

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING
February 9, 2016**

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held on Tuesday February 9th, 2016 at 1:30 p.m. in the Administrative Office Main Conference Room, 325 Broadway N., Fargo, North Dakota.

COMMISSIONERS PRESENT

Bryce Alme-Johnson
Tonna Horsley
Ken Krajsa
Michael Leier
Karen Moore

ABSENT

Thomas Jefferson

FHRA STAFF PRESENT

Lynn Fundingsland, Executive Director
Scott Noeske, Finance Manager
Sarah Jerome, HR Manager/Executive Assistant
Steve Eickhoff, Capital Improve. Coordinator
Tracy Lunak, Accountant/ Recovery Specialist
Ashley Berkenpas, Section 8 Program Manager

ABSENT

Jill Elliott, Deputy Director

PUBLIC GUESTS

Joe (No last name given)
Mark Nelson

ADDENDUM TO AGENDA

CONSENT AGENDA

Request for 2 employees to attend 2016 Yardi training in Washington D.C.

RESOLUTION

Michael/Ken

BE IT RESOLVED, the Consent Agenda is approved. Commissioners of the FHRA hereby approve two FHRA employees attend 2016 Yardi training in Washington D.C.

5 Board Members Approved
0 Board Members Opposed

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REPORTS

Capital Projects

The Capital Improvements Coordinator, Steve Eickhoff reported ACC Amendment should be back in March 2016.

Financials

Finance Manager, Scott Noeske announced he is now down 1 accountant as of January 29, 2016. Employee resigned January 15, 2016. Temporary accounting employee will be starting February 8, 2016.

Deputy Director's Report

Deputy Director, Jill Elliot was not present- No information to report at this time.

OLD BUSINESS

RAD Progress

Executive Director, Lynn Fundingsland stated the RAD application is close to being completed for Pioneer Manor and New Horizons. Tenants residing at the two locations will be relocated for up to 2 months until units are done.

FHRA/BSI Mediation

Mr. Fundingsland and Mr. Leier attended mediation session at the Village Business institute with Mr. Madler and Mr. Stedman from BSI.

Ratify Year End Write-Offs

Request for 2016 Write-off ratification. Board of commissioners requested that previous year end write-offs be sent out to compare vacancy percentages. Scott Noeske, will gather the information and distribute.

RESOLUTION

Bryce/Michael

BE IT RESOLVED, that the Board of Commissioners of the FHRA hereby approves 2016 Write-offs as presented
5 Board Members Approved
0 Board Members Opposed

Ratify 2016 Budget

Request to ratify 2016 budget.

RESOLUTION

Michael/ Tonna

BE IT RESOLVED, that the Board of

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the process of interviewing/meeting with Architecture firms and expect to make a decision by the March 8, 2016 Board Meeting. The selected Architect will be brought on to help prioritize repair/replacement items for the New Horizons Manor and Pioneer Manor, and provide associated cost estimates and provide various architectural services as may be needed elsewhere in HRA's building inventory.

Adjourn

There being no further business to come before the Board, the meeting adjourned to Executive Session. 2:15 PM



Karen Moore
Chairperson



Lynn Fundingsland
Executive Director