

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
April 10, 2012**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held April 10, 2012 at 1:30 p.m. in the Administrative Office Conference Room, 325 Broadway, Fargo, North Dakota.

COMMISSIONERS PRESENT

Karen Moore Michael Leier
Thomas Jefferson Tonna Horsley

ABSENT

Bryce Johnson
Ken Krajsa

FHRA STAFF PRESENT

Lynn Fundingsland, Executive Director
Jill Elliott, Deputy Director
Heather Struxness, Administrative Assistant
Lori Westbrook, Finance Manager
Scott Noeske, Accountant

ABSENT

BSI STAFF PRESENT

Randy Bach, Asset Manager

ADDENDUM TO AGENDA

N/A

CONSENT AGENDA

M/S/P Jefferson/Horsley To approve consent agenda

REPORTS

Financial statements

Ms. Westbrook reported on the March Financials. On the Balance Sheet; under Low Rent, Kitchens were replaced in the Madison area and New Horizons remodeled apartment #207. Under Section 8; SRO/S8 received January and February HAP payments and paid the YARDI annual software license fee. No significant activity was reported under General Fund, Business Activities, or Grants. On the Operating Statement; Low Rent had budgeted \$35,760 income and actual income is \$84,091; due to the Maintenance Expense coming in under budget. General Fund had budgeted \$2,889 income and actual income is \$40,233; due to Maintenance Expense being under budget. In Business Activities, income was budgeted at \$9,908 and actual income is \$25,037; due to the Maintenance Expense being under budget. Section 8 was scheduled to make -\$1,146 and actual income is -\$35,141; due to the HAP Expense coming in over budget and the Admin Expense being under budget.

OLD BUSINESS

Workforce Safety Update

No new incidents to report at this time.

Cooper Nurse

Staff has submitted grants to Medica Corp. for one year of funding and Otto Bremer for two years of funding, it is expected to hear the outcome of those by the end of May. Ms. Elliott reported that the video submitted by the Cooper Residents for the State Bank "Pay it Forward" program was not selected as one of the top six finalists.

Lashkowitz High Rise

Mr. Fundingsland informed the Board that the State has agreed to forward commit a year allocation of tax credits for the renovation of the High Rise. He stated that the HA would like to hire a consultant to help with the decision making process. Staff has begun to meet with engineers and architects to assemble a rehab plan and cost estimates. The initial cost estimate, starting at \$14,000,000, has increased over 10% from the previous estimate done two years ago due to inflation and added asbestos removal.

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Crossroads

Contractors are still working on the heating issues that persist. The change out controls for the ceiling fans are on back order and expected by the end of May. Mr. Bach reported that the control drain on the property is now holding water. He stated that the bottom 3 feet of sod in the pond may need to be removed and covered with rock due to the standing water that will kill the grass in that area.

Strategic Planning

A one-day strategic planning session is expected to be held in May. Mr. Fundingsland has contacted facilitators, including past facilitator Ed Goodwin, on availability and is currently waiting on their response. An email will be sent to Board members to coordinate an exact date after a facilitator is lined up.

ND/SD NAHRO Conference

Ms. Elliott informed the Board that the location for the ND/SD NAHRO Conference has been moved to the Radisson in Fargo on May 8th-9th. Sessions will include speakers from HUD, a maintenance track and a ROSS Service Coordinator track. Board members are asked to submit their registration forms to Ms. Struxness if they are interested in attending.

Search Dog

Mainly positive, along with some negative, publicity from the media has been received regarding the use of a search dog in the FHRA properties. Earl, the drug dog, will begin to tour the HA buildings possibly beginning later this month.

NEW BUSINESS

2012 Utility Allowance

Ms. Elliott asked the Board to approve the 2012 Public Housing Utility Allowance. This amount is deducted from the household's income base rent so it can be applied toward their utility payment. Per HUD, anytime there is an increase of 10% or more in utility charges, the change must reflect in the allowance that is provided to the household.

M/S/P

Jefferson/Horsley

To approve the 2012 Utility Allowance.

New Staff Addition

Mr. Fundingsland announced that Mr. Steve Eickhoff has been hired as the new Capital Improvements Coordinator and will begin his position on April 23rd.

Washington, DC NAHRO Conference Report

Mr. Fundingsland and Commissioner Jefferson attended the NAHRO conference held in Washington, DC, March 26th – 28th. They reported that NAHRO is considering a lawsuit against HUD regarding the recapture of PH reserves, on the grounds that it is a breach of contract.

REAC Inspections

Ms. Elliott informed members that REAC will be conducting inspections in the PH properties in the next few weeks. A follow-up report will be provided at the May Board meeting.

Adjourn

There being no further business to come before the Board, the meeting adjourned. The next meeting will be held May 15, 2012.

Karen Moore
Chairperson

Lynn Fundingsland
Secretary