



**FARGO HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO**  
**MINUTES OF THE REGULAR MEETING**  
**September 11th, 2018**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held on September 11<sup>th</sup> 2018, at 1:30 PM in the Main Conference Room, 325 Broadway, and Fargo, North Dakota.

**FHRA STAFF PRESENT**

Matthew Pike            Jill Elliott  
Amy Rissmann         Steve Eickhoff  
Tracy Lunak            Nazar Habib

**FHRA BOARD MEMBERS PRESENT**

Michael Leier            Karen Moore  
Tonna Horsley

**CONSENT AGENDA**

Additions to Consent Agenda

RESOLUTION #2018-09-01

Horsley/Leier

BE IT RESOLVED, the FHRA September 2018 Consent Agenda is approved.

**MINUTES**

RESOLUTION #2018-09-02

Horsley/Leier

BE IT RESOLVED, the FHRA August 2018 meeting minutes are approved.

**Additions to Agenda**

None

**REPORTS**

**Financials**

New interim Finance Manager Tracy Lunak is focusing on a HUD audit and provided financial information in the board packet.

**Capital Projects**

Mr. Eickhoff explained the RFP for modernization of Public Housing units and preparation for the public hearing for the Capital Fund scheduled in October 2018.

**Deputy Director**

Ms. Elliott's 40-year work anniversary is on 9/18/2018, and she was recognized for her tenure and dedicated service to affordable housing in our community. FHRA received 50 Mainstream Vouchers to be implemented on 11/1/2018. These vouchers are targeted at disabled persons under 62 who may face institutionalization or homelessness. She is currently working on other grants which will assist with affordable housing and homelessness in our community. FHRA completed paperwork with residents for RAD purposes.

## **OLD BUSINESS**

### **Property Management Changes**

Both FHRA and BSI partnered to transition property management of nine properties.

### **New Horizon update**

FHRA is working with the construction company to complete the rehabilitation with as little interruption as possible to the residents. Staff is has completed various compliance projects for the remodel.

### **Lashkowitz High Rise redevelopment**

Before actively pursuing the redevelopment of the Lashkowitz High Rise, FHRA needs to research and see analysis the financial impact of moving the Lashkowitz High Rise out of the Public Housing portfolio.

## **NEW BUSINESS**

### **Lashkowitz High Rise relocation bid**

A FHRA committee reviewed bids from a Request for Proposal (RFP) for a relocation consultant to assist residents with future rehabilitation of properties. There is still a focus on the welfare of residents. Before FHRA signs any contracts for relocation, they will conduct reference checks on organizations who respond to the RFP.

### RESOLUTION #2018-09-03

Leier/Horsley

BE IT RESOLVED, the FHRA approves a motion to accept the proposal from H.C. Peck & Associates, Inc. for relocation services in conjunction with the redevelopment of FHRA properties. (approved as written) (and incorporated here)

### **Employee paid leave accruals**

At the board's request, FHRA prepared and explained a report of what its payroll liabilities are for accrued employee vacation and sick leave.

### **Executive Director job title amendment**

Continued to next meeting due to time constraints.

The next meeting is scheduled for October 9th, 2018, at 1:30 PM.

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Karen Moore  
Chairperson

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G. Matthew Pike  
Executive Director