



**PUBLIC HOUSING AGENCY
MEETING AGENDA
NOVEMBER 25, 2025 AT 11:30 AM
HJEMKOMST CENTER WILLOW ROOM - 202 1ST AVE N.**

1. Call to Order/Roll Call
2. Agenda Amendments
3. Citizens To Be Heard
4. Approval of Minutes
 - A. Request Board Approval of Sept 23, 2025, meeting minutes
5. Request Approval for Payment of Bills
 - A. Request Board Approval of Payment of Bills – Resolution 11-25-25-25
6. Business
 - A. Request Board Approval of 2026 Board Meeting Calendar- Resolution 11-25-25-26
7. Other Business
 - A. Executive Director Updates • 2026 Flat Rents • Capital Improvement Project Updates • Security at River View Heights • MPHA Annual Independent Audit
8. Attorney's Report
9. Adjourn

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Moorhead Public Housing Agency
Regular Meeting
River View Heights-Community Room
September 23, 2025

I. CALL TO ORDER AND ROLL CALL

Chairperson, Greg Lemke called the meeting to order at 11:30 AM.

Members Present: Greg Lemke, Chair; Rebecca Flores. Secretary; Anthony Dillard, At Large, Shelly Dahlquist, At Large; Heather Nesemeier, City of Moorhead Council Member-Board Liaison

Members Absent: Michael Carbone, Vice Chair

Others Present: Dawn Bacon, Executive Director; Jill Cossette, Administrative Manager

II. AGENDA AMENDMENTS

No agenda amendments were made.

III. CITIZENS TO BE HEARD

None.

IV. REQUEST FOR APPROVAL OF July 22, 2025, MINUTES

Dahlquist moved, seconded by Flores, to approve Jul 22, 2025, minutes. All votes were in favor. Motion Carried.

V. REQUEST APPROVAL FOR PAYMENT OF BILLS-RESOLUTION 09-23-25-19

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

VI. BUSINESS

Request Board Approval of 2026 FYE Agency Budget Revision-Resolution 09-23-25-20

Dahlquist moved, seconded by Dillard to approve 2026 budget revision. All votes were in favor. Motion Carried.

Request Board Approval of Maple Court Rents for 2026- Resolution 09-23-25-21

Lemke moved, seconded by Dillard to approve Maple Court Rents for 2026. All votes were in favor. Motion Carried.

Request Board Approval of Write-Offs-Resolution 09-23-25-22

Dahlquist moved, seconded by Dillard, to approve the final write-off amounts for tenant accounts. All votes were in favor. Motion Carried.

Request Board Approval of Election of Offices-Resolution 09-23-25-23

Dahlquist moved to stay the same. Dillard seconded. All votes were in favor. Motion Carried.

Request Board Approval to Change Banks-Resolution 09-23-25-24

Dahlquist moved to approve all Bremer Bank and Gate City accounts to Bell Bank. Dillard seconded. All votes were in favor. Motion Carried

VII. OTHER BUSINESS

A. Publicly Owned Housing Program

- The Sharp View loan closed on 9/10 and work will begin on October 20th. They will begin with 4 units at a time, which will take 4-6 weeks. After Phase 1, there will be a better understanding of the overall completion date.
- On September 17, MPHA was notified that the proposal recently submitted for 1.4 million in POHP funding for River View Heights (windows and generator) was selected. This proposal also includes some SAHA funding from the City of Moorhead which strengthened the competitiveness of the proposal.

B. Project Updates and Insurance Claims-

- Making a lot of progress on rehab work following a kitchen fire in March at River View Heights. Reflooring of the common areas is over half done and cabinet installation in the 04 units will be able to start in October. The elevator repairs are complete.
- Door project at River View- This project is nearly complete.
- Board member raised concerns with the water compressor seems to have gotten worse since it was replaced.

C. Security at River View Heights-Dawn shared general updates about ongoing work to maintain safety at River View Heights.

VIII. ATTORNEY'S REPORT

None.

IX. ADJOURNMENT: 12:28PM

Greg Lemke – Chair

Becky Flores – Secretary

CHECK REQUEST TOTALS

PREPARED: Nov 19, 2025

PAID IN: Sept, Oct & Nov 25

Dept #	Name	Total Amount	Check Numbers
1	PHA	\$299,908.69	16724-16789
2	Moorhead Affordable Housing LLC	\$71,416.61	20607-20632
3	Capital Funding	\$62,474.23	30459-30462
6	ROSS	\$ 464.78	60180-60184
7	Maple Court LLC	\$42,804.49	70856-70895
8	General Fund	\$180,405.46	80128-80134
TOTAL		\$657,474.26	

BANK TRANSFERS made between funds:

DATE	FROM	TO	AMT	REASON
9/23/225	Dept 8- General Savings	Dept 8-General Checking	10,000	Cash flow
9/23/25	Dept 1- Public Housing	Dept 8- General Fund Cking	5,964.07	Aug Interfund Due
9/23/25	Dept 2-Aff Housing Cking	Dept 8- General Fund Cking	14,847.33	Aug Interfund Due
9/23/25	Dept 7-Maple Ct Checking	Dept 8- General Fund Cking	7694.91	Aug Interfund Due
9/29/25	Dept 6- ROSS Cking	Dept 8- General Fund Cking	7,957.34	Aug Interfund Due
9/29/25	Dept 2- Aff Housing Cking	Dept 2- Security Deposit	970.33	Increase Needed
10/1/25	Dept 7-Maple Ct Cking	7- Maple Ct Repl Reserve	495.83	Transfer per loan
10/8/25	Dept 8- Gen Fund Savings	Dept 8- Gen Fund Cking	36,000	Cash flow
10/31/25	Dept 7-Maple Ct Cking	Dept 7-Maple Ct Replacement Reserve	495.83	Transfer Per Loan
11/7/25	Dept 2- Aff Hsing Cking	Dept 8- Gen Fund Cking	10,109.85	Sept Interfund Due
11/7/25	Dept 7-MapleCt Cking	Dept 8- Gen Fund Cking	8,096.50	Sept Interfund Due
11/7/25	Dept 1- Public Hsg Savings	Dept 8- Gen Fund Cking	46,579.65	Sept Interfund Due
11/7/25	Dept 1-Public Hsg Cking	Dept 1- Public Hsg Savings	46,579.65	Correction
			195,791.29	

D. Bacon

Executive Director Approval

Moorhead Public Housing 2026 Board Meetings

Resolution 11-25-25-26

Date	Time	Location
January 27	11:30	
February 24	11:30	
March 24	11:30	
Note- Public Hearing for Annual Plans		
April 28	11:30	
May 26	11:30	
Note- Maple Court LLC annual mtg		
June- No meeting	11:30	
July 28	11:30	
August – No meeting	11:30	
September 22	11:30	
October 27	11:30	
November 24	11:30	
December 22	11:30	
Note- Moorhead Affordable Housing LLC annual mtg		

MEMORANDUM

DATE: 11/19/2025
TO: MPHA Board Members
FROM: Dawn Bacon, Executive Director
RE: 2026 Revision of Flat Rent Requirement- Information Only

Every year, tenants in public housing get a choice between income-based rent and flat rent. Currently, there are five households that are choosing the flat rent option. Public Housing Agencies are required to establish flat rents at no less than 80% of the Fair Market Rent (FMR). HUD recently published the 2026 FMR amounts.

The MPHA Admissions and Occupancy Policy (ACOP) states that our agency will establish flat rent at 80% FMR for each type of public housing unit. Because this is stipulated in policy, the board does not need to approve flat rent amount changes each year. However, it is important for the board to be aware of how rents are changing from year to year. If the board ever wanted to go above the 80% amount, changes to the ACOP would need to be voted on following a 45-day Public Notice and hearing.

The new flat rent amounts are included below and will be effective 1/1/2026. Per our policy, residents must be given a minimum notice of 30 days regarding any rent change and adjustments are applied on the anniversary date for each affected family. The amount depends on the size of the unit. This year, one bedrooms will see an increase of \$64 and two bedrooms an increase of \$79. Increases may not exceed 35% in any given year.

Additional information can be found at the following site:

[FY 2026 Fair Market Rent \(FMRs\) Documentation System — Fargo, ND-MN MSA](#)

Bedroom Size	2025 Flat Rent Amount	2026 HUD FMR Rates	NEW 2026 FLAT RENT RATES
1	\$669	\$917	\$734
2	\$810	\$1112	\$890