

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONERS' MEETING**  
**SDHDA CONFERENCE ROOM**  
**Telephonic**  
**December 8, 2011**

**Board Members Present:** Lloyd Schipper, Chairman (via telephone)  
Linda Barker, Vice-Chair (via telephone)  
Brent Dykstra, Treasurer (via telephone)  
Bill Hansen, Commissioner (via telephone)  
Kurt Pfeifle, Commissioner (via telephone)  
David Pummel, Commissioner (via telephone)  
Paul Symens, Commissioner (via telephone)

**Board Members Absent:** None

**Staff Present:** Mark Lauseng, Executive Director  
Todd Hight, Director of Finance & Administration  
Brent Adney, Director of Homeownership Programs  
Lorraine Polak, Director of Rental Housing Development (via telephone)  
Amanda Weisgram, Director of Marketing & Research  
Kelsey Baker, Marketing/Executive Assistant

**Guests Present:** Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA (via telephone)  
Tom Caine, Caine Mitter & Associates (via telephone)  
Bronson Martin, Caine Mitter & Associates (via telephone)

**I. CALL TO ORDER**

The meeting was called to order at 2:00 P.M. and roll was called. It is noted that Commissioner Dykstra got on the call for the meeting at approximately 2:07 P.M. and was present for items presented after that time, but a quorum was present even before Commissioner Dykstra joined the call.

**II. APPROVAL OF AGENDA**

It was moved by Commissioner Pummel and seconded by Commissioner Barker that the Agenda be adopted as presented, but reserving the right to make changes during the meeting. The motion carried unanimously.

**III. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Lauseng noted that the New Issue Bond Program will be ending this month. With this program ending, SDHDA is still be able to continue the First-time Homebuyer Program using a Mortgage Backed Security (MBS) business model. Executive Director Lauseng reported that he made his annual bonding review presentation to the Legislative Executive Committee on December 6<sup>th</sup>. Executive

Director Lauseng announced that the National Council of State Housing Agency Boards will be hosting their annual meeting in South Dakota in August of 2012.

**IV. OLD BUSINESS**

**A. Resolution No. 11-12-86: Resolution to Commit Rural Housing Service 515 Preservation Revolving Loan Fund (RHS 515 PRLF) Program Funds for Madison Arms Apartments**

After review and discussion, it was moved by Commissioner Barker and seconded by Commissioner Hansen that the above Resolution be adopted as follows:

WHEREAS, per Resolution 11-06-58, a Reservation in the amount of \$120,000 was previously awarded to the following Applicant; and

WHEREAS, required documentation has been received, and the Applicant has agreed to comply with all RHS 515 PRLF requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director be authorized to issue a Commitment of RHS 515 PRLF Program funds, for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT NAME</u>	<u>RHS 515 PRLF AMOUNT</u>
Madison Arms, LLC	Madison Arms Apartments Madison, SD	\$120,000

Via roll call vote, the motion carried unanimously.

**B. Resolution No. 11-12-87: Resolution to Approve HOME Application for Commitment of Funds for Housing and Redevelopment Commission of the City of Aberdeen under the Security Deposit Assistance Program**

After review and discussion, it was moved by Commissioner Barker and seconded by Commissioner Dykstra that the above Resolution be adopted as follows:

WHEREAS, a HOME Program application for the set-aside for the Security Deposit Assistance Program (SDAP) has been received and reviewed; and

WHEREAS, the required documentation has been reviewed, and the Applicant has agreed to comply with all HOME requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director be authorized to issue a commitment of HOME funds from the SDAP for the following:

<u>APPLICANT</u>	<u>SECURITY DEPOSIT ASSISTANCE PROGRAM AMOUNT</u>
Housing and Redevelopment Commission of the City of Aberdeen Aberdeen, South Dakota	\$25,000

Via roll call vote, the motion carried unanimously.

**V. NEW BUSINESS**

**A. Resolution No. 11-12-88: Resolution to Approve/Deny the Master Servicing Proposal Submitted by U.S. Bank National Association to Service SDHDA Single Family MBS Mortgage Program and Enter into a Two-Year Contractual Agreement**

After review and discussion, it was moved by Commissioner Dykstra and seconded by Commissioner Symens that the above Resolution be adopted as follows:

WHEREAS, the South Dakota Housing Development Authority (SDHDA) has had to seek alternative funding strategies to achieve affordable mortgage interest rates and products for First-time Homebuyers under its Single Family Homeownership Program;

WHEREAS, the SDHDA issued a Request for Proposal (RFP) to multiple prospective Master Servicers capable of servicing a Mortgage Backed Securities (MBS) program;

WHEREAS, U.S. Bank National Association was the sole respondent to complete and submit a proposal in response to said RFP, which proposal was reviewed and approved by SDHDA staff;

WHEREAS, based on such SDHDA staff review and approval, the SDHDA Executive Director has recommended that the SDHDA Board of Commissioners accept the proposal submitted by U.S. Bank National Association;

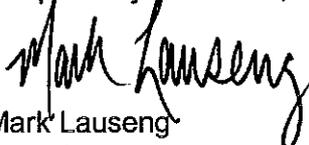
NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby accepts the proposal of U.S. Bank National Association and authorizes the SDHDA Executive Director to enter into a two-year contractual agreement with U.S. BANK National Association to be the sole Master Servicer to the SDHDA Single Family Homeownership MBS Program.

Via roll call vote, the motion carried unanimously.

**VI. DATE OF NEXT MEETING AND ADJOURNMENT**

The next Board of Commissioners' Meeting has not been scheduled yet. It was moved by Commissioner Hansen and seconded by Commissioner Dykstra that the meeting adjourn. The meeting adjourned at 2:26 P.M.

Respectfully submitted,

  
Mark Lauseng  
Secretary