

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
December 10, 2013**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held December 10, 2013 at 1:30 p.m. in the Administrative Office Conference Room, 325 Broadway, Fargo, North Dakota.

COMMISSIONERS PRESENT

Karen Moore Tonna Horsley
Michael Leier Thomas Jefferson
Bryce Alme Johnson

ABSENT

Ken Krajsa

FHRA STAFF PRESENT

Lynn Fundingsland, Executive Director
Jill Elliott, Deputy Director
Steve Eickhoff, Capital Improve. Coordinator
Michelle Greening, Finance Manager
Debbie Sanden, Payroll/HR/Executive Assistant
Pat Kovarik, Program Manager
Lynette Seminole, Activity Service Coordinator

ABSENT

Meliha Cavkusic, Project Manager/Safety
Coordinator

BSI STAFF PRESENT

Dan Madler, Chief Operating Officer

ADDENDUM TO AGENDA

No Additions

CONSENT AGENDA

RESOLUTION #42-2013

M/S/P

Leier/Horsley

BE IT RESOLVED, the Consent Agenda is approved.

REPORTS

Workforce Safety Update

Mr. Eickhoff presented the WSI update in Ms. Cavkusic's absence. There have been no injuries to report. The ladders have arrived and will be distributed. The tables are scheduled for delivery this month.

Financials

Ms. Greening presented the financial reports for the month of November 2013. Financial reports for the month of November were included in the board packet for review. We are continuing to spend down our reserves as required. Discussion ensued on the financial reports as presented in addition to rent collection processes.

Capital Projects

Mr. Eickhoff reported the capital projects are winding down for the end of the year. The RFQ for GPNA and the demo/dispo both have been submitted to HUD and we are waiting for approval. Work continues on the waste stacks at New Horizons. The phone system upgrade is complete with the exception of problems remaining at Crossroads. TrueIT is working on resolving these last issues.

OLD BUSINESS

Invoking Policies for Section 8 Program

In 2014, 70 families will have to be removed from the program if Congress follows through with sequestration. We will not be able to continue issuing vouchers and we must discontinue ports. Legislative changes will determine how to proceed with the vouchers in the future. Discussion ensued on the procedures for implementing future policies for the Section 8 Program if households need to be removed from the program.

NEW BUSINESS

Approval of 2014 Budgets

Ms. Greening presented the 2014 budgets. The 2014 budgets were included in the board packet for review. Discussion ensued on the budgets as proposed relating to utilities and bottom line numbers. The budgets are prepared as if sequestration remains in place and is a worst case scenario. The budget as presented retains all staff members.

RESOLUTION #43-2013

M/S/P

Leier/Alme-Johnson

BE IT RESOLVED, to approve the 2014 budgets as presented.

Approval of 2014 COLA

Ms. Greening reported a 2% COLA was calculated for the 2014 budgets.

RESOLUTION #44-2013

M/S/P

Alme-Johnson/Jefferson

BE IT RESOLVED, to approve the 2% COLA for 2014 as presented.

Staffing

Mr. Fundingsland reported Reed Sabbe has accepted the Project Manager position for Scattered Sites. He will begin employment on Monday, December 16, 2013.

Police Department Compliment

Mr. Fundingsland reported we have received a compliment from the Fargo Police Department, regarding the security improvements made at the High Rise.

High Rise Improvements

Mr. Fundingsland reported that the pest control project will begin at the High Rise in December for the common areas and January for the apartments. The vacancy rate at the High Rise is improving along with the day to day procedures so information exchange is consistent.

Adjourn

There being no further business to come before the Board, the meeting was adjourned. The next meeting will be held January 14, 2014.

Karen Moore
Chairperson

Lynn Fundingsland
Secretary