

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO  
MINUTES OF THE REGULAR MEETING  
October 11, 2016**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held October 11, 2016 at 1:30 PM in the Main Conference Room, 325 Broadway, and Fargo, North Dakota.

**FHRA STAFF PRESENT**

Lynn Fundingsland    Jill Elliott  
Steve Eickhoff        Amy Rissmann  
Scott Noeske         Katrina Wilke  
Michelle Krumm

**FHRA BOARD MEMBERS PRESENT**

Karen Moore            Michael Leier  
Bryce Alme-Johnson    Thomas Jefferson  
Tonna Horsley

**OTHERS PRESENT:**

Roger Helland from Foss Architecture firm

**CONSENT AGENDA**

Ms. Horsley is interested in participating in the commissioner webinar training.

Motion to approve the Consent Agenda

Horsley/Alme-Johnson

BE IT RESOLVED, the Consent Agenda is approved

**REPORTS**

**Financials**

Mr. Noeske presented the financial reports. He reviewed the income statement actual to budget and discussed the differences. Mr. Noeske also reviewed the balance sheet actual to last month and discussed the changes in cash position.

**Capital Projects**

Mr. Eickhoff explained the update on the RAD project in 14.3. There are two sewers left to update and a couple more water lines the City has asked FHRA to complete. The garage at the daycare has been sided.

**Deputy Director**

A local Fargo child is one of the winners of the National NAHRO poster contest. His entry will be on the 2017 calendar. There will be a celebration of it on October 20<sup>th</sup>. The CEO from San Antonio Housing Authority contacted Jill today, wanting to learn about FHRA's medical respite program. He would like to meet with FHRA representatives at the National NAHRO conference in New Orleans.

The YWCA and Sisters Path were awarded a six figure grant to help victims of domestic abuse.

## **OLD BUSINESS**

### **Progress with RAD projects, consultant needed**

Our LIHTC application was submitted this month. FHRA will hear in mid-November on the status. We put out an RFP to do a building assessment study for the plan as RAD requires that this building assessment study be completed for all properties involved.

Motion to approve the hire of the Consultant  
Motion carried

Alme-Johnson/Thomas Jefferson

### **Core Values progress**

Ms. Rissmann explained current activities to implement the recently defined FHRA Core Values. These activities include communicating the new organizational structure and new department manager job duties at the various FHRA department meetings. She also explained current plans to form a type of committee comprised of employees to provide input towards improving the organization's culture.

## **NEW BUSINESS**

### **Review of Capital Funds Plan**

#### **Consider one time waiver of policy regarding advertising for hires**

Motion to advertise internally only for Department Manager positions  
Motion carried

Jefferson/Alme-Johnson

### **Purchase offer for land acquisition accepted**

FHRA has authorized the Executive Director to execute documents to arrange a mortgage for land acquisition.

Leier/Jefferson

Motion carried

### **Consider suspending applications to the Housing Choice Voucher program**

Currently there is a three year waiting list for Housing Choice Voucher program. Ms. Elliot proposed FHRA close the Section 8 Voucher program in 2017 until it gets down to about an 18 month wait. Project-based vouchers will remain open. All of the affordable housing will stay open. To communicate this suspension, FHRA will do public service announcements, ads, etc.

Motion to temporarily suspend applications to the Housing Choice Voucher program.

Leier/Alme-Johnson

Motion carried

### **Flat Rents, payment standards, utility allowances This was approved by RAB.**

Motion to approve submission of 2017 Annual Plan and Capital Fund  
Motion carried

Jefferson/Horsley

**Public Hearing for review of the Annual Plan and Capital Plans**

Ms. Moore called the Public Meeting to order to review the Capital Funds plan. Mr. Eickhoff explained the Capital Funds plan. The first part of the report outlined the five year plan for HUD. Page three explains what information is to be submitted for the 2017 plan. FHRA is still using the \$631,100 amount. At this time it appears that it will not change and stay around \$700,000 range. The supporting pages gave a breakdown per amp of what FHRA is doing. Under 14-2 the majority of the money is in RAD, about \$300,000, the same for the 2016 budget. FHRA is still spending money on Scattered Sites for improvements.

Ms. Moore adjourned the public session of the Board Meeting.

An Executive Session was called to order by Ms. Moore. After the Executive Session closed, there being no further business, the meeting adjourned. The next meeting is scheduled for November 8, 2016.

---

Karen Moore  
Chairperson

---

Lynn Fundingsland  
Secretary