

I. CALL TO ORDER AND ROLL CALL

Chairman McMaster called the Regular Public Housing meeting to order at 11:40 AM.

Members Present: Donna McMaster, Chairperson; Becky Cusey, Commissioner; Terry Braun, Secretary; Greg Lemke, City Council Liaison

Members Absent: Linda Bowie, Vice-Chairperson; Abner Arauza, Commissioner:

Others Present: Sally Roe, Interim Executive Director;
Toni Vondal, Rental Assistance Coordinator;
Dara Lee, Executive Director HRA Clay County;
Winnie Eklund, PHA Resident;
Nancy De'Lander, PHA Resident

II. REQUEST APPROVAL OF OCTOBER 25, 2011 REGULAR MEETING MINUTES.

Braun moved, seconded by Cusey to approve the Minutes of October 25, 2011. All votes were in favor. Motion carried.

III. REQUEST APPROVAL FOR PAYMENT OF BILLS

Roe stated that the accountant is working on a new format for the bills.

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

IV. BUSINESS

A. Request approval to support CCHRA's application

Ms. Dara Lee, Executive Director thanked the board for allowing her to come today. She stated they are requesting permission to operate within the city limits of Moorhead in order to run some rehabilitation programs. This was also brought in front of the Moorhead City Council on November 14, 2011 and it was approved by the City. CCHRA is looking at operating two different programs; one is to provide funding to area apartment owners to do rehabilitation of their property. The precursor to this program was administered by the West Central Minnesota Housing Partnership, they are now in the process of dissolving. As soon as they finish their rehab project they will be out of business and there were no entities in the area. The way that this new pilot program operates you can have applications for specific projects in order to operate a program. Clay County HRA as an entity wants to submit specific project applications for properties they own in Ulen, MN and in Dilworth, MN and it's a very favorable program. The loans are up to \$25,000 per unit and up to \$300,000 maximum loan and is deferred for up to a minimum of 15 years up to the length of your first mortgage, so it can be deferred for 30 years or longer if that's your first mortgage term. Up to 25% of the interest is forgiven if you are in compliance within the last 5 years of the loan period, then it's a zero percent loan. It's the cheapest money going for any landlord. We know that there are significant rehab issues and we do about 600 inspection's in Clay County per year and our inspector's guessed about approximately 80 % of those units could benefit from the loan rehab. The second program operates a similar program for folks that own their homes, who are low income individuals. The City of Moorhead currently operates a rehabilitation program funded through their CBDG dollars which is a diminishing resource. This is a Minnesota Housing Finance Program that is very complimentary to that program except for that it focuses on the extremely low and low income owners, so we would anticipate working in conjunction with the City with the people that have applied with them in the need of their homes to be rehabilitated. There are no entities currently administering that program throughout any part of Clay County. In the past it was done by the West Minnesota Community Action Agency our of Elbow Lake, they did not apply this time, they may put in application this month as well, but they said they would be excited for us to put one in at the same time because it is not cost effective for them to come out of Elbow Lake.

McMaster asked Dara if she has the staff to administer the programs. Ms. Lee said that they don't, but she has been in contact with the person who is an employee with the West Central Minnesota Housing Partnership, who has administered the program for them for the past 6 years. That person is interested in working part time, and has agreed to come to work with CCHRA effective January 1st, 2012 if these applications are approved, in order to supplement our staff resources. We do not have the capacity to take all that extra work on, so we have made arrangements with an experienced individual

to be put on staff. McMaster asked if it would be a half time position and Lee said yes because they anticipate at the most they would get 6-8 projects out of the rental rehab for a 2 year period and do currently have staff doing owner occupied rehab through a deed program in all the communities except for Moorhead and Barnesville in Clay County.

Lemke said that he thinks it would be a good idea, just from being in Washington recently when it comes to CDBG, which we rely a lot on in Moorhead and it's been cut and it's going to continue to be cut and nobody was optimistic that there is going to be any increases in funding and one of the presenter's was the Secretary of HUD and everyone that spoke to us talked about how the earmarks are going away or have gone away and everything is moving towards grants. Every administration person who spoke on transportation and housing talked about how they are looking for entities that are cooperating and going together on things. They said if they got five different requests from the same region then they are just not interested, they need those people to get to the table and say this is the one we are going for this year and next year we will go for another. Anything which is in the spirit of cooperation would hopefully help with some federal funding down the road.

Cusey, asked who funds the program? Lee said these two programs are specifically funded by Minnesota Housing. They are state funds and they are going to try and push \$10 million dollars out to rural Minnesota between March of 2012 and June 30th, 2013.

McMaster asked Roe what her thoughts were and Roe stated she thought it was a great idea. This is a program similar to what the HRA did back in 1983, for grants through MHFA and it's a good program.

Lee stated that the goal is to keep the units affordable in the long term while increasing the quality of the units.

Lemke asked if there were any stipulations on how long they have to be rentals, what prohibits a landlord from getting this money, fixing it up and 3 months later booting the people out? Lee said that there are minimum terms. They have to be in compliant with, depending on the amount of the loan and that if they wanted to get out of the program they can but they would have to pay a prepayment penalty. McMaster asked who monitor's that? Lee said that Minnesota Housing takes over the compliance issues and that the landlords have to submit information once a year, and Minnesota Housing physically comes out every 5 years.

Braun moved, seconded by Cusey, to approve the support of CCHRA's application. All votes were in favor. Motion Carried.

B. DISCUSS REGULAR BOARD MEETING LOCATION AND POSSIBLE AMENDMENT OF SITE

Roe stated that we have had a request asking that we change our meeting site. There is a push with the staff at the city as well as Council asking that we start meeting at City Hall because they would like to see us start videotaping our meetings. Roe put it before the Board to make that final decision. McMaster commented on how it is out of long standing tradition that we meet in a restaurant in Moorhead. Roe stated that the meetings have been at restaurants for 20 plus years and at one point in time the PHA Board met at Sharpview. The original bylaws do say that we will meet at Sharpview, or any other such place in Moorhead that is designated by the Board. McMaster asked if we met at Sharpview during college session how is the parking? Roe stated that parking is going to be difficult which is one of the reason's we stopped meeting there because parking is open parking along the street and it can be tough to find a spot during the school year.

Cusey moved, seconded by Braun that the Board meetings stay at a Moorhead restaurant. All votes were in favor. Motion Carried.

C. UPDATE ON 5 YEAR PLAN FOR MPHA

Roe stated that there are not a lot of changes to make for the plan. We need to meet with the residents and give them 45 days to respond. As you know the bids will come to the Board for the electrical upgrades at the high-rise. That work will hopefully get started in January. The engineer is looking for the work to be finished in May. The next big thing we would need to be working on is the heating system boilers for the high-rise. Our hot water holding tanks need to be replaced because they have sprung a leak, it's going to cost \$12,700. Roe stated bids were already received for that work, but the cost will be showing up most likely in December or January.

In addition to the Capital Fund work that we need to do, we also need to re-surface our high-rise parking lot. Roe is waiting on this for City of Moorhead Engineering Department to give us their plan. The understanding is that they are going to be moving the River View heights driveway to the East.. That will change the configuration of the parking lot and while we are doing that, we may as well re-surface and re-stripe it and possibly add some more parking spots. We are not going to have money in the Capital Fund and so we are probably going to have to use some of our reserve funding and I just have to wait for the City Engineering Department to get back to us.

No further discussion on the 5 year plan.

D. UPDATE ON SEMAP CERTIFICATION SCORE FOR FYE 2011

Roe said thanks to Toni, who runs our Section 8 Program, the MPHA score has gone up now to 93%, which means we are a high performer.

V. AGENDA AMENDMENTS

None

VI. CITIZENS TO BE HEARD

De'Lander stated that she did not have any complaints. She said she was in transitional housing many years back and then moved out. About 4 years ago, when she came back, and Sally and Byron understood that she needed a safe place to live and didn't have to worry about stress. De'Lander stated in this period of time at the high-rise, she has been allowed to have a home. Her one concern is when she has other residents trying to change things and trying to bring her into that circle and jeopardize her feeling of safety in her home. De'Lander wanted to explain to the Board in a sense of how do she does not want to have someone come into the building with pretty much the influence of alcohol and start telling her things that they are going to change this way and that. De'Lander stated that once she gets scared and paranoid, it takes a long time to get over it. De'Lander said this took place in the lobby of River View Heights, and ever since this whole thing took place with Sally, I am having a sense of paranoia because of what he (Selvin) says and what he is saying is that he can try and make us money by getting rid of Sally and dividing up her wages. It's taken me a long time now to not wonder what is going to go on. Sally has pretty much reassured me that everything is going to be fine. Sally has been very understanding about everything. I just want everyone to know that it takes a long time once I am unbalanced to get balanced out again because of the resident that is shooting off his mouth. I love all the improvements in the building, and I love my apartment. I am happy living here. McMaster congratulated De'Lander on doing so well and secondly the Board doesn't deal with problems between individuals, but we do deal with policy.

Eklund said that she doesn't feel comfortable waiting in the lobby and that she gets pulled into the office by Sally because she (Mary Lou) claims that I said something to her. Roe stated that this isn't something the Board deals with. Eklund said what she is bringing up is that Sally is doing an excellent job, she went on to say Sally is not biased, but senior citizens have more places to live than the mentally ill here in Moorhead. Eklund even called Gateway Gardens because she was going to give notice to move, and had even contemplated ommit suicide due to all this harassment from Sel again. Eklund said she is mentally ill, and terminally ill and if it wouldn't be for Sally trying to level this out for me.

I would be in worse shape. Eklund stated Sel is continually harassing, and if it isn't him it's Mary Lou, and then he has his other group. It's just continuous harassment. Eklund went on as to how difficult it is for her to get housing assistance. Eklund said that Sel making trouble for us here and we are walking on egg shells all the time.

McMaster asked if harassment could be grounds for a complaint. What would they need to do? Roe said that they would probably need to have a police report to back it up. Eklund said we can't call the police on something like that. Lemke said that you can if he is consistently harassing you. Eklund said that she was even going to go to the Department of Human Rights, but he is on the Board. He will not show up if the GLBT, the gay people are there. McMaster said for harassment that one should sit down and write down on paper what was said and where and let Sally know and then file a complaint. Eklund said yes, all of us mentally ill people are different but we the right to live in an apartment building and be treated with respect too. Cusey said the point is well taken and we appreciate you coming. Eklund stated that Sally and her staff treat everyone with respect and sometimes Sally says No, but that is her job and she respected her for saying no. Braun stated that if a person is feeling violated that they need to file a complaint with the police department so that it goes onto record and a file has been started. Roe stated that it is very important to document with the time and day of the incident and that way she could check the cameras. The last incident that was a complaint towards Eklund, that she had said something towards the other person's roommate. We can see by the camera that it didn't happen. Eklund said that Sel was trying to influence the Board and Residents in trying to get rid of Sally. Eklund and De'Lander both said that is why they live at the high-rise because of the great management.

VII. OTHER BUSINESS:

A. THE PROPOSED OPERATING SUBSIDY ALLOCATION

Roe said HUD sent information saying that the Moorhead PHA would not receive any 2012 Operating subsidy. That's about \$261,996 and this would have been money that we would have normally received from HUD to help run the operation. Roe went on to state that we had a lot of vacancies when that number was put together. We are almost 100% full everywhere, so our revenues are up , but HUD can make us spend down to not less than \$100,000.

Roe said the other thing she is going to be bringing to our residents attention are changes in our policy. One item will be our flat rent. The PHA has residents that are at minimum rent of \$50.00, and there are residents that are at flat/ceiling rent. Those flat rents have not changed for over 3 years and it's time now to raise the flat rents. A 3% increase is being proposed. This has to go to the residents for a 45 day review prior to bringing it to the Board.

IX. ATTORNEY'S REPORT

None

IX. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 12:40 PM.

Donna McMaster - Chairman

Terry Braun – Secretary