

**Minutes**  
**Community Development**  
**Affordable Housing Advisory Board Meeting**  
**Chasing Willows Apartments—Community Room**  
**Wednesday, July 26, 2017, 4 p.m.**

**Members Present:** Aaron Baker, Jon Carroll, Ngoc Phan, Shawn Pritchett, Alex Ramirez, and Gayleen Riedemann

**Members Absent:** Frank Adams, Annie Brokenleg, Hirsi Mohamed, and Kate Parker (ex officio)

**Guests Present:** None

Also present: Katie Dunn, Assistant City Attorney; Les Kinstad, Matt Cerny, Travis Heiter, and Al Roettger, Community Development staff

**Agenda**

**1. Call to Order**

Jon Carroll called the meeting to order at 3:50 p.m.

**2. Additions or Deletions to the Agenda**

Les Kinstad added an item to discuss a proposed amendment to the 2017 Annual Action Plan. Upon motion by Alex Ramirez, seconded by Aaron Baker, the Board approved the agenda with the item added by Les. Motion carried unanimously.

**3. Approval of the Minutes for the Meeting of May 31, 2017**

Upon motion by Gayleen Riedemann, seconded by Alex Ramirez, the Board approved the minutes for the May 31, 2017, Community Development Affordable Housing Advisory Board meeting as provided. Motion carried unanimously.

**4. Old Business**

Les Kinstad suggested that the report on providing limited English proficiency program documents be addressed under old business. Les reported what was discovered since the last meeting. Les said the issue is covered by the Civil Rights Act of 1964. Staff consulted with the Denver Regional Office and Fair Housing and Equal Opportunity. Denver advised staff that the CDBG and HOME programs require that written translation of vital documents is required for each eligible LEP language that constitutes 5 percent or 1,000 individuals, whichever is less, of the population. Les referenced the charts he emailed to the Board on July 14, 2017. The chart shows that Spanish is the only language in Sioux Falls that meets either of the above thresholds. Staff will work to identify vital documents to be translated

into Spanish. Those documents are likely to include applications for assistance, descriptions of programs, and promissory notes and mortgages.

## **5. New Business**

### **a) Report on Providing Limited English Proficiency (LEP) Program Documents**

See old business.

### **b) Review 2018 Applications for CDBG and HOME Funding**

Les Kinstad passed out a list of proposals received and the department's proposed 2018 budget. Alex Ramirez recognized that The Compass Center does not address housing. Alex asked Les about the Multi-Cultural Center's application, since it was the only other application for a project we had not previously funded. Les explained that the Multi-Cultural Center would like funding so that they can provide interpreter services for landlords and tenants with limited English proficiency.

Gayleen Riedemann made a motion to support all 2018 proposals received, with the exception of The Compass Center, and give staff the flexibility to determine final funding amounts that will fit in the 2018 budget, seconded by Aaron Baker. Motion carried unanimously.

### **c) Review Requests for Low-Income Housing Tax Credit (LIHTC) Funding**

Les Kinstad explained that these dollars would address local support for applications to the state of South Dakota for LIHTC funds. Aaron Baker noted that local support is a key component of LIHTC scoring system. Les talked about the economy and the decrease in sales tax receipts. Lower sales tax contributed to an overall tighter City budget. The \$1,000,000 we received since 2014 for large affordable housing projects is not feasible at this time. Staff's solution was to provide financial assistance in lesser amounts but enough that it shows that the City supports the projects located in Sioux Falls. This will not buy down rents as was done under the \$1,000,000 large affordable housing project fund. It will just show support for local projects.

Gayleen Riedemann noted that she did not support the proposed location of the Cleveland Center Apartments.

Gayleen Riedemann made a motion to provide financial support to three of the four projects—Greenway Apartments, South Sycamore Estates, and Technology Heights II Apartments. Seconded by Alex Ramirez. Motion carried 5-0. Shawn Pritchett abstained from the vote and discussion.

### **d) Proposed Amendment to the 2017 Annual Action Plan**

Al Roettger provided the Board with a summary of an amendment to the 2017 Annual Action Plan. General funds will be taken from many places in order to

fully fund the 2017 large affordable housing projects at an amount of \$1,000,000. CDBG and HOME funds were moved from completed projects to those that sacrificed their general funds to the large affordable housing projects. The changes will allow staff to fully fund the large projects in 2017 without a major drop in level of service of its other program.

The amendment will also allow Sioux Falls Housing & Redevelopment Commission to use more of its \$230,000 allocation for administration of the project. The amount allowed for administration will increase from \$20,000 to \$26,000.

Shawn Pritchett made a motion to amend the 2017 Annual Action Plan as described in AI's summary notes, seconded by Ngoc Phan. Motion carried unanimously.

**6. Other Business**

Jon Carroll asked about the possibility of doing a future bus/van tour so the Board can get a better idea of some of the projects recently completed.

**7. Adjourn**

Upon motion by Aaron Baker, seconded by Shawn Pritchett, the meeting adjourned at 4:40 p.m.

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Secretary