

MOORHEAD PUBLIC HOUSING AGENCY
REGULAR MEETING AGENDA

January 25, 2022
11:30 AM

Sharp View 920 5th Avenue S.

- I. Call to Order and Roll Call
- II. Agenda Amendments
- III. Citizens to be Heard
- IV. Approval of Minutes
 - A. Request Board Approval of December 21, 2021 Meeting Minutes _____
- V. Request Approval for Payment of Bills
 - A. Request Board Approval of Payment of Bills - Resolution 01-25-22-01 _____
- VI. Business
 - A. Request Board Approval of Audit Results - Resolution 01-25-22-02 _____
- VII. Other Business
 - A. A. Upcoming Annual Public Hearing Next Month
 - B. 2022 Board Meeting Schedule
 - C. Executive Director Updates _____
- VIII. Attorney's Report
- IX. Adjournment

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in Moorhead Public Housing Agency meetings will be provided. To arrange assistance, call the City Clerk's office at 218.299.5166 (voice) or 711 (TDD/TTY).

Visit our website at www.cityofmoorhead.com

I. CALL TO ORDER AND ROLL CALL

Chairperson Lemke called the Public Housing meeting to order at 11:33 AM

Members Present: Greg Lemke, Chairperson; Alexa Dixson; Secretary, Michael Carbone, Vice Chairperson, Shelly Dahlquist, Moorhead City Council Liaison; Ahmed Issa, Commissioner

Members Absent:

Others Present: Dawn Bacon, Executive Director; Toni Vondal, Housing Manager;

II. AGENDA AMENDMENTS

None

III. PUBLIC HEARING – Significant Amendment to Capital Funding Grant Five Year Plan. No comments were received.

IV. CITIZENS TO BE HEARD

None

V. REQUEST APPROVAL OF NOVEMBER 23, 2021 REGULAR MEETING MINUTES.

Carbone moved, seconded by Issa to approve the Minutes of November 23, 2021. All votes were in favor. Motion Carried.

VI. REQUEST APPROVAL FOR PAYMENT OF BILLS-RESOLUTION 12-21-21-77.

Carbone moved, seconded by Issa to approve the payment of bills as presented. All votes were in favor. Motion Carried.

VII. BUSINESS

A. Request Approval of Significant Amendment to Capital Funding Grant Five Year Plan – Resolution 12-21-21-78.

Issa moved, seconded by Dixon to approve the amendment to the Capital Funding Grant Five Year Plan by adding painting the walls at Sharp View. All votes were in favor. Motion Carried.

B. Request Approval of Updated Budget due to Purchase of Maple Court – Resolution 12-21-21-79.

Issa moved, seconded by Carbone to approve the updated budget due to the purchase of Maple Court. All votes were in favor. Motion Carried.

C. Request Board Approval of Holiday Designation for Juneteenth – Resolution 12-21-21-80.

Carbone moved, seconded by Issa to approve holiday designation for Juneteenth. All votes were in favor. Motion Carried.

VIII. OTHER BUSINESS

- A. Upcoming Annual Public Hearing & Proposed Policy Changes
- B. 30 Minute Strategic Planning Discussion – we started but ran out of time. Will schedule another day and time.
- C. Executive Director Updates - none

IX. ATTORNEY'S REPORT

None

X. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 12:41 PM.

Greg Lemke – Chair

Alexa Dixson – Secretary

Moorhead Affordable Housing, LLC – Annual Meeting
December 21, 2021
12:30 PM
(or immediately following the MPHA board meeting)

I. CALL TO ORDER AND ROLL CALL

Chairperson Lemke called the Public Housing meeting to order at 12:41 PM

Members Present: Greg Lemke, Chairperson; Alexa Dixon; Secretary, Michael Carbone, Vice Chairperson, Shelly Dahlquist, Moorhead City Council Liaison; Ahmed Issa, Commissioner

Members Absent:

Others Present: Dawn Bacon, Executive Director; Toni Vondal, Housing Manager

II. Agenda

III. Operations Updates – going well better financing and a few challenges with unit turn but that is temporary.

IV. Other

V. Adjourn 12:44 PM

CHECK REQUEST TOTALS

PREPARED: January 22, 2022 PAID IN: Dec 2021 and Jan 2022

Dept #	Name	Total Amount	Check Numbers
1	PHA	\$57,294.39	14780- 14832
1	Payroll- Direct Deposit (3 payrolls)	\$49,190.49	977-990
2	Moorhead Affordable Housing LLC	\$24,873.35	20077-20085
3	Capital Funding	\$3,116.75	30392
4	BCOW Bridges	\$14,835.71	44914-44947
5	Bridges	\$10,264.46	54375-54396
6	ROSS	\$28.70	60096
7	Maple Court LLC	\$2,030.38	70030-70041
8	General Fund	\$14,761.20	80074-80082
TOTAL		\$176,395.43	

BANK TRANSFERS made between funds:

DATE OF TRANSFER	FROM ACCOUNT	TO ACCOUNT	AMOUNT	REASON
1/4/2022	Public Housing Savings	Public Housing Checking	30,000	Cash flow

D. Bacon

Executive Director Approval

MEMORANDUM

DATE: January 21, 2022
MEMO TO: PHA Board of Commissioners
FROM: Dawn Bacon, Executive Director
REGARDING: 2021 Audit: RESOLUTION 1-26-22-02

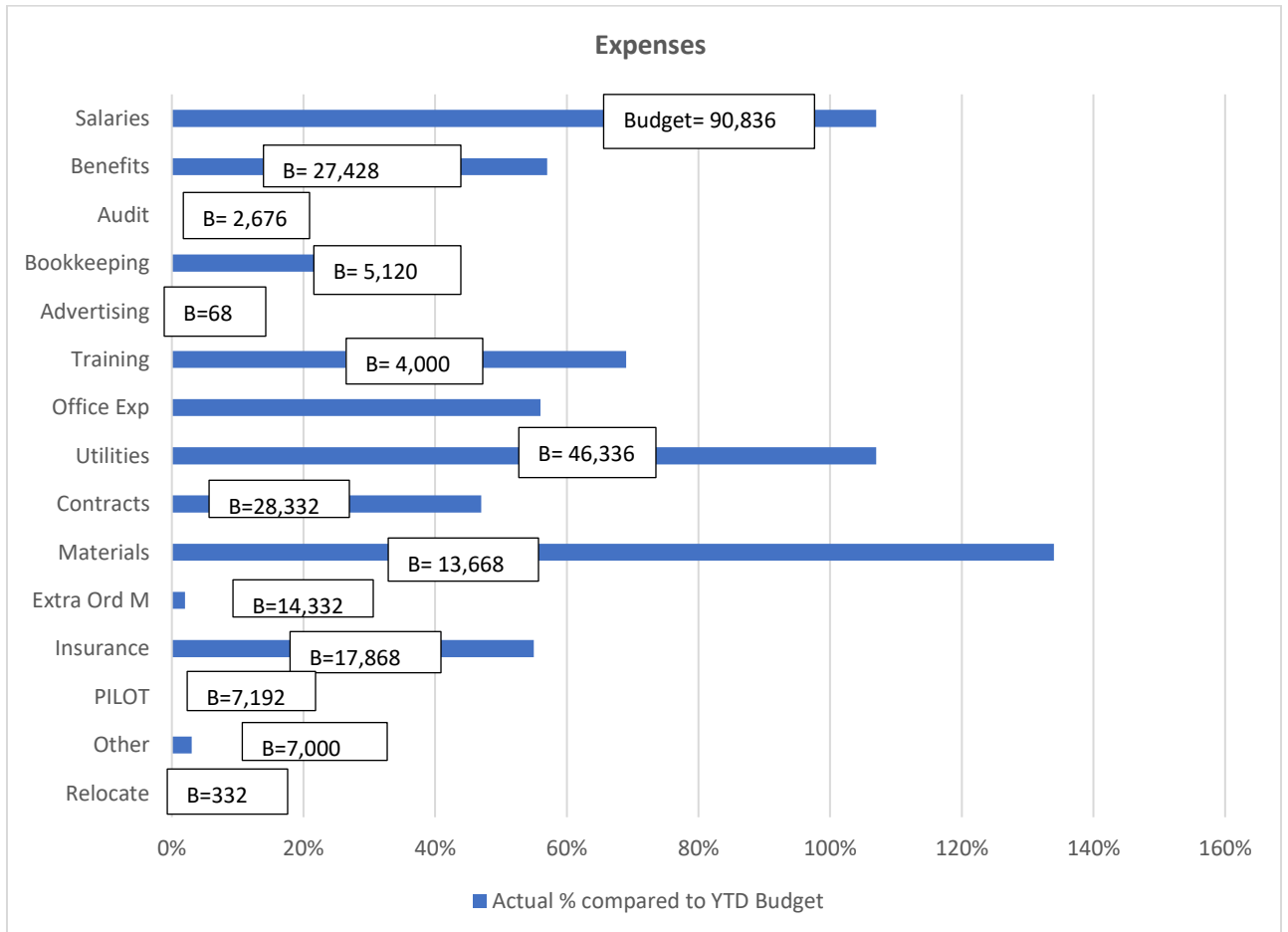
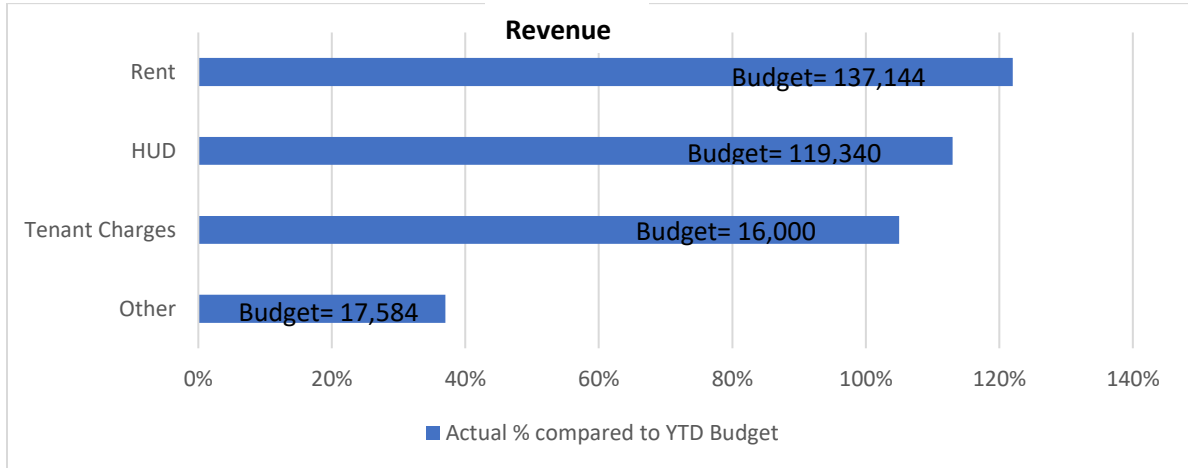
Brady Martz and Associates has completed the annual audit of Moorhead Public Housing Agency for the last fiscal year (July 1, 2020 to June 30, 2021). Auditors were on site in October and recently finalized their report.

Brian Opsahl with Brady Martz and Associates will be present at our January 25th board meeting to review the report with board members.

Following the review, the board will be asked to approve the audit report.

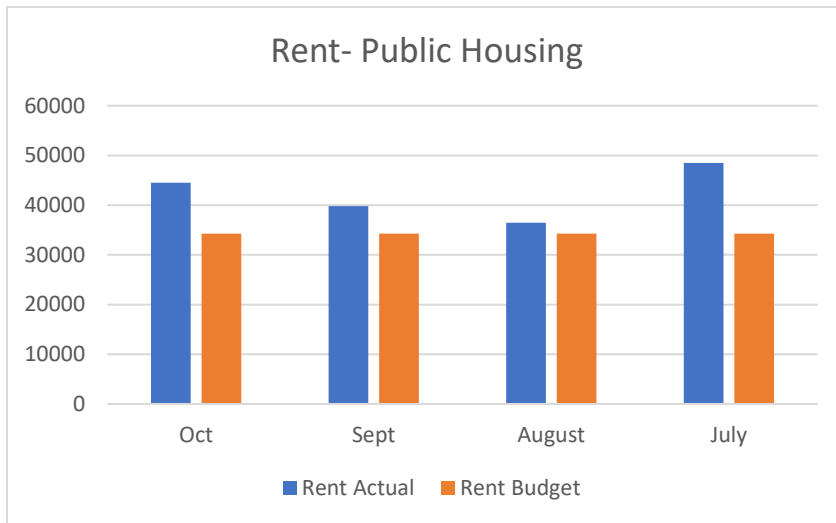
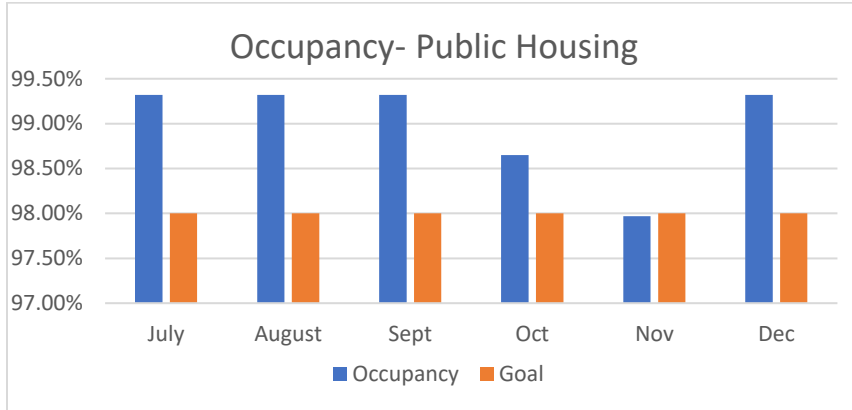
Quick Reference Budget Summaries

1. Public Housing Program (July- October 2021)

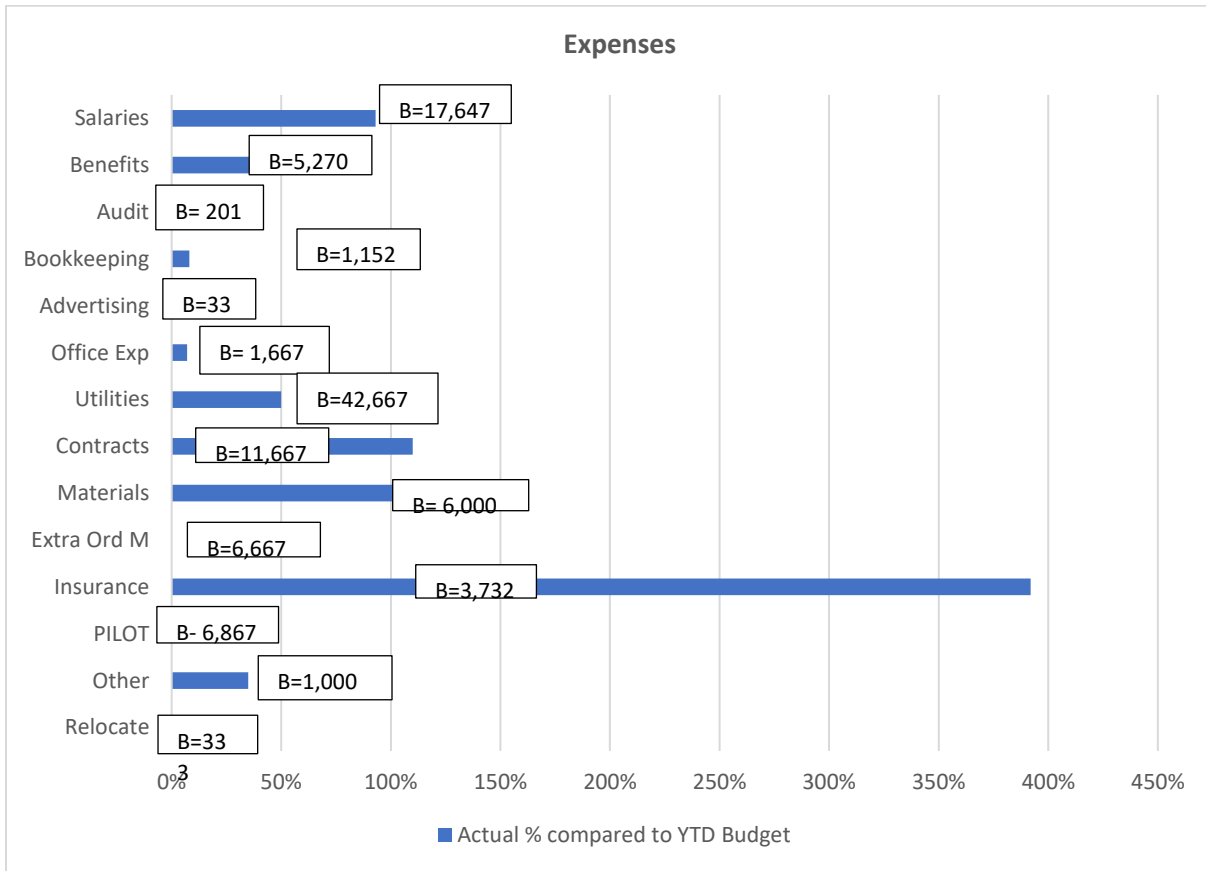
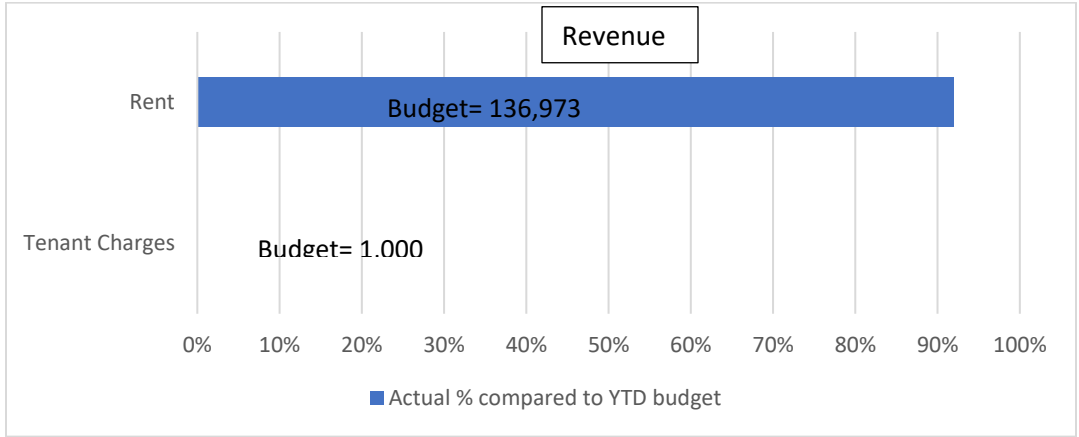


Public Housing Highlights

- 4 months budget compared to 4 month revenue & expenses.
- YTD revenue was 325,322 and YTD expenses was 215,247.



2. LLC/Scattered Site Program (July- October 2021)



Scattered Site Highlights

- 4 months budget compared to 4 month revenue & expenses.
- YTD revenue was 126,294 and YTD expenses was 80,582.

