



**FARGO HOUSING AND REDEVELOPMENT
AUTHORITY BOARD OF COMMISSIONERS
REGULAR MEETING**

Tuesday, August 10, 2021 | 1:30 PM

A virtual convening via MS Teams and in person, made available to the public.

MINUTES

CALL TO ORDER:

FHRA STAFF:

Jill Elliott
Chris Brungardt
Jill Liebelt
Tom Keller
Tawnya Taylor

BOARD OF COMMISSIONERS:

Michael Leier
Cody Schuler
Thomas Jefferson
Bryce Johnson

OTHER PRESENT:

Jason Strand,
Fargo Commissioner
Noah Harvey,
Architect

*All motions are unanimous unless otherwise noted.

MINUTES

Resolution 1: Resolved; the Fargo Housing Meeting Minutes from June 8, 2021, are approved.
Jefferson/Schuler

AGENDA

Resolution 2: Resolved; The Fargo Housing consent agenda approved.
Jefferson/Johnson

STAFF REPORTS

Executive Director

Jill reviewed her report and highlighted some of the events that have occurred at Fargo Housing over the last two month:

- Closed on Elliott place and started construction.
- In discussion with Dan Madler about the “option to acquire/right of first refusal” for properties that FHRA and BSI developed together; Graver, Bluestem Townhomes, Sunrise North, Cooper, and Crossroads.

- Met with regional and state HUD, Mayor's staff, and city planning to discuss the PHA Recovery and Sustainability agreement and Action plan. Monthly updates will be provided towards meeting all goals.
- Met with Hoeven's team, Directors of HUDSAC, FHRA, City Planners arranged by Kamala Harris' assistant regarding HUD funding of 5.2 million for the Lashkowitz hazard abatement and demolition.
- Been meeting weekly with the Multifamily Director, we will be getting our first payment soon.
- Section 8 team met with National and Regional HUD staff to review the two-year tool on utilization.

Deputy Director/Director of Facilities and Operations

Chris reviewed his operations and facilities report.

- **Public Housing:**
 - Capital Fund Program: 12 properties have executed contracts; 21 total properties have been contracted in MOD in the last 9 months. With FHRA doing general contracting there are 2 homes and 6 apartment units being worked on. Maintenance has flipped 5 properties.
 - Lashkowitz – down to 39 currently residing in the units.
 - Upcoming panel discussion with HUD region 8 and HUD's SAC concerning the repositioning of 14-4 (18th St. & 25th Ave. S).
- **Non-Public Housing Properties:**
 - Burrell fire escape permit has been pulled from the City of Fargo. True North Steel completed fabrication of the fire escape, Naseth Construction on Force account overhead and profit margin. Ongoing interest from a restaurant to occupy space in Herald Square.
 - SRO – 100% vacated and utilities have been suspended. Discussion with City about disposition of this property.
- **Procurement**
 - Reviewed submissions RFP to assign 43 Project Based Vouchers (PBV) to properties serving households with minors and offering supportive services.

Finance

Tom and Jill Reviewed:

- Occupancy now will have PHARS scores included. Tom went to explain what each amp PHAS score is currently at.
- Tenant Accounts receivable has a PHARS score attached to it and need to be less than 2.5 to get points.
- New Horizons Tax Return and Audit has been finished and the cash flow distribution has come back to FHRA.

- The development costs for Elliott place since 2016 was submitted around \$1.535 million.

OLD BUSINESS

DEVELOPMENT

- Elliott Place
 - Due Diligence was completed, and financing was closed on July 12.
 - BC Contracting (General Contractor) has mobilized to the site.
 - Site has been fenced and storm water BMP's have been placed.
 - KPH underground sub-contract
 - Cleared the site and stripped topsoil
 - Started to dig foundation and utilities
 - Precast concrete panels are being manufactured.
 - Numerous approvals for shop drawings and Requests for Information (RFI).
- Lashkowitz Riverfront
 - YHR was selected to be the Architect through the RFQ.
 - Controlled Demolition Incorporated (CDI) is the demolition sub.
 - Greater detail needed for NEPA environmental document.
 - Planning on conducting an Environmental Assessment with an anticipated finding of No Significant Impacts (FONSI).
 - Authorizes the use of federal grant funds
 - Abatement of Hazardous materials, HOME< CDBG, HIF, HTF
 - Allows for PBV's in new construction
 - Allows for demolition before disposition
 - Not an overly onerous process but will delay demolition of High Rise. It shouldn't affect the completion date.
 - Address potential impacts ranging from physical environment to socioeconomic effect.
 - YHR working on updated cost estimates for:
 - Environmental hazards abatement, original estimate was for work with an occupied building.
 - Demolition.
 - Meeting with City of Fargo's Jim Gilmour to discuss TIF funding for the abatement and demolition of the High Rise.
 - Starting site planning process.
- BSI Property Split
 - Discussions on buying the following properties: Bluestem homes, Bluestem Townhomes, Sunrise North, and Crossroads.

NEW BUSINESS

PHARS Update

- Jill discussed what the actions, target dates, and comments are for making sure the PHARS goals are met to get FHRA out of troubling housing status.
- Every 60-days FHRA sends in a PHARS update to HUD.

Retirement

- The Plans' assets are held in a trust created under the terms of the Plan. The Trustee is Fargo and Redevelopment Authority, represented by those appointed to sign by the Board of Directors.
- Employee's contributions can be more flexible with what they want to contribute into retirement. A one-to-one match until 5% and then FHRA will match at 7%. If the employee wants to do more FHRA will not contribute more than the 7%.
- The board would staff to go back and do more research about who the onus and trustee will be.
- Motion to table the resolution until September's Board Meeting.

Jefferson/Schuler

Project Based Vouchers

Resolution #4: Be it resolved that the Board of Commissioners hereby authorize the Executive Director & CEO and/or their authorized designee(s) to award forty-three (43) project-based vouchers, as set forth above, and take all necessary and appropriate actions related to the awards of the vouchers.

Schuler/Jefferson

ADJOURNED

Next meeting will be September 14th at 1:30pm.



Michael Leier
Chair



Jill Elliott
Secretary