

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
May 13, 2014**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held May 13, 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 Thomas Jefferson

ABSENT

Ken Krajsa
Bryce Alme Johnson

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
Wanda Barr, Janitorial
Mike Peters, Building Maintenance

ABSENT

Marguerite Ronsberg, Accountant
Roxanne Anderson, Accountant

BSI STAFF PRESENT

Dan Madler, Chief Operating Officer

PUBLIC GUESTS

Jenn Lambert, Kilbourne Group

ADDENDUM TO AGENDA

Forum Editorial Article regarding High Rise Renovation
SEMAP Score for Section 8

CONSENT AGENDA

RESOLUTION #10-2014

M/S/P

Leier/Jefferson

BE IT RESOLVED, the Consent Agenda is approved.

REPORTS

Financials

Ms. Greening presented the financial reports for the month of April 2014. The letter from HUD has been received stating they will be sweeping funds from the Section 8 voucher account. The funds will be held at HUD for FHRA and it will take a few weeks to access the funds. Discussion ensued on the increase of collected rent and the decreased vacancies.

Capital Projects

Mr Eickhoff reported on the capital projects in progress. HUD requested an environmental study for the demo/dispo project which was completed and submitted. Mr. Eickhoff attended training last week and provided an update with current changes in relation to HUD's Final Rule for Capital Funds.

Deputy Director's Report

Ms. Elliott presented an update for the teams and projects in process. The Section 8 team has received 100% and high performer for SEMAP. Voucher issuing and port-outs have resumed for the Section 8 program after three months of cessation. It was reported HUD has not paid us for the port-outs for the year 2012 and 2013 with no updates in payment from HUD.

A housing discrimination complaint was filed by a tenant claiming racial discrimination. The tenant failed to follow a program rule and as a result was removed. The property realignment within FHRA has begun.

The Housing American Campaign kicked off with the marathon last week with the Justice League for Affordable Housing theme. Discussion ensued on future plans to promote the campaign.

OLD BUSINESS

High Rise Repair Update

Mr. Eickhoff provided an update on the repairs at the High Rise resulting from the fire. The ceiling tile in the lobby is the final repair. The entire project is 98% complete.

High Rise Extermination Update

Mr. Fundingsland provided an update on the pest control issues at the High Rise. A meeting with the exterminator was conducted with explanation provided for treating, retreating and future control. Discussion ensued on the issues surrounding the extermination progress, process, tenant education and expense.

New Horizons Repairs

Mr. Fundingsland reported on the New Horizons Manor stack repair project reviewing the preliminary estimates. The project will require a loan to complete the project. A portion of the capital fund will need to be pledged for the next 20 years. An RFP will need to be sent out to the banks. The terms of the loan need to be obtained before submission to HUD.

RESOLUTION #11-2014

M/S/P

Jefferson/Horsley

BE IT RESOLVED, Mr. Fundingsland is granted authorization to submit RFP's to banks in an effort to secure a loan for the New Horizons Manor stack repair project.

Public Housing Flat Rent

Ms. Elliott provided information and explanation on the new public housing flat rent mandate that will become effective June 1, 2014 passed by Congress. HUD has not written a final rule on the public housing flat rent yet. A formal request has been submitted to HUD to base the High Rise at the zero or efficiency rate, currently it is based on the one bedroom rate. Discussion ensued on the projected rent increases for the High Rise, New Horizons, Pioneer Manor and Scattered Sites locations.

NEW BUSINESS

Cooper Gardens Improvements

Mr. Fundingsland reported on the Cooper Gardens Improvements which would include a fence and interpretive signage. The City of Fargo would pay half of the cost if we committed to the improvements. The total project cost is \$12,000 for the improvements. Cooper Garden was reported as being used as a dog park during the winter months last year. Due to the dog feces, the gardens will not be able to be utilized this summer for garden purposes.

RESOLUTION #12-2014

M/S/P

Leier/Jefferson

BE IT RESOLVED, to approve funding along with the CPT funds for the Cooper Gardens Improvement project as presented.

Housing America Campaign

Ms. Elliott provided an overview on the progress with the Housing American Campaign during the Deputy Director's report.

High Rise Article

Mr. Fundingsland reported on the articles in the Fargo Forum. The situation began with a flood discussion with a Fargo Forum Reporter, Erik Burgess. The second article was found in the opinion section of the Fargo Forum. A letter will be drafted by Mr. Fundingsland on behalf of the FHRA Board to address the issues in the articles.

High Rise Flood

Mr. Fundingsland reviewed and explained the three proposals and options for the construction of the flood wall. The issue with the proposals surrounds the cessation of the bus route as many of the tenants rely on the bus for transportation. Fire trucks and emergency personnel would also have problems in entering the property.

Adjourn

There being no further business to come before the Board, the meeting adjourned. The next meeting will be held June 10, 2014.

Karen Moore
Chairperson

Lynn Fundingsland
Secretary