



**FARGO HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF FARGO
MINUTES OF THE REGULAR MEETING**

September 15, 2020

The regular meeting of the Board of Commissioners for the Housing and Redevelopment Authority of the City of Fargo, North Dakota was held on September 15, 2020, at 1:30 PM via conference call.

Note: All action items passed unanimously, unless otherwise noted.

FARGO HOUSING STAFF PRESENT

Jill Elliott
Jill Liebelt
Tom Keller
Caleb Hendershot

Matthew Pike
Chris Brungardt
Kirsten Stave

FARGO HOUSING BOARD MEMBERS PRESENT

Karen Moore
Thomas Jefferson
Tonna Horsley
John Strand, City of Fargo Housing Liaison

Michael Leier
Bryce Johnson

MINUTES

RESOLUTION #2020-09-01

Johnson/Leier

RESOLVED; the Fargo Housing August 2020 minutes are approved.

CONSENT AGENDA

RESOLUTION #2020-09-02

Johnson/Horsley

RESOLVED; the Fargo Housing September 2020 Consent Agenda is approved.

REPORTS

Chief Deputy Director

Jill Elliott, Chief Deputy Director, presented her report as submitted. Caleb, Fargo Housing's Relocation Specialist, will provide an update to the relocation progress of Lashkowitz High Rise tenants later in the meeting. Ms. Elliott completed and sent in the PHARS review. COVID-19 testing will be available to staff and residents at the Lashkowitz High Rise later this week.

Directors of Finance

Tom Keller, Director of Finance – Programs and Grants, and Jill Liebelt, Director of Finance – Affordable Housing and Development, presented the financial reports as submitted. Mr. Keller and Ms. Liebelt presented financial reports for all accounts and provided context for questions raised.

OLD BUSINESS

Strategic Planning goals

Mr. Pike noted the formation of a strategic planning committee, comprised of senior directors and several commissioners. An update will be provided monthly.

Development updates

Elliott Place

The development of the senior housing complex, Elliott Place, continues with due diligence compliance activities and predevelopment financing components.

Lashkowitz High Rise

Request for Proposals (RFP) for co-development services of Lashkowitz High Rise submissions are due November 16th, 2020.

2021 budget

Mr. Pike noted the work of the Budget and Finance Committee, which will reconvene in November.

COVID-19 update

Mr. Pike provided an update of COVID-19 operational protocols. All established protocols remain in place.

Lashkowitz tenant relocation update

Caleb, Fargo Housing's Relocation Specialist, provided an update involving the relocation of Lashkowitz tenants. Twenty-nine households have been successfully relocated. Caleb noted the process by which tenants receive their Tenant Protection Voucher (TPV), search for a unit, complete an inspection, and undergo relocation with the assistance of Fargo Housing staff. Additionally, each tenant participates in a Tenant Education Class.

NEW BUSINESS

Human Resources update

Mr. Keller provided an update on human resources activities and noted that Fargo Housing will be hiring a third-party payroll and human resources provider. This opportunity presents significant cost-savings and value to staff morale.

The next meeting is scheduled for October 13, 2020, at 1:30pm.

Karen Moore
Chairperson

G. Matthew Pike
Secretary