



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

Tuesday, May 10, 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
Erin Dahl
Autumn Triebenbach

BOARD OF COMMISSIONERS:

Michael Leier
Cody Schuler
Thomas Jefferson

OTHER PRESENT:

Noah Harvey,
Architect

* Quorum was not reached; meeting began as an informative meeting.

STAFF REPORTS

Executive Director

Jill highlighted portions of her report:

- Our Continuum of Care grants are up for HUD audit this June, the last audit was in 2017.
- Eligible for a non-competitive Mainstream grant of 30 additional Vouchers and an additional \$500 Admin fee for each voucher issued back in 2018.
- Transition planning with Community Options, Dacotah Foundation, BSI, Homeless Coalition, tenants and NDHS to transfer the 24/7 supportive services to Community option on June 1st.
- Succession Planning with Betsy Martens is on May 18th.

Development

Elliott Place (84 Unit Senior Housing)

- Construction Updated
 - Roofing 75% complete,

- Windows being installed
- Mechanical, electrical, and plumbing trades are underway
- Siding and exterior work to start in several weeks.
- Completion date to September 2, 2022
 - 124 persons verified their place on the waiting list for the one-bedroom units
 - 29 persons verified their place on the two-bedroom waiting list.
 - Starting application process on June 1.

Lashkowitz Riverfront (110 Unit Residential)

- Modification of Section 18 Disposition Application
 - Phase II and other environment assessments (Braun Intertec)
 - Soil and groundwater sampling completed.
 - Did identify a single outlier in the data
 - Response Action plan
 - Discussing possible actions to respond to the single data point.
 - Geotechnical evaluation for the new building completed.
 - New building location sampling found 15 ft of fill.
 - Foundations need to be placed on undisturbed soil or on engineered fill.
 - Design of building may change to add underground parking to reduce total amount of engineered fill needed or pilings.
 - Abatement funding and schedule.
 - \$3,751,000 available FHRA Capital and Operating funds in 2022,
 - Anticipated \$650,000 2022 EPA Brownfields grant
 - Award announcements before May 31, 2022
 - \$4.4 Million anticipated 2022 funding for abatement
 - Anticipating September 2022 start for hazardous material abatement.
 - \$3.2 Million estimated cost inclusive of \$300k contingency.
 - Demolition Funding and Schedule
 - \$1.92M estimated fund balance after abatement and influx of 2023 Capital and Op funds.
 - \$2.98M 2023 estimated cost with contingency
 - \$1.06M Funding Gap
 - Other potential Funding discussion
 - 2023 EPA Brownfields grant
 - Discussion with Ted Lanzano from EPA region 8
 - Congress authorized \$5M cap, EPA anticipates cap at \$1.0M or Less
 - EPA foresees waiving rule limiting projects to a single grant
 - Will apply and ask for authority to pre-fund at FHRA risk. Hopefully refunding FHRA expenditures.
 - ND Department of Commerce is starting a Brownfields revolving loan/grant program.
 - Our project date is too soon for their program to be running.

- However, they may be reaching out to us to help answer questions on their process.
 - ND Department of Environmental Quality will be applying for an EPA grant for their own state ran Brownfields program. The application deadline is mid-June
 - In my discussions with NDDEQ's Derek Hall their program is targeting small grant amounts in smaller communities.
- 14-4 Demo/Disposition application for repositioning of 14 duplexes (18th St & 25th Ave S).
 - Dominion Group will conduct an obsolescence study for 14-4, May 10, 2022.
 - Environmental Phase 1, completed
 - NEPA review documentation under contract with Braun Intertec
 - Receiving quote for demolition and clearing of site.
 - Neighborhood meeting scheduled for May 17, at 6:00 pm.

Operations and Facilities

Public Housing

- FHRA conducting 2 quarter unit inspections as part of our REAC Response Plan
 - Staff stated that all units were checked for EH&S compliance and noted an improvement on overall unit condition and housekeeping.
- Staff changes
 - Maintenance tech Andy Halgerson is relocating to be near family, May 20th is his last day
 - Maintenance tech Jim Rogge has informed us of his intention to retire in July.
 - Solomon Reeves and Joel Strand have been hired to backfill.
- Capital Fund program
 - Completed 4 properties
 - Currently have 8 properties in Modernization status with HUD

Non-Public Housing Properties

- Burrell Building
 - Excessive Vacancy in 2-bedroom units
 - Sent letter to NDHFA request allowance to rent 2-bedroom as 1-bedroom
- Herald Square had REAC inspection
 - All units filled, no outstanding issues
- Church Townhomes
 - Status quo
- New Horizons
 - No outstanding issues
- 220 Broadway
 - All units filled, no outstanding issues
- SRO building

- Awaiting action on request to Fargo Planning.
- Jerimiah Program (20 Units)
 - Started May 1, 2022, providing Property Management, Maintenance, and cleaning.
 - This property will be combined with services being provided at Elliott Place for a total workload of 104 units. (200 units is metric for staffing).
- Meeting with Commissioner Strand, Mayor Mahoney
 - Inclusionary Housing
 - SRO Building
 - Faircloth to RAD tool to increase total number of affordable units in Fargo.

Finance

Tom discussed that the occupancy has not changed over the last few months with them being in the 90%. He also discussed about AMP 14-4 and how the vacancy rate will look different once HUD approves the Demo/Dispo. The COCC budget it under projected budget. Public Housing budget is over in electricity and gas because of rates going up and the lower temperatures. Maintenance budget is over due to buying new smoke detectors with carbon dioxide sensors. Section 8 budget is going smoothly. General Fund is where SRO is getting paid out of which is why the budget is over. Budgets for 2023 will start being worked on the summer.

Jill discussed that there was a large jump in AR from last month. Attempting to work with ND Rent Help but it's been hard to get tenants to pay. Discussion was had about how to bring down the AR. New Horizon audit is completed and FHRA received the cashflow back, the audit is available if anyone would like to review it.

*Quorum was reached; official board meeting called to order.

**All motions are unanimous unless otherwise noted.

Consent Agenda

Resolution #2022-5-1:

Resolved; The Fargo Housing May consent agenda approved.

Schuler/Jefferson

Minutes

Resolution #2022-5-2:

Resolved; the Fargo Housing Meeting Minutes from April 12, 2022, are approved.

Jefferson/Schuler

Commissioner Leier would like to formally recognize Angie Hedstrom for her Women of the Year in service.

OLD Business

HUD PHARS Update

Everything has been completed except for the Physical Needs Assessment. The Nelrod Company will be arriving in June to complete the assessment. Once that is complete, the last piece is that HUD rescors FHRA to see if the troubled housing status can be dropped.

BSI, University Drive Manor Updates

BSI would like to put a provision that if the building cannot be sold to satisfy all the loans that FHRA would accept less. The Board agreed with the CEO decision to tell the lawyer that FHRA would not accept that provision.

Discussion was had about the scheduled hearing for a summary judgement with University Drive Manor and the different scenarios that could occur. Board guidance would be to continue to go for the full amount that is owed.

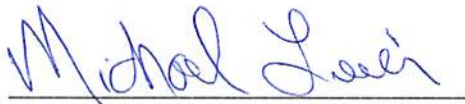
New Business

Basement Issue at 1037 28th St. N.

The basement wall caused a waterline to shear and there were stresses being put onto the natural gas line. For safety of the family, they have been relocated into a similar home to allow FHRA to assess what is the best method to deal with the basement.

Adjourned

Next meeting will be June 9, 2022, at 1:30pm.



Michael Leier
Chair



Chris Brungardt
Secretary