. Floor plan and supporting documentation distributed. During the April 1st SCD Meeting, Directors will be asked whether or not they wish to move forward with the project. Directors invited to tour proposed Resources Center.
- Business Opportunities & Support: Open input by Directors highlighted the possible need for welding and supplies, metal fabrication (Cargill), electrical, and farm implements.
- Recommended by the HDC, Brian Bywater (CHS) presented proposed changes to the existing Contractors & Developers Business Loan Program for speculative R1 and R2 construction. Changes include: increasing maximum loan amount to \$112,500 (construction costs eligible), 75% CLTV, 9 months to complete construction, 30 month maximum term for repayment, priority funding for the housing partnership with the SCS Construction Class, and the creation of a \$225,000 Loan Pool (\$75,000 LB 840 and \$150,000 private funding). Directors approved and endorsed HDC recommendations for City Council to consider during their 03/17/15 Council Meeting.
- Brian (CHS) provided a Survey Response Summary Report – housing survey completed by SCS employees in February. Analysis of employee responses to continue by CHS and will help guide future recommended actions on housing.
- Mesner Development Co. to conduct a 'housing development presentation' on March 12th at the Department of Utilities (5:30pm) – all Directors encouraged to attend.
- Miscellaneous:
 - 2.5% December unemployment in Colfax County (148 individuals)
 - 477 employment opportunities within 25 mile radius of Schuyler as of 03/10/15
 - SCD's 30th Anniversary (Sep. 15, 2015) - series of celebratory events yet to be planned

8:03 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** April 1st (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: April 1, 2015 (approved 05/13/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Jeff Gall
Jarrod Gillig
Chris Langemeier*

Invited Guests

Jim McGowen
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 Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- Meeting Minutes (03-11-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Department of Utilities Update: Jim reported the City Council's Finance Committee may assess the Utilities Department a 2% franchise fee on its gross revenue. Fee estimated to generate approximately \$250,000 per year for the City's general fund. Utilities Department operates on a 4% annual net gain. Also, Jim has received notification from its wholesale providers of a planned 4% increase in next year's electrical rates.
- Directors discussed both the merits and demerits of the proposed Homestead Center ('community resource services center'). EDC provided a quick review of the Rural Enterprise Assistance Project (REAP) as well as written responses to Directors' questions, concerns and comments accumulated prior to the SCD Meeting. At this time REAP is the only firm commitment to occupy the proposed Center. Following a 30 minute review of the pros and cons, Directors approved proceeding with lease negotiations and the relocation of EDC's office; there were two abstentions and one vote in opposition to the motion to proceed. Minimum of three commitments to occupy the Resources Center required by May 15th to execute lease agreement. Incremental occupancy by tenants to begin August 1st, 2015.
- DRCDC recommended revisions to the Commercial Construction Loan Guidelines. After the proposed revisions were reviewed and discussed, Directors endorsed recommendation for the City Council to consider during their April 7th meeting.
- Brian (CHS) distributed copies of a 03/05/15 FEMA letter addressed to the City of Schuyler. Anticipate a new Platte River flood plain map to be implemented within the next nine to twelve months. CHS also provided Directors with the floor plan for the SCS house currently under construction (Kehrli 2nd Subdivision). Lastly, Brian gave a summary of the 'housing development presentation' conducted by Cliff Mesner (Mesner Development Company) on March 12th at the Schuyler Utilities Department.
- LB 840 revenue collected (October - January) was \$71,898. Revenue down (- 4%) from previous year (-\$3,004).
- As of March 31st, YTD SCD Expenses Paid were \$40,865.80 (53.3% of S CD Budget).
- Miscellaneous:
 - 2.3% February unemployment in Colfax County (128 individuals)
 - 489 employment opportunities within 25 mile radius of Schuyler as of 03/28/15

8:03 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** April 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: April 22, 2015 (approved 05/13/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Javier Arizmendi
Richard Folda
Jon Knutson

DIRECTORS ABSENT

Jeff Gall
Jarrod Gillig
Chris Langemeier*
Denise Kracl
Brian Vavricek
Charlie Heavican (Treasurer)*
Larry Karel (Vice President)*

Invited Guests

Jim McGowen
Brian Bywater, CHS
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.
- Due to the lack of a quorum, 04-01-15 Meeting Minutes could not be amended / approved.
- Department of Utilities Update: Jim reported the City Council has re-established a wellhead protection area ordinance (Ordinance No. 20015-08, Section 52.65). Utility crew continuing electrical work in rural servicing area. In late May / early June, work to begin on a new sanitary lift station (W. 22nd Street & Chicago) and the installation of additional water / sewer lines - contractor has a 270 day completion period.
- Schuyler Community Schools Update: Dan reported the preschool building's second floor will be renovated this summer along with an enclosed fire escape being constructed on the west side of building. Also, all of the remaining portable modular buildings at the preschool have been sold for \$100,000. With the district's increased valuation, state aid will be reduced by 1.7 million dollars for the upcoming school year – SCS will implement a flat budget to counter the loss of state aid. 2015 Proposals (SCS's Strategic Planning), a multipurpose community recreation center (Item #5) is being considered at the Middle School. Community information meetings will be conducted over the next few weeks to gather input and answer questions. On April 30th, Discovery Education will be filming / spotlighting Schuyler's Middle School.
- Brian (CHS) reported Mesner Development has committed to financing one spec house in Schuyler; future funding must be generated locally for additional speculative residential construction by Mesner Development. Prairie Gold Homes has estimated the cost to build a spec home in Schuyler at approximately \$175,000 - no negotiations pending at this time.
- As a follow-up to the Homestead Center discussion and subsequent action during the SCD's April 1st Meeting, Directors reviewed the SCD Bylaws (Article IX – Conflict of Interest) and the SCD's Conflict of Interest Policy. Policy defines 'Financial Interest' and outlines the Procedures for addressing a Director's possible conflict of interest. Both documents are available online @ SchuylerDevelopment.net.
- EDC discussed the possibility of celebrating the SCD's 30th anniversary in conjunction with the Homestead Center's ribbon cutting ceremony tentatively scheduled on September 17th, 2015.
- Directors to receive via email a preliminary 2015-2016 SCD Budget. Budget to be discussed during the May 13th SCD Meeting. Focus continues on developing a more competitive compensation package for the EDC position. Finalized budget due to City in early June.
- LB 840 revenue collected (October - February) was \$89,832. Revenue down (- 4.1%) from previous year (-\$3,871). Estimate \$215,500 total revenue at end of fiscal year.
- Miscellaneous:
 - 2.3% February unemployment in Colfax County (128 individuals)
 - 493 employment opportunities within 25 mile radius of Schuyler as of 04/21/15

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** May 13th (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Municipal Building

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: May 13, 2015 (approved 06/03/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Javier Arizmendi
Richard Folda
Jarrod Gillig
Chris Langemeier*
Jon Knutson
Denise Kracl

DIRECTORS ABSENT

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jeff Gall
Brian Vavricek

Invited Guests

Jim McGowen
Brian Bywater, CHS
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.
- Meeting Minutes (04-01-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Meeting Minutes (04-22-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Directors invited to attend the Shell Creek Levee ribbon cutting ceremony on May 21st, 2015.
- LB 840 revenue collected (October - February) was \$89,832. Revenue down \$3,871 (- 4.1%) from the previous year. Projected end of year revenue estimated to be \$215,596.
- As of May 7th, YTD SCD Expenditures were \$47,382.24 (61.8% of Budget).
- Proposed 2015 - 2016 SCD & CHS Budgets reviewed and discussed. SCD Budget (\$77,951) reflects a +1.7% increase (\$1,282) from the previous year. CHS Budget is flat - \$60,000 per year for three years; NIFA provides \$30,000 (50%) of annual CHS funding. Budgets recommended for approval and forwarded to City Administrator. Directors remain focused on the need and importance for continuing to move compensation packages toward a more competitive posture for the future recruitment and retention of SCD personnel.
- Infrastructure Update: Jim McGowen, Utilities Department Superintendent, reported the dewatering process has begun in advance of constructing a sanitary lift station on W. 22nd Street. Depth of dewatering hole is 25 feet - water table is approximately 8 feet. Residential platting process for W. 22nd Street to be completed within the next couple of months; R2 lots on Denver Street to be removed from final plat. In the near future, anticipate drafting a new preliminary plat map for N. Denver Street and the area west of Denver Street.
- SCS Update: Dr. Dan Hoelsing, SCS Superintendent, stated renovations to the 2nd floor Preschool Building have commenced and construction will be completed prior to the new school year. Also, all of the classroom portables on the Preschool property have been sold and are in the process of being removed at the cost of the new owner. Lastly, a Community Input Meeting is scheduled for May 26th to discuss the Community Rec. Center Project.
- Housing Update: Brian Bywater (CHS) reported the receipt of floor plans from Mesner Development for the possible construction of a spec house in Schuyler. The spec house built by the high school construction class and Schuyler Lumber has been sold. CHS continues to work with the SCS website specialist on listing available rental properties for consideration by newly hired certified staff. CHS attended NPPD Economic Development Briefing on April 28th.
- NE State Historic Preservation Board has nominated the Top Not Building for listing on the NRHP. Department of Interior to consider nomination within the next 60 to 90 days.
- SCD's 30th Anniversary Celebration and Homestead Center ribbon cutting ceremony set for September 17th, 2015. Time: 4:30pm - 6:30pm (special reception, ribbon cutting, open house).
- Miscellaneous:
 - 2.4% March unemployment in Colfax County (134 individuals)
 - 500 employment opportunities within 25 mile radius of Schuyler as of 05/07/15

7:52 a.m. - adjourned Next SDC Board Meeting: **DATE:** June 3rd, (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: June 3, 2015 (approved 06/24/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Larry Karel (Vice President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Javier Arizmendi
Jeff Gall
Jarrod Gillig
Jon Knutson
Denise Kracl
Chris Langemeier*
Brian Vavricek

DIRECTORS ABSENT

Lonnie Kitt (President)*
Richard Folda

Invited Guests

Jim McGowen
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.
- Meeting Minutes (05-13-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Anticipate DRCDC to recommend revisions to FBIFund Loan Program for Directors to consider during the June 24th SCD Meeting.
- Infrastructure Update: Jim McGowen, Utilities Department Superintendent, reported construction has begun on the north lift station (W. 22nd Street). Expansion of the west shop building on 11th Street is completed – additional space needed for storing equipment and vehicles. Electrical conduit has been installed under Lost Creek to provide needed service to southern area in South Park.
- Long-term economic impact of the newly completed Shell Creek Levee briefly discussed; minimizing uncertainty enhances investment confidence. Anticipate possible interest in attracting new investment to Schuyler's northeast residential / commercial quadrant upon FEMA's completion of the levee's 12 - 18 month certification process. Example: GM Express property is 'for sale' and likely to attract out-of-town interest in the future. Directors reminded of the initial protection from flooding afforded by the restored Hughes Payzant Drainage ditch.
- Housing Update: As a follow-up to the March 12th meeting at the Utilities Department with Mesner Development Company, Brian Bywater (CHS) reported an effort is underway to organize a Home Builders Group as suggested by Cliff Mesner. Purpose of LLC is to construct and sell speculative residential housing in Schuyler. A Purchase Agreement for six residential lots has been executed on behalf of the yet-to-be organized LLC. Also, NeighborWorks Northeast Nebraska will be applying in July for a DED housing grant to fund the construction of two or three single family houses (R1) in Schuyler. In conjunction with NWNEN grant application to DED, anticipate HDC to recommend a new housing partnership (LB 840 funded) to be considered by Directors during the June 24th SCD Meeting.
- First six months of the current fiscal year (October - March), total LB 840 revenue \$110,122. Compared to previous year, revenue down 3.1% (-\$3,514). March revenues new record.
- YTD SCD Expenses paid (October 1st - May 31st) were \$53,247.94 (69.7% of annual budget).
- Jarrod discussed Cargill's critical need for qualified / technical personnel. Cargill's Human Resources has implemented an internship program to recruit / retain new employees by providing loan forgiveness program (pay college debts) for new hires - requires 2 years of employment with Cargill.
- Miscellaneous:
 - 2.2% April unemployment in Colfax County (122 individuals)
 - 491 employment opportunities within 25 mile radius of Schuyler as of 06/02/15

8:03 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** June 24th, (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: June 24, 2015 (approved 07/15/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Jeff Gall
Jarrod Gillig
Jon Knutson
Chris Langemeier*
Brian Vavricek

Invited Guests

Jim McGowen
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 Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- Meeting Minutes (06-03-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- CHS presented the proposed **2016-2018 Residential Construction Program** recommend by the HDC on June 11th. New housing program contingent on *NeighborWorks* (NWNEN) being awarded DED housing grant to fund construction. Income Guidelines for buyers would be required. \$16,000 LB 840 funding committed per site – total of \$48,000 for three-year Program. Directors endorsed HDC recommendation for City Council to consider on July 7th.
- During Directors Open Input, both questions and discussion ensued. EDC will follow-up on the minimum acreage requirement in Colfax County for allowing the purchase of land to construct a residence only (non-farming activity).
- Infrastructure Update: Jim McGowen, Utilities Department Superintendent, reported the dewatering process necessary for constructing the north lift station (W. 22nd Street) has been slowed by the high water table. Rural electrical distribution system continues to be upgraded. All municipal street lights, except in-town highways, will have been converted to LED by end of year – 80% energy savings anticipated. Also, estimate ROI of 2 ½ years for LED lighting.
- Directors reviewed proposed revisions to the FBIFund Loan Program recommended by the DRCD on June 4th, 2015. EDC presented summary of revisions. Following a brief discussion, Directors endorsed recommendation for City Council to consider during their July 7th Meeting.
- During his 20 minute presentation, Chris Lenz of Gardner Capital, discussed the possibility of pursuing both housing and federal tax credits necessary for assembling a feasible funding package for repairing the Top Notch Building – multiple revenue sources would be required. Business model would be second floor LMI rental housing and first floor commercial occupancy. A critical prerequisite for this project to potentially move ahead is the Department of Interior's pending decision to approve the listing of the Top Notch Building on the National Register of Historic Places (NRHP). Future ownership of the building uncertain at this time. Chris also emphasized the importance of the SCD being a 501c3. Will likely know by September if there's an opportunity to go forward with a possible funding plan for the building's restoration. Directors advise of CHS's role in bringing Gardner Capital to Schuyler.
- Miscellaneous:
 - 2.4% May unemployment in Colfax County (134 individuals)
 - 492 employment opportunities within 25 mile radius of Schuyler (06/23/15)
 - August 26th SCD Meeting at the Preschool Building
 - September 17th SCD 30th Anniversary Celebration
 - October 7th (SCD Annual Meeting)

8:02 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** July 15th, (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: July 15, 2015 (approved 08/05/15)

LOCATION: Municipal Building

DIRECTORS ATTENDING

Lonnie Kitt (President)*
Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Javier Arizmendi
Richard Folda
Jeff Gall
Chris Langemeier*

DIRECTORS ABSENT

Larry Karel (Vice President)*
Jarrod Gillig
Jon Knutson
Denise Kracl
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.
- Meeting Minutes (06-24-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Community projects recently completed or in progress represent over 17 million dollars reinvested in Schuyler's future ('What's Happening in Schuyler').
- During Directors Open Input, professional business signage and grounds maintenance of commercial properties visited. EDC to invite Colfax County Planning & Zoning Administrator (Becky Lerch) to the next SCD Meeting to discuss minimum acreage for residential use.
- Infrastructure Update: Jim McGowen, Utilities Department Superintendent, reported construction of north lift station is behind schedule due to high water table (8') - depth of new lift station is 25'. Another 30 to 60 days before W. 22nd Street Water Tower Subdivision residential lots are priced and available for purchase.
- Schuyler Community Schools Update: Dr. Hoelsing stated 300 to 400 students capitalized on summer learning opportunities. STEM curriculum (Science, Technical, Engineering, Math) is emphasized. Daily food service at the Middle School is averaging 400 meals per day - 'feed the children' is privately funded. Bids for Middle School rec building due August 4th - SCS is employing a side-by-side two bid process to possibly help facilitate lower cost estimates from smaller contractors. Enrollment projected to increase +50 students this upcoming school year.
- Housing partnership (Schuyler Lumber & SCS construction class) renewed. Construction of a 'contract home' to begin within the next few weeks (Kehrli 2nd Subdivision).
- Directors encouraged to attend July 28th Fair Housing Presentation at the Municipal Building.
- LB 840 revenue (Oct. - Apr.) was \$129,846. End of year revenue projection is \$222,000.
- As of July 14th, YTD SCD Expenses Paid were \$63,619.68 (82.9% of budget). End of fiscal year (Sep. 30th) projected expenditures to be 98%.
- Top Notch Building: Anticipate hearing very soon the Department of Interior's NRHP decision. As discussed by Chris Lenz (Gardner Capital) during previous meeting, local funding and building ownership will be required. Additional/Excess LB 840 Revenue is a possible source for the needed local funding – current balance is approximately \$188,991.
- Distributed Omaha World-Gerald editorial on annexation. Annexation is a local economic development booster. Anticipate this being a topic in future months.
- In the past five years (May 2011 - May 2015), net labor force for Colfax and Platte counties has declined by 9.3% (-2,315 workers).
- Miscellaneous:
 - 2.4% May unemployment in Colfax County (134 individuals)
 - 478 employment opportunities within 25 mile radius of Schuyler (07/14/15)
 - August 26th SCD Meeting at the Preschool Building
 - September 17th SCD 30th Anniversary Celebration
 - October 7th (SCD Annual Meeting)

7:59 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** August 5th, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Homestead Center

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: August 26, 2015 (approved 09/16/15)

LOCATION: Homestead Center (1119 B Street)

DIRECTORS ATTENDING

Jerry Karnatz (Secretary)*
Charlie Heavican (Treasurer)*
Javier Arizmendi
Richard Folda
Jarrod Gillig
Denise Kracl

DIRECTORS ABSENT

Lonnie Kitt (President)*
Larry Karel (Vice President)*
Jeff Gall
Jon Knutson
Chris Langemeier*
Brian Vavricek

Invited Guests

Jim McGowen
Brian Bywater
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.
- Meeting Minutes (08-05-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- State statute grants municipalities authority to form Community Development Agency (CDA). Schuyler's City Council is also Schuyler's CDA. Administrative requirements less cumbersome for Community Development Agency (CDA) to own and sell public property.
- Infrastructure Update: Utilities Department Superintendent, Jim McGowen, stated concrete is being poured for the interior floors and containment area for the new W. 22nd St. sanitary lift station. Scheduled to bore under Denver Street next week and will help to alleviate draining ground water on surface in two to three weeks.
- Directors reminded of the Homestead Center Ribbon Cutting and the SCD 30th Anniversary Reception on September 17th (5:00pm – 6:30pm) - both events combined.
- Brian Bywater (CHS) presented the Cargill Meat Solutions Housing Survey Results. With the support of Management, 101 Cargill employees (administration and front office personnel) returned completed surveys (57.06% response rate). Information to be utilized when planning future development and construction of new housing (both rental and home ownership).
- Consulting Affiliates semiannual S.E.E. Meeting was held on August 20th. Affiliates function as an advisory group providing perspective and technical assistance to the Schuyler Entrepreneurial Enterprise (S.E.E.) Initiative. During meeting, S.E.E. Coaches presented and discussed business opportunities in Schuyler.
- Directors reviewed newspaper article on the need for government and private industry to partner in order to achieve economic growth – especially with the high cost for expanding / building new infrastructure. Development of Water Tower Subdivision sighted as an example.
- Grow Tax Base: Schuyler's real estate valuation last year (2014-2015) grew +\$9,610,757 (6.2%), highest one-year growth in the past twelve years and the second highest annual percentage growth. LB 840 sale tax projected to achieve second highest revenue year since its inception in 2007. Grow tax base critical underpinning for sustaining economic wellness.
- SCS Update: Dr. Hoelsing reported 'NE Loves Public Schools' will be filming a documentary about SCS. Also, seven bids were received on the proposed new rec building.
- Miscellaneous:
 - EDC presented 2015-2016 SCD Budget for City Council's review (08/25/15)
 - attendance expectations (meetings & committees) - Oct. 7th SCD Annual Meeting
 - Colfax County July unemployment 2.7% (150 individuals)
 - 481 employment opportunities within 25 mile radius of Schuyler (08/26/15)
 - 2016 Income Survey (LMI) completed in spring - Community Housing Specialist
 - November 2017 Special Election to Renew SEDPlan (2021- 2028)

8:00 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** September 16th, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Homestead Center

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: September 16, 2015 (approved 10/07/15) **LOCATION:** Homestead Center (1119 B Street)

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Jeff Gall
Jarrod Gillig

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.*

7:00 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- Meeting Minutes (08-26-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Infrastructure Update: Utilities Department Superintendent, Jim McGowen, stated hope to complete new sanitary lift station (W. 22nd St.) by end of October / early November. Lavern Kracl's replacement on the Board of Public Works may be appointed by the Mayor in November / December of this year.
- Homestead Center Ribbon Cutting and SCD 30th Anniversary Reception tomorrow (Sep. 17th).
- SCD Annual Meeting on October 7th @ the Cobblestone Hotel. 6:30am self-served breakfast.
- SCS Update: Dr. Dan Hoelsing reported a technology fair will be held on October 14th. Second floor renovations (Phase 2) completed at the preschool building. SCS is partnering with Schuyler employers to help engage greater community support for SCS athletics. Student enrollment up +100 students this year (+30 elementary, +20 middle school, +40 high school). Rec building (1.5 million dollars) 'ground breaking' at noon today (Middle School). Budget process completed - tax rate lowered to .95. SCS budget to remain flat while maintaining adequate cash reserves. As of August, County Resource Officer has an office at the high school – and has resulted in significant reduction in both student absenteeism and tardiness. Interlocal agreement signed with the City transferring \$25,000 into the City's new loan pool for the construction of speculative housing. Also, Board of Education has approved an interlocal agreement with Schuyler's Head Start Program.
- Reference municipal valuation growth, EDC 'thanked' Jarrod for lifting up the position of many farmers and ranchers on their unfavorable view of the increasing valuation of their rural properties. Reviewed a recent news article ("*Legislative panel launch study of property taxes, school aid in Nebraska*") and how the news article coincided with Jarrod's comments made during the 08/26/16 SCD Meeting.
- Brian Bywater reviewed Title VIII of the Civil Rights Act of 1968 (Fair Housing Act). Discussed its implications for local landlords (including therapy animals) and its impact on NDED grants.
- Schuyler's current economic incentives briefly reviewed: LB 840 0% interest loans (secured), LB 840 Grow Schuyler Incentive (performance-based), and Tax Increment Financing (TIF).
- Miscellaneous:
 - Colfax County July unemployment 2.7% (150 individuals)
 - 484 employment opportunities within 25 mile radius of Schuyler (09/15/15)
 - 2016 Income Survey (LMI) to be completed in spring - Community Housing Specialist
 - November 2017 Special Election to Renew SEDPlan (2021- 2028)

7:52 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** October 7, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Cobblestone Hotel

Minutes prepared by Kem Cavanah, EDC

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: October 7, 2015

LOCATION: Cobblestone Hotel (2218 Colfax)

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Richard Folda
Denise Kracl
Brian Vavricek

Invited Guests

Jim McGowen
Dan Hoelsing
Brian Bywater
Dave Reinecke
Mary Peschel

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 Annual Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- Meeting Minutes (09-16-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- End Of Fiscal Year Treasurer's Report (09/30/15):

Pinnacle Bank (<i>regular checking</i>)	\$ 16,170.36
Homestead Bank (<i>CHS checking</i>)	\$ 46,043.87
TOTAL	\$ 62,214.23

- SCD Expenditures (Oct. 1, 2014 – Sep. 30, 2015):

\$ 74,188.23 (96.7% of budget)

\$ 2,407.77 (unexpended - returned to E.D. Fund)

- Election of SCD Officers: Lonnie Kitt (President), Larry Karel (Vice President), Jerry Karnatz (Secretary), Charlie Heavican (Treasurer)
- Jim McGowen and Brian Bywater announced the largest residential development in Schuyler in the past 40 years (Water Tower 2nd Subdivision). The 60 lots subdivision will be developed in phases with lots available by next fall. Full development of all 60 lots estimated to add \$10,800,000 to Schuyler's property valuation with an overall economic impact of \$18,360,000. Also discussed was Mesner Development's intent to submit an application to NIFA in early December for LIHTC to construct in the new subdivision senior rental housing (14 units – 7 duplexes). If tax credits are awarded, construction to begin in the fall of 2016.
- Effective October 1st, Ron Hulsey is Schuyler's FT Building and Utilities Safety Inspector.
- SCS Update: Dr. Dan Hoelsing reported a technology fair will be held on October 14th during parent / teacher conferences - local employers and vendors will have booths set up in hallways for both students and parents. Additional training to be provided to staff on how to more effectively utilize/leverage technology to aid student learning. Directors reminded the school district's levy has been reduced to the minimum (.95). School's cash balance is 1.5 million. NET to be in Schuyler on October 28th interviewing and filming. SCS was recently recognized by the Governor for its achievement in 'health & safety'.
- Miscellaneous:
 - Colfax County August unemployment 2.4% (136 individuals)
 - 489 employment opportunities within 25 mile radius of Schuyler (10/06/15)
 - 2016 Income Survey (LMI) to be completed in spring - Community Housing Specialist
 - November 2017 Special Election to Renew SEDPlan (2021- 2028)

7:59 a.m. - adjourned Next **SDC Board Meeting:** **DATE:** October 28, (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Homestead Center

Minutes prepared by Kem Cavanah, EDC

SCD Supports Fair Housing and Equal Opportunity

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: October 28, 2015 (approved 11/11/15)

LOCATION: Homestead Center (1119 B Street)

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Richard Folda
Jeff Gall
Jarrod Gillig

Invited Guests

Jim McGowen
Ashley Solt
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.*

7:00 a.m.

- SCD Meeting called to order by Lonnie Kitt (President).
- Statement of Compliance with Open Meetings Act posted and acknowledged.
- Meeting Minutes (10-07-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Ashley Solt, Development Director for Mesner Development Company, presented a possible 2 million dollar senior rental housing project for Schuyler. Project's name, Kracl Meadows, would be privately funded with the sale of LIHTC (Low Income Housing Tax Credits). Rental units to be available for people 55 and older who are income eligible. Consisting of seven duplexes (14 rental units), 10 units would have two (2) bedrooms and four (4) units would have 3 bedrooms. All 14 units would be slab-on-grade with each unit having its own single car attached garage. Oversized bathroom to be reinforced construction and would function as a shelter during threatening storms. Senior housing would be located on the southern edge of the new Water Tower 2nd Subdivision. Because of the SCD's 501(c)(3) status, Mesner Development proposing the SCD to be the Managing Organization (aka, Managing Member) of the Kracl Meadows Senior Housing, LLC. Process for tax credits is highly competitive – not all applications are awarded by NIFA. Many questions and some concerns were voiced pertaining to the SCD's role and responsibilities. Due to the December 7th application deadline, Directors agreed to continue the discussion on Nov. 11th; and if necessary, on Nov. 18th.

8:01a.m. - adjourned Next **SDC Board Meeting:** **DATE:** November 11th (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Homestead Center

Minutes prepared by Kem Cavanah, EDC

SCD Supports Fair Housing and Equal Opportunity

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: November 11, 2015 (approved 11/18/15) **LOCATION:** Homestead Center (1119 B Street)

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Lonnie Kitt (President)*

Invited Guests

Jim McGowen
Roger Nadrchal
Brian Bywater
Kathy Mesner
Cindy Koster
Dick Seckman

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.
- Meeting Minutes (10-28-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- EDC discussed the criteria employed during a three month interview process in the selection of Mesner Development Company as the best opportunity for the future development and growth of Schuyler's housing stock. Brian Bywater, Jim McGowen and Kem Cavanah facilitated the interview / selection process.
- Reference the proposed LIHTC (Low Income Housing Tax Credits) project for seniors (age 55 and older), reviewed and discussed both Chris Langemeier's emailed questions and Kathy Mesner's written responses to questions. Several additional questions from Directors ensued.
- Preliminary Market Study, prepared by Lea & Company, determined a capture rate of 3.7% of market demand. The proposed housing project (7 duplexes / 14 rental units) appears undersized for current demand.
- Kathy Mesner (Mesner Development Co.) discussed many of the project's details as outlined in a handout she provided to Directors ('Kracl Meadows – Senior Rental Housing'). Total cost of housing project is \$2,761,461. Subsequently, both Kathy Mesner and Cindy Koster (Midwest Housing Equity Group) answered Directors' questions.
- Following 54 minutes of Q & A and the review of prepared materials, Directors approved the following motion:
 - SCD to be Managing Member of Kracl Meadows, LLC,
 - Community Housing Specialist (CHS) to be Managing Agent,
 - SCD to sponsor the Tax Credit and HOME / AHP application submitted by Mesner Dev. Co.,
 - Authorize SCD President to sign all necessary documents to file applications for Tax Credits and HOME / AHP funds,
 - SCD President's signature on documents prepared at this time and will forward to Mesner Development Company as completed for the pending applications to NIFA due Dec. 7th, 2015.

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

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Homestead Center

Minutes prepared by Kem Cavanah, EDC

SCD Supports Fair Housing and Equal Opportunity

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: November 18, 2015 (approved 12/02/15)

LOCATION: Homestead Center (1119 B Street)

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Richard Folda
Jarrod Gillig
Denise Kracl

Invited Guests

Jim McGowen
Kevin Hoffart
Dan Hoelsing
Brian Bywater
Cliff Mesner
Dick Seckman

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.
- Meeting Minutes (11-11-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Cliff Mesner (Mesner Development Company) presented information on NIFA's new pilot program, '**workforce housing**'. NIFA's funding opportunity to be afforded to three Nebraska communities via a competitive application process (application deadline is Dec. 4th). Eligible occupancy would be up to 150% AMI (combined household income of \$117,000 or less). New housing would be rental units (e.g., 3 - 5 years) with an opportunity for tenants to acquire future ownership. Rental units could be R1, single-family attached (aka, townhouses or duplexes), or any combination thereof.
- Following 65 minutes of Q & A and discussion, Directors approved the following motion:
 - Mesner Development Company to proceed with preparations for submitting a NIFA application on behalf of Schuyler,
 - Location of rental housing to be in the Water Tower 2nd Subdivision,
 - SCD to be Co-Applicant with Mesner Development Company,
 - SCD to be listed on the application as the Project Owner & Manager.
- Dick Seckman, City Attorney, suggested the need for the Community Development Agency (CDA) to meet on Dec. 1st for both a study session and to execute necessary action item. EDC to request the Mayor and City Administrator schedule a CDA Meeting on Dec. 1st (5:15pm @ the Municipal Building).

8:22a.m. - adjourned Next **SDC Board Meeting:** **DATE:** December 2nd (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Homestead Center

Minutes prepared by Kem Cavanah, EDC

SCD Supports Fair Housing and Equal Opportunity

Citizens Advisory Review Committee (CARC) / SCD Board Meeting

DATE: December 2, 2015 (approved 01/06/16)

LOCATION: Homestead Center (1119 B Street)

DIRECTORS ATTENDING

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

DIRECTORS ABSENT

Richard Folda
Jarrod Gillig
Jon Knutson
Jeff Gall
Chris Langemeier*

Invited Guests

Jim McGowen
Cliff Mesner
Dan Hoelsing
Brian Bywater

CARC Members*

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

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.
- Meeting Minutes (11-18-15) approved. Minutes posted @ Schuyler DEVELOPMENT.net.
- Brian Bywater was authorized to sign any necessary supporting documents for the LIHTC and WHIP NIFA applications. Motion by Heavican, Seconded by Vavricek. Motion carried.
- Cliff Mesner (Mesner Development Company) gave an update on NIFA's new pilot program, '**workforce housing**'. Mesner attended a meeting of the Community Development Agency (CDA) on December 1, 2015 where the topic was discussed. A motion was made and approved by the City Council as follows: Motion to support Schuyler Community Development, Inc. to submit an application to the Nebraska Investment Finance Authority (NIFA) and become the owner/manager of new housing development to be developed by Mesner Development including the subordination of lots to a first and second mortgage.
- Jim McGowan discussed that the Northwest Quadrant sanitary lift station is projected to be completed in January. The preliminary plat for the WaterTower 2nd Subdivision was approved by the City Council on December 1, 2015, and plans and specifications for the WaterTower 2nd Subdivision were being worked on by JEO and plan to be let out for bids in early January after approval by the State of Nebraska.
- Dan Hoelsing discussed water runoff issues with the rec building currently under construction at the Schuyler Middle School. Also discussed were issues pertaining to the discovery of demolished materials from the previous school building that had been buried on the site. The materials would need to be removed, and clay and new dirt would be moved in to replace.
- Lonnie Kitt discussed the feasibility of a truck stop located north of the elementary school as well the need for a search committee to be formed to seek new eateries.

7:52a.m. - adjourned Next **SDC Board Meeting:** **DATE:** January 6th (Wednesday)

TIME: 7:00a.m. – 8:00a.m.

LOCATION: Homestead Center

Minutes prepared by Brian Bywater, CHS

SCD Supports Fair Housing and Equal Opportunity