

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO  
MINUTES OF THE REGULAR MEETING  
MARCH 10, 2015**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held March 10, 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

**ABSENT**

Bryce Alme-Johnson

**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  
Ashley Berkenpas, Section 8 Coordinator  
Samantha Peterson, Office Specialist – Reception  
Bruce Raymond, Building Maintenance

**ABSENT**

Meliha Cavkusic, Project Manager

**BSI STAFF PRESENT**

N/A

**PUBLIC GUESTS**

Jenn Lambert, Kilbourne Group

**ADDENDUM TO AGENDA**

N/A

**CONSENT AGENDA**

RESOLUTION #11-2015

M/S/P

Jefferson/Leier

BE IT RESOLVED, the Consent Agenda is approved.

**REPORTS**

**Financials**

Mr. Noeske presented the financial reports for the month of February 2015. It was reported we received increased HAP revenue then was originally budgeted. Discussion ensued on the financials as presented.

**Capital Projects**

Mr Eickhoff reported on the capital projects in progress. Remodeling continues at the scattered sites and work continues on an RFP for removal of the house. Capital fund has been announced; it is not official but in the reserve stage. There is an increase of \$33,000 over last year. There is a new tenant on the roof at the high rise, Go Radio, utilizing the space for a repeater. The flood mitigation meetings continue every Friday.

**WSI Report**

Mr. Eickhoff reported there were three incidents/injuries this past month with one that remains open. There was a large group of people who attended CPR. A defensive driving course is offered this month for staff who drive company vehicles. Safety meetings are held one time per month.

**Deputy Director's Report**

Ms. Elliott presented an update for the teams and projects in process. The staff resignations and terminations report was reviewed and discussed. The promotion/new hire report was reviewed and discussed. There are issues with finding staff to fill open positions state-wide.

Department meetings continue to be attended and held. Yardi is scheduled to train in Fargo for FHRA staff. Emphasys is the software system that BSI chose and the system is not working properly to allow for tenant entering. Discussion ensued on the complicated rents at North Sky.

REAC was here for the physical inspection. The high rise received a 97 and New Horizons and Pioneer received a 99. The staff worked very hard to repair all of the issues identified previous to the REAC inspection. The REAC inspectors were contracted by HUD. The emphasis of this inspection was the sprinklers and the electrical systems. REAC will not return to these buildings for three years.

The ROSS Service Coordinator Grant was funded for three years, all of the Continuum of Care Grants are funded and the FSS Service Coordinator grants have been funded.

All of the new Affordable staff, Debbie, Kris, Sheree and Nazar attended training and are now certified in Tax Compliance as Site Compliance Specialists.

## **OLD BUSINESS**

### **Legislative Update**

Mr. Fundingsland provided a legislative update on SB 2220 which had \$100 million in it. The bill did not make it through crossover; it was defeated on an 18 to 29 vote. There is another bill 2257 which also funds the HIF at \$50 Million of which \$20 Million is Tax Credit and \$30 Million is Appropriations. It is hoped there will be an amendment to 2257 to increase it by \$20 Million. There were hearings today on the bill. In the future, the Legacy fund may be accessed in 2016 or 2017. There is a Federal Housing Trust Fund that may be accessed in 2016.

Discussion ensued on the future of the high rise and options available for repair of the plumbing system. We have changed the process in handling clogs in the lines by using resources that are not so rough.

### **Floodwall Progress**

Mr. Fundingsland reported on the new map with regard to the floodwall. Discussion ensued on the changes as presented on the map. Our current count for parking at the high rise is at 86 but after the project is completed there will be 101 parking spots. There will be issues with parking until the project is completed. The city is unable to assist us with the parking issue during project construction. The entire project will be completed by October 1, 2015. The project will be handled in two phases. The first phase begins on May 18<sup>th</sup>. There will be no bus service during the construction period and the tenants have been notified of this change.

## **NEW BUSINESS**

### **2014 Staff Turnover Report**

This topic was discussed earlier in reports.

### **Recap of NDHFA Conference**

Mr. Fundingsland reported the conference was very good. There were two sessions dedicated to demographics; one was globally and the other was of North Dakota. The report has shown that Fargo has grown at a higher rate than even the Bakken. North Dakota is the youngest state right now; the median age is dropping to 35 years old. The senior population is moving from the west to the east.

### **REAC Scores**

This topic was discussed earlier in reports.

### **Adjourn**

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

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Karen Moore  
Chairperson

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Lynn Fundingsland  
Secretary