

**MINUTES**  
**SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY**  
**BOARD OF COMMISSIONER'S MEETING**  
*Telephonic*  
*October 20, 2020*

**Board Members Present:** David Pummel, Chairman  
Scott Erickson, Treasurer  
Rick Hohn, Commissioner  
Steve Kolbeck, Commissioner  
Mark Puetz, Commissioner  
Preston Steele, Commissioner

**Board Members Absent:** Bill Hansen, Vice-Chair

**Staff Present:** Mark Lauseng, Executive Director  
Todd Hight, Director of Finance and Administration  
Brent Adney, Director of Homeownership Programs  
Mike Harsma, Director of Single Family Development  
Lorraine Polak, Director of Rental Housing Development  
Tasha Jones, Director of Rental Housing Management  
Amanda Weisgram, Director of Marketing and Research  
Sheila Olson, Marketing/Executive Assistant  
Amy Eldridge, Housing Development Officer  
Chas Olson, Housing Development Officer  
Scott Rounds, Housing Development Officer  
Andy Fuhrman, Construction Supervisor  
Travis Dammann, Business Analyst  
Nichole Hahn, HERO State Coordinator

**Guests Present:** Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA  
Tobin Morris, Colliers Securities  
Holly Engelhart, Eide Bailly LLP  
Kevin Wagner, Deadwood-Lead Economic Development  
Bill Pearson, WJP Holdings, LLC

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

The meeting was called to order at 10:01 a.m. and roll was called. Chairman Pummel called for conflicts of interest. With respect to Old Business item 20-10-I, Chairman Pummel stated that the developer of Deadwood Stage Run is a business client of his and that he would therefore abstain from discussion and voting on that item to avoid the appearance of a conflict. In accordance with SDCL 3-23-3.1, Commissioner Puetz disclosed permissible conflicts of interest for which authorization by the SDHDA Board of Commissioners is not required. The Annual Disclosure Forms with respect to the disclosed conflicts are attached to these minutes.

Commissioner Puetz joined the meeting at 10:03 a.m.

**II. PUBLIC COMMENT**

None.

**III. APPROVAL OF AGENDA**

It was moved by Commissioner Hohn and seconded by Commissioner Erickson 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, Hohn, Kolbeck, Puetz and Steele.

Excused: Commissioner Hansen.

**IV. APPROVAL OF MINUTES**

It was moved by Commissioner Steele and seconded by Commissioner Puetz that the Minutes of the Board of Commissioners' Meeting held on September 15, 2020, be adopted as presented.

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Hansen.

**V. TREASURER'S REPORT**

Todd Hight, Director of Finance, presented the Authority's Fiscal Year 2020 Audit and Financial Report dated June 30, 2020. 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 7, 2020 and reported there were no findings. It was moved by Commissioner Erickson and seconded by Commissioner Puetz that the Treasurer's Report be accepted as presented.

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Hansen.

**VI. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Lauseng stated SDHDA has been awarded \$10 million to assist South Dakotans who have been financially impacted by COVID-19 and need help paying their housing expenses such as rent, mortgage, and/or utilities. He mentioned staff has been working with partners across the state to get these funds distributed and that 211 Helpline Center, a dialing code for community information and referral services, has an application that will launch this Thursday. Executive Director Lauseng stated the SDHDA Annual Housing Conference had been held virtually and went well and that NCSHA's Annual

Housing Conference will be held virtually on October 27-29, 2020. He mentioned the Task Force Committee will meet November 4, 2020. Executive Director Lauseng stated Freddie Mac will no longer provide funds for the HERO Program.

**VII. OLD BUSINESS**

**A. Resolution No. 20-10-73: Resolution to Approve the Release of the Amended 2020-2021 HOME Program Allocation Plan**

After review and discussion, it was moved by Commissioner Kolbeck and seconded by Commissioner Hohn 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 2020-2021 HOME Plan per Resolution No. 20-04-21;

WHEREAS, U.S. Department of Housing and Urban Development has requested an amendment to the HOME Plan to further clarify and define the Resale and Recapture provisions for homeownership projects;

WHEREAS, per the HOME Plan, the Board may amend the HOME Plan for administrative amendments, including amendments necessary to comply with 24 CFR Part 92, and

WHEREAS, such an administrative amendment is fully effective upon adoption and does not require public comment;

NOW, THEREFORE, BE IT RESOLVED that the Amended 2020-2021 HOME Program Allocation Plan, dated October 20, 2020, is hereby approved.

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Hansen.

**VIII. NEW BUSINESS**

**A. Resolution No. 20-10-74: Resolution to Conditionally Commit HOME Program Funds Under the Homeowner Rehabilitation Program for Rural Office of Community Services, Inc. (ROCS) Homeowner Rehabilitation Program**

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

WHEREAS, the following HOME Program application was received for the Homeowner Rehabilitation Program set-aside; and

WHEREAS, the required documentation has been reviewed and evaluated, and the Applicant has agreed to comply with all HOME requirements;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to issue a commitment of HOME funds from the Homeowner Rehabilitation Program set-aside for the following:

<u>APPLICANT</u>	<u>DEVELOPMENT/ LOCATION</u>	<u>HOMEOWNER REHABILITATION PROGRAM AMOUNT</u>
Rural Office of Community Services, Inc. (ROCS) Lake Andes, SD	Southcentral and South eastern	\$133,750

Via roll call vote, the following votes were recorded:

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

Excused: Commissioner Hansen.

**B. Resolution No. 20-10-75: Resolution to Conditionally Commit Community Housing Development Program Infrastructure Financing for Deadwood Stage Run Phase II**

After review and discussion, it was moved by Commissioner Hohn 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 Community Housing Development Program Infrastructure Financing Term Sheet;

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

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to issue a Conditional Commitment of CHDP Infrastructure Financing for the following:

<u>OWNER/APPLICANT</u>	<u>LOCATION</u>	<u>COMMUNITY HOUSING DEVELOPMENT PROGRAM</u>
WJP Holdings, LLC.	Deadwood Stage Run Phase II Deadwood, SD	\$1,000,000

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

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

The next Board of Commissioners' Meeting is tentatively scheduled for November 17, 2020. It was moved by Commissioner Puetz and seconded by Commissioner Kolbeck that the meeting adjourn.

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

The meeting adjourned at 10:50 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Mark Lauseng". The signature is written in a cursive, flowing style.

Mark Lauseng  
Secretary