



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

Tuesday, August 16, 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
Brenda Waterworth
Angie Hedstrom

BOARD OF COMMISSIONERS:

Michael Leier
Cody Schuler
Thomas Jefferson
Bryce Johnson

*All motions are unanimous unless otherwise noted.

Minutes

Resolution #2022-8-1:

Resolved; the Fargo Housing Meeting Minutes from June 9, 2022, are approved.

Johnson/Schuler

Resolution #2022-8-2

RESOLVED; the Fargo Housing July 21, 2022, special board meeting minutes are approved.

Schuler/ Johnson

Consent Agenda

Resolution #2022-8-3:

Resolved; The Fargo Housing August consent agenda approved including training/travel requests.

Schuler/Johnson

STAFF REPORTS

Executive Director

Jill highlighted portions of her report:

- Elliott Place tenant selection and verifications are in process.
- Community Options supportive services transition at Cooper House has had a chaotic first 8 weeks. They are looking at hiring a security system to operate the front door and patrol the perimeter and floors.
- Yardi Rent Café implementation is being led by Jill L. Applicants come in daily to be trained to use the new kiosk in our lobby.
- Annual Plan 2023 elements have been formatted and are awaiting final Admin and ACOP updates from Nan McKay.

Development

Elliott Place (84 Unit Senior Housing)

- Construction Updated
 - Drywall being installed
 - Mechanical, electrical, and plumbing trades onsite
 - Masons are near complete
 - Finish carpentry starting onsite
 - Unground stormwater detention being constructed
 - Soil stability issues have delay progress
 - Worked with engineer to determine solution and change order is in process.
- Completion date is anticipated early October.
 - Delay from 9/20/22 due to stormwater detention issues under parking lot.
 - Hoping for earlier date for a Temporary Certificate of Occupancy (TCO).

Lashkowitz Riverfront (110 Unit Residential)

- HUD Special Application Center has approved Modification of Section 18 Disposition Application to include Demolition
- Project Schedule and Funding
 - Lashkowitz anticipates a \$1.9M Funding Gap
 - Schedule strategy
 - Divide project into 3 segments
 - Decommissioning by removing combustibles and all actions to allow for disconnection of utilities
 - Asbestos abatement
 - Demolition
 - Will re-apply with NDHFA for HTF and HIF funding
 - If successful EPA funding will no longer be needed
 - Roughly \$4.3M available FHRA Capital and Operating funds into 2023
 - Using \$600k of 2023 Capital Funds

- 14-4 Demo/Disposition application for repositioning of 14 duplexes (18th St & 25th Ave S).
 - Dominion Group completed an obsolescence study
 - Total cost of Rehabilitation \$1.45M, assessed value of building \$788k
 - Project will be eligible for 25% TPV or 7 total TPV's
 - Anticipating final NEPA document to be available by end of August
 - Submit application for demolition to SAC following September board meeting.

Operations and Facilities

Public Housing

- Physical Needs Analysis was in July and results are anticipated late August
 - Investigating of physical condition of our housing stock
 - Will produce a report chronicling our improvement needs over the short and long term.
- Ted Wahl accepted our Facilities Manager position and started in early July.
 - He completed 100% inspection of our public housing properties to further familiarize him with our properties.
 - Not only is he interested in addressing physical needs of the properties but wishes to find effective methods to improve the curb appeal.
- Capital Fund program
 - Completed 2 properties, 2 mods nearing completion
 - Currently have 6 properties in Modernization status with HUD including 2 newly awarded pioneer projects.
 - Bidding 4 scattered site homes
 - Flipped 5

Non-Public Housing Properties

- Burrell Building
 - NDHFA agreed to accept FHRA backgrounds and appeals for admitting new residents.
- Herald Square had REAC inspection
 - No outstanding issues
- Church Townhomes
 - Status quo
- New Horizons
 - Chris Connelly is the new Property Manager; he came to us by way of Concordia food services and will be a terrific fit into our culture.
- 220 Broadway
 - All units filled, no outstanding issues
- SRO building
 - Started working with City of Fargo to redevelop using HUD's Faircloth to RAD,
 - Need to apply for a RAD Portfolio Award

- Working with YHR to investigate high levels estimates and configurations.

Finance

AR from June to July decreased and is currently sitting around \$50,000. Still working with NDRent help, issues continue to arise with being overpaid or requests for people who do not owe rent. Occupancy has been steady with Public Housing and Affordable. One of the units at Burrell that had been open for 787 days has recently been rented.

There haven't been any significant budget issues except for utilities being high which is affecting all of the budgets.

Old Business

Strategic/Succession Planning

The Commissioners discussed the pros and cons about which organizational structure they thought would work best going forward with Executive Director, Jill Elliott, retiring at the end of 2022.

Resolution #2022-8-4

WHEREAS the Board of Commissioners is committed to the continuity and sustainability of FHRA's leadership and its ability to provide for a positive culture and mission for the FHRA therefore it is,

RESOLVED by the FHRA Board of Commissioners to adopt "1A" as its organizational structure and approves the internal restructuring effective January 1, 2023.

Jefferson/Schuler

New Business

The FHRA Board, Leadership team, and staff recognize Commissioner Bryce Johnson's decades of service and contributions to furthering FHRA as she steps down from her position.

Board Member Nomination

Commissioner Chair Leier did a brief overview of the two potential candidates to take over Commissioner Johnson's position. 3 out of 4 Commissioner's recommended Tim Gauer name to be submitted to Mayor Tim Mahoney.

Authorization to Publish Lashkowitz RFP

Request for approval to decommission, hazardous material abatement, and demolition for the Lashkowitz High Rise.

Resolution #2022-8-6:

Resolved; to give authorization to CEO, Chris, to publish the RFP for Lashkowitz High Rise
Schuler/Jefferson

Review 2023 Annual Plan Elements

Jill highlighted the elements that the Resident Advisory Board (RAB) voted on that will go into the 2023 Annual Plan.

Resolution #2022-8-7

WHEREAS FHRA is determined to ensure both short- and long-term planning along with consistent strategic thought is provided, therefore it is,

RESOLVED; to adopt to 2023 Annual Plan Elements as presented.

Schuler/Jefferson

Budget 2023 Presentation

The CoC and General Fund budget is showing what the projected loss would be if the budget would stay with co-leadership at the top of the organization structure. Legal fees were higher than expected. The General Fund would have to help support the Affordable side with a 3% projected increase. Details will be presented at the September meeting.

Correspondence

Jason Woolwine with the Senate Appropriations staff wants to sit down and talk about Cooper house, Lashkowitz High Rise, and advocacy.

Paul Gleye, PhD NDSU Architecture, wants to talk about the Burrell and Colonial who wants his NDSU Architecture class to do a redevelopment project about the Colonial building.

Cass Clay County Land Trust wanted to talk about how to make more affordable housing with our two organizations.

Adjourned

Next meeting will be September 13, 2022, at 1:30pm.



Michael Leier
Chair



Chris Brungardt
Secretary