

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO MINUTES OF THE
REGULAR MEETING March 8, 2016**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held on Tuesday, March 8th, 2016 at 1:30 p.m. in the Administrative Office Main Conference Room, 325 Broadway N., Fargo, North Dakota.

COMMISSIONERS PRESENT

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

ABSENT

Ken Krajsa

FHRA STAFF PRESENT

Lynn Fundingsland, Executive Director
Scott Noeske, Finance Manager
Sarah Jerome, HR Manager/Executive Assistant
Steve Eickhoff, Capital Improve. Coordinator
Kayla Evenson, Assistant Project Manager
Katie Schätzke, Assistant Project Manager
Jill Elliot, Deputy Director

ABSENT

PUBLIC GUESTS

Mark Nelson, Citizen/Socialist
Rob Swiers, New Life Center Executive Director

ADDENDUM TO AGENDA

CONSENT AGENDA

REPORTS

FINANCIALS

Mr. Noeske reported financials have been balanced and FHRA cash balances are all positive and we will be keeping a close eye on what is being funded. January and February seem to be on the higher side due to the cold weather resulting in utility increase. Travel expenses come out of the General Fund column for all staff and board members. General fund receivables are based on bookkeeping fees, management fees, different fees that FHRA collects from low rent and vouchers.

OLD BUSINESS

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO MINUTES OF THE
REGULAR MEETING March 8, 2016**

ARCHITECTURAL FIRM APPROVAL

RFP was sent out to 30 firms in the area; 8 applications were received. 3 firms were short listed and have gone through the interview process. Duration of A&E contracts are for 1 year. After the 1 year is up, we have the option to renew the contract for 1 year intervals for up to 4 years. After 5 years, renegotiation is an option and FHRA would not have to go through the entire process again. EAPC of Fargo was the selected firm.

RESOLUTION

Michael/Thomas

BE IT RESOLVED, that the Board of Commissioners of the FHRA hereby approves EAPC as FHRA's contracted Architectural firm

5 Board Members Approved
0 Board Members Opposed

PROGRESS WITH NEW HORIZONS/PIONEER RAD PROJECT

The HRA did not come to terms with BSI as a consultant. Andrea Davis from the Denver Housing Authority has agreed to work with us as finance/HUD program consultant. If needed Andrea or LSS would put together all applications for the RAD development. We are looking to have all applications submitted by September 2016.

LASHKOWITZ HIGH-RISE/SECTION 18 APPLICATION

The cost was estimated at 24 million and compared to the cost of reconstruction is 68%- HUD's threshold for approval of disposition is 57.93%. HUD will appoint a technical advisor to work with us. Typical turnaround time to hear back is 60 days. Once the application has been submitted and approved by HUD, we do not have a deadline for completion of the sale. HUD allows as much time as needed after it is approved. Foresee this coming in 2017-2018 due to the more immediate needs for staff and resources directed to the RAD project. Mr. Fundingsland will be keeping tenants up to date as the project progresses.

NEW BUSINESS

PARK EAST PROPERTY

Mr. Fundingsland has sent a letter to the Diversion Committee asking to hold off on designating the land until we resolve what comes from the High Rise. Mr. Fundingsland would like to utilize a portion of the land for parking for tenants.

ORGANIZATIONAL ASSESSMENT CONSULTANT

Mr. Fundingsland and Miss Jerome have searched for management consultants in the area. Mr. Fundingsland has 4 consulting firm responses. Once all firms have submitted their bids, Mr. Fundingsland will meet with Board of Commissioners for final selection.

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO MINUTES OF THE
REGULAR MEETING March 8, 2016**

CONSIDER POLICY CHANGE REGARDING CRIMINAL BACKGROUND CHECKS

HUD has changed their approach regarding running tenant background checks. We are looking to transition to an online database when running criminal background checks. If something "flags" on the background check then it would be passed along to local law enforcement for final review to make determination. Ms. Elliot will submit Admin Plan and ACOP in for review.

RESOLUTION

Thomas/Bryce

BE IT RESOLVED, that the Board of Commissioners of the FHRA hereby approves changing Admin Plan and ACOP plan when running tenant background checks

5 Board Members Approved
0 Board Members Opposed

Executive Director Review

Miss Jerome will be scheduling date and time for Mr. Fundingsland's annual review.

PIC Training/Casterline Training/Fair Housing Training

Would like to send up to 8 staff members to attend PIC training in St. Cloud, MN. Scott Noeske and an additional staff member to attend Casterline training in St. Louis, MO.

RESOLUTION

Michael/Thomas

BE IT RESOLVED, that the Board of Commissioners of the FHRA hereby approves staff members to attend training courses

5 Board Members Approved
0 Board Members Opposed

Adjourn

There being no further business to come before the Board, the meeting adjourned. 3:25 PM

Karen Moore
Chairperson

Lynn Fundingsland
Executive Director