

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONER'S MEETING**  
**SD HOUSING CONFERENCE ROOM**  
**May 30, 2023**

**Board Members Present:** Bill Hansen, Chairman  
Rick Hohn, Commissioner  
David Pummel, Commissioner  
Mark Roby, Commissioner (via telephone)  
Preston Steele, Treasurer (via telephone) (joined at 2:03)

**Board Members Absent:** Scott Erickson, Vice-Chair  
Mark Puetz, Commissioner

**Staff Present:** Chas Olson, Interim 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  
Amanda Weisgram, Director of Marketing and Research  
Denise Albertson, ESG and HMIS Administrator (via telephone)  
Shanna Brech, Mortgage Purchase Officer (via telephone)  
Travis Dammann, Business Analyst (via telephone)  
Beverly Katz, Housing Infrastructure Officer  
Matt Kelley, Coordinator of Technical Services (via telephone)  
Sheila Olson, Marketing Assistant  
Viki Roybal, Housing Management Officer  
Julie Samuelson, Mortgage Purchase Officer (via telephone)  
Joseph Tielke, Continuum of Care Administrator (via telephone)  
Rebecca Whidby, Housing Development Officer

**Guests Present:** Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to South Dakota Housing  
Darin Beckius, Homes Are Possible, Inc. (via telephone)  
Holly Engelhart, Eide Bailly (via telephone)  
Janell Gowin, Primary Residential Mortgage, Inc.  
Chuck Johnson, Bethel Lutheran Home (via telephone)  
Julie Johnson, Absolutely!Aberdeen (via telephone)  
Rich Johnson, Primary Residential Mortgage, Inc. (via telephone)  
Leah Leisinger, Primary Residential Mortgage, Inc.  
Bob Mercer, Keloland News (via telephone)  
Shawn Nielsen, Primary Residential Mortgage, Inc.  
Matt Northrup, Matt Northrup Construction, Inc. (via telephone)  
Greg Whitlock, SD Department of Veteran Affairs (via telephone)

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

The meeting was called to order at 2:00 p.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. 23-05-25 under Old Business. It was moved by Commissioner Pummel and seconded by Commissioner Hohn 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 Hohn, Pummel and Roby

Excused: Commissioners Erickson, Puetz and Steele

Commissioner Steele joined the meeting.

## **IV. APPROVAL OF MINUTES**

It was moved by Commissioner Hohn and seconded by Commissioner Pummel that the Minutes of the Board of Commissioners' Meeting held on May 2, 2023, be adopted as presented.

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

## **V. EXECUTIVE DIRECTOR'S REPORT**

Interim Executive Director Olson reported that the Homeless Summit will be held June 13 through June 14, 2023 in Pierre and the Housing Conference will be held June 27 through June 28, 2023 in Pierre. He stated Kevin Merrill retired and thanked him for his 24 years at South Dakota Housing. Interim Executive Director Olson reported Rebecca Whidby was hired for Housing Trust Fund and HOME Housing Development Officer position and Viki Roybal was hired for the Section 8 Housing Management Officer position.

## **VI. OLD BUSINESS**

Interim Executive Director Olson gave an update regarding the draft Housing Infrastructure Financing Program Administrative Rules.

### **A. Resolution No. 23-05-21: Resolution to Commit HOME and Housing Trust Fund Funds for Black Hills Works E Oakland Duplex #2**

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

WHEREAS, per Resolution 22-11-70, a Reservation in the amount of \$150,000 of HOME funds and \$150,000 of Housing Trust Fund (HTF) funds was previously awarded to the following Applicant;

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

WHEREAS, the environmental review has been completed and Applicant has submitted all of the required documentation;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is hereby authorized to issue a Commitment of HOME and HTF Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
Black Hills Works, Inc.	Black Hills Works E Oakland Duplex #2 Rapid City, SD	\$150,000
		<u>HOUSING TRUST FUNDS</u>
		\$150,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**B. Resolution No. 23-05-22: Resolution to Commit HOME and Housing Trust Fund Funds for FortyOne Flats**

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 Resolution 22-11-72, a Reservation in the amount of \$1,000,000 of HOME funds and \$600,000 of Housing Trust Fund (HTF) funds was previously awarded to the following Applicant;

WHEREAS, the Applicant has agreed to comply with all HOME and HTF 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 is hereby authorized to issue a Commitment of HOME and HTF Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
Inter-Lakes Community Action Partnership	FortyOne Flats Sioux Falls, SD	\$1,000,000
		<u>HOUSING TRUST FUNDS</u>
		\$600,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**C. Resolution No. 23-05-23: Resolution to Commit HOME and Housing Trust Fund Funds for LifeScape Kennedy Home**

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

WHEREAS, per Resolution 22-11-84, a Reservation in the amount of \$494,400 of HOME funds and \$494,400 of Housing Trust Fund (HTF) funds was previously awarded to the following Applicant;

WHEREAS, the Applicant has agreed to comply with all HOME and HTF 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 is hereby authorized to issue a Commitment of HOME and HTF Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
South Dakota Achieve, Inc., DBA LifeScape	LifeScape Kennedy Home Harrisburg, SD	\$494,400
		<u>HOUSING TRUST FUNDS</u>
		\$494,400

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**D. Resolution No. 23-05-24: Resolution to Commit HOME and Housing Trust Fund Funds for Springs Edge Apartments**

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

WHEREAS, per Resolution 22-11-94, a Reservation in the amount of \$1,000,000 of HOME funds and \$600,000 of Housing Trust Fund (HTF) funds was previously awarded to the following Applicant;

WHEREAS, the Applicant has agreed to comply with all HOME and HTF 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 is hereby authorized to issue a Commitment of HOME and HTF Funds for the following:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME FUNDS GENERAL POOL</u>
Springs Edge Apartments Limited Partnership	Springs Edge Apartments Rapid City, SD	\$1,000,000
		<u>HOUSING TRUST FUNDS</u>
		\$600,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**E. Resolution No. 23-05-25: Resolution to Commit HOME-ARP Funds for Pathways Young Adult Transitional Home**

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

WHEREAS, per Resolution 23-02-08, a Reservation in the amount of \$200,000 of HOME-ARP funds was previously awarded to the following Applicant; and

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

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to issue a Commitment of HOME-ARP funds for the following Applicant:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME-ARP FUNDS</u>
Pathways Shelter for the Homeless, Inc.	Pathways Young Adult Transitional Home Yankton, SD	\$200,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**VII. NEW BUSINESS**

**A. Resolution No. 23-05-26: Resolution to Approve Primary Residential Mortgage, Inc. as a Participating Lender**

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

WHEREAS, the Board of Commissioners approved Participating Lender requirements pursuant to resolution 17-11-60, including the requirement that the lender has operated a mortgage origination office in South Dakota for at least three years;

WHEREAS, Primary Residential Mortgage, Inc (PRMI) has not operated a mortgage origination office in South Dakota for three years but does employ some staff with experience in origination, processing, underwriting and closing of SDHDA loans;

WHEREAS, PRMI was a Participating Lender up to February 11, 2019 when PRMI no longer had an office in South Dakota and SDHDA terminated PRMI's contract;

WHEREAS, PRMI has now re-opened an office in Sioux Falls as of June, 2022;

WHEREAS, PRMI will certify that all other requirements with respect to approval as a Participating Lender have or will be met prior to originating any loans;

WHEREAS, PRMI has agreed that its staff will attend a refresher training session with SDHDA staff prior to originating any loans; and

WHEREAS, the SDHDA staff believe PRMI has sufficient expertise and experience to successfully act as a Participating Lender, and SDHDA staff has recommended that the Board therefore waive the requirement regarding three years of operation as a mortgage lender in South Dakota;

NOW, THEREFORE, BE IT RESOLVED that the application of PRMI to act as an SDHDA Participating Lender is hereby approved, subject to approval from SDHDA's Master Servicer.

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**B. Resolution No. 23-05-27: Resolution to Conditionally Commit Community Housing Development Program Funds for Spruce Street Townhomes**

After review and discussion, it was moved by Commissioner Hohn and seconded by Commissioner Pummel 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

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

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

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>COMMUNITY HOUSING DEVELOPMENT PROGRAM</u>
Spruce Street Investment Group, LLC	Spruce Street Townhomes Aurora, SD	\$993,056

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**C. Resolution No. 23-05-28: Resolution to Conditionally Commit Community Housing Development Program and Housing Opportunity Fund Funds for Capitol Duplex #2**

After review and discussion, it was moved by Commissioner Pummel and seconded by Commissioner Hohn 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 2022-2023 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 CHPD and HOF requirements;

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

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>COMMUNITY HOUSING DEVELOPMENT PROGRAM</u>
Central States Properties, LLC	Capitol Duplex #2 Pierre, SD	\$375,000
		<u>HOF RURAL DEVELOPMENT</u>
		\$188,350

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

**D. Resolution No. 23-05-29: Resolution to Conditionally Commit Community Housing Development Program and Housing Opportunity Fund Funds for Railway Estates Duplex's**

After review and discussion, it was moved by Commissioner Roby and seconded by Commissioner Pummel 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 2022-2023 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 hereby 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>
Railway Estates, LLC	Railway Estates Duplex's Canistota, SD	\$762,000
		<u>HOF RURAL DEVELOPMENT</u>
		\$336,000

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

**E. Resolution No. 23-05-30: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Brookings Workforce Housing – Phase 2**

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

WHEREAS, the following application has been reviewed and evaluated in accordance with the 2022-2023 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 is hereby 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>
CD Properties, LLC	Brookings Workforce Housing – Phase 2 Brookings, SD	\$240,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**F. Resolution No. 23-05-31: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Herreid Area Housing Development Acquisition & Rehabilitation**

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 with the 2022-2023 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 is hereby 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 Area Housing Development Acquisition Acquisition & Rehabilitation Herreid, SD	\$95,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**G. Resolution No. 23-05-32: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Herreid Area Housing Development Governor's House**

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 2022-2023 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 is hereby 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 Area Housing Development Governor's House Herreid, SD	\$120,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

**H. Resolution No. 23-05-33: Resolution to Conditionally Commit Housing Opportunity Fund Funds for Millard Acres Twin-Home**

After review and discussion, it was moved by Commissioner Pummel 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 2022-2023 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 is hereby 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>
Habitat for Humanity of Greater Sioux Falls	Millard Acres Twin-Home Sioux Falls, SD	\$144,000

Via roll call, the following votes were recorded:

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele

Excused: Commissioners Erickson and Puetz

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

The next Board of Commissioners' Meeting is tentatively scheduled for June 13, 2023. It was moved by Commissioner Pummel and seconded by Commissioner Hohn that the meeting adjourn.

Voting AYE: Chairman Hansen; Commissioners Hohn, Pummel, Roby and Steele  
Excused: Commissioners Erickson and Puetz

The meeting adjourned at 2:57 p.m.

Respectfully submitted,

Chas Olson  
Secretary

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