



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

Tuesday, October 11, 2022 | 1:30 PM

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

Meeting Minutes

CALL TO ORDER:

FHRA STAFF:

Jill Elliott
Chris Brungardt
Jill Liebelt
Tom Keller
Tawnya Taylor
Raime Dawson
Mirjana Rakasovic

BOARD OF COMMISSIONERS:

Michael Leier
Cody Schuler
Thomas Jefferson

*All motions are unanimous unless otherwise noted.

Minutes

Resolution #2022-10-01:

Resolved; the Fargo Housing Meeting Minutes from September 13, 2022, are approved.
Schuler/Jefferson

Consent Agenda

Commissioner Leier added to old business to discuss picking a Vice Chair for the Board of Commissioners and discussion about the vacant board position.

Resolution #2022-10-02:

Resolved; The Fargo Housing October 2022 consent agenda approved.

Jefferson/Schuler

STAFF REPORTS

Executive Director

Executive Director, Jill Elliott, presented her report as submitted. Following are the highlighted portions of her report:

- Attended the National NAHRO conference in San Diego with around 1200 other “housers.” The last official conference representing Fargo HRA along with last meeting with the Board of Governance. Ms. Elliott also sat on a panel about workplace culture that she believes was well received.
- Finalized the 2023 Annual Plan that will be submitted to HUD next week.
- The Family Self Sufficiency Grant was submitted for two FSS Coordinators. Nate reports ten new people working and two who applied for college. Community Options statistics were presented for those who were interested.
- The 2024 Cooper COC grant decreased from \$57,000 to \$38,000. Due to the amount of administrative time to administer this grant with the established HUD admin fee the team has decided to turn the grant back to the state COC to redistribute.

Operations and Facilities

Chief Executive Officer, Chris Brungardt presented the operations and facilities report for both Public Housing and affordable properties as submitted. The Physical Needs Analysis Report was delivered to HUD, as the last piece of information that was needed to get FHRA out of “trouble housing” status. Mr. Brungardt continued to discuss current properties being modernized or vacant properties being prepared for re-occupancy. In total 6 units are in modernization status with HUD and 3 units were “flipped” and awarded 2 scattered site Modernization homes. Mr. Brungardt continued to discuss FHRA’s affordable housing operations were unremarkable. Mr. Brungardt sat in on a presentation from 3rd year NDSU Architecture students who presented redevelopment ideas for the Burrel and Colonial buildings. Lastly, Twist is reopening as a breakfast and brunch restaurant that will hold special evening events.

Development

Mr. Brungardt presented his reports regarding FHRA’s various properties under development. Following are the highlights of his report.

Elliott Place (84 Unit Senior Housing)

- Construction Update
 - Finish Carpentry installing cabinets.
 - Flooring being installed.
 - Unground stormwater detention being constructed.

- Completion date is anticipated end October.
 - Delay from 9/20/22 due to stormwater detention issues under parking lot.
 - Hoping for earlier date for a Temporary Certificate of Occupancy (TCO).
 - Anticipating signing leases and starting occupancy during the month of November.

Lashkowitz Riverfront (110 Unit Residential)

- RFP published for Demolition Contractor proposals are due early November 18.
- Submitted Applications NDHFA for 4%, 9% LIHTC, and HTF funding
- Submitted EPA Brownfields application before November 22
- Received notification of NDDEQ of approval of our Voluntary Cleanup Agreement.
- Roughly \$4.3M available FHRA Capital and Operating funds into 2023.

14-4 Demo/Disposition application for repositioning of 14 duplexes (18th St & 25th Ave S).

- Final Draft NEPA document completed
- Braun to complete hazmat building inspections. Required for demolition permitting.
- Submit application for demolition to SAC following approval our NEPA and authorizing FHRA board resolution
- Estimating spring 2024 demolition

Finance

Finance managers, Jill Liebelt and Tom Keller, presented their finance reports as presented. No significant changes to occupancy. The audit for 2021 has been completed, submitted, and has been approved by REAC and HUD. To be able to get out of “troubled housing” status with HUD the 2022 audit needs to be completed. No significant changes from budgets to actual, except with utilities that have been previously mentioned. No new information about SRO. General Fund is being reimbursed for Elliott Place and is current. Mr. Brungardt gave an update on the Graver about receiving a purchase agreement for the full \$300,000 that was asked.

***2:24pm Standard Board meeting was closed and opened a Public Hearing for the 2023 Annual Plan**

*There were no public participants that attended the Public Hearing.

Review 2023 Annual Plan Elements

Mr. Brungardt went over the Statement of Housing Needs and Strategy for Addressing Housing Needs. Next, he went over the progress report that covered the 7 goals that were established in the 2020-2024 Fargo Housing Five-Year Plan and what FHRA has done to achieve these goals. Ms. Elliott explained that there is a page that our Mayor signs to show it is consistent with the Consolidated Plan. Lastly, Ms. Elliott stated that the last piece of the Annual Plan is what Board Chair, Michael Leier, signs acknowledging the PHA elements that have changed.

*2:32pm with no further comments the Public Hearing is closed, and the standard Board meeting is resumed.

RESOLUTION #2022-10-03

WHEREAS the Board of Commissioners is committed to providing short term planning and long-term strategic thought to the FHRA in the whole, ensuring the continuity of programs, expansion of affordable housing, and compliance to regulatory agencies, therefore it is,

RESOLVED by the FHRA Board of Commissioners to approve the FHRA's 2023 Annual Plan as presented.

Jefferson/Schuler

Old Business

Identifying a Vice Chair to the FHRA Board


Board Chair, Michael Leier, asked the other present commissioners if there are any volunteers to be the Vice Chair if the Board Chair is not able to attend a meeting. Commissioner Cody Schuler volunteered to be Vice Chair.

Vacant Board Position

The previous individuals name, Tim Gauer, that was submitted to the Mayor was not able to have a position on the board due to not living in Fargo. Chris Larson's name was suggested because he possesses similar qualities to Tim Gauer. A brief discussion occurred before Commissioner Leier approved Mr. Brungardt to submit Chris Larson's name to the Mayor.

Adjourned

Next meeting will be November 15, 2022, at 10:00am.



Michael Leier
Chair



Chris Brungardt
Secretary