

Moorhead Public Housing Agency  
Regular and Public Hearing for Annual Plan Meeting  
Riverview Heights

I. CALL TO ORDER AND ROLL CALL

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

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

Members Absent: Ali Ott

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

II. AGENDA AMENDMENTS

No agenda amendments were made.

III. PUBLIC HEARING

Chair Lemke called the Annual meeting to order at 11:32 a.m.

No comments were received. There were two Resident Advisory Meetings held with a total of twelve residents in attendance across the two locations.

IV. CITIZENS TO BE HEARD

None.

V. REQUEST FOR APPROVAL OF JANUARY 27, 2026, MINUTES

A. Dillard moved, seconded by Flores, to approve January 27, 2026, minutes. All votes were in favor. Motion Carried.

VI. REQUEST APPROVAL FOR PAYMENT OF BILLS-RESOLUTION 3-24-26-04

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

VII. BUSINESS

A. REQUEST BOARD APPROVAL OF PUBLIC HOUSING POLICIES AND PLANS- RESOLUTION 03-24-26-05.

Proposed changes were sent-out and available for review. The board also discussed the proposed changes at the January meeting. A suggestion was made to add a line expenditure in the Capital Funding Grant Five-year plan for operating costs given the cuts to the operating subsidy in the federal budget. Director Bacon also noted a description of work correction that needs to be made in the 5-Year Plan. She will make this correction prior to submitting to HUD for final approval.

***Dillard moved, seconded by Carbone, to approve the proposed changes to Public Housing policies and plans and include operations in the Capital Funding Grant Five Year Plan. All votes were in favor. Motion Carried.***

B. REQUEST BOARD APPROVAL OF BUDGET COMMITTEE FOR 2026-27 ANNUAL BUDGET-RESOLUTION 03-24-26-06

Carbone, and Lemke were appointed to review the 2026-27 annual budget with Director Bacon. The committee will meet 1-2 times before reviewing at the May board meeting. The budget needs to be approved prior to the start of the fiscal year, July 1.

***Dillard moved, seconded by Flores seconded to accept Resolution 03-24-26-06. All votes were in favor.***

VIII. OTHER BUSINESS

- 2024 Public Housing Assessment System Management Score
  - Board discussed 2024 PHAS scoring and response to HUD that will be submitted.
  - The score covered the period of 7/1/2023 to 6/30/2024.
  - The primary issue was low occupancy. The main contributor to this was maintenance staff turnover combined with increased tenant damages and terminations. Occupancy has since improved, increasing to 97.5% for FYE 2025 and is currently tracking on target. Maintenance staffing has since stabilized but the agency continues to struggle with funding shortfalls and resident damages.
  - Two additional areas where points can improve is the HUD physical inspection as well as tenant accounts receivable. Improvements have been made operationally with staffing restructuring adding increased support of the financials. MPHA has also identified repositioning as a goal to address aging housing stock and property concerns. MPHA previously repositioned 30 units of scattered sites and plans to look at remaining public housing units.
  
- Sharp View Plumbing Project Updates
  - A map was provided to review the completed and under construction areas. 8 units are completed and 10 are underway. Each phase should take 6 weeks. Phase

One took much longer than expected. Second Phase has started. The community room is being prepped, and work will begin soon.

- There were 3 change orders for Phase One. It is still unclear if additional change orders (increased expenses) will surface with subsequent phases. Potential numbers were reviewed with the board at the December board meeting. Staff have had preliminary conversations with MN Housing about the potential need for increased funding but can't forward a request until hard numbers are identified.
- Relocation budget is way over budget due to relocation expenses.
- Other
  - Budget reviews to January were distributed. Public Housing is the department with the challenges. Rent revenue is running behind but we will receive 25K from insurance claim due to lost rent. Operating Grant is behind budget. Expenses are up primarily due to unit turns. Most of the extraordinary maintenance expense is offset but insurance revenues.
  - River View Heights Security-There were 2 incidents out of 32 patrols conducted. After reviewing the budget, patrols will need to be reduced.
  - Toni Eklind has given her notice that she will not be returning to work. She worked with the MPHA for 18 years and made a big impact with the residents.

IX. ATTORNEY'S REPORT

None.

X. MEETING ADJOURNED



Greg Lemke-Chair



Becky Flores – Secretary