

**Pike County Housing Authority  
Board Meeting Minutes  
February 2026**

The monthly scheduled Board Meeting of the PCHA Board of Commissioners was held on Thursday, February 12<sup>th</sup>, 2026. The meeting was held via a combination of in person and Zoom. All attendance details were furnished to the public by a posted agenda on the door at the main PCHA office and also posted on the PCHA website [www.pikehousing.com](http://www.pikehousing.com).

The meeting was called to order at 4:11 pm with no guests in attendance.

Members present:

Commissioner: Mark Pulliam  
Executive Director: Chris Bruns  
Executive Assistant: Tonya Kirk  
Commissioner: Noelle Flesner  
Chair: Cindy Prentice  
Vice Chair: Leslie Henry via Zoom (work)

Members absent:

None

**Minutes Review:**

A review of the January 2026 Regular Session Minutes occurred. There were no corrections or changes recommended.

**Occupancy Reports:**

A review of the February 2026 Occupancy Reports occurred next. There were no questions or concerns raised.

**Financial Reports:**

A review of the January 2026 Financial Reports occurred next. There were no questions or concerns raised.

At this time, Noelle F. motioned to accept the consent agenda of the January 2026 Regular Session Minutes, February 2026 Occupancy Reports, and January 2026 Financial Reports. Motion seconded by Leslie H.

Voice vote was as follows:

Cindy P.: Aye  
Leslie H.: Aye  
Mark P.: Aye  
Noelle F.: Aye

Chris B. reported that in addition to the one from this month there is another HUD tenant complaint being investigated.

Chris B. reported on Jakks Management which is another affordable housing program in Pike County.

Chris B. reported on the HUD Cash Management Notice, which was discussed later in the meeting.

### **Old Business**

1. Operating Subsidy FY 2026. On 12/24/2025, HUD made available \$250,095.00 in funding for the PHA's Op Sub FY 2026 grant. This figure is supposed to represent 5 months and 1 week of 2026 per the notice. However, the HUD SF-425 Cash Management notice has some impact here, which was discussed further. On 2/3/2026, Chris B. drew down \$25,076.00 for February 2026. In reviewing the initial eligibility, HUD is currently providing funds at an 86% proration level.
2. Repositioning. As has been discussed, Chris B. is moving forward with the remaining demolition activity due to the CFP 2024 obligation due date of 5/6/2026. On 1/27/2026, Chris B. submitted the application to SAC for the 4 unit building at Landess Terrace and the 12 unit building at E. Adams. This went very smoothly with HUD only requiring 2 pieces of additional information. HUD asked for evidence of resident consultation prior to the August and September 2023 Board resolutions and a cost certificate preferably filled out by a 3<sup>rd</sup> party engineering consultant. Currently, Eggemeyer Associates Architects is working on a fee for the PHA's CFP 2024 work.
3. Request for Proposals – Fee Accounting FY 2026 – 2028. On 1/21/2026, Chris B. reached out to Hawkins Ash to alert them that they were selected to provide fee

accounting services for the PHA for FY 2026 – 2028, with the option of two 1 year renewals after that time frame. Hawkins Ash prefers to sign annual agreements instead of agreements for the duration and so Chris B. requested the FY 2026 fee accounting agreement, which was received and signed the same day.

### **New Business**

1. Quorum Compliance Testing & Valuation FY 2025. At the end of each fiscal year, Quorum Consulting reviews the PHA's retirement account activity to ensure that all payments have been remitted for the PHA retirement plan, participant loans, etc. On 1/15/2026, Quorum requested the information needed for the review and on 1/21/2026, Chris B. returned the Census checklist, Census request on wages and hours, and updated Plan Information Form. Quorum would have also prepared the tax forms if anyone had taxable withdrawals but there were none for FY 2025.
2. Midwest Inspections Pre-INSPIRE/REAC Inspection February 2026. On 1/13/2026, Chris B. received an email from Kay Ravenscraft of Midwest Inspections Services, LLC. Kay R. was inquiring whether the PHA was accepting bids for pre-inspection services as had been done in the past. This was good timing as the PHA is very likely to be physically inspected this year for determination of a new PHAS score. Some back and forth ensued, but ultimately a proposal of \$2,052.00 was received, which was accepted. Midwest Inspections were on site from 2/2/2026 through 2/4/2026 and found several items for the PHA to address. Kay R. also identified some resident housekeeping issues which could affect the PHA's scoring. There were some debatable items such as tenant belongings no closer than 3 feet from the baseboard heaters that was discussed further at the meeting.
3. Hawkins Ash REAC Unaudited Submission FY 2025. Each year the PHA must submit an unaudited financial submission to REAC for initial assessment as part of the PHAS scoring. This is always done through the PHA's fee accountant and Hawkins Ash is busy beginning the reports for the submission. On 1/27/2026, Hawkins Ash sent over the first request for information which has been returned to them. Tonya K. returned the AP and compensated absences information on 2/6/2026. Chris B. returned the occupancy schedule on 2/6/2026 and depreciation schedule on 2/10/2026. There will most certainly be additional information needed in the future.

### **Resolution 2026-2**

At this time, Noelle F. resolved to approve the Depreciation Schedule Items Removed from Inventory FY 2025. Resolution seconded by Leslie H.

Voice votes as follows:

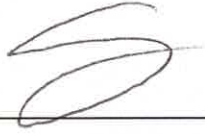
Cindy P.: Aye  
Leslie H.: Aye  
Mark P.: Aye  
Noelle F.: Aye

4. System for Award Management Renewal FY 2026. On 1/23/2026, Chris B. received an email from SAM.gov that the PHA's entity registration was 60 days from expiration in the system. This registration is required for the PHA to continue to receive grant awards from the Federal Government. Chris B. began the process of completing the renewal which was accepted on 2/3/2026. The PHA's registration now expires on 1/30/2027.
5. Invitation for Bids – Lawn Care Services 4/1/2026 – 3/31/2029. The PHA's agreement with JLKelley, LLC. expires on 3/31/2026. As a result of that, it is time to submit an IFB to obtain quotes from interested vendors for lawn care services for the next 3 years. The advertisement began 2/11/2026. The PHA has had someone express interest in the past and will also alert JLKelley of the bid request opening. Bids are due in for the services no later than 3/16/2026. The last agreement for lawn care services was \$28,800.00 per year.
6. City of Pittsfield Water Survey 1/27/2026. On 1/26/2026, Chris B. received an email from Brittney Emerick of the City of Pittsfield asking for the PHA to complete a survey by 1/31/2026 for the City of Pittsfield Water Department. The survey was needed only for units which the PHA received bills from the City of Pittsfield. Chris B. and Amber S. completed the survey and had it back to the City of Pittsfield on 1/27/2026.

At 5:06 p.m., there were no further topics for discussion and so it was called for a motion by Noelle F. to adjourn the Board Meeting. Motion seconded by Mark P.

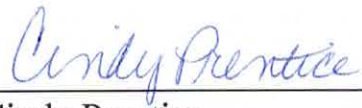
Voice votes as follows:

Mark P.: Aye  
Noelle F.: Aye  
Leslie H.: Aye  
Cindy P.: Aye



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Chris Bruns  
Executive Director / Secretary  
Pike County Housing Authority  
03/24/2026



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Cindy Prentice  
Board Chair  
Pike County Housing Authority  
3/24/2026



**Pike County  
Housing Authority**