

MOORHEAD PUBLIC HOUSING AGENCY
REGULAR MEETING AGENDA

June 20, 2017
11:30 AM
Speak Easy

- I. Call to Order and Roll Call
- II. Approval of Minutes
 - A. Request Board Approval of May 23, 2017 Meeting Minutes _____
- III. Request Approval for Payment of Bills
 - A. Request Approval for Payment of Bills - Resolution 2017-17 _____
- IV. Agenda Amendments
- V. Citizens to be Heard
- VI. Business
 - A. Request Board Approval for the Grant Agreement with Minnesota Housing Finance Agency - Resolution 2017-18 _____
 - B. Roof Lease with Sprint _____
- VII. Other Business
 - A. 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).

I. CALL TO ORDER AND ROLL CALL

Chairperson McMaster called the Public Housing meeting to order at 11:35 AM.

Members Present: Donna McMaster, Chairperson; Daryl Moede, Resident Commissioner; Greg Lemke, Vice-Chairperson

Members Absent: Terry Braun, Secretary; Michael Carbone, Commissioner; Melissa Fabian, City Council Liaison

Others Present: Dawn Bacon, Executive Director; Toni Vondal, Housing Manager
Sharp View Residents: Linda Dick, Lucille Hennemann

II. REQUEST APPROVAL OF APRIL 25, 2017 REGULAR MEETING MINUTES.

Lemke moved, seconded by Moede to approve the Minutes of April 25, 2017. All votes were in favor. Motion Carried.

III. REQUEST APPROVAL FOR PAYMENT OF BILLS-RESOLUTION 2017-14.

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

IV. AGENDA AMENDMENTS

Policy Change

V. CITIZENS TO BE HEARD

Sewer Smell

Painting yellow on the curb or getting a sign from the City to not park in that area

VI. BUSINESS

A. Request Board Approval of 2017-2018 Operating Budget-Resolution 2017-15.

Lemke moved, seconded by Moede to approve the 2017-2018 Operating Budget. All votes were in favor. Motion Carried. MPHA will disseminate finalized budget which includes COLA for one position, updated proration to operating subsidy and final salary for soon to be filled position.

B. Request Board Approval of Housing Choice Voucher Funding – Resolution 2017-16.

Lemke moved, seconded by Moede to approve the Housing Choice Voucher Funding. All votes were in favor. Motion Carried.

C. Request Board Approval for Policy Change Review and Reconciliation Prior to Audit – Resolution 2017-17.

Lemke moved, seconded by Moede to approve Policy change. All votes were in favor. Motion Carried.

VII. OTHER BUSINESS:

Update on Window Replacement – Information
Income Analysis – Discussion
Elevator Inspection

VII. ATTORNEY'S REPORT

None

IX. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 12:28 PM.

Donna McMaster – Chairman

Terry Braun – Secretary

CHECK REQUEST TOTALS

PREPARED June 15, 2017

PAID IN: May and June 2017

	TOTAL AMOUNT	CHECK NUMBERS
PHA	\$ 36,190.29	11133-11194
PHA- Direct Deposit	\$18,544.50 (2 payrolls)	176-186
SECTION 8	\$65,981.37	29240-29245 (7,978.09) 40084-40164 (58,003.28)
CAPITAL FUND	\$2,329.90	30301
AMHSIP	\$8,866	43556-43580
BRIDGES	\$ 14,240.70	52965-52994
BRIDGES	\$3,419	1010 (Bremer Savings)
BCOW	\$9,297.79	72884-72905
GENERAL FUND	\$0	
TOTAL	\$158,869.55	

BANK TRANSFERS made between funds:

DATE OF TRANSFER	FROM ACCOUNT	TO RECEIVING ACCOUNT	DOLLAR AMOUNT TRANSFERRED	REASON

D. Bacon _____

Executive Director Approval

DATED JUNE 20, 2017

RESOLUTION TO APPROVE
MOORHEAD PUBLIC HOUSING AGENCY
GRANT AGREEMENT WITH
MINNESOTA HOUSING FINANCE AGENCY
For July 1, 2017- June 30, 2019

BE IT RESOLVED, by the Public Housing Agency of the City of Moorhead, Minnesota that the Grant Agreement provided by Minnesota Housing Finance Agency for the Bridges Rental Assistance Program has been approved by the Board of Commissioners to be submitted to MHFA for further processing and approval. The grant amount is \$285,000 for the term of the grant.

BE IT ALSO RESOLVED that the Moorhead Public Housing Agency Executive Director is authorized to accept the funds, which shall be used for rental subsidies, security deposits, crisis funding and administrative expenses.

DATED THIS 20th DAY OF JUNE, 2017

Donna McMaster- Chairperson

Terry Braun- PHA Secretary

Dawn Bacon
Executive Director

MEMORANDUM

DATE: June 15, 2017
MEMO TO: PHA Board of Commissioners
FROM: Dawn Bacon, Executive Director
REGARDING: Sprint Lease

I would like to discuss a proposal from Sprint for a new lease agreement for antennas on the roof top of River View Heights.

The current lease was signed in 2000. The last term is scheduled to expire on December 31, 2020. The current rent amount that we receive from Sprint is \$1,693 per month.

Sprint wants to establish a new agreement now at a reduced rate. If this is not possible, they plan begin looking for relocation options when the lease term expires.

We declined the opening offer of \$1,300 per month with a 10% escalator but said we would give consideration to better offers. Following negotiation, Sprint is now offering \$1,550 per month, a 15% per term escalator and guaranteed rent for five years. This means that if for any reason the lease would be terminated, the rent would be guaranteed for the first five years.

The offer also includes the following changes to contract language:

- With notice, Sprint can modify, add or alter equipment within the leased area
- Contingent on MPHA approval, option to expand at a rental rate of \$1.50 per sq foot
- Sprint can terminate the agreement at any time upon written notice
- Terms would re-set after the initial 5 years to four additional terms

If MPHA agrees to these terms, it would result in a reduction of \$143 per month or a total of \$4,290 from now to the duration of the current lease term. However, it would provide more assurance of funding into the future.