

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA
MAY 15, 2024**

ROLL CALL

PRESENT: Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht

ABSENT: None

ALSO PRESENT: Bryan Achbach – Executive Director, Rebecca Eisenbruan – Deputy Executive Director, Robert Slanina – Controller, Troy Fenenga – I.T., Jenise Higaki - Accountant, Jonathon Hinton – Construction/Modernization Coordinator, Lt. Darren Soucy – Rapid City Police Department*.

* 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 Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

APPROVAL OF MINUTES

Chairman Hadcock entertained a motion for approval of the minutes of the regular Board meeting of April 17, 2024. Commissioner Rossknecht so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, 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, Chairman Hadcock entertained a motion for approval of the expenditures; Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. 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 Board reviewed and discussed the monthly reports.

The Executive Director advised Board members that the 2024 Capital Fund Grants had been published for Public Housing. He stated that the housing authority could expect to receive \$1,426,564.00 which is an \$83,151 decrease from last year.

The Executive Director stated that Section 8 Budget Authority had been released for Calendar Year 2024. He advised that because of the good work of the housing authority, the Pennington County Housing and Redevelopment Commission received an inflation factor in excess of 11.5% which exceeded the national average. This will result in an additional \$1,500,000 coming to our community for rental assistance.

The Executive Director shared with Board members correspondence from the Black Hills Area Community Foundation expressing gratitude for the financial contribution to the Memorial Park Apartments resident support fund.

The Executive Director advised Board members that he had participated in meetings with several individual banks for the purpose of laying the groundwork for future development.

DISCUSSION ITEMS

(A) Approve award of contract for Common Area Flooring at Jackson Heights and Valley View – The Executive Director stated that it was the recommendation of staff for the Board to award the contract to the low bidder, Lost Cabin Constructors Inc. Chairman Hadcock entertained a motion to award the contract for Common Area Flooring at Jackson Heights and Valley View to Lost Cabin Constructors Inc. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(B) Approve award of contract for Fire Alarm Inspections and Monitoring – All Properties – The Executive Director stated that it was the recommendation of staff for the Board to award the contract to the highest rated proposer, Hydraulic Solutions. Chairman Hadcock entertained a motion to award the contract for Fire Alarm Inspections and Monitoring to Hydraulic Solutions. Commissioner Rossknecht so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(C) Approve award of contract for A/E Work for EIFS Replacement at Jackson Heights, Valley View, and River Ridge – The Executive Director advised that it was staff's recommendation to award the contract to the housing authority contracted A/E firm, Uda Architecture and Design. Chairman Hadcock entertained a motion to approve award of contract for A/E Work for EIFS Replacement at Jackson Heights, Valley View, and River Ridge to Uda Architecture and Design. Commissioner Rossknecht so moved; seconded by Commissioner

Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(D) Approve award of contract for A/E Work for Office Renovation at Jackson Heights – The Executive Director advised that it was staff's recommendation to award the contract to the housing authority contracted A/E firm, Uda Architecture and Design. Chairman Hadcock entertained a motion to approve award of contract for A/E Work for Office Renovation at Jackson Heights to Uda Architecture and Design. Commissioner Little Bear so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(E) Approve change order for Mechanical Room Upgrades at Jackson Heights, Valley View, and River Ridge – The Executive Director stated that staff was recommending that the Board approve the change order to the existing contract with Rasmussen Mechanical Services for \$123,651.00 to address and correct unforeseen deficiencies. A list of those unforeseen work items was provided to the Board along with the change order. Chairman Hadcock entertained a motion to approve a change order for Mechanical Room Upgrades at Jackson Heights, Valley View, and River Ridge. Commissioner Little Bear so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(F) Approve Tenant Selection Plan for Hillyo Manor Apartments – The Executive Director advised that HUD was implementing the Housing Opportunity Through Modernization Act of 2016 (HOTMA) during calendar year 2024. To comply with HOTMA, the housing authority was required to update its policies to include the new references to HOTMA. He stated that it was his recommendation that the Board approve the Tenant Selection Plan for Hillyo Manor Apartments. Chairman Hadcock entertained a motion to approve the plan. Commissioner Jones so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(G) Approve Tenant Selection Plan for Black Fox Manor Townhouses – The Executive Director advised that HUD was implementing the Housing Opportunity Through Modernization Act of 2016 (HOTMA) during calendar year 2024. To comply with HOTMA, the housing authority was required to update its policies to include the new references to HOTMA. He stated that it was his recommendation that the Board approve the Tenant Selection Plan for Black Fox Manor Townhouses. Chairman Hadcock entertained a motion to approve the plan. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(H) Landlord Verification Discussion – The Executive Director discussed with Board members the process and procedure staff utilizes in determining suitability of those applicants seeking residency in units owned by the housing authority. No Board action was taken.

OLD BUSINESS

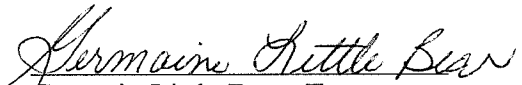
No Old Business.

NEW BUSINESS


No New Business.

ADJOURNMENT

With no further action before the Board, Chairman Hadcock entertained a motion for adjournment. Commissioner Rossknecht 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 5:37 PM.


Germain Little Bear, Treasurer

(SEAL)
ATTEST



Bryan Achbach, Executive Director