

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
May 14, 2013**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held May 14, 2013 at 1:30 p.m. at Atomic Coffee, 222 Broadway #100, Fargo, North Dakota.

COMMISSIONERS PRESENT

Karen Moore Tonna Horsley
Ken Krajsa Michael Leier
Bryce Alme Johnson Thomas Jefferson

ABSENT

FHRA STAFF PRESENT

Lynn Fundingsland, Executive Director
Steve Eickhoff, Capital Improve. Coordinator
Michelle Greening, Finance Manager
Jill Elliott, Deputy Director
Debbie Sanden, HR/Executive Administrative Assistant
Meliha Cavkusic, Project Manager/Safety Coordinator
Marguerite Ronsberg, Accountant
Mike Peters, Building Maintenance
Joy Kipp, FSS Coordinator

ABSENT

Jeff Kalk, Building Maintenance

BSI STAFF PRESENT

Dan Madler, COO

ADDENDUM TO AGENDA

- Old Business Agenda Items
- a. Flood insurance information on FHRA properties
 - b. Offer of Seat on Board of Governors for Mr. Fundingsland
 - c. Update on tenant issue from last month
 - d. Wait list closing for vouchers
 - e. High Rise & development plans for the High Rise

CONSENT AGENDA

RESOLUTION #18-2013

M/S/P

Leier/Krajsa

BE IT RESOLVED, the Consent Agenda is approved.

REPORTS

Workforce Safety Update

The Workforce Safety report was included in the board packet for review. No questions were presented.

Financials

Ms. Greening presented the financial reports for the month of April 2013. Funding level information from HUD should be received this week for the Voucher Program. Discussion ensued on the financials for the month and the Voucher Program.

Capital Projects

Mr. Eickhoff reported that many projects are coming to an end. The latest project is an update to the elevator at Pioneer. The main concentration currently is the REAC inspection at the High Rise occurring in June 2013. Discussion ensued on the issues that were found at the High Rise that cost points during the last inspection and what is being done to resolve the issues.

OLD BUSINESS

Refinance for Colonial Building

Mr. Fundingsland reported that the refinance for the Colonial Building is scheduled for 3:30 this afternoon.

Update North Dakota Legislative Actions

The three key bills (HB1029, SB2338 & HB1020) that FHRA was in support of have successfully passed

New Signage

The new sign is on the FHRA building.

IT Progress

Mr. Eickhoff reported that the IT updates have been successful and are continuing. The new server has arrived and work has begun with the change-over. Yardi is the delicate portion of the server change-over. The scheduled change-over date is the week of June 10th. The new phone server is planned after this update. Discussion ensued on the IT and phone updates.

High Rise Updates

Options for funding the rehab of the High Rise are still limited. The HIF funding is an option for consideration but it doesn't appear to be large enough to meet the need. Contact has been made with the architect to revise plans to see if overall costs can be reduced so we might have enough sources of funds to cover it. Discussion ensued on options for funding and completing the repairs needed for the High Rise.

Housing Choice Vouchers

The waitlist will not be closed for 2013. We will continue to issue vouchers and keep our numbers up. We are currently at 98% and we have 80 vouchers that have come in from other areas of the state.

Flood Insurance Information on FHRA Properties

Research is being completed on identifying the buildings which should have flood insurance; in addition to confirming the amount of coverage and premium for each building. The policies are on an annual review schedule.

Offer of Seat on Board of Governors for Mr. Fundingsland

Mr. Fundingsland reported that he declined the nomination for the seat on the Board of Governors. Commissioner Jefferson is on the same board and the individuals that nominated Mr. Fundingsland were not aware Commissioner Jefferson was on the board. Ms. Elliott was nominated to be on the Community Development Committee however, she declined the nomination and presented Mr. Fundingsland as an alternate for the committee (CRND). Mr. Fundingsland resigned from the International Committee to serve as the Vice President of the Regional Committee (CRND) as nominated by Ms. Elliott.

Update on High Rise Tenant Issue

The tenant who was trespassed from the High Rise office last month has been evicted from the High Rise. His family members and case worker have been involved and aware of the process. There has been no further contact since his eviction. Discussion ensued on future safety of our employees and tenants.

1% June COLA for Full Time Employees

At the February Board Meeting a resolution was passed to review the FHRA financial situation for a possible increase in cost of living from 2% to 3%. A recommendation is requested for the June board meeting.

NEW BUSINESS

Report on Regional NAHRO Conference

The Regional NAHRO Conference was held in Colorado Springs. There were eleven attendees that went including Commissioner Leier and Commissioner Jefferson. The conference was excellent and served as a great learning tool for those who attended. Commissioner Jefferson was appointed to a Presidential Committee called the National Federal Policy Housing Reform Task Force.

Adjourn

There being no further business to come before the Board, the meeting adjourned. The next meeting will be held June 11, 2013.

Karen Moore
Chairperson

Lynn Fundingsland
Secretary