

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONER'S MEETING**  
**SDHDA CONFERENCE ROOM**  
**Telephonic**  
**April 26, 2018**

**Board Members Present:** David Pummel, Chairman  
Brent Dykstra, Vice-Chair (joined at 10:04 a.m.)  
Bill Hansen, Treasurer  
Scott Erickson, Commissioner  
Rick Hohn, Commissioner  
Steve Kolbeck, Commissioner  
Mark Puetz, Commissioner

**Board Members Absent:** None.

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

**Guests Present:** Tom Caine, Caine Mitter & Associates  
Bronson Martin, Caine Mitter & Associates  
Jennifer Shing, Caine Mitter & Associates  
John Wagner, Kutak Rock, LLC  
Marcia Erickson, GROW South Dakota  
Bonnie Mogen, Costello Companies

**I. CALL TO ORDER/CONFLICTS OF INTEREST**

The meeting was called to order at 10:00 a.m. and roll was called. Chairman Pummel called for conflicts of interest and none were noted.

**II. APPROVAL OF AGENDA**

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

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.

Absent: Commissioner Dykstra.

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

It was moved by Commissioner Kolbeck and seconded by Commissioner Puetz that the Minutes of the Board of Commissioners' Meeting held on March 13, 2018, be adopted as presented.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.

Absent: Commissioner Dykstra.

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

Executive Director Lauseng stated that the South Dakota Housing Development Authority Homeownership Mortgage Bonds, 2017 Series D issued on November 9, 2017 is eligible to use for a fixed rate issue in the amount of approximately \$100,000,000. He mentioned the Annual Board Meeting will be held in Yankton on August 1-2, 2018.

Commissioner Dykstra joined the meeting.

### **V. OLD BUSINESS**

#### **A. Resolution No. 18-04-18: Resolution to Approve the 2018-2022 Five-Year Consolidated Plan**

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

WHEREAS, Title 24, Code of Federal Regulations, Part 91, requires that a Consolidated Plan be adopted for the Community Planning and Development Programs;

WHEREAS, on March 13, 2018, the Board of Commissioners approved the Draft 2018-2022 Five-Year Consolidated Plan and authorized the Executive Director to make it available for public comment;

WHEREAS, as required by Federal Regulations, a Public Meeting was held on March 27, 2018, and comments received at the Public Meeting and during the written comment period, which ended April 12, 2018, were summarized and considered; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has not yet notified SDHDA regarding the amount of funding SDHDA will receive for the various programs covered by the 2018-2022 Five-Year Consolidated Plan;

NOW, THEREFORE, BE IT RESOLVED that the 2018-2022 Five-Year Consolidated Plan, dated April 26, 2018, is hereby adopted; and

BE IT FURTHER RESOLVED that upon receipt from HUD of the amount of funding that SDHDA will receive for the programs covered by the 2018-2022 Five-Year Consolidated Plan, the Executive Director is authorized to update the Plan to reflect such amounts; and

BE IT FURTHER RESOLVED, that the Executive Director is authorized to submit the 2018-2022 Five-Year Consolidated Plan to HUD and, upon notification of approval, distribute it to the public.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

**B. Resolution No. 18-04-19: Resolution to Approve the 2018-2019 HOME Program Allocation Plan**

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

WHEREAS, Title 24, Code of Federal Regulations, Part 92, requires that a HOME Program Allocation Plan be adopted;

WHEREAS, on March 13, 2018, the Board of Commissioners approved the Draft 2018-2019 HOME Program Allocation Plan and authorized the Executive Director to make it available for public comment; and

WHEREAS, as required by Federal Regulations, a Public Meeting was held on March 27, 2018, and comments received at the Public Meeting and during the public comment period, which ended April 12, 2018, were summarized and considered;

NOW, THEREFORE, BE IT RESOLVED that the 2018-2019 HOME Program Allocation Plan, dated April 26, 2018, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to distribute it to the public.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

**C. Resolution No. 18-04-20: Resolution to Approve the 2018-2019 Housing Trust Fund Allocation Plan**

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

WHEREAS, Title I of the Housing and Economic Recovery Act of 2008 requires that the Housing Trust Fund Allocation Plan be adopted;

WHEREAS, on March 13, 2018, the Board of Commissioners approved the Draft 2018-2019 Housing Trust Fund Allocation Plan and authorized the Executive Director to make it available for public comment; and

WHEREAS, as required by Federal Regulations, a Public Meeting was held on March 27, 2018, and comments received at the Public Meeting and during the public comment period, which ended April 12, 2018, were summarized and considered;

NOW, THEREFORE, BE IT RESOLVED that the 2018-2019 Housing Trust Fund Allocation Plan, dated April 26, 2018, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to submit the 2018-2019 Housing Trust Fund Allocation Plan to the U.S. Department of Housing and Urban Development (HUD) and, upon notification of approval, distribute it to the public.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

**D. Resolution No. 18-04-21: Resolution Approve the 2018-2019 Emergency Solutions Grants Program Administrative Plan**

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

WHEREAS, Title 24, Code of Federal Regulations, Parts 91 and 576, outline the requirements of the Homeless Emergency Assistance and Rapid Transition to Housing: Emergency Solutions Grants Program and Consolidated Plan Conforming Amendments;

WHEREAS, on March 13, 2018, the Board of Commissioners approved the Draft 2018-2019 Emergency Solutions Grants Program Administrative Plan and authorized the Executive Director to make it available for public comment; and

WHEREAS, a Public Meeting was held on March 27, 2018, and comments received at the Public Meeting and during the public comment period, which ended April 12, 2018, were considered;

NOW, THEREFORE, BE IT RESOLVED that the 2018-2019 Emergency Solutions Grants Program Administrative Plan, dated April 26, 2018, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to distribute it to the public.

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

**E. Resolution No. 18-04-22: Resolution to Approve 2018-2019 Housing Tax Credit Qualified Allocation Plan**

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

WHEREAS, Section 42 of the Tax Reform Act of 1986, as amended, requires that a Housing Tax Credit Qualified Allocation Plan be adopted;

WHEREAS, on March 13, 2018, the Board of Commissioners approved the Draft 2018-2019 Housing Tax Credit Qualified Allocation Plan and authorized the Executive Director to make it available for public comment; and

WHEREAS, as required by Federal Regulations, a Public Meeting was held March 27, 2018, and comments received at the Public Meeting and during the public comment period, which ended April 12, 2018, were summarized and considered;

NOW, THEREFORE, BE IT RESOLVED that the 2018-2019 Housing Tax Credit Qualified Allocation Plan, dated April 26, 2018, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to submit the 2018-2019 Qualified Allocation Plan to the Governor for approval and, upon notification of approval, distribute it to the public.

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

**F. Resolution No. 18-04-23: Resolution to Approve the 2018-2019 South Dakota Housing Opportunity Fund Allocation Plan**

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

WHEREAS, SDHDA is responsible for the administration of the Housing Opportunity Fund in accordance with SDCL 11-13;

WHEREAS, SDHDA is responsible for the development of the South Dakota Housing Opportunity Fund Allocation Plan;

WHEREAS, on March 13, 2018, the Board of Commissioners approved the Draft 2018-2019 South Dakota Housing Opportunity Fund Allocation Plan

and authorized the Executive Director to make it available for public comment; and

WHEREAS, a Public Meeting was held on March 27, 2018, and comments received at the Public Meeting and during the public comment period, which ended April 12, 2018, were considered;

NOW, THEREFORE, BE IT RESOLVED that the 2018-2019 South Dakota Housing Opportunity Fund Allocation Plan, dated April 26, 2018, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to distribute it to the public.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

**G. Resolution No. 18-04-24: Resolution to Commit HOME and Housing Trust Fund Funds for Cleveland Center Apartments**

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

WHEREAS, per Resolution 17-11-72, a Reservation in the amount of \$659,989 of HOME funds and \$427,200 of Housing Trust Fund (HTF) funds was previously awarded to the following Applicant;

WHEREAS, the Applicant has agreed to comply with all HOME and HTF requirements; and

WHEREAS, the environmental review has been completed and Applicant has submitted most of the required documentation;

NOW, THEREFORE, BE IT RESOLVED that, upon receipt of satisfactory documentation, the Executive Director be authorized to issue a Commitment of HOME and HTF Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
Cleveland Center Apartments Limited Partnership	Cleveland Center Apartments Sioux Falls, SD	\$659,989
		<u>HOUSING TRUST FUNDS</u>
		\$427,200

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

**H. Resolution No. 18-04-25: Resolution to Commit HOME Program Funds for Majestic Ridge Apartments**

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

WHEREAS, per Resolution 17-11-81, a Reservation in the amount of \$1,000,000 was previously awarded to the following HOME Applicant;

WHEREAS, the Applicant has agreed to comply with all HOME requirements; and

WHEREAS, the environmental review has been completed and most of the required documentation has been received;

NOW, THEREFORE, BE IT RESOLVED that upon receipt of satisfactory documentation, the Executive Director be authorized to issue a Commitment of HOME Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
Majestic Ridge Limited Partnership	Majestic Ridge Apartments Sioux Falls, SD	\$1,000,000

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

**I. Resolution No. 18-04-26: Resolution to Commit HOME Program Funds for Sherwood Place**

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

WHEREAS, per Resolution 17-11-96, a Reservation in the amount of \$240,000 was previously awarded to the following HOME Applicant;

WHEREAS, the Applicant has agreed to comply with all HOME requirements; and

WHEREAS, the environmental review has been completed and all of the required documentation has been received;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director be authorized to issue a Commitment of HOME Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
Affordable Housing Solutions	Sherwood Place Sioux Falls, SD	\$240,000

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

**J. Resolution No. 18-04-27: Resolution to Commit HOME Program Funds for Yankton Heights II Apartments**

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 17-11-90, a Reservation in the amount of \$622,955 was previously awarded to the following HOME Applicant;

WHEREAS, the Applicant has agreed to comply with all HOME requirements; and

WHEREAS, the environmental review has been completed and most of the required documentation has been received;

NOW, THEREFORE, BE IT RESOLVED that upon receipt of satisfactory documentation, the Executive Director be authorized to issue a Commitment of HOME Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
Yankton Heights II Limited Partnership	Yankton Heights II Yankton, SD	\$622,955

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

**VI. NEW BUSINESS**

**A. Resolution No. 18-04-28: Resolution to Conditionally Commit HOME Program Funds under the Security Deposit Assistance Program for Huron Housing and Redevelopment Authority**

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

follows:

WHEREAS, the following HOME Program application was received for the Security Deposit Assistance Program (SDAP) 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 conditional commitment of HOME funds from the SDAP set-aside for the following:

<u>APPLICANT</u>	<u>SECURITY DEPOSIT ASSISTANCE PROGRAM AMOUNT</u>
Huron Housing and Redevelopment Authority	\$25,000

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

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

The next Board of Commissioners' Meeting has been scheduled for August 1, 2018 in Yankton. It was moved by Commissioner Hohn and seconded by Commissioner Puetz that the meeting adjourn. The meeting adjourned at 10:35 a.m.

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

Respectfully submitted,



Mark Lauseng  
Secretary