

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA
NOVEMBER 15, 2023**

ROLL CALL

PRESENT: Commissioners Jones, Little Bear, and Rossknecht

ABSENT: Commissioners Hadcock and Halbert

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

* Participated via GoToMeeting conference call.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Vice-Chairman Little Bear entertained a motion for approval of the minutes of the regular Board meeting of October 18, 2023. Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

ITEMS FROM THE PUBLIC

No Items from the Public.

APPROVAL OF EXPENDITURES

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

(A) 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 Board reviewed the monthly reports and informational items.

The Executive Director advised that he was continuing to work closely with Dominion Due Diligence. Specifically, Environmental Review work is close to being finalized. Appraisals have been completed and a letter of support has been received from the city. He stated that he had held four information sessions/meetings for those families impacted by the disposition and that only four families attended. He advised that he will be meeting with members of the Resident Advisory Panel on November 28, 2023. He concluded that work was being done on building a Relocation Plan for impacted families.

The Executive Director stated to Board members that HUD will require the housing authority to implement HOTMA (Housing Opportunity Through Modernization Act of 2016) by January 1, 2025. He advised that there will be significant changes to eligibility, definition of family, and assistance calculation which would require a major re-write of three housing policies at the housing authority. He concluded that staff training during the next year will be focused on compliance with HOTMA.

The Executive Director advised the Board that he is watching closely budget discussions at the Federal level. The U.S. Housing of Representatives recently released their budget for Section 8 and Public Housing (H.R. 4820). The Director stated that the House's budget would be a 3.69% increase in the renewal of housing assistance payment funding. He concluded that Section 8 Administrative Fees, Public Housing Operating Funds, and Public Housing Capital Fund Grant would see nominal decreases.

The Executive Director advised the Board of the current staffing vacancies at the housing authority.

The Executive Director advised the Board that his evaluation is scheduled for the December Board meeting. He stated that he would complete a self-evaluation to present to the Board for discussion.

DISCUSSION ITEMS

(A) Discussion of 2024 PHA Plan and Capital Fund Plan – The Executive Director and Board discussed each of the sections of the draft 2024 PHA Plan and Capital Fund Plan. The Executive Director answered questions from Board members. The Executive Director advised that there will be a Public Hearing as part of December's Board meeting and that the Board will be asked to approve the 2024 PHA Plan during the meeting.

(B) Approval of Public Housing Flat Rents – The Executive Director advised the Board that the Public Housing Flat Rents are to be established by the housing authority within 90 days of HUD publishing the Fair Market Rents (FMR). He further stated that it was his recommendation to set the Flat Rents for all of Public Housing at 100% of the FMR except for Prairie Village in Wall and Edwards Manor. For those two properties, he recommended the Flat Rents be set at

80% of FMR. Commissioner Rossknecht moved to approve the Public Housing Flat Rents as presented; seconded by Commissioner Jones. **VOTING AYE; Commissioners Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(C) Draft Budget Discussion – Memorial Park Apartments, Harney View Apartments, and Hillyo Manor Apartments – The Executive Director and Board discussed the draft budgets for Memorial Park Apartments, Harney View Apartments, and Hillyo Manor Apartments. The Executive Director and Controller answered questions from Board members. The Executive Director advised that he will be bringing these budgets back at a later meeting for the Board's approval.

OLD BUSINESS

No Old Business.

NEW BUSINESS

No New Business

EXECUTIVE SESSION PER SDCL 1-25-2

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

The Board remained in Executive Session from 4:51 p.m. until 5:13 p.m. Moved by Commissioner Rossknecht and seconded by Commissioner Little Bear to exit Executive Session. **VOTING AYE; Commissioners Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

MOTION FROM EXECUTIVE SESSION

Moved by Commissioner Rossknecht to approve a change order with Dominion Due Diligence to provide a Relocation Plan and Relocation Services for the amount of \$150,000.00 contingent upon the Executive Director along with the housing authority's attorney successfully negotiating billing terms with the contractor and any subcontractor. Seconded by Commissioner Jones. **VOTING AYE; Commissioners Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

ADJOURNMENT

With no further action before the Board, Vice-Chairman Little Bear entertained a motion for adjournment. Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.** The meeting adjourned at 5:15 PM.

for *Hermaero Tuttle Bear*
Deb Hadcock, Chairman

(SEAL)
ATTEST

Bryan Achbach
Bryan Achbach, Executive Director