

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONER'S MEETING**  
**SDHDA CONFERENCE ROOM**  
**October 11, 2022**

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

**Board Members Absent:** None

**Staff Present:** Lorraine Polak, Executive Director  
Todd Hight, Director of Finance and Administration  
Brent Adney, Director of Homeownership Programs  
Chas Olson, Director of Rental Housing Development  
Tasha Jones, Director of Rental Housing Management  
Amanda Weisgram, Director of Marketing and Research  
Sheila Olson, Marketing/Executive Assistant  
Beverly Katz, Housing Infrastructure Officer  
Ashlee Hemminger, Single Family Development Assistant  
Andy Fuhrman, Construction Management Officer

**Guests Present:** Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA  
Ashley Hobbs, Safe Place of Eastern South Dakota  
David Reiss, Central South Dakota Enhancement District  
Eric Kunzweiler, Inter-Lakes Community Action Partnership  
Holly Englehart, Eide Bailly  
John Hult, State News Room  
Stacy Starzl Hansen, River City Domestic Violence Center  
Sarah Rinehart, Missouri Shores  
Shelby Bergeson, Missouri Shores  
Nancy Wietgrefe, Safe Place of Eastern South Dakota

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

The meeting was called to order at 11:00 a.m. and roll was called. Chairman Hansen called for conflicts of interest. Commissioner Puetz stated that he had a conflict of interest with respect to New Business items 22-10-57 to 22-10-63, which dealt with consideration to reserve HOME-ARP funds.

**II. PUBLIC COMMENT**

None.

**III. APPROVAL OF AGENDA**

It was moved by Commissioner Puetz and seconded by Commissioner Hohn that the Agenda be adopted as presented, 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, Puetz, Pummel, Roby and Steele

**IV. APPROVAL OF MINUTES**

It was moved by Commissioner Pummel and seconded by Commissioner Erickson that the Minutes of the Board of Commissioners' Meeting held on September 23, 2022, be adopted as presented.

Via roll call, the following votes were recorded:

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

**V. TREASURER'S REPORT**

Todd Hight, Director of Finance, presented the Authority's Fiscal Year 2022 Audit and Financial Report dated June 30, 2022. He reported that Holly Engelhart of Eide Bailly LLP, independent auditor for the South Dakota Housing Development Authority, had previously presented and discussed the Audit with the Board's Audit Committee on October 11, 2022 and reported there were no findings. The Commissioners thanked Todd for his great work on the various financial matters. It was moved by Commissioner Steele and seconded by Commissioner Pummel that the Treasurer's Report be accepted as presented.

Via roll call, the following votes were recorded:

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

**VI. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Polak welcomed new employee, Ashlee Hemminger, Single Family Development Assistant. She stated the Directors would be presenting the Annual Report that will be submitted to the Governor's Office and the Legislature. Executive Director Polak is tentatively looking at November 3 to schedule a task force meeting to review the competitive applications and tentatively looking at November 29 to hold the board meeting to approve or deny those applications.

**VII. 2022 ANNUAL REPORT**

An overview of the annual report was given by Directors and discussed with the Board.

**VIII. OLD BUSINESS**

None.

**IX. NEW BUSINESS**

**A. Resolution No. 22-10-57: Resolution to Reserve HOME-ARP Funds for House of Hope Emergency Shelter**

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 HOME-American Rescue Plan (ARP) Program Allocation Plan; and

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

NOW, THEREFORE, BE IT RESOLVED that based on information provided in the application, a letter offering a Reservation of HOME-ARP funds be forwarded to the following Applicant, and that upon satisfaction of all conditions, HOME-ARP funds be allocated to:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME-ARP FUNDS</u>
Missouri Shores Domestic Domestic Violence Center (MSDVC)	House of Hope Emergency Shelter Pierre, SD	\$1,160,000

Via roll call, the following votes were recorded:

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

Abstaining: Commissioner Puetz

**B. Resolution No. 22-10-58: Resolution to Reserve HOME-ARP Funds for ICAP Community Commons**

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 HOME-American Rescue Plan (ARP) Program Allocation Plan; and

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

NOW, THEREFORE, BE IT RESOLVED that based on information provided in the application, a letter offering a Reservation of HOME-ARP funds be forwarded to the following Applicant, and that upon satisfaction of all conditions, HOME-ARP funds be allocated to:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME-ARP FUNDS</u>
Inter-Lakes Community Action Partnership, Inc. (ICAP)	ICAP Community Commons Sioux Falls, SD	\$1,161,330

Via roll call, the following votes were recorded:

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

Abstaining: Commissioner Puetz

**C. Resolution No. 22-10-59: Resolution to Reserve HOME-ARP Funds for RCDVC NCS Shelter Expansion**

After review and discussion, it was moved by Commissioner Steele 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 HOME-American Rescue Plan (ARP) Program Allocation Plan; and

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

NOW, THEREFORE, BE IT RESOLVED that based on information provided in the application, a letter offering a Reservation of HOME-ARP funds be forwarded to the following Applicant, and that upon satisfaction of all conditions, HOME-ARP funds be allocated to:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME-ARP FUNDS</u>
River City Domestic Violence Center (RCDVC)	RCDVC NCS Shelter Expansion Yankton, SD	\$1,161,330

Via roll call, the following votes were recorded:

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

Abstaining: Commissioner Puetz

**D. Resolution No. 22-10-60: Resolution to Reserve HOME-ARP Funds for Safe Place Building a Safe Future**

After review and discussion, it was moved by Commissioner Erickson 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 HOME-American Rescue Plan (ARP) Program Allocation Plan; and

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

NOW, THEREFORE, BE IT RESOLVED that based on information provided in the application, a letter offering a Reservation of HOME-ARP funds be forwarded to the following Applicant, and that upon satisfaction of all conditions, HOME-ARP funds be allocated to:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME-ARP FUNDS</u>
Mitchell Area Safehouse dba Safe Place of Eastern South Dakota	Safe Place Building a Safe Future Mitchell, SD	\$1,161,330

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

**E. Resolution No. 22-10-61: Resolution to Continue Working with VSAC Veteran Housing**

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

WHEREAS, G&D Investments LLC (Applicant) has submitted an application that has been reviewed and evaluated in accordance with the HOME-American Rescue Plan (ARP) Program Allocation Plan; and

WHEREAS, the application does not currently satisfy the requirements for a Reservation of HOME-ARP funds;

NOW, THEREFORE, BE IT RESOLVED that SDHDA staff is authorized to continue working with the Applicant until April 1, 2023, to meet the requirements necessary for a Reservation of HOME-ARP funds;

BE IT FURTHER RESOLVED that if the application is ready for a Reservation of HOME-ARP funds by the April 1, 2023, deadline, the application will be submitted to the Board of Commissioners for further consideration for a Reservation of HOME-ARP funds.

Via roll call, the following votes were recorded:

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

Abstaining: Commissioner Puetz

**F. Resolution No. 22-10-62: Resolution to Reserve HOME-ARP Funds for Watertown Cares**

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 HOME-American Rescue Plan (ARP) Program Allocation Plan; and

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

NOW, THEREFORE, BE IT RESOLVED that based on information provided in the application, a letter offering a Reservation of HOME-ARP funds be forwarded to the following Applicant, and that upon satisfaction of all conditions, HOME-ARP funds be allocated to:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME-ARP FUNDS</u>
Watertown Cares (to be formed)	Watertown Cares Watertown, SD	\$1,031,000

Via roll call, the following votes were recorded:

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

Abstaining: Commissioner Puetz

**G. Resolution No. 22-10-63: Resolution to Reserve HOME-ARP Funds for Watertown Cares Supportive Services**

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 HOME-American Rescue Plan (ARP) Program Allocation Plan; and

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

NOW, THEREFORE, BE IT RESOLVED that based on information provided in the application, a letter offering a Reservation of HOME-ARP funds be forwarded to the following Applicant, and that upon satisfaction of all conditions, HOME-ARP funds be allocated to:

<u>OWNER/APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOME-ARP FUNDS</u>
Watertown Cares (to be formed)	Watertown Cares Supportive Services Watertown, SD	\$104,500

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

**X. EXECUTIVE SESSION**

None.

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

The next Board of Commissioners' Meeting is tentatively scheduled for November 29, 2022. It was moved by Commissioner Steele and seconded by Commissioner Puetz that the meeting adjourn.

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

The meeting adjourned at 12:00 p.m.

Respectfully submitted,

Lorraine Polak  
Secretary