

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
April 8, 2014**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held April 8, 2014 at 1:30 p.m. in the Administrative Office Conference Room, 325 Broadway, Fargo, North Dakota.

COMMISSIONERS PRESENT

Karen Moore Tonna Horsley
Michael Leier Ken Krajsa
Bryce Alme Johnson

ABSENT

Thomas Jefferson

FHRA STAFF PRESENT

Lynn Fundingsland, Executive Director
Jill Elliott, Deputy Director
Steve Eickhoff, Capital Improve. Coordinator
Michelle Greening, Finance Manager
Debbie Sanden, HR/Executive Administrative Assistant
Meliha Cavkusic, Project Manager/Safety Coordinator
Eboney Ronningen, Service Coordinator
Kari Holmstrom, Property Manager
Nazar Habib, Assistant Program Mgr (S8)/Eligibility

ABSENT

Saul Mark, Inventory/Janitorial

BSI STAFF PRESENT

Dan Madler, Chief Operating Officer

ADDENDUM TO AGENDA

No Changes or additions.

CONSENT AGENDA

RESOLUTION #09-2014

M/S/P

Krajsa/Horsley

BE IT RESOLVED, the Consent Agenda is approved.

REPORTS

Workforce Safety Update

Ms. Cavkusic presented the WSI update reporting there have been no injuries. Safety training on stress management will be provided this week and the skid steer hands-on training has been completed successfully for all maintenance personnel.

Financials

Ms. Greening presented the financial reports for the month of March 2014. A partial insurance payment has been received from the Lashkowitz High Rise fire. We continue to spend down reserves as required.

Capital Projects

Mr Eickhoff reported on the capital projects in progress in addition to the report from HUD on the 2014 capital funds. Scattered sites remains focused on kitchens and bathrooms as they become vacant. REAC inspections occurred on March 24th and 25th. The New Horizons waste stack project is continuing forward. The work at Lashkowitz High Rise for the fire repair continues. Discussion ensued on the projects as reported.

OLD BUSINESS

High Rise Repair Update

Mr. Eickhoff provided a report on the repairs at the High Rise resulting from the fire.

High Rise Extermination Update

Ms. Cavkusic reported on the pest control issues at the High Rise. The individuals reporting issues have been decreasing steadily. Discussion ensued on the issues surrounding the extermination progress, process, expense and tenant education.

NEW BUSINESS

New Horizons Repair Estimate

Mr. Fundingsland reviewed the preliminary estimates and process for the waste stack repair at New Horizons. Tenants will need to be relocated for approximately 3-4 weeks to complete the work properly. There are a total of 98 units that need to be done;18 units at a time. The total time for project completion will be 16 months. Discussion ensued on the overall project and process.

A verbal approval to move forward with the project was requested and obtained with no objections. Mr. Fundingsland will proceed in the process of obtaining a bank loan for the project and submit the information required to HUD to obtain approval from HUD.

Flood Diversion/High-Rise Site

Mr. Fundingsland reported on the flood diversion regarding the Lashkowitz High Rise site and presented the three options the city provided. The project is slated to begin next Fall. The revised and final version has the main entrance blocked off that will cause a problem with the city bus entering and exiting the property.

Joint HRA/BSI Meeting

The two dates for the joint board meeting are April 23rd and May 14th. There are four individuals who have not replied and a reminder has been sent out requesting a response.

BSI Tenancy at HRA Offices

Mr. Fundingsland reported that due to BSI's great success they are expanding and have run out of office space. BSI has already added another developer and will be adding an Asset Manager and Accountant this year. BSI is set to choose a new office location within a few months and will be moving offsite. Some rent revenue will be lost with this offsite move.

Review REAC Scores

Mr. Fundingsland presented the REAC scores for the scattered sites properties. The scattered sites properties received a 94 and an 85. Our high performer status has been maintained. A failing score is below 70.

NAHRO Regional Conference

The Mountain Plains Regional Conference is in Deadwood, SD this year. A determination has not been made as far as how many staff or who will be attending yet. The request will be provided at the next board meeting. The early bird special ends on May 16, 2014.

Adjourn

There being no further business to come before the Board, the meeting adjourned. The next meeting will be held May13, 2014.

Karen Moore
Chairperson

Lynn Fundingsland
Secretary