

MINUTES
SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY
BOARD OF COMMISSIONER'S MEETING
SDHDA CONFERENCE ROOM
Telephonic
March 3, 2020

Board Members Present: David Pummel, Chairman
Brent Dykstra, Vice-Chair
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
Todd Hight, Director of Finance and Administration
Brent Adney, Director of Homeownership Programs
Tasha Jones, Director of Rental Housing Management
Lorraine Polak, Director of Rental Housing Development
Mike Harsma, Director of Single Family Development
Amanda Weisgram, Director of Marketing and Research
Sheila Ricketts, Marketing/Executive Assistant
Doug Mahowald, Network Administrator
Chas Olson, Housing Development Officer
Amy Eldridge, Housing Development Officer
Scott Rounds, Housing Development Officer

Guests Present: Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA
Dick Werner, Dakota Resources
Ben Fosland, JB Holdings/Black Hills CPA Group LLC
Bobbie Bohlen, Grant County Development Corporation

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. PUBLIC COMMENT

None.

Commissioner Dykstra left the call.

III. APPROVAL OF AGENDA

The distributed agenda was amended to add Resolution No. 20-03-05 under Old Business. Resolution No. 20-03-06 was moved from New Business to Old Business.

It was moved by Commissioner Hohn and seconded by Commissioner Puetz 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 Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.

Excused: Commissioner Dykstra.

Commissioner Dykstra returned to the call.

IV. APPROVAL OF MINUTES

It was moved by Commissioner Hansen and seconded by Commissioner Dykstra that the Minutes of the Board of Commissioners' Meeting held on February 18, 2020, be adopted as presented.

Via roll call vote, the following votes were recorded:

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

V. EXECUTIVE DIRECTOR'S REPORT

Executive Director Lauseng stated the Mountain Plains Housing Summit will be held in Fargo, North Dakota and any Commissioner wishing to attend should please let Sheila know. He mentioned interest rates are down. Executive Director Lauseng stated the state is currently putting a plan in place if the Coronavirus were to hit South Dakota.

VI. OLD BUSINESS

A. Resolution No. 20-03-04: Resolution to Commit HOME Funds for Arbor Ridge Senior Apartments II

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

WHEREAS, per Resolution 19-12-87, a Reservation in the amount of \$685,000 of HOME funds was previously awarded to the following Applicant;

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

WHEREAS, the environmental review is currently underway and Applicant has submitted most of the required documentation;

NOW, THEREFORE, BE IT RESOLVED that, upon receipt of the satisfactory environmental review and required 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>
TRK Development Inc. Apartments II LLC	Arbor Ridge Senior Apartments II Sioux Falls, SD	\$685,000

Via roll call vote, the following votes were recorded:

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

B. Resolution No. 20-03-05: Resolution to Approve Release of the Draft Amended 2018-2022 Five-Year Consolidated Plan for Public Comment

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

WHEREAS, Title 24, Code of Federal Regulations, Part 91, requires that a Consolidated Housing and Community Development Plan (Plan) be adopted to enable the State to access the HOME, Housing Trust Fund, Emergency Solutions Grants, and Community Development Block Grant Program funds;

WHEREAS, proposed changes in the administration of the above stated programs must be incorporated in the Consolidated 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 Amended 2018-2022 Five-Year Consolidated Plan dated March 3, 2020, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notices for a final 30-day comment period.

Via roll call vote, the following votes were recorded:

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

C. Resolution No. 20-03-06: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Sunshine Mobile Home Park

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

WHEREAS, per Resolution 19-04-30, a Conditional Commitment in the amount of \$700,000 of Neighborhood Stabilization Program (NSP) funds was previously awarded to the following Applicant;

WHEREAS, per Resolution, 19-08-52, an additional \$200,000 of NSP funds were awarded to the Applicant to provide the additional financing necessary to complete the project in one phase; and

WHEREAS, due to increased project costs from unanticipated expenses, the Applicant has requested Housing Opportunity Funds (HOF) in the amount of \$160,000;

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

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOF AMOUNT</u>
JB Holding LLC	Sunshine Mobile Home Park Rapid City, SD	\$160,000

Via roll call vote, the following votes were recorded:

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

VII. NEW BUSINESS

A. Resolution No. 20-03-07: Resolution to Approve and Authorize Release of the Draft 2020 Annual Action Plan for Public Comment

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

WHEREAS, the 2018-2022 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 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 2020 Annual Action Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2020 Annual Action Plan dated March 3, 2020, 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.

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

B. Resolution No. 20-03-08: Resolution to Approve and Authorize Release of the Draft 2019 Consolidated Plan Annual Performance Report for Public Comment

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

WHEREAS, SDHDA is responsible for the development of the 2019 Consolidated Plan Annual Performance Report (Report); and

WHEREAS, such Report, which has been reviewed by the Board, must be made available for public comment for a 15-day period;

NOW, THEREFORE, BE IT RESOLVED that the Draft 2019 Consolidated Plan Annual Performance Report, dated March 3, 2020, is hereby approved, and the Executive Director is authorized to release the Report for the purpose of taking public comment; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to incorporate the public comments received into the Report and submit the final Report to the U.S. Department of Housing and Urban Development (HUD) by March 31, 2020.

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

C. Resolution No. 20-03-09: Resolution to Approve and Authorize Release of the Draft 2020-2021 HOME Program Allocation Plan for Public Comment

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

WHEREAS, SDHDA is responsible for the development of the HOME Program Allocation 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 2020-2021 HOME Program Allocation Plan dated March 3, 2020, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

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

D. Resolution No. 20-03-10: Resolution to Approve and Authorize Release of the Draft 2020-2021 Housing Trust Fund Allocation Plan for Public Comment

After review and discussion, it was moved by Commissioner Kolbeck and seconded by Commissioner Hansen 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 2020-2021 Housing Trust Fund Allocation Plan dated March 3, 2020, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

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

E. Resolution No. 20-03-11: Resolution to Approve and Authorize Release of the Draft 2020-2021 Housing Tax Credit Qualified Allocation Plan (QAP) for Public Comment

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 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 2020-2021 Housing Tax Credit Qualified Allocation Plan dated March 3, 2020, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

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

F. Resolution No. 20-03-12: Resolution to Approve and Authorize the Release of the Draft 2020-2021 South Dakota Housing Opportunity Fund Allocation Plan for Public Comment

After review and discussion, it was moved by Commissioner Hansen and seconded by Commissioner Erickson 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 2020-2021 South Dakota Housing Opportunity Fund Allocation Plan dated March 3, 2020, is hereby approved for public comment and the Executive Director is authorized to release the Plan for a 30-day comment period.

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

G. Resolution No. 20-03-13: Resolution to Approve and Authorize the Release of the Draft 2020-2021 Emergency Solutions Grants Program Administrative Plan for Public Comment

After review and discussion, it was moved by Commissioner Dykstra and seconded by Commissioner Hohn 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 2020-2021 Emergency Solutions Grants Program Administrative Plan dated March 3, 2020, is hereby approved for public distribution, and the Executive Director is authorized to give the required public notice for a 30-day comment period.

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

H. Resolution No. 20-03-14: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Herreid Area Housing & Redevelopment Commission 4-Plex

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

WHEREAS, the following application has been reviewed and evaluated in accordance with the Amended 2018-2019 Housing Opportunity Fund (HOF) Allocation Plan; and

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

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

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOF RURAL DEVELOPMENT</u>
Herreid Area Housing Development, Inc.	Herreid Housing & Redevelopment Commission 4-Plex on Elm St. Herreid, SD	\$250,000

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

I. Resolution No. 20-03-15: Resolution to Approve Housing Opportunity Fund Program Waiver Request for Rosewood Apartments

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

WHEREAS, Grant County Development Corporation (Applicant) has submitted an application for Housing Opportunity Fund (HOF) Program funds for Rosewood Apartments; and

WHEREAS, the Applicant has requested a waiver of the Amended 2018-2019 Housing Opportunity Fund Allocation Plan requirements with regard to the income verification and various compliance monitoring;

NOW, THEREFORE, BE IT RESOLVED that the waiver is hereby approved for Rosewood Apartments.

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

J. Resolution No. 20-03-16: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Rosewood Apartments

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

WHEREAS, the following application has been reviewed and evaluated in accordance with the Amended 2018-2019 Housing Opportunity Fund (HOF) Allocation Plan; and

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

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

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOF RURAL DEVELOPMENT</u>
Grant County Development Corporation	Rosewood Apartments Milbank, SD	\$225,000

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

K. Resolution No. 20-03-17: Resolution to Commit Sustainable Housing Incentive Program Funds for Volunteers of America Northern Rockies

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

WHEREAS, the following Sustainable Housing Incentive Program application was submitted by Volunteers of America Northern Rockies (Applicant); and

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

NOW, THEREFORE, BE IT RESOLVED that the Executive Director be authorized to issue a commitment of Sustainable Housing Incentive Program funds for the following:

APPLICANT
Volunteers of America
Northern Rockies
Rapid City, SD

SUSTAINABLE HOUSING
INCENTIVE PROGRAM
AMOUNT
\$92,785

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

VIII. DATE OF NEXT MEETING AND ADJOURNMENT

The next Board of Commissioners' Meeting is scheduled for April 21, 2020. It was moved by Commissioner Dykstra and seconded by Commissioner Kolbeck that the meeting adjourn.

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

The meeting adjourned at 11:02 a.m.

Respectfully submitted,

Mark Lauseng
Secretary