

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
APRIL 14, 2015**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held April 14, 2015 at 1:30 p.m. in the Administrative Office Main Conference Room, 325 Broadway, Fargo, North Dakota.

COMMISSIONERS PRESENT

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

ABSENT

FHRA STAFF PRESENT

Lynn Fundingsland, Executive Director
Jill Elliott, Deputy Director
Steve Eickhoff, Capital Improve. Coordinator
Scott Noeske, Interim Finance Manager
Debbie Sanden, Paralegal/HR/Payroll/Executive Assistant
Katie Schatzke – Assistant Project Manager
Nazar Habib – Property Manager
Kathleen Stieg – Project Manager

ABSENT

BSI STAFF PRESENT

Dan Madler, Chief Executive Officer

PUBLIC GUESTS

Jenn Lambert, Kilbourne Group

ADDENDUM TO AGENDA

New Business – Schedule a meeting to discuss Lynn’s contract

CONSENT AGENDA

RESOLUTION #12-2015

M/S/P

Jefferson/Horsley

BE IT RESOLVED, the Consent Agenda is approved.

REPORTS

Financials

Mr. Noeske presented the financial reports for the month of March 2015. The HAP revenues are up by \$166,000 more than was budgeted. Discussion ensued on the numbers as presented and the related programs. Scott attended the Casterline training last week which focused on the public housing process overall including budgets and the voucher programs.

Capital Projects

Mr. Eickhoff reported on the capital projects in progress. The New Horizons front entry is currently being redone. Units continue to be repaired. The RFP for the demolition is set to be mailed out this by next week. The wasteline project at New Horizons was reported as being a future project with no set dates to begin. No word has been received on the RAD application to date. Discussion ensued on the pipe issues and repairs at the High Rise.

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Deputy Director's Report

Staff introduced themselves and informed the Board what they do for FHRA. Ms. Elliott presented an update for the teams and projects in process. The English proficiency project was discussed and the Board was informed if the community gets to 5% of any one language FHRA forms need to be translated into that language to meet compliance. Sequestration has been reported as being likely for the year 2016. The calendar contest is in full swing and groups are already meeting.

The Affordable Team has just completed the first quarterly compliance reports. Emphasys software training was completed and the Public Housing and Section 8 staff are attending Yardi training. Grant renewal for 2015 is in process. The Medical Respite program is moving forward at New Horizons utilizing Money Follows the Person program.

The nominating committee from regional NAHRO (Mountain Plains) requested that Jill serve as the President or Senior Vice President. The terms would be 2 or 4 years in length depending on position. A call has been placed to the current individuals who hold these positions as to the time commitment required on a weekly or monthly basis. The preference would be the Senior Vice President position. Additionally, the FHRA budget would support this position. Answers should be received within a couple of days with regard to the time commitment. A decision is needed within a few days on Jill's response with regard to the position. It was decided Jill will e-mail the Board with regard to a position, the expense including travel time and the overall time commitment required. Discussion ensued.

OLD BUSINESS

Legislative Update

Mr. Fundingsland provided a legislative update of the state actions. It was reported by the end of next week a decision will be made on the HIF program. The 20 Million dollar High Rise earmark did not make it through cross over. Additional lobbying will be done to restore HIF monies. Sequestration appears to be a given moving forward. House Bill 1014 was discussed and what can be done to add the 30 Million back to restore the original 50 Million.

Floodwall Progress

Mr. Fundingsland reported a weekly meeting with the Engineers and Contractors has been happening. There is not a set date yet for the project. This week change orders have been placed for moving propane tanks in addition to other items. Parking for the high rise was discussed and spots will become available. Once the project is firmed up a meeting will be planned with tenants of the High Rise. The bus service has not stopped yet for the High Rise but when it does the service will not be available for a period of 8 weeks. Discussion ensued on the project overall and options on the bus service.

Cooper Garden

Mr. Fundingsland presented plans for Cooper Garden that came from the NDSU Landscape Architecture Class. The planting scheme is a pollination garden which focuses on bees and the butterflies. The budget for Cooper Garden materials was provided and reviewed. Volunteers will build the beds and plant the plants. Discussion ensued on the project and the budget. It was suggested to contact the colleges and/or service clubs for volunteers.

RESOLUTION #13-2015

M/S/P

Alme-Johnson/Jefferson

BE IT RESOLVED, to approve the Cooper Garden budget from the \$6,000 originally approved to the \$8,000 as presented.

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NEW BUSINESS

High Rise Heat Outage

This topic was discussed earlier in reports.

Mountain Plains NAHRO Nomination

This topic was discussed earlier in reports.

Meeting Time for Lynn's Contract

An additional half hour meeting in the month of April will be set up for this discussion. It was suggested to send out a meeting request to schedule time.

Adjourn

There being no further business to come before the Board, the meeting adjourned. The next meeting will be held April 14, 2015.

Karen Moore
Chairperson

Lynn Fundingsland
Secretary