

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONER'S MEETING**  
**TELEPHONIC**  
**FEBRUARY 16, 2024**

**Board Members Present:** Scott Erickson, Chairman  
Preston Steele, Vice-Chairman  
Rick Hohn, Commissioner  
Mark Roby, Commissioner

**Board Members Absent:** Bill Hansen, Treasurer  
Jonathan Guenthner, Commissioner  
Alex Jensen, Commissioner

**Staff Present:** Chas Olson, Executive Director  
Brent Adney, Director of Homeownership Programs  
Amy Eldridge, Director of Rental Housing Development  
Mike Harsma, Director of Single-Family Development  
Todd Hight, Director of Finance and Administration  
Tasha Jones, Director of Rental Housing Management  
Amanda Weisgram, Director of Marketing and Research  
Beverly Katz, Housing Infrastructure Officer  
Bridgette Loesch, Housing Development Officer  
Sheila Olson, Marketing Assistant  
Scott Rounds, Housing Development Officer  
Michele Bodurtha, Executive/Development Assistant  
Dawn Boyle, CES Housing Assessment Specialist  
Denise Albertson, Program Coordinator  
Travis Dammann, Business Analyst  
Joseph Tielke, Continuum of Care Administrator  
Sarah Frost, CES Housing Assessment Specialist  
Kenda Nutter, Housing Management Officer  
Stephanie Marshall, Coordinated Entry System Administrator  
Matt Kelley, Coordinator of Technical Services

**Guests Present:** Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SD Housing  
Quinn Reimers, Colliers Securities  
Jack Baustian, City of Vermillion  
John Prescott, City of Vermillion  
Harley Ferguson, South Eastern Council of Governments  
Danielle Franco, South Eastern Council of Governments  
Jack Baustian, South Eastern Council of Governments  
Christina Smith, City of Brandon  
Jason Hanson, Brosz Engineering Inc  
Nick VanOverschelde, VanOverschelde Custom Homes  
Jamie Toennies, City of Rapid City

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

The meeting was called to order at 9:01 a.m. and roll was called. Chairman Erickson called for conflicts of interest, and none were noted.

**II. PUBLIC COMMENT**

None.

**III. APPROVAL OF AGENDA**

The distributed agenda was moved by Commissioner Roby and seconded by Commissioner Hohn that the agenda be adopted as presented, reserving the right to make further changes during the meeting.

Motion passed by a voice vote.

**IV. APPROVAL OF MINUTES**

It was moved by Commissioner Hohn and seconded by Commissioner Steele that the Minutes of the Board of Commissioners' Meeting held on January 16, 2024, be adopted as presented.

Motion passed by a voice vote.

**V. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Olson stated the 2024 Annual Action Plan, and the 2024-2025 Allocation Plans were presented at public meetings across the state in January and will be posted on [sdhousing.org](http://sdhousing.org). He announced the Authority will be sponsoring the Sioux Empire Home Show February 23-25 in Sioux Falls and the Black Hills Home Show March 22-24 in Rapid City. On January 2, Executive Director Olson and Todd Hight, Director of Finance and Administration, met with the Joint Committee on Appropriations to present a FY24 informational budget. Executive Director Olson provided a Housing Infrastructure Financing Program (HIFP) update. The Authority has received 96 applications in total for the Housing Infrastructure Financing Program (HIFP) requesting approximately \$140 million of the \$198 million that is available. To date, just over \$106.6 million has been awarded to 67 projects. Executive Director Olson stated that during the Board Meeting, Amy Eldridge, Director of Rental Housing Development, will be presenting six applications for the Board's consideration, requesting approximately \$6.6 million. Eighteen applications have been withdrawn or denied due to being incomplete or ineligible. SD Housing does not currently have any applications remaining to consider, aside from two applications that have been placed on waiting lists for grant funding, in the event additional grant funding becomes available.

**VI. OLD BUSINESS**

None.

## **VII. NEW BUSINESS**

### **A. Resolution No. 24-02-17: Resolution to Approve and Authorize Release of the Draft 2024 Annual Action Plan for Public Comment**

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

WHEREAS, the 2023-2027 Five-Year Consolidated Housing and Community Development Plan (Consolidated Plan) has previously been approved by the U.S. Department of Housing and Urban Development (HUD);

WHEREAS, annually HUD requires an action plan with respect to the Consolidated Plan to enable the State of South Dakota to access the HOME, Emergency Solutions Grants, Housing Trust Fund and Community Development Block Grant Program funds; and

WHEREAS, the required public hearing has been held and public comments have been considered in formulating the Draft 2024 Annual Action Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2024 Annual Action Plan dated February 16, 2024, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a final 30-day comment period.

Motion passed by a voice vote.

### **B. Resolution No. 24-02-18: Resolution to Approve and Authorize Release of the Draft 2024-2025 HOME Program Allocation Plan for Public Comment**

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

WHEREAS, SDHDA is responsible for the development of the HOME Program Allocation Plan (Plan); and

WHEREAS, the required public hearings have been held and public comments have been considered in formulating the Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2024-2025 HOME Program Allocation Plan dated February 16, 2024, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

Motion passed by a voice vote.

### **C. Resolution No. 24-02-19: Resolution to Approve and Authorize Release of the Draft 2024-2025 Housing Trust Fund Program Allocation Plan for Public Comment**

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

WHEREAS, the Housing Trust Fund (HTF) is an affordable housing production program established under Title I of the Housing and Economic Recovery Act of 2008;

WHEREAS, SDHDA is responsible for the development of the Housing Trust Fund Allocation Plan (Plan) for the State of South Dakota; and

WHEREAS the required public hearings have been held and public comments have been considered in formulating the Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2024-2025 Housing Trust Fund Allocation Plan dated February 16, 2024, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

Motion passed by a voice vote.

**D. Resolution No. 24-02-20: Resolution to Approve and Authorize Release of the Draft 2024-2025 Housing Tax Credit Qualified Allocation Plan for Public Comment**

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

WHEREAS, SDHDA is responsible for the development of the Housing Tax Credit Qualified Allocation Plan (QAP); and

WHEREAS, the required public hearings have been held and public comments have been considered in formulating the QAP;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2024-2025 Housing Tax Credit Qualified Allocation Plan dated February 16, 2024, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

Motion passed by a voice vote.

**E. Resolution No. 24-02-21: Resolution to Approve and Authorize Release of the Draft 2024-2025 South Dakota Housing Opportunity Fund Allocation Plan for Public Comment**

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

WHEREAS, per SDCL 11-13, SDHDA is responsible for the administration of the Housing Opportunity Fund and the development of the South Dakota Housing Opportunity Fund Allocation Plan (Plan); and

WHEREAS, public hearings have been held and public comments have been considered in formulating the Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2024-2025 South Dakota Housing Opportunity Fund Allocation Plan dated February 16, 2024, is hereby approved for public comment, and the Executive Director is authorized to release the Plan for a 30-day comment period.

Motion passed by a voice vote.

**F. Resolution No. 24-02-22: Resolution to Approve and Authorize Release of the Draft 2024-2025 Emergency Solutions Grants Program Administrative Plan for Public Comment**

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

WHEREAS, SDHDA is responsible for the development of the Emergency Solutions Grants Program Administrative Plan (Plan) for the State of South Dakota; and

WHEREAS the required public hearings have been held and public comments have been considered in formulating the Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2024-2025 Emergency Solutions Grants Program Administrative Plan dated February 16, 2024, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

Motion passed by a voice vote.

**G. Resolution No. 24-02-23: Resolution to Conditionally Commit Housing Infrastructure Financing Program Funds for Chestnut Ridge Development**

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

WHEREAS, the following application has been reviewed and evaluated in accordance SDCL Chapter 11-15 and the Housing Infrastructure Financing Program (HIFP) Administrative Rules; and

WHEREAS, based on information provided, the Applicant is eligible to receive HIFP funds and has agreed to comply with all HIFP requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is hereby authorized to issue a Conditional Commitment of HIFP funds to the following Applicant:

Applicant:	Chestnut Ridge Development LLC
Project Name:	Chestnut Ridge Development
Project Location:	Brandon, SD

HIFP General Fund Loan – Rural: \$1,298,223

Motion passed by a voice vote.

**H. Resolution No. 24-02-24: Resolution to Conditionally Commit Housing Infrastructure Financing Program Funds for East Side Sewer Main Project**

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

WHEREAS, the following application has been reviewed and evaluated in accordance with the American Rescue Plan Act of 2021, SDCL Chapter 11-15, and the Housing Infrastructure Financing Program (HIFP) Administrative Rules; and

WHEREAS, based on information provided, the Applicant is eligible to receive HIFP funds and has agreed to comply with all HIFP requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is hereby authorized to issue a Conditional Commitment of HIFP funds to the following Applicant:

Applicant: City of Brandon  
Project Name: East Side Sewer Main Project  
Project Location: Brandon, SD

HIFP ARPA Grant – Rural: \$1,154,205

Motion passed by a voice vote.

**I. Resolution No. 24-02-25: Resolution to Conditionally Commit Housing Infrastructure Financing Program Funds for Jolley School Site**

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

WHEREAS, the following application has been reviewed and evaluated in accordance with the American Rescue Plan Act of 2021, SDCL Chapter 11-15, and the Housing Infrastructure Financing Program (HIFP) Administrative Rules; and

WHEREAS, based on information provided, the Applicant is eligible to receive HIFP funds and has agreed to comply with all HIFP requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is hereby authorized to issue a Conditional Commitment of HIFP funds to the following Applicant:

Applicant: Vermillion Area Chamber & Development Corporation  
Project Name: Jolley School Site  
Project Location: Vermillion, SD

HIFP ARPA Grant – Rural: \$325,000

Motion passed by a voice vote.

**J. Resolution No. 24-02-26: Resolution to Conditionally Commit Housing Infrastructure Financing Program Funds for Sedivy Lane Sanitary Sewer Improvements**

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

WHEREAS, the following application has been reviewed and evaluated in accordance SDCL Chapter 11-15 and the Housing Infrastructure Financing Program (HIFP) Administrative Rules; and

WHEREAS, based on information provided, the Applicant is eligible to receive HIFP funds and has agreed to comply with all HIFP requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is hereby authorized to issue a Conditional Commitment of HIFP funds to the following Applicant:

Applicant: City of Rapid City  
Project Name: Sedivy Lane Sanitary Sewer Improvements  
Project Location: Rapid City, SD

HIFP General Grant – Urban: \$1,090,188

Motion passed by a voice vote.

**K. Resolution No. 24-02-27: Resolution to Conditionally Commit Housing Infrastructure Financing Program Funds for Soncy Addition**

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

WHEREAS, the following application has been reviewed and evaluated in accordance SDCL Chapter 11-15 and the Housing Infrastructure Financing Program (HIFP) Administrative Rules; and

WHEREAS, based on information provided, the Applicant is eligible to receive HIFP funds and has agreed to comply with all HIFP requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is hereby authorized to issue a Conditional Commitment of HIFP funds to the following Applicant:

Applicant: Shipporeit Farms, LLC  
Project Name: Soncy Addition  
Project Location: Spearfish, SD

HIFP General Grant – Rural: \$1,370,000

Motion passed by a voice vote.

**L. Resolution No. 24-02-28: Resolution to Conditionally Commit Housing Infrastructure Financing Program Funds for Spilde Subdivision**

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

WHEREAS, the following application has been reviewed and evaluated in accordance SDCL Chapter 11-15 and the Housing Infrastructure Financing Program (HIFP) Administrative Rules; and

WHEREAS, based on information provided, the Applicant is eligible to receive HIFP funds and has agreed to comply with all HIFP requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is hereby authorized to issue a Conditional Commitment of HIFP funds to the following Applicant:

Applicant: Spilde Electric, Inc.  
Project Name: Spilde Subdivision  
Project Location: Aurora, SD

HIFP General Grant – Rural: \$1,036,867

Motion passed by a voice vote.

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

The next Board of Commissioners' Meeting is scheduled for March 12, 2024. It was moved by Commissioner Roby and seconded by Commissioner Steele that the meeting adjourn.

Motion passed by a voice vote.

The meeting adjourned at 9:30 a.m.

Respectfully submitted,



Chas Olson  
Secretary