

MINUTES
SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY
BOARD OF COMMISSIONER'S MEETING
Telephonic
April 21, 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
Scott Rounds, Housing Development Officer
Chas Olson, Housing Development Officer
Amy Eldridge, Housing Development Officer
Travis Dammann, Business Analyst
Kevin Merrill, Housing Management Officer
Mary Stewart, HERO State Coordinator

Guests Present: Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA
Corey Monroe, G.A. Haan Development, LLC

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 Dykstra and seconded by Commissioner Hansen 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 Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

IV. APPROVAL OF MINUTES

It was moved by Commissioner Hohn and seconded by Commissioner Erickson that the Minutes of the Board of Commissioners' Meeting held on March 26, 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 meeting is being recorded as a test because future meetings could possibly be posted to the South Dakota Public Broadcasting website. He mentioned that IT continues to work with staff to provide the hardware staff needs to work remotely. Executive Director Lauseng stated due to the COVID-19 pandemic, SDHDA staff will be working remotely through May 31, 2020, and potentially working in shifts after that to slowly start rotating staff back into the office. Executive Director Lauseng spoke of SDHDA receiving \$2.1 million in Emergency Shelter Solutions Grant funds through the CARES Act and having \$3.8 million in applications for the funds. Executive Director Lauseng stated staff will meet with the housing partners this week to go over the applications and additional funds may be available in future CARES Act allocations. He mentioned staff is working on forbearance agreements for multifamily loans and forbearance provisions for single family loans. Executive Director Lauseng stated SDHDA hired three new staff members: Nichole Hahn, State HERO Coordinator; Dorothy Fischer, Accounting Assistant and Alisia Whitaker, Housing Management Officer.

VI. OLD BUSINESS

A. Resolution No. 20-04-19: Resolution to Approve the 2020 Annual Action Plan

After review and discussion, it was moved by Commissioner Hansen and seconded by Commissioner Puetz 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 3, 2020, the Board of Commissioners approved the Draft 2020 Annual Action 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 25, 2020, and comments received at the Public Meeting and

during the written comment period, which ended April 8, 2020, were considered;

NOW, THEREFORE, BE IT RESOLVED that the 2020 Annual Action Plan, dated April 21, 2020, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to submit the 2020 Annual Action 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. 20-04-20: Resolution to Approve the Amended 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 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, on March 3, 2020, the Board of Commissioners approved the Draft Amended 2018-2022 Five-Year Consolidated 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 25, 2020, and comments received at the Public Meeting and during the written comment period, which ended April 8, 2020, were summarized and considered;

NOW, THEREFORE, BE IT RESOLVED that the Amended 2018-2022 Five-Year Consolidated Plan, dated April 21, 2020, is hereby adopted; and

BE IT FURTHER RESOLVED, that the Executive Director is authorized to submit the Amended 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.

C. Resolution No. 20-04-21: Resolution to Approve the 2020-2021 HOME Program Allocation Plan

After review and discussion, it was moved by Commissioner Hohn 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 be adopted;

WHEREAS, on March 3, 2020, the Board of Commissioners approved the Draft 2020-2021 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 25, 2020, and comments received at the Public Meeting and during the public comment period, which ended April 8, 2020, were summarized and considered;

NOW, THEREFORE, BE IT RESOLVED that the 2020-2021 HOME Program Allocation Plan, dated April 21, 2020, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to distribute the 2020-2021 HOME Program Allocation Plan 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. 20-04-22: Resolution Approve the 2020-2021 Housing Trust Fund Allocation Plan

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

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

WHEREAS, on March 3, 2020, the Board of Commissioners approved the Draft 2020-2021 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 25, 2020, and comments received at the Public Meeting and during the public comment period, which ended April 8, 2020, were summarized and considered;

NOW, THEREFORE, BE IT RESOLVED that the 2020-2021 Housing Trust Fund Allocation Plan, dated April 21, 2020, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to submit the 2020-2021 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.

E. Resolution No. 20-04-23: Resolution to Approve the 2020-2021 Housing Tax Credit Qualified Allocation Plan

After review and discussion, it was moved by Commissioner Dykstra 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 3, 2020, the Board of Commissioners approved the Draft 2020-2021 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 25, 2020, and comments received at the Public Meeting and during the public comment period, which ended April 8, 2020, were summarized and considered;

NOW, THEREFORE, BE IT RESOLVED that the 2020-2021 Housing Tax Credit Qualified Allocation Plan, dated April 21, 2020, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to submit the 2020-2021 Housing Tax Credit 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. 20-04-24: Resolution to Approve the 2020-2021 South Dakota Housing Opportunity Fund Allocation Plan

After review and discussion, it was moved by Commissioner Erickson and seconded by Commissioner Puetz 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 3, 2020, the Board of Commissioners approved the Draft 2020-2021 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 25, 2020, and comments received at the Public Meeting and during the public comment period, which ended April 8, 2020, were considered;

NOW, THEREFORE, BE IT RESOLVED that the 2020-2021 South Dakota Housing Opportunity Fund Allocation Plan, dated April 21, 2020, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to distribute the 2020-2021 South Dakota Housing Opportunity Fund Allocation Plan 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. 20-04-25: Resolution to Approve the 2020-2021 Emergency Solutions Grants Program Administrative 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, 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 3, 2020, the Board of Commissioners approved the Draft 2020-2021 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 25, 2020, and comments received at the Public Meeting and during the public comment period, which ended April 8, 2020, were considered;

NOW, THEREFORE, BE IT RESOLVED that the 2020-2021 Emergency Solutions Grants Program Administrative Plan, dated April 21, 2020, is hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to distribute the 2020-2021 Emergency Solutions Grants Program Administrative Plan to the public.

Via roll call vote, the following votes were recorded:

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

H. Resolution No. 20-04-26: Resolution to Increase the Purchase Price for the Governor's House, Governor's Daycare Facility and DakotaPlex

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

WHEREAS, the last price increase to the Governor's House was in 2018;

WHEREAS, the purchase price for the DakotaPlex was established in 2019; and

WHEREAS, construction material costs have increased;

NOW, THEREFORE, BE IT RESOLVED that effective for purchase agreements signed on or after April 24, 2020, the purchase price for the 1,008 sq. ft. Governor's House will increase from \$49,700 to \$50,200; the purchase price for the 1,200 sq. ft. Governor's House will increase from \$56,700 to \$57,900; the purchase price for the 1,200 sq. ft. Governor's Daycare Facility will increase from \$56,700 to \$57,900; the purchase price for the one-bedroom DakotaPlex will increase from \$54,700 to \$56,700; the purchase price for the two-bedroom DakotaPlex will increase from \$59,700 to \$61,700; and the purchase price for the three-bedroom DakotaPlex will increase from \$66,700 to \$68,700.

Via roll call vote, the following votes were recorded:

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

I. Resolution No. 20-04-27: Resolution to Modify Commitment of FLEX Funds for the COVID-19 Relief Funding

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

WHEREAS, per Resolution 19-12-86, a commitment of FLEX Funds in the amount of \$165,000 was authorized to assist with disaster relief efforts;

WHEREAS, the demand for assistance has ceased; and

WHEREAS, SDHDA would like to use the remaining funds to provide financial assistance to individuals and families affected by COVID-19;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to modify the commitment of FLEX funds to assist individuals and families with expenses related to COVID-19; and

BE IT FURTHER RESOLVED, that the authorized funds shall be available until the earlier of June 30, 2021 or until the entire amount has been awarded.

Via roll call vote, the following votes were recorded:

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

J. Resolution No. 20-04-28: Resolution to Commit HOME funds for Irving Center Apartments

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

WHEREAS, per Resolution 19-12-99, a Reservation in the amount of \$330,000 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 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>
Y Housing IV, LLC	Irving Center Apartments Sioux Falls, SD	\$330,000

Via roll call vote, the following votes were recorded:

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

K. Resolution No. 20-04-29: Resolution to Commit HOME funds for Lacey Village Townhomes

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

WHEREAS, per Resolution 19-12-101, a Reservation in the amount of \$1,000,000 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 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 Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS CHDO SET-ASIDE AMOUNT</u>
Inter-Lakes Community Action Partnership, Inc.	Lacey Village Townhomes 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.

L. Resolution No. 20-04-30: Resolution to Commit HOME funds for Madison Park Townhomes II

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

WHEREAS, per Resolution 18-11-76, a Reservation in the amount of \$500,000 of HOME funds was previously awarded to the following Applicant;

WHEREAS, per Resolution 19-12-105, an additional Reservation in the amount of \$425,000 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 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 Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
G.A. Haan Development L.L.C.	Madison Park Townhomes II Vermillion, SD	\$925,000

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

M. Resolution No. 20-04-31: Resolution to Commit Housing Trust Fund Funds for LifeScape Continuum Home

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

WHEREAS, per Resolution 19-12-103, a Reservation in the amount of \$752,000 of Housing Trust Fund (HTF) funds was previously awarded to the following Applicant;

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

WHEREAS the environmental review has been completed and the 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 HTF Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOUSING TRUST FUNDS</u>
South Dakota Achieve, Inc. Db a LifeScape	LifeScape Continuum Home Sioux Falls, SD	\$752,000

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 is scheduled for May 19, 2020. It was moved by Commissioner Dykstra and seconded by Commissioner Puetz 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 10:53 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mark Lauseng". The signature is written in black ink and is positioned above the printed name and title.

Mark Lauseng
Secretary