



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

Tuesday, March 9, 2021 | 1:30 PM

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

**MINUTES**

**CALL TO ORDER:**

**FHRA STAFF:**

Jill Elliott  
Tom Keller  
Jill Liebelt  
Chris Brungardt  
Tawnya Taylor

**BOARD OF COMMISSIONERS:**

Bryce Johnson (Interim Chair)  
Thomas Jefferson  
Michael Leier  
Cody Schuler  
Tonna Horsley

**OTHER PRESENT:**

Noah Harvey

\*all motions are unanimous unless otherwise noted.

**MINUTES**

Resolved; the Fargo Housing Special Meeting Minutes from February 4, 2021 are approved.

Jefferson/Leier

**AGENDA**

Resolved; The Fargo Housing consent agenda approved.

Schuler/Jefferson

**STAFF REPORTS**

**Deputy Director**

Jill reviewed:

- Chris' title has been amended to Deputy Director. This title is readily recognized in the Housing profession.
- Caleb, relocation coordinator, will be going back to his home state and Tamara will be stepping in to lead the relocation along with her FSS duties.
- Angie will be recruiting for additional Voucher coordinators due to new voucher increments.
- Janet in accounting resigned and Theresa will start Monday to assist Jill and Tom.

- Tawnya, Shelley, Angie, and Kayla attended Reasonable Accommodation Certification training. Tawnya accepted the Compliance Officer position.
- Researching changing the wait list process to a lottery system. Will be speaking to different HA's who have implemented the system.
- Working with Joel Manske from State HUD to resolve our Multi Family Housing issue.

### **Director of Facilities and Operations**

#### **Chris Reviewed:**

- Currently have 6 Public Housing properties with executed contracts and work has started on all of them.
  - 1 will be completed in March, 2 in April, 2 in May, and 1 in June.
- FHRA is acting as General Contractor on 4 Public Housing properties.
  - Have completed 2 and plan on working on 3 units in Pioneer Manor.
  - 5 properties were flipped in February.
- Researching phone systems with Verizon's cloud-based system.

#### **Development**

- Planning Commission recommended to the City Commission that the proposed plan is consistent with Fargo's Go2030 Comprehensive Plan

#### **Finance**

#### **Tom and Jill Reviewed:**

- Public Housing vacancy is currently at 27 with 13 of those vacancies being remodeled.
- AR's are still consistent because of COVID.
- Tax penalty was appealed, and the IRS waived a \$48,000 fine.
- Public Housing Operating fund: \$300,000 extra for the High Rise since FHRA is not getting Rental revenue. \$20,000 is going to Pioneer Manor.
- Scattered Sites \$150,000 because units went into HUD approved vacancy.

#### **Jill Reviewed**

- Gen Fund is trending down with not being paid from University Drive Manor and Multifamily money not coming in.
- Church, 220, Herald have not received any of the Multifamily money.

### **OLD BUSINESS**

#### **DEVELOPMENT**

- Elliott Place
  - Working on a new lender for the project and working on Letter of Intent between General Contractor and his subcontractors.
  - Estimated a late May groundbreaking.
- Lashkowitz High Rise (Riverfront)
  - Memorandum of Agreement

- Working on a service agreement to study the feasibility to reconfigure the High Rise vs. demolition.

#### **COVID UPDATE**

- Reviewed that FHRA is following CDC guidelines for those that are vaccinated to allow staff not to wear masks in the office until the office is open to the public.

#### **BOARD CHAIR ELECTION**

Michael Leier and Thomas Jefferson received nominations to become Chair of Board of Commissioners, both nominees accepted.

Motion to close nominations for Chair of Board of Commissioners

Schuler/Horsley

On a 3-1 vote Commissioner Leier was selected as Chairperson.

#### **NEW BUSINESS**

##### **REVIEW OF LASHKOWITZ RIVERFRONT MOA WITH BLUELINE DEVELOPMENT**

Resolved and moved to accept the Lashkowitz High Rise Memorandum of Agreement between Blueline Development and the Fargo Housing & Redevelopment Authority.

Jefferson/Horsley

##### **MULTI-FAMILY DISCUSSION**

FHRA started into the program with the 8BB transfer with Churchtown, 220, and Herald Square from vouchers that came out of Wahpeton. No money has been received yet from HUD. \$50,000 to \$100,000 are still out there to be paid for those properties.

FHRA also entered into contract to manage a 90 Unit Senior Facility. In October 2020 the FHRA stopped receiving payment. FHRA will put in a termination of services with the owner and work with City Attorney for collection.

##### **NAHRO UPDATE**

Jill Reviewed the Virtual National Conference:

- Spoke with Hoeven, Armstrong, and Cramer's aids and Chief of Staff and thanked them for the funding for this year and reviewed our programs with them.
- Regional President will reach out to Cody to take on a regional leadership role.
- June 8-9 will be the regional conference.
- National Conference will be in October.
- Jill Elliott will be stepping off CRO in October.
- Thomas Jefferson will continue his three committees for National NAHRO.

Contract for Jill Elliott is currently with City attorney, Nancy Moore. Once that is received back it will be sent out to Chair of Commissioner for review.

#### **ADJOURNED**

Schuler/Horsley

*Bryce Johnson*

Bryce Johnson (May 5, 2021 11:17 CDT)

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Bryce Johnson  
Interim Board Chair

*Jill Elliott*

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Jill Elliott  
Secretary