

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONER'S MEETING**  
**SDHDA CONFERENCE ROOM**  
**May 17, 2022**

**Board Members Present:** Bill Hansen, Chairman  
Scott Erickson, Vice-Chairman  
Preston Steele, Treasurer  
Rick Hohn, Commissioner  
Steve Kolbeck, Commissioner  
Mark Puetz, Commissioner (via telephone)

**Board Members Absent:** David Pummel, Commissioner

**Staff Present:** Lorraine Polak, 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  
Chas Olson, Director of Rental Housing Development  
Amanda Weisgram, Director of Marketing and Research  
Sheila Olson, Marketing/Executive Assistant  
Amy Eldridge, Housing Development Officer  
DeNeil Hosman, Housing Development Officer  
Bridgette Loesch, SD Cares Housing Assistance Program Specialist  
Karen Callahan, SD Cares Housing Assistance Program Manager (via telephone)  
Travis Dammann, Business Analyst (via telephone)  
Doug Mahowald, Network Administrator (via telephone)

**Guests Present:** Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA  
Holly Engelhart, Eide Bailly (via telephone)  
Larry Nelson, SD Municipal League and Economic Development Professionals Association (via telephone)  
Sam Nelson, SD Municipal League and Economic Development Professionals Association (via telephone)  
Bob Mercer, Keloland News (via telephone)  
Nancy Wenande, Yankton Area Progressive Growth (via telephone)  
Casey Crabtree, South Dakota State Senator (via telephone)  
Austin Goss, Dakota News Now (via telephone)

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

The meeting was called to order at 11:02 a.m. and roll was called. Chairman Hansen called for conflicts of interest and none were noted.

**II. PUBLIC COMMENT**

None.

**III. APPROVAL OF AGENDA**

The distributed agenda was amended to add Resolution No. 22-05-29 under New Business and to move Executive Session after Resolution No. 22-05-30. It was moved by Commissioner Steele and seconded by Commissioner Kolbeck that the Agenda be adopted as amended, but reserving the right to make further changes during the meeting.

Via roll call, the following votes were recorded:

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

Excused: Commissioners Pummel

**IV. APPROVAL OF MINUTES**

It was moved by Commissioner Hohn and seconded by Commissioner Kolbeck that the Minutes of the Board of Commissioners' Meeting held on May 6, 2022, be adopted as presented.

Via roll call, the following votes were recorded:

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

Excused: Commissioners Pummel

**V. TREASURER'S REPORT**

Todd Hight, Director of Finance, presented the Treasurer's Report; Comparison of Actual Expenses to Budget dated March 31, 2022; Statement of Net Position dated March 31, 2022; and the Statement of Revenues, Expenses and Changes in Net Position for the nine months ending March 31, 2022. It was moved by Commissioner Erickson and seconded by Commissioner Steele that the Treasurer's Report be accepted as presented.

Via roll call, the following votes were recorded:

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

Excused: Commissioners Pummel

**VI. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Polak introduced new hire, Bridgette Loesch, SD Cares Housing Assistance Program Specialist. She stated last month SDHDA returned \$81.5 million Emergency Rental Assistance (ERA) I funds but requested that the Treasury reallocate a portion those funds to three South Dakota tribal communities. Treasury is granting that request with a total of \$18 million being reallocated to Lower Brule Sioux Tribe, Crow Creek Sioux Tribe, and Oglala Sioux Tribe.

**VII. PROGRAM REPORTS**

The Program Reports were given by Directors and discussed with the Board.

**VIII. OLD BUSINESS**

**A. Resolution No. 22-05-28: Resolution to Commit Housing Trust Fund Funds for LifeScape Magnolia HOME**

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

WHEREAS, per Resolution 21-10-84, a Reservation in the amount of \$791,200 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 all of the required documentation;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is 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. dba LifeScape	LifeScape Magnolia. Home Sioux Falls, SD	\$791,200

Via roll call, the following votes were recorded:

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

Excused: Commissioners Pummel

Commissioner Puetz stated he had a conflict of interest and would be abstaining from Resolution No. 22-05-29 and Resolution No. 22-05-30.

**IX. NEW BUSINESS**

**A. Resolution No. 22-05-29: Resolution to Approve Community Housing Development Program Waiver Request for Huron City Center Building Rehab**

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

WHEREAS, K & J Holdings, LLC. (Applicant) has submitted an application for Community Housing Development Program (CHDP) funds for Huron City Center Building Rehab; and

WHEREAS, the Owner requested a waiver of the CHDP Plan requirements as it pertains to 10% owner equity;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the requested waiver.

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Erickson, Hohn, Kolbeck, and Steele

Abstained: Commissioner Puetz

Excused: Commissioners Pummel

**B. Resolution No. 22-05-30: Resolution to Conditionally Commit Community Housing Development Program and Housing Opportunity Fund Funds for Huron City Center Building Rehab**

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

WHEREAS, the following application has been reviewed and evaluated in accordance with the Community Housing Development Program (CHDP) Plan and the 2020-2021 Housing Opportunity Fund (HOF) Allocation Plan; and

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

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

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>COMMUNITY HOUSING DEVELOPMENT PROGRAM</u>
K & J Holdings, LLC.	Huron City Center Building Rehab Huron, SD	\$900,000
		<u>HOF RURAL DEVELOPMENT</u>
		\$250,000

Via roll call, the following votes were recorded:  
Voting AYE: Chairman Hansen; Commissioners Erickson, Hohn, Kolbeck, and Steele  
Abstained: Commissioner Puetz  
Excused: Commissioners Pummel

**X. EXECUTIVE SESSION**

It was moved by Commissioner Kolbeck and seconded by Commissioner Hohn to go into executive session pursuant to SDCL 1-25-2(3) for the purpose of consulting with legal counsel. Executive session started at 11:40 a.m. and ended at 1:00 p.m.

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

**IX. NEW BUSINESS (CONTINUED)**

No action was taken on Resolution No. 22-05-J.

**A. Resolution No. 22-05-31: Resolution to Approve Development of Administrative Plan to Administer Federal Fund Expenditure Authority Appropriated Pursuant to Section 2 of HB 1033**

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

WHEREAS, during the 2022 Session of the South Dakota Legislature, the House of Representatives and the Senate passed HB 1033, and Governor Noem signed the Bill into law; and

WHEREAS, Section 2 of HB 1033 appropriates federal fund expenditure authority of \$50,000,000 from the American Rescue Plan Act to the South Dakota Housing Development Authority (SDHDA), for the purpose of providing grants for the construction of housing infrastructure;

NOW, THEREFORE, BE IT RESOLVED, that SDHDA staff are hereby instructed to develop an administrative plan to outline the process and procedures for the implementation and administration of the federal fund expenditure authority appropriated to SDHDA pursuant to Section 2 of HB 1033.

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

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

The next Board of Commissioners' Meeting has not been scheduled. It was moved by Commissioner Erickson and seconded by Commissioner Steele that the meeting adjourn.

Via roll call, the following votes were recorded:

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

Excused: Commissioners Pummel

The meeting adjourned at 1:08 p.m.

Respectfully submitted,

Lorraine Polak  
Secretary

DRAFT