

MINUTES
SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY
BOARD OF COMMISSIONER'S MEETING
SDHDA CONFERENCE ROOM
Telephonic
March 5, 2019

Board Members Present: David Pummel, Chairman
Bill Hansen, Treasurer
Scott Erickson, Commissioner
Rick Hohn, Commissioner
Steve Kolbeck, Commissioner
Mark Puetz, Commissioner

Board Members Absent: Brent Dykstra, Vice-Chair

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

Guests Present: Dixe Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA

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.

III. APPROVAL OF AGENDA

It was moved by Commissioner Kolbeck and seconded by Commissioner Puetz 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.

Excused: Commissioner Dykstra.

IV. APPROVAL OF MINUTES

It was moved by Commissioner Hansen and seconded by Commissioner Hohn that the Minutes of the Board of Commissioners' Meeting held on January 22, 2019, be adopted as amended.

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Dykstra.

V. EXECUTIVE DIRECTOR'S REPORT

Executive Director Lauseng stated that SDHDA has been watching House Bill 1084, which will provide for specific classification of affordable housing structures for purposes of taxation. He stated the Board will tour the six remaining lots in the Deadwood Stage Run development and the Lead Schoolhouse project after the April 17, 2019 Board meeting held in Deadwood.

VI. OLD BUSINESS

A. Resolution No. 19-03-09: Resolution to Approve and Authorize Release of the Draft Amended 2018-2019 HOME Program Allocation Plan 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, Title 24, Code of Federal Regulations, Part 92, requires that a HOME Program Allocation Plan (HOME Plan) be adopted;

WHEREAS, the Board adopted the 2018-2019 HOME Plan per Resolution No. 18-04-19; and

WHEREAS, staff wishes to amend the HOME Plan to incorporate program changes and provide clarification;

NOW, THEREFORE, BE IT RESOLVED that the Draft Amended 2018-2019 HOME Program Allocation Plan dated March 5, 2019, 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 Erickson, Hansen, Hohn, Kolbeck and Puetz.

Excused: Commissioner Dykstra.

B. Resolution No. 19-03-10: Resolution to Approve and Authorize Release of the Draft Amended 2018-2019 Housing Trust Fund Allocation Plan for Public Comment

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

WHEREAS, the Board adopted the 2018-2019 Housing Trust Fund Allocation Plan per Resolution No. 18-04-20;

WHEREAS, the U.S. Department of Housing and Urban Development requires the Housing Trust Fund Allocation Plan to be evaluated and revised as needed annually for specific program requirements; and

WHEREAS, staff has revised the 2018-2019 Housing Trust Fund Allocation Plan to meet such requirements;

NOW, THEREFORE, BE IT RESOLVED that the Draft Amended 2018-2019 Housing Trust Fund Allocation Plan dated March 5, 2019, 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 Erickson, Hansen, Hohn, Kolbeck and Puetz.

Excused: Commissioner Dykstra.

C. Resolution No. 19-03-11: Resolution to Approve and Authorize Release of the Draft Amended 2018-2019 Housing Tax Credit Qualified Allocation Plan (QAP) for Public Comment

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

WHEREAS, Section 42 of the Internal Reserve Code requires that a Housing Tax Credit Qualified Allocation Plan (Plan) be adopted;

WHEREAS, the Board adopted the 2018-2019 Housing Tax Credit Qualified Allocation Plan per Resolution No. 18-04-22; and

WHEREAS, staff wished to amend the Plan to incorporate program changes and provide clarification;

NOW, THEREFORE, BE IT RESOLVED that the Draft Amended 2018-2019 Housing Tax Credit Qualified Allocation Plan dated March 5, 2019, 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 Erickson, Hansen, Hohn, Kolbeck and Puetz.

Excused: Commissioner Dykstra.

D. Resolution No. 19-03-12: Resolution to Approve and Authorize the Release of the Draft Amended 2018-2019 South Dakota Housing Opportunity Fund Allocation Plan for Public Comment

After review and discussion, it was moved by Commissioner Hansen and seconded by Commissioner Kolbeck 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 Housing Opportunity Fund Allocation Plan;

WHEREAS, the Board adopted the 2018-2019 South Dakota Housing Opportunity Fund Allocation Plan per Resolution No. 18-04-23; and

WHEREAS, staff wished to incorporate program changes and provide clarification;

NOW, THEREFORE, BE IT RESOLVED that the Draft Amended 2018-2019 South Dakota Housing Opportunity Fund Allocation Plan dated March 5, 2019, 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 Erickson, Hansen, Hohn, Kolbeck and Puetz.

Excused: Commissioner Dykstra.

VII. NEW BUSINESS

A. Resolution No. 19-03-13: Resolution to Approve and Authorize Release of the Draft 2019 Annual Action Plan for Public Comment

After review and discussion, it was moved by Commissioner Kolbeck and seconded by Commissioner Puetz 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 2019 Annual Action Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft 2019 Annual Action Plan dated March 5, 2019, 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 Erickson, Hansen, Hohn, Kolbeck and Puetz.

Excused: Commissioner Dykstra.

B. Resolution No. 19-03-14: Resolution to Approve and Authorize Release of the Draft 2018 Consolidated Plan Annual Performance Report for Public Comment

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

WHEREAS, SDHDA is responsible for the development of the 2018 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 2018 Consolidated Plan Annual Performance Report, dated March 5, 2019, 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 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, 2019.

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Dykstra.

C. Resolution No. 19-03-15: Resolution to Approve and Authorize the Release of the Draft Citizen Participation 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, federal regulations require a Citizen Participation Plan be adopted relative to the Consolidated Plan and Annual Performance Reporting processes;

WHEREAS, SDHDA is responsible for the development of the Citizen Participation Plan; and

WHEREAS, the required public hearing has been held and public comments have been considered in formulating the Draft Citizen Participation Plan;

NOW, THEREFORE, BE IT RESOLVED that the above referenced Draft Citizen Participation Plan dated March 5, 2019, 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 Erickson, Hansen, Hohn, Kolbeck and Puetz.

Excused: Commissioner Dykstra.

D. Resolution No. 19-03-16: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Habitat for Humanity Building Houses, Building Neighborhoods – Sherwood Avenue

After review and discussion, it was moved by Commissioner Puetz 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 2018-2019 Housing Opportunity Fund (HOF) Allocation Plan;

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 to the following Applicant:

OWNER/APPLICANT

Habitat for Humanity
Building Houses, Building
Neighborhoods –
Sherwood Avenue

DEVELOPMENT/
LOCATION

Habitat for Humanity of
Greater Sioux Falls, Inc.
Sioux Falls, SD

HOF
URBAN
DEVELOPMENT
\$150,000

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Dykstra.

VIII. DATE OF NEXT MEETING AND ADJOURNMENT

The next Board of Commissioners' Meeting is scheduled for Wednesday, April 17, 2019. It was moved by Commissioner Kolbeck and seconded by Commissioner Hohn that the meeting adjourn.

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Dykstra.

The meeting adjourned at 10:44 a.m.

Respectfully submitted,

Mark Lauseng
Secretary