

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION  
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA  
JULY 19, 2023**

**ROLL CALL**

**PRESENT:** Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht (arrived at 5:10 p.m.)

**ABSENT:** None

**ALSO PRESENT:** Bryan Achbach – Executive Director, Rebecca Eisenbraun – Deputy Executive Director, Robert Slanina – Controller, Jonathon Hinton – Construction/Modernization Coordinator, Troy Fenenga – I.T., Jonathan McCoy (Costello Porter Law firm) – Housing Authority Attorney, Amber Skoby – Dominion Due Diligence, and Jonathan Concidine – Dominion Due Diligence.

\* Participated via GoToMeeting conference call.

**APPROVAL OF AGENDA**

Chairman Hadcock entertained a motion for approval of the agenda; Commissioner Little Bear so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

**APPROVAL OF MINUTES**

Chairman Hadcock entertained a motion for approval of the minutes of the regular Board meeting of June 21, 2023. Commissioner Jones so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

**ITEMS FROM THE PUBLIC**

Residents Marlene Althaus and Susan Farr from Memorial Park Apartments and Shelly Shuck asked the Board for an update on the modernization of the elevator. The Executive Director presented the elevator update.

**RECESS**

The Board took a 10-minute break at 4:10 p.m. for a quick bite to eat before moving forward with the very lengthy meeting.

## APPROVAL OF EXPENDITURES

Following an opportunity for Board members to inquire about expenditures on the list, Chairman Hadcock entertained a motion for approval of expenditures. Commissioner Halbert so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

## REVIEW OF FINANCIAL AND INVESTMENT REPORTS

The Board reviewed the financial reports for all projects and programs with the Controller and Executive Director.

## MONTHLY REPORTS AND INFORMATIONAL ITEMS

The Executive Director stated that the auditors have completed their fieldwork for the annual audit. He advised that the auditors were working toward a Board presentation in September.

The Executive Director advised that he had met with the housing authority's attorney concerning updating the agency's By-laws.

## DISCUSSION ITEMS

**(A) Approve award of the Crime Prevention Program Contract** – The Executive Director advised that he was recommending that the Board approve the contract for \$65,000.00 between the housing authority and the Rapid City Police Department commencing August 1, 2023. Chairman Hadcock entertained a motion to approve the Crime Prevention Program Contract. Commissioner Little Bear so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

**(B) Presentation of Phase I Repositioning Study Final Report** – After the Executive Director introduced to the Board the representatives of Dominion Due Diligence (the consultant), Amber Skoby and Jonathan Concidine, a presentation was made on the Final Report of the Phase I Repositioning study. Commissioner Rossknecht arrived during this part of the meeting. Board members were presented the full study as part of their packet and the consultant walked them through key highlights through a Power Point presentation. Board members actively engaged in questioning conclusions and seeking clarification. The presentation lasted an hour and twenty minutes.

**(C) Phase II Discussion and Decision** – The Executive Director advised Board members that following Phase I, it was now up to the Board to decide the next steps. He stated that the Board heard a lot of information during the meeting and could decide to delay any decision until a later meeting in order to evaluate the Phase I study. He advised that the Board could decide that Public Housing works just fine, and that repositioning would not be prudent. He stated that Jonathan McCoy was present in order that the proper motions and resolutions were adopted if the Board decided to move forward with repositioning. Chairman Hadcock facilitated a

conversation with the housing authority attorney, individual Board members, and housing authority staff on attitudes and beliefs about repositioning. The Executive Director advised that the conclusions from Dominion Due Diligence were very similar to the conclusions of HUD's Technical Assistance (Mike Andrews). The Executive Director stated that repositioning gives the housing authority the flexibility needed in order to move forward with other developments. He concluded that having everything on the Section 8 platform gives the housing authority some cover from budget cuts because the biggest housing authorities in the country have Section 8. Commissioner Little Bear commented that following her review of repositioning, she liked the idea that the funding could be more stable and timelier in budgeting. Commissioner Jones stated that repositioning seemed to give the housing authority the necessary tools to carry out the (re)development the community needs. She voiced her concern for the families who will find themselves displaced as part of repositioning. Commissioner Rossknecht advised that based on his evaluative criteria, he believed repositioning provided the highest and best use of the assets we have. He reminded everyone that the process is going to take some time. After giving staffs members an opportunity to communicate their opinion and concerns on repositioning, Chairman Hadcock advised that the housing authority has a responsibility to continue to look for ways to make the affordable housing offered by the agency available to greatest number of families. Jonathan McCoy advised Board members that because it was important to himself and the Executive Director to acknowledge the past work of the Board and its consultant, the Board was being asked to move forward with Phase II via Resolution and not Motion. He stated that the Resolution better acknowledges past work while providing authorization to proceed according to the recommendation of the consultant. Chairman Hadcock asked for a brief rundown on the fee structure for any repositioning transactions going forward. The Executive Director presented to Board members the fee structure as presented by Dominion Due Diligence for Section 18 Dispositions and RAD Conversions. Jonathan McCoy advised Board members that the housing authority was going to need to seek additional accounting capacity in order to close out the transactions but that this work could be completed by a local accounting firm. Commissioner Rossknecht asked Chairman Hadcock if he could make a motion to approve Resolution 944 – Finding a Need Exists to Proceed with Asset Repositioning as Permitted by Housing and Urban Development. After Chairman Hadcock found none of the other Board members having any other questions, she gave permission to Commissioner Rossknecht to make a motion to approve Resolution 944. Commissioner Rossknecht so moved; seconded by Commissioner Halbert **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. RESOLUTION PASSED.**

**(D) Approve award of contract for Project Management for Jackson Heights Highrise, Valley View Highrise, and River Ridge Highrise HVAC Control Upgrades** – The Executive Director advised that he was recommending that the Board approve the contract for \$99,185.00 between the housing authority and Uda Architecture and Design for modernization work on HVAC controls. Chairman Hadcock entertained a motion to award the contract. Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

**(E) Resolution No. 943 – Write-off of Uncollectible Tenant Accounts Receivable** – The Executive Director stated that it was the process to bring to the Board once a quarter those

accounts deemed uncollectible to better reflect a more accurate balance of the housing authority's account receivables. Commissioner Jones noted that the date on the resolution was incorrect. Chairman Hadcock entertained a motion for approval of Resolution 943, with a correct date, – Write-off of uncollectible tenant accounts receivable. Commissioner Rossknecht so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. RESOLUTION PASSED.**

**(F) Election of Officers –**

Commissioner Little Bear made a motion for Commissioner Hadcock to serve in the capacity of Chairman of the Board; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

Commissioner Hadcock made a motion for Commissioner Little Bear to serve in the capacity of Treasurer of the Board; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

Commissioner Hadcock made a motion for Commissioner Jones to serve in the capacity of Secretary of the Board; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

**OLD BUSINESS**

No Old Business.

**NEW BUSINESS**

No New Business

**EXECUTIVE SESSION PER SDCL 1-25-2**

Moved by Commissioner Little Bear and seconded by Commissioner Halbert to enter into Executive Session pursuant to SDCL 1-25-2(3) to consult with legal counsel about contractual matters. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

The Board remained in Executive Session from 7:10 p.m. until 7:25 p.m. Moved by Commissioner Jones and seconded by Commissioner Little Bear to exit Executive Session. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

**MOTION FROM EXECUTIVE SESSION**


Moved by Commissioner Rossknecht to direct the Executive Director to facilitate a conversation with Otis Elevator to negotiate a rescission of the contract for modernization work for the elevator at Memorial Park Apartments, authorize him up to \$4,500.00 for a buyout of the contract, and then award a subsequent contract to Kone Inc. for \$110,817.00; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

**ADJOURNMENT**

With no further action before the Board, Chairman Hadcock entertained a motion for adjournment. Commissioner Jones so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.** The meeting adjourned at 7:26 PM.

  
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Deb Hadcock, Chairman

(SEAL)  
ATTEST

  
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Bryan Achbach, Executive Director

