

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION  
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA  
AUGUST 21, 2019**

**ROLL CALL**

**PRESENT:** Commissioners Scudder, Nalls, DuBray, Eisenbraun, and Podhradsky.

**ABSENT:** None

**ALSO PRESENT:** Doug Wells – Executive Director, Robert Slanina – Controller, Alice Bentley – Resident Advisory Panel Liaison, Ron Rosenboom - West River Foundation, DeShayne Hoag and Denetta Horn – Casey Peterson, Ltd.

**APPROVAL OF AGENDA**

Chairman Scudder entertained a motion for approval of the agenda. Commissioner Eisenbraun so moved; seconded by Commissioner Podhradsky. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

**Approval of minutes.** Commissioner Nalls noted that Commissioner Eisenbraun had left the July meeting prior to the last two votes but was recorded as having voted. Chairman Scudder entertained a motion for approval of the minutes of the regular Board meeting of July 17, 2019, with the correction noted. Commissioner Podhradsky so moved; seconded by Commissioner Eisenbraun. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

**Approval of expenditures.** Chairman Scudder asked for, and received, an explanation of a few listed expenditures. She entertained a motion for approval of the expenditures. Commissioner Eisenbraun so moved; seconded by Commissioner DuBray. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

**Financial reports.** The Board reviewed the financial reports. Controller Slanina stated that budget revision to reflect unexpected expenditures would be brought to the September Board meeting. He also stated that he would be investing excess cash in the coming month.

**ITEMS FROM THE RESIDENT ADVISORY PANEL**

Chairman Scudder welcomed Alice Bentley, Resident Advisory Panel liaison. Ms. Bentley reported that six Panel members attended the last meeting. She stated that one Panel member had moved, and another was moving in the coming month, so they would no longer be serving on the Panel. She reviewed the items discussed including, major work items in progress, and routine items from the Panel. Chairman Scudder thanked Ms. Bentley for her report.

## DISCUSSION ITEMS

**(A) Ron Rosenboom – West River Foundation** – Chairman Scudder introduced Ron Rosenboom, from West River Foundation. She stated that he had been invited to attend the meeting to discuss non-profit entities and Development for the Disabled, Inc. (DDI). Mr. Rosenboom stated that he did not represent DDI, but that he had worked with them through West River Foundation on affordable housing development. He gave some background on DDI as a non-profit and Community Housing Development Organization (CHDO). He discussed the possibility of repurposing DDI to be utilized as a non-profit for the PCHRC. He explained that there was a deferred developer fee owed to West River Foundation, through DDI, from Aberdeen Housing Authority, and stated that this would have to be addressed in the event the PCHRC was to assume DDI. Discussion followed on what would have to be done for the PCHRC to take over DDI. The Board also discussed the additional requirements of becoming a CHDO and whether or not access to CHDO set-aside funds was worth those additional requirements. Chairman Scudder thanked Mr. Rosenboom for attending.

**(B) Presentation of Fiscal Year End March 31, 2019 Audit Report** – Chairman Scudder stated that Casey Peterson, Ltd. was in attendance to present the fiscal year end March 31, 2019 audit report. DeShayne Hoag presented the Board with the audit report and a summary of financial highlights. She gave an overview of the audit report and noted that there were no significant issues discovered by the audit. She stated that there were no internal control or compliance findings and that they had issued an unmodified opinion on the financial statements. She noted that an unmodified opinion indicated that no issues were uncovered by the audit. She reviewed financial ratios and other aspects of the financial statements. Chairman Scudder thanked Ms. Hoag for her report. She entertained a motion to accept the Audit Report. Commissioner DuBray so moved; seconded by Commissioner Nalls. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

**(C) Resolution No. 904 – Authorization of Banking Signatures** – Chairman Scudder stated that the Board elected new officers last month, and that this required new authorized banking signatures. She entertained a motion to approve Resolution No. 904. Commissioner Podhradsky so moved; seconded by Commissioner Eisenbraun. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

## OLD BUSINESS

**(A) Participation in Low Income Energy Assistance Program.** – Chairman Scudder stated that a group of people had attended the July Board meeting to ask the PCHRC to participate in the Low Income Energy Assistance Program (LIEAP). She stated that the Executive Director had been asked to report back to the Board on what would be required of staff to participate in this program. The Executive Director stated that he had met with staff to discuss what would be involved. He stated that they were unable to make an estimate of the total staff time required to participate in the program because they had no way of knowing how many residents would participate. He stated that approximately 430 PCHRC residents would be eligible. He stated that if the PCHRC were to participate in the program, PCHRC staff would verify the resident's rent to the LIEAP office. He explained that since these residents do not pay utilities directly, the assistance they receive is based on 30% of the rent they pay, and that this amount would be paid

directly to the PCHRC. He stated that the LIEAP assistance the resident receives must be reported to HUD but is not used in the calculation of rent. He stated that payment for all participating residents would be received in one electronic payment from the LIEAP office and would not be broken down or identified by the property in which they lived. Staff would have to post the payment to individual tenant accounts, calculate the amount received for various properties and transfer funds to those accounts. He stated that the monthly billing statements sent to residents would reflect the total balance due and would not reflect that LIEAP would be paying a portion of that balance. He noted that LIEAP payments are made only for a portion of the year resulting in a change in resident's portion of the rent when they start, and when they stop. He explained that participants are awarded a set amount of funding for the year, and the monthly payment is based on their rent, so the resident must keep track of when the assistance ends and adjust their rent payment accordingly. He stated that staff was concerned that these issues would result in incorrect rent payments which in turn result in late fees, termination notices and credit balances on tenant accounts. He stated that these issues could be corrected but would require staff time to do so. He stated that all of the issues raised could be overcome, and that if the Board wanted to participate in the program, staff would figure out how to get it done. He stated that he did not know if additional staff would be required at some point. The Board discussed the issues raised, the benefit residents would receive, and the fact that resident utilities are already subsidized by HUD. Commissioner Eisenbraun moved that the PCHRC not participate in the program; seconded by Commissioner DuBray. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

Commissioner Eisenbraun stated that he had another commitment and excused himself from the meeting at 5:07pm.

### **NEW BUSINESS**

**Mainstream and Foster Youth Voucher Funding** – The Executive Director stated that he had received funding notices for the Mainstream Voucher Program and Foster Youth Voucher Funding. He explained that the Mainstream program provided housing vouchers to non-elderly, disabled individuals and families. He stated that he did not feel that the PCHRC could submit a competitive application for the Mainstream Vouchers at this time. He stated that the program required partnering with agencies to provide supportive services, and that these partnerships were not in place at this time. He stated that he felt this was worth pursuing for future funding. He stated that the Foster Youth Voucher program provided housing vouchers for foster youth who age out of the foster youth program. He stated that a Public Child Welfare Agency would refer participant and the PCHRC would then submit an application to HUD for a Voucher for that specific applicant. He stated that he felt this program was feasible and he would like to pursue it. The Board agreed that the PCHRC should pursue the Foster Youth Voucher program.

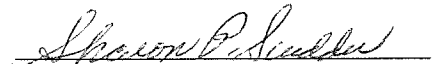
### **MONTHLY REPORTS AND INFORMATIONAL ITEMS**

The Board reviewed and discussed the monthly reports. Discussion followed on the ongoing vacancy problem at Prairie Village. Commissioners Scudder and Nalls stated that they would like to tour the property.


**National NAHRO Conference** – The Executive Director stated that he had registered for the conference and hotel, but still needed to make airline reservations. He discussed flight options with the Board.

**ADJOURNMENT**

With no further action before the Board, Vice-Chairman Scudder entertained a motion for adjournment. Commissioner Nalls so moved; seconded by Commissioner Podhradsky. **VOTING AYE; Commissioners Nalls, DuBray, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.** The meeting adjourned at 5:30 PM.

  
Sharon Scudder, Vice-Chairman

(SEAL)  
ATTEST

  
Douglas D. Wells, Executive Director