

OFFICE OF  
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## MEMORANDUM

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**Date:** December 30, 2022  
**To:** Deadwood City Preservation Commission  
**From:** Kevin Kuchenbecker, Historic Preservation Officer  
**Re:** Renewal of Neighborhood Housing Revolving Loan Agreement

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Historic Preservation has an established Revolving Loan Fund for a variety of related programs for the purpose of making commercial and residential loans and grants for the rehabilitation of residences, buildings, structures, improvements, and retaining walls located within the City of Deadwood. NeighborWorks has provided administrative services in connection with the Revolving Loan Program.

The Historic Preservation Office does not have the expertise to process the loans, therefore, continues to recommend the hiring of Neighborhood Housing Services of the Black Hills Inc. to administer the revolving loan programs. This request is to provide an agreement for services from January 1, 2023 to December 31, 2023 at a cost not to exceed \$60,000.00.

The Historic Preservation Commission reviewed this at their December 28, 2022 meeting and recommend approval

### **RECOMMENDED MOTION:**

*Move to renew the agreement with Neighborhood Housing Services of the Black Hills Inc. at a cost not to exceed \$60,000.00 to be paid out of the 2023 Revolving Loan Professional Services line item.*