

**WYOMING COMMUNITY DEVELOPMENT AUTHORITY**  
**MINUTES OF BOARD OF DIRECTORS REGULAR MEETING**  
**September 27, 2017 at 8:30 am**  
Casper, Wyoming

Notice of meeting published:

September 15, 2017 in the Casper Star Tribune

Board packets distributed to Board members:

September 15, 2017

WCDA Board Members Present: George Parks—Chairman, Judy Lane—Vice Chairman, Pat Hand, Kari Cooper, Rob Boner, Susan Anderson, Mark Gordon via telecom, and Scott Hoversland—Executive Director.

WCDA Board Members Absent: Kristin Lee —Secretary/Treasurer

WCDA Board Representatives Present: Colin McKee – Governor Representative via telecom

WCDA Staff Present: Lesli Wright, DJ Whitaker, Carol Wilson, Gayle Andress, John Batey, Kathy Swanson, Rachel Shaw, Jessica Howard, James Cochran, Travis Fegler, Daren Cook, and Sarah Saulsbury.

Guests: Jim Bell (Murane & Bostwick), John Wagner (Kutak Rock), Mina Choo (RBC), Derek McGreal (RBC), Paul Hoek (Wilmington Trust), Barbara Feldman (Bank of America/Merrill Lynch), Kenny Pops (cfX), Michelle Yan (cfX), Sagar Kharche (cfX), Vikki Nunn (PMCH), Diane Cox (PMCH), Ryan Bjerke (Chapman & Cutler LLC), Tim Gottgetreu (WES), Steve Elledge (Wyoming Rescue Mission), Ken Capasso (Wyoming Rescue Mission), Josh Deacon (Wyoming Rescue Mission), Vicki Orcutt (Wyoming Rescue Mission), Brad Hopkins (Wyoming Rescue Mission), Bryce True (Wyoming Rescue Mission), Gail Zimmerman (Wyoming Rescue Mission), and Chris Darr (Wyoming Rescue Mission).

**Call Meeting to Order and Roll Call**

Chairman George Parks called the meeting to order at 8:30 am. Roll was called and a quorum was confirmed.

**1. Welcome**

Chairman Parks introduced and welcomed the Board to the meeting.

**2. Agenda**

Chairman Parks referred to the agenda as the first item of business. Pat Hand stated he would like to amend the agenda to move item 7a. Approval of Funding for Transitional Housing RFP Selection directly under item 3. The agenda was reviewed, and unanimously approved as amended.

**3. Approval of Board Minutes – July 25, 2017, July 26, 2017, and August 23, 2017**

Chairman Parks referred to the approval of Board Minutes. Judy Lane made a motion to approve the Board Minutes of July 25, 2017, July 26, 2017, and August 23, 2017. Kari Cooper seconded the motion. Rob Boner requested an amendment to the July 26, 2017 minutes, page 3, paragraph 6 to strike "The motion passed with all Board members voting the affirmative." The motion passed as amended with all Board members voting the affirmative.

**4. Approval of Funding for Transitional Housing RFP Selection**

Chairman Parks referred to the Approval of Funding for Transitional Housing RFP Selection. Mr. Hand made a motion to approve the Wyoming Rescue Mission application for 2.9 million dollars, and the Laramie County Community Partnership for 300 thousand dollars as presented by staff. Mr. Boner seconded the motion. Significant discussion ensued. The motion passed with Chairman Parks, Ms. Lane, Ms. Cooper, Mr. Boner, Susan Anderson, Mark Gordon, and Mr. Hand voting the affirmative, and Colin McKee voting negative.

**5. Finance and Administration**

Chairman Parks referred to the Finance and Administration report. DJ Whitaker reviewed the balance sheet and statement of income as of August 31, 2017, and a breakdown of fees and other income. Ms. Whitaker compared the operating budget to actual results as of August 31, 2017.

Ms. Whitaker reported to the Board on the financials related to the recent bond issuance and potential financing for the future. Some discussion ensued.

Chairman Parks referred to the Acceptance of the Annual Audit, and invited Vikki Nunn to present and review the Annual Audit for the year ending June 30, 2017. Mr. Boner made a motion to Accept the Annual Audit as presented, and Mr. Hand seconded the motion. Some discussion ensued. The motion passed with all Board members voting the affirmative.

**6. Delinquency and Foreclosure**

Chairman Parks referred to the Delinquency and Foreclosure report. Gayle Andress reviewed the combined indenture totals, FNMA, and HTF delinquency reports. Ms. Andress reviewed the delinquency by insurer, seriously delinquent report by county, and seriously delinquent report by city.

Ms. Andress reviewed the seriously delinquent charts, WCDA servicing monthly delinquencies, delinquency by program, and MBA delinquencies. There was no further discussion.

**7. Single Family Review**

Chairman Parks referred to the Single Family Review. Carol Wilson reviewed the loan volume graphs, current interest rates, and rate comparisons. Ms. Wilson updated the Board of the Homestretch Down Payment Assistance Program. Further discussion ensued.

Derek McGreal and Mina Choo of RBC reported on economic trends as they relate to the State of Wyoming and WCDA. Some discussion ensued.

**8. Executive Director's Update**

Chairman Parks referred to the Executive Director's Update. Scott Hoversland updated the Board of the recent Federal Liaison Conference Call, and upcoming Executive Director projects and opportunities. Further discussion ensued.

**9. Upcoming Board Events**

Chairman Parks requested that the Board refer to the advance packet's calendar for upcoming conferences and meetings.

**10. Election of 2017 – 2018 Officers**

Chairman Parks referred to the Election of 2017 – 2018 Officers. Mr. McKee presented the slate of officers recommended for 2017-2018 by the Nominating Committee:

Judy Lane, Chairman of the Board, October 2017 – September 2018

Kristin Lee, Vice Chairman of the Board, October 2017 – September 2018

Susan Anderson, Secretary/Treasurer of the Board, October 2017 – September 2018

Ms. Cooper made a motion to approve the Nominating Committee recommendations, and Mr. Boner seconded the motion. There was no further discussion. The motion passed with all Board members voting the affirmative.

**11. Directors Forum**

Ms. Cooper thanked Governor Matt Mead and staff from his office on participation during the Board retreat. Ms. Cooper expressed appreciation to the Board, staff and professional associates for their participation.

Mr. Boner expressed appreciation for professional associates, and Board members for their participation and work. Mr. Boner thanked Chairman Parks for his two years of tremendous leadership. Mr. Boner welcomed the new slate of officers for 2017-18.

Ms. Anderson expressed gratitude for holding the Board retreat.

Mr. Hand congratulated the new slate of officers for 2017-18. Mr. Hand thanked Chairman Parks for his service over the last 2 years. Mr. Hand expressed gratitude towards professional associates and their expertise.

Mr. McKee thanked Chairman Parks for his service. Mr. McKee noted that he was looking forward to having Ms. Lane serve as Chairman for 2017-18. Mr. McKee expressed gratitude towards Board participation and discussion during meetings.

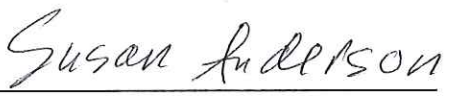
Chairman Parks thanked industry partners for their critical part in working towards WCDA's mission. Chairman Parks thanked the staff for their incredible transition over the last two years of key positions. Chairman Parks thanked counsel for their work and participation. Chairman Parks welcomed Ms. Lane to serve as Chairman for 2017-18.

Ms. Lane presented a departing gift to Chairman Parks on behalf of WCDA Board and staff. Ms. Lane thanked Chairman Parks for his service with grace and honor over the last 2 years.

**12. Adjournment**

There being no further business or further discussion, the meeting adjourned at 10:45 am.

  
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Chairman

  
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Secretary