



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

Tuesday, September 14, 2021 | 1:30 PM

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

MINUTES

CALL TO ORDER:

FHRA STAFF:

Jill Elliott
Chris Brungardt
Jill Liebelt
Tom Keller
Tawnya Taylor
Tara Kennedy
Sarah Thompson

BOARD OF COMMISSIONERS:

Michael Leier
Cody Schuler
Bryce Johnson

OTHER PRESENT:

Thomas Moore,
UBS Representative
Noah Harvey,
Architect

***All motions are unanimous unless otherwise noted.**

MINUTES

Resolution 1: Resolved; the Fargo Housing Meeting Minutes from August 10, 2021, are approved.

Schuler/Johnson

AGENDA

Change in agenda to have Guest Speaker, Thomas Moore, present first before the rest of the consent agenda.

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

Schuler/Johnson

Old Business

Guest speaker Thomas Moore presented about how the changes to the retirement plan would affect FHRA and the staff. Clearing up any concerns or questions about how the retirement plan would operate.

Resolution 3: **RESOLVED:** That the Plan be amended and restated effective 01/01/2021, in the form attached hereto, which Plan is hereby adopted and approved;
RESOLVED FURTHER: That the appropriate officers of the Employer be, and they hereby are, authorized and directed to execute the Plan on behalf of the Employer;
RESOLVED FURTHER: That Fargo Housing and Redevelopment Authority by those appointed to sign by the board of directors is hereby retained as the Trustee of the Plan; and
RESOLVED FURTHER: That the officers of the Employer be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports documents or other information as may be required under applicable law.

Johnson/Schuler

STAFF REPORTS

Executive Director

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

- 2022 Annual Plan elements were reviewed and passed through the Resident Advisory Board (RAB).
- FHRA was chosen to present in a National ABT/HUD webinar on best practices for PHA's working successfully with CoC's.
- Met with interested Developers for University Drive Manor who requested information for FHRA to manage this Multifamily senior building again.
- Met with homes providers, City officials and Dubois Construction regarding Homeless Engagement Center that is planned for downtown placement across from transit center.
- Met with three Housing Authorities regarding Annual Plan elements and to tour new properties.
- Met with Fargo Homeless Healthcare to prepare for their new mobile unit, dental office in each of our developments.
- FSS Grants were submitted for renewal and Homeless grants are being prepared for renewal this month. We will also submit a ROSS SC grant in October.

Deputy Director/Director of Facilities and Operations

Chris reviewed his operations and facilities report.

- Public Housing:

- Capital Fund Program: 17 properties are in Modernization status. 8 additional units are waiting plans and specifications for bidding. Maintenance has flipped 5 properties.
- Lashkowitz – down to 27 currently residing in the units.
- Panel discussion with HUD region 8 and HUD’s SAC concerning the repositioning of 14 duplexes on 3 acres in 14-4 (18th St. & 25th Ave. S).
 - We currently have 2 options
 - 1st option will require a higher Total Development cost for demo/dispo
 - Would receive 100% TPV
 - 2nd option would not have the same burden of need. However, would only allow for 25% of TPV, and full replacement with PBV for the new construction.
 - Would plan to relocate remaining residents to existing vacant Public Housing units to reduce overall vacancy rates.
- Non-Public Housing Properties:
 - Burrell fire escape is being installed.
 - Herald Square had REAC inspections
 - Passed with a 62 score
 - Nearly 20 points were lost to foundation cracks
 - Hiring structural engineer to evaluate cracks
 - Will protest score and anticipate recovering points with engineers opinion
 - SRO – 100% vacated and utilities have been suspended. Discussion with City about disposition of this property.

Finance

Tom and Jill Reviewed:

- Occupancy now will have PHARS scores included. AMP 4 has an 86% occupancy rate which gives 0 points on PHARS. AMP 3 is at 91% occupancy rate which gives it 1 point. AMP 2 is at 97% occupancy rate which gives it 12 points.
- Accounts receivable increased from August to September. In AMP 2 we are scoring 5 points on PHARS.
 - Tom is working with Mike B. to get tenants help from ND Rent Help to pay past rent.
 - Commissioner Schuler had additional questions about how the process was working with ND Rent Help.
- Gen Fund AR is up because of the Fargo Schools parking lot, they thought they would be relocated earlier.

- Preliminary budgets are ready to be reviewed.

OLD BUSINESS

DEVELOPMENT

- Elliott Place
 - BC Contracting (General Contractor) has mobilized to the site
 - Underground parking and all foundations have been excavated
 - Foundations have been poured
 - Underground parking has been backfilled with granular material
 - Precast concrete panels are being manufactured
 - Numerous approvals for shop drawings and Request for Information (RFI)
 - Project on schedule and on budget.
- Lashkowitz Riverfront
 - Site planning progressing
 - Met with EPIC and reviewed their construction plan on the property of the North to identify any potential impacts or opportunities to share resources.
 - Complete market study and have identified planned unit mix.
 - 52 – one bedroom
 - 36 – two bedrooms
 - 22 – three bedrooms
 - Assembling applications for NDHFA 4% & 9% Low Income Housing Tax Credits (LIHTC)
 - Met with City Transportation Engineer Jeremy Gordon concerning additional points of ingress and Regress and additional traffic impacts
 - Phase I environmental study started
 - ALTA Survey Underway
 - Met with HUD officials about process to modify existing disposition applications to a Demolition and Disposition application.
 - Environmental Assessment need to be completed,
 - Letter of Mayor's support for the modification,
 - Resident Advisory Board motion of support,
 - Letter of modification request,
 - FHRA Board Resolution of support
 - Determined to comply with NEPA an Environmental Assessment was required,
 - Braun Intertech has been contracted to complete (6 week time frame),
 - City of Fargo will be Responsible Entity to approve with Hud Region 8 review

- Meeting with City of Fargo’s Jim Gilmour to discuss TIF funding for the abatement and demolition of the Highrise,
 - Project was identified in the City’s renewal plan.

NEW BUSINESS

- i. **2022 Administrative and Operational Amendments**
RESOLVED, the FHRA Board of Commissioners approves the updated 2022 Payment Standards, and Flat Rent.

- ii. **Significant Amendments to the FHRA plan,**
1. Modification of Lashkowitz Disposition to Demolition/Disposition
RESOLVED, the Fargo Housing & Redevelopment Authority Board of Commissioners approves to demolish and dispose of the Lashkowitz High Rise and authorizes the FHRA Executive Director and her staff to submit an application to HUD for such demolition and disposition; and let it be further

RESOLVED, the FHRA Board of Commissioners authorize the FHRA Executive Director and her staff to take all reasonable actions to obtain the approval by HUD of these applications.

- 2. Revising 2018 -2022 Capital Fund Plan**
RESOLVED by the FHRA Board of Commissioners to authorize an amount not to exceed \$1.0 Million for the redevelopment of the Lashkowitz High-rise.

- 3. Public Housing 14-4 Demolition/Disposition**
RESOLVED by the FHRA Board of Commissioners approve the concept of redevelopment of the 14-4 project area and authorize staff to work with HUD and others to develop a concept and an application for Demolition and Disposition of this property, and let it further be RESOLVED that FHRA Board of Commissioners’ intent is to redevelop a minimum of 84 units of affordable housing on this site, preferably the maximum number of units that can be reasonable supported on this site.

- iii. **2022 Capital Fund Plan**

RESOLVED by the FHRA Board of Commissioners to approve year 2022 plan for the 2018 – 2022 FHRA Capital Fund Plan.

- iv. **FHRA/BSI Properties**
RESOLVED, the FHRA Board of Commissioners authorize the FHRA Executive Director and her staff to take all reasonable actions to obtain the “opportunity to acquire” or the Right of First Refusal for each of the following properties:
 - Sunrise
 - Crossroads

- Bluestem Townhomes
- Cooper House

v. Admin/ACOP changes 1. Closing HCV Waitlist

1. Closing HCV Waitlist

RESOLVED, by the FHRA Board of Commissioners to close the HCV waitlist when the estimated wait period for assistance reaches 6 months

2. Chapter 19 Special Purpose Vouchers

RESOLVED, by the FHRA Board of Commissioners to adopt and incorporate the provided Chapter 19 Special Purpose Vouchers into the Administrative Plan

3. Temporary policy for EHV

RESOLVED, by the FHRA Board of Commissioners to adopt and incorporate the provided Temporary policy for EHV into the Administrative Plan.

vi. EHV MOU

RESOLVED, the FHRA Board of Commissioners approves Emergency Housing Vouchers Memorandum of Understanding.

*a motion to pass all resolutions at once.

Johnson/Schuler

ADJOURNED

Next meeting will be October 12th at 1:30pm.



Michael Leier
Chair



Jill Elliott
Secretary