

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
October 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 October 13, 2014 at 11:30 a.m. in the Administrative Office Basement Conference Room, 325 Broadway N, Fargo, North Dakota.

COMMISSIONERS PRESENT

Karen Moore Thomas Jefferson
Bryce Alme-Johnson Ken Krajsa

ABSENT

Michael Leier
Tonna Horsley

FHRA STAFF PRESENT

Jill Elliott, Deputy Director
Steve Eickhoff, Capital Improve. Coordinator
Michelle Greening, Finance Manager
Meliha Cavkusic, Project Manager/Safety Coordinator
Debbie Sanden, Paralegal/HR/Executive Administrative Assistant
Patti Froseth, Section 8 Manager

ABSENT

Lynn Fundingsland, Executive Director

BSI STAFF PRESENT

Dan Madler, CEO

ADDENDUM TO AGENDA

WSI Safety Report Audit
Public Hearing is at 12:30 PM

CONSENT AGENDA

RESOLUTION # 27-2014

M/S/P

Krajsa/Alme-Johnson

BE IT RESOLVED, the Consent Agenda is approved.

Ms. Elliott will review/explain the Vacancy Report at the November Board Meeting.

NEW BUSINESS

PHA 5-Year & Annual Plan

Ms. Elliott presented the PHA 5-Year and Annual Plan previously approved by RAB in September 2014; discussion ensued.

Streamlined Five-Year PHA Plan

Ms. Elliott presented the Streamlined Five-Year PHA Plan previously approved by RAB in September 2014. Discussion ensued on the goals as presented for the next five years for the FHRA. The progress report for the years 2010 through 2014 was reviewed and discussed.

Consolidated Plan

Ms. Elliott presented the Consolidated Plan previously approved by RAB in September 2014; discussed ensued.

Chapter 6 ACOP - Child Support Deduction

Ms. Elliott explained the child support deduction for non-custodial parents in public housing. The deduction will only be provided if verification can be obtained proving the non-custodial parent is paying child support.

Chapter 6 ACOP – Minimum Rent Exemptions

Ms. Elliott explained the change in the ACOP policy minimum rent rule which provides for an exemption from rent for a period of one year.

Chapter 6 ACOP – Earned Income Disallowance

Ms. Elliott presented and explained the earned income disallowance; discussion ensued.

RESOLUTION # 28-2014
M/S/P

Alme-Johnson/Krajsa

BE IT RESOLVED, to approve the child support deduction for non-custodial parents in public housing as presented.

RESOLUTION # 29-2014
M/S/P

Krajsa/Alme-Johnson

BE IT RESOLVED, to approve the minimum rent exemption as presented.

RESOLUTION # 30-2014
M/S/P

Jefferson/Alme-Johnson

BE IT RESOLVED, to approve the earned income disallowance as presented.

Cost of Living Adjustment for 2015 Year

Ms. Elliott stated the inflation rate when researched was at 1.7%. The request is for a 2% COLA for staff. It was agreed to table this discussion until the November 2014 FHRA meeting at which time the budgets will be reviewed.

Distribution of BSI Incentive Bonus

The BSI incentive bonus was presented and discussed. There were no Fargo projects completed; so, the BSI incentive bonus does not include any other staff then Mr. Fundingsland.

RESOLUTION # 31-2014
M/S/P

Krajsa/Jefferson

BE IT RESOLVED, to approve the distribution of the BSI incentive bonus to Mr. Fundingsland.

OLD BUSINESS

New Horizons Project Update

Mr. Eickhoff reported FHRA is waiting on the company that performed the camera work on the lines at New Horizons to provide a bid and project report. Projection for completion of the project is out to 2015. Cold weather may affect the project overall. Discussion ensued on the project.

High Rise Task Force

Ms. Elliott reported the High Rise Task Force has not met yet. The consultant has provided information with regard to the future of the High Rise. Mike Williams may be asked to join the task force if Melissa Sobolik is unable to attend. Discussion ensued on possible solutions which include a land swap with an interested party. It was suggested to push the urgency of the group’s meeting be completed before the legislative session begins.

The board meeting adjourned so the Public Hearing could be called to order.

PUBLIC HEARING

Open Public Hearing on adoption of the PHA 5 Year and Annual Plan

CITIZENS PRESENT

No Citizens Present

FHRA Board Chairman Karen Moore called the meeting to order.

There being no further business and no citizens present the Public Hearing closed and the regular meeting was re-opened at 12:36 PM to resume discussion of Old Business.

High Rise Task Force Meeting (Cont.)

Discussion continued on possible solutions for the future of the Lashkowitz High Rise.

NEW BUSINESS

PHA 5-Year and Annual Plan

RESOLUTION #32-2014

M/S/P

Krajsa/Alme-Johnson

BE IT RESOLVED, to approve the PHA 5-Year and Annual Plan as presented.

REPORTS

Financials

Ms. Greening presented the financials for the month of September 2014. Discussion ensued on projecting and budgeting for the next year, 2015. We have absorbed every portable voucher and staff is working diligently to rent up the vouchers.

Capital Projects

Mr. Eickhoff reported on the demo/dispo of 917 27th Street with regard to documents HUD requested again. The documents are on their way to Denver currently for approval.

Deputy Director's Report

Ms. Elliott provided an update on overall activities of FHRA. The two FSS grants were renewed in addition to the renewal of six continuum of care grants. October is Housing America Month; we are working to organize an event with Senator Heitkamp and the poster calendar winners. There are nine state winners. The on-going staff training was reviewed as well as state and national meetings.

Cass County Housing Authority Media Report

Discussion ensued on the media report with regard to parking at a high rise where Cass County Housing Authority has their administrative offices and resident housing.

WSI Report

Ms. Cavkusic reported on the process of FHRA reducing the experience rating down to 6% and what that process included. An on-site physical inspection of property was completed in July 2014. The paperwork audit was completed in September 2014. The documents were included in the board packets for review. The result from the audit overall was positive.

Adjourn

There being no further business to come before the Board, the meeting adjourned. The next meeting will be held November 12, 2014.

Karen Moore
Chairperson

Lynn Fundingsland
Secretary