

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONER'S MEETING**  
**SDHDA CONFERENCE ROOM**  
*Telephonic*  
*October 1, 2015*

**Board Members Present:** Lloyd Schipper, Chairman  
David Pummel, Vice Chair  
Brent Dykstra, Treasurer  
Bill Hansen, Commissioner (joined at 2:23 pm)  
Rick Hohn, Commissioner  
Steve Kolbeck, Commissioner

**Board Members Absent:** Mark Puetz, Commissioner

**Staff Present:** Mark Lauseng, Executive Director  
Todd Hight, Director of Finance and Administration  
Brent Adney, Director of Homeownership Programs  
Vona Johnson, Director of Rental Housing Management  
Lorraine Polak, Director of Rental Housing Development  
Mike Harsma, Director of Single Family Development  
Amanda Weisgram, Director of Research and Marketing  
Sheila Ricketts, Marketing/Executive Assistant

**Guests Present:** Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to  
SDHDA  
Shireen Ranschau, Sioux Falls Housing Authority  
Wayne Wagner, Sioux Falls Housing Authority

**I. CALL TO ORDER, ROLL CALL, CONFLICTS OF INTEREST**

The meeting was called to order at 2:00 p.m. and roll was called. No conflicts of interest were noted.

**II. APPROVAL OF AGENDA**

It was moved by Commissioner Dykstra and seconded by Commissioner Pummel that the Agenda be adopted as amended, but reserving the right to make further changes during the meeting.

Via roll call vote, the following votes were recorded:  
Voting AYE: Chairman Schipper, Commissioners Dykstra, Hohn, Kolbeck and Pummel.  
Excused: Commissioner Puetz.

### **III. APPROVAL OF MINUTES**

It was moved by Commissioner Kolbeck and seconded by Commissioner Pummel that the Minutes of the Board of Commissioners' Meeting held on August 11, 2015, be adopted as presented.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Schipper, Commissioners Dykstra, Hohn, Kolbeck and Pummel.

Excused: Commissioner Puetz.

### **IV. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Lauseng reported that the State Annual Housing Conference would be held October 27-28 in Pierre. Executive Director Lauseng also reported the auditors finished up their fieldwork on September 18. During the exit interview they informed us that everything looked good and that there are no audit findings to report.

### **V. OLD BUSINESS**

#### **A. Resolution No. 15-10-50: Resolution to Approve Housing Opportunity Fund Waiver Request for Sioux Falls Housing Corporation dba Affordable Housing Solutions – Pettigrew Manor**

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

WHEREAS, per Resolution 15-05-36, a Conditional Commitment of Housing Opportunity Funds (HOF) in the amount of \$200,000 was previously awarded to Sioux Falls Housing Corporation for Pettigrew Manor (Applicant);

WHEREAS, the Applicant has received estimates for the construction costs, resulting in an increase in total project costs as outlined in the attached summary; and

WHEREAS, the Applicant has requested a waiver of the 2015 Housing Opportunity Fund (HOF) Allocation Plan requirements with regard to project cost limits;

NOW, THEREFORE, BE IT RESOLVED that the waiver of the HOF Allocation Plan project cost limits is hereby approved for Pettigrew Manor.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Schipper, Commissioners Dykstra, Hohn, Kolbeck and Pummel.

Excused: Commissioner Puetz.

**B. Resolution No. 15-10-51: Resolution to Modify Commitment of Housing Opportunity Funds for South Eastern Development Foundation**

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

WHEREAS, per Resolution 14-05-46, a Conditional Commitment of Housing Opportunity Fund (HOF) in the amount of \$125,000 (\$25,000 as a grant and \$100,000 as a loan) was previously awarded to South Eastern Development Foundation (Applicant); and

WHEREAS, due to changes in the project, Applicant has requested that HOF funding previously awarded in the form of a loan instead be awarded in the form of a grant;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director be authorized to modify the terms of the HOF funds awarded to Applicant as specified on the Amended Commitment Summary.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Schipper, Commissioners Dykstra, Hohn, Kolbeck and Pummel.

Excused: Commissioner Puetz.

Commissioner Hansen joined the meeting.

**C. Resolution No. 15-10-52: Resolution to Modify Commitment of Neighborhood Stabilization Program Funds for Crow Creek Housing Authority**

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

WHEREAS, per Resolution 11-02-05, a Conditional Commitment of Neighborhood Stabilization Program (NSP) funds for a loan in the amount of \$190,000 was previously awarded to Crow Creek Housing Authority (Applicant);

WHEREAS, Applicant has indicated that it has previously awarded NSP funds and will not use the remaining portion; and

WHEREAS, Applicant has requested that the NSP funds used by Applicant be awarded as a grant in the amount of \$50,834, rather than the previously approved loan;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director be authorized to modify the terms of the NSP funding awarded to the Applicant as specified on the Amended Commitment Summary.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Schipper, Commissioners Dykstra, Hansen, Hohn, Kolbeck and Pummel.

Excused: Commissioner Puetz.

## **VI. NEW BUSINESS**

### **A. Resolution No. 15-10-53: Resolution to Commit HOME Program Funds under the Homeowner Rehabilitation Program for Inter-Lakes Community Action Partnership, Inc.**

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

WHEREAS, the following HOME Program application was received for the Homeowner Rehabilitation Program set-aside; and

WHEREAS, the required documentation has been reviewed and evaluated, 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 Homeowner Rehabilitation Program set-aside for the following:

<u>APPLICANT</u>	<u>DEVELOPMENT/LOCATION</u>	<u>HOMEOWNER REHABILITATION PROGRAM AMOUNT</u>
Inter-Lakes Community Action Partnership, Inc.	Homeowner Rehabilitation Scattered Sites Madison, SD	\$200,000

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Schipper, Commissioners Dykstra, Hohn, Kolbeck and Pummel.

Abstaining: Commissioner Hansen.

Excused: Commissioner Puetz.

**B. Resolution No. 15-10-54: Resolution to Commit HOME Program Funds under the Homeowner Rehabilitation Program for Neighborhood Housing Services of the Black Hills, Inc.**

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

WHEREAS, the following HOME Program application was received for the Homeowner Rehabilitation Program set-aside; and

WHEREAS, the required documentation has been reviewed and evaluated, 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 Homeowner Rehabilitation Program set-aside for the following:

<u>APPLICANT</u>	<u>DEVELOPMENT/LOCATION</u>	<u>HOMEOWNER REHABILITATION PROGRAM AMOUNT</u>
Neighborhood Housing Services of the Black Hills, Inc.	Homeowner Rehabilitation Scattered Sites Deadwood, SD	\$200,000

Via roll call vote, the following votes were recorded:  
Voting AYE: Chairman Schipper, Commissioners Dykstra, Hansen, Hohn, Kolbeck and Pummel.  
Excused: Commissioner Puetz.

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

The next Board of Commissioners' Meeting has been scheduled for November 17, 2015 at 9:00 a.m. It was moved by Commissioner Dykstra and seconded by Commissioner Kolbeck that the meeting adjourn. The meeting adjourned at 2:32 p.m.

Respectfully submitted,



Mark Lauseng  
Secretary