



## Red Wing Housing and Redevelopment Authority Equal Opportunity Housing/Equal Opportunity Employment

### Our Mission

To provide quality, affordable, sustainable housing and community redevelopment programs utilizing resources that develop public and private partnerships.

### Statement of Intent

We gather today in this room as one people to discuss and attend to the matters of Red Wing. Together, as a government body and as community members, we agree to treat everyone with courtesy, dignity, and respect. We will listen to all sides of an issue, encourage participation, support each other, act with honor and accountability, and inspire pride in our community. This we commit as we open this meeting.

## Meeting Announcement and Agenda Housing & Redevelopment Authority Board Regular Meeting City Council Chambers, 315 West 4th Street, Red Wing, MN & Virtually Tuesday, August 8, 2023, at 3:30 PM

This meeting will be held in the City Hall Council Chambers and virtually via Webex at the same time. Members of the public can join this meeting either in person at City Hall or virtually. To join this meeting via Webex, [click this link](#). To join via telephone, please dial (415) 655-0001. Enter access code 2559 127 7149 and password 2023 when prompted.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment

We now invite anyone to share their thoughts on a topic that is not on the agenda. We welcome all opinions and ideas. We appreciate you stating your name at the lectern, and please remember that personal attacks may be ruled out of order. You will have up to three minutes to comment, and we appreciate your time in coming tonight.

### 6. Consent Agenda (Roll Call Required \*)

Approval of the Consent Agenda constitutes approval of the following Consent Agenda items:

- 6.A. Motion to Approve July 2023 Regular Board Meeting Minutes.
- 6.B. Motion to Approve Bills (Checks #50809-50875, totaling \$153,017.87).

1. Public Housing: \$62,060.17
2. Housing Choice Voucher: \$2199.05
3. Jordan Tower II: \$50,719.73
4. Redevelopment: \$33,923.96
5. Small Cities: \$325

6. TIF: \$3789.96

7. AHTF: \$0

**7. Motions & General Business**

7.A. Resolution No. 1440-23 Approval of 2024 Tax Levy Request

7.B. Resolution No. 1441-23 Approval of 2024 Preliminary Operating Budget

**8. Communication Items**

8.A. Director's Report

8.B. Finance Report

8.C. Housing Report

8.D. Community Redevelopment Report

8.E. Resident Council Report

8.F. Hope Coalition Liaison Report

8.G. City Council Liaison Report

8.H. Announcements

1. The next HRA Board Meeting will be on September 12, 2023 at 3:30 p.m. in the City Council Chambers.

**9. Adjournment**

Accommodations for signing interpreter, Braille, large print, etc. can be made. Call City Hall at 385.3600 seven days prior to the need. Hearing assistance devices are available during meetings.



**Red Wing Housing and Redevelopment Authority**  
**Meeting Announcements and Agenda**  
**HRA Board Regular Meeting**  
**Tuesday, July 11, 2023, at 3:30 PM**

**Board Members Present:** Board Chair, Glen Witham; Vice Chair, Jason Jech; Commissioners: Sara Hoffman, Roseanne Grosso, Jackie Luikart, Dana Borgshatz, and Kristi Reuter.

**Others Present:** Kurt Keena, Executive Director; Jennifer Cook, Housing Director; Corrine Stockwell, Finance Director; Megan Conway, Housing Assistance Navigator; and RyAnne Schutz, Finance/Admin Assistant.

**1. Call to Order**

The meeting was called to order at 3:30 p.m. by Board Chair Witham.

**2. Pledge of Allegiance**

**3. Roll Call**

Roll Call was taken all members present with the exception of Hoffman, who would join the meeting at 3:32 p.m.

**4. Approval of Agenda**

A motion to approve the agenda was made by Borgshatz and seconded by Luikart.

**5. Public Comment**

There were no public comments.

**6. Consent Agenda (Roll Call Required\*)**

A. Motion to Approve June 13, 2023 Regular Meeting Minutes

B. Motion to Approve Bills (Checks #50726-50808, totaling \$213,765.66)

a. Public Housing: \$69,660.72

b. Housing Choice Voucher: \$4,056.24

c. Jordan Tower II: \$56,452.41

d. Redevelopment: \$32,669.79

e. Small Cities: \$50,650.00

f. TIF: \$0

g. AHTF: \$276.50

C. Motion to Approve Public Housing Utility Allowance 2023

D. Motion to Approve Public Housing Flat Rent 2023

Motion to accept the Consent Agenda was made by Luikart and seconded by Jech. Roll Call was taken and all board members in favor of approving the Consent Agenda.

## 7. Motions and General Business

### A. Jordan Tower II Loan Payment Options

Keena explained options and recommendations to the board as to how to proceed with a loan HRA has with the Minnesota Housing Finance Agency (MHFA) HOME Rental Rehab Loan that will mature on January 1, 2024. Discussion was held. Grosso asked how much is currently in reserves. Reuter asked the likelihood of 0% interest and then noted that it could be paid off early if able. Jech asked for confirmation of having 3 loans with MN Housing and questioned why different interest rates. Borgshatz asked if the numbers have been looked at in the case MHFA returns with a different number. Recommendation to the board to submit our Request for Action with the proposal to make an initial \$300,000 principal payment to then amortize the remaining balance over 13 years at 0% interest.

A motion to accept the recommendation was made by Reuter and seconded by Jech. Motion carried.

### B. Jordan Tower I Drain Diversion

Cook explained the need to extend a drainpipe under the sidewalk to drain water into the street eliminating the roof drain water from accumulating onto the sidewalk surface. Extension of deadline for bid submission led to securing bids with Bluff Country Concrete and RiverWorks Plumbing.

Motion to approve the Drain Diversion project was made by Luikart and seconded by Hoffman. Motion carried.

### C. Capital Improvements

Presentation given by Mike Hegna from FinnDaniels Architects, explaining the Physical Needs Assessment (PNA) completed at HRA properties. The PNA provides a projection of what needs to be done with the building inside, outside, and behind the scenes (piping, mechanical, and electrical systems). Further defining the assessment stating Minnesota Housing Finance Agency Forms are used when looking through the buildings, along with 20 year expenditure templates. Discussion was held. Witham talked about prioritizing and concerns of sites receiving more attention than others. Jech asked for a 5 year plan of capital needs. Staff shared information in order to seek out input and feedback from the board to direct in prioritizing projects during the planning process and for the appropriate funding sources for them. No final decisions necessary at this time.



**8. Communication Items**

**A. Executive Director Report**

Continuing to monitor developments at both federal and state levels to be aware of opportunities and challenges in terms of funding. Shared information about Local Affordable Housing Aid (LAHA) and has been in discussion with the City of Red Wing.

**B. Finance Report**

Shared April and May financials. Noted insurance was paid in April and property taxes paid in May on all properties. Variances are due to not receiving tax levy funds yet although they have been budgeted for the year.

**C. Housing Report**

Leased 133 vouchers and granted 119 vouchers, drawing down HUD (Department of Housing and Urban Development) reserves so the funding that was allocated is getting used. June was the last month of the Bridges grant with 100% utilization. The new Bridges grant will start in July. Environmental review was signed by the mayor for the Haven of Hope flooring project, now will begin the process needed for HUD.

**D. Community Development Report**

Several inquiries have come up from notices put out in local publications and on websites regarding the Small Cities Loan, but no new applications at this time. Approved loan for the Hallstrom project is still waiting to be closed, this is due to waiting on the developer as to when they will be ready to proceed.

**E. Resident Council Report**

Potluck was held for the Fourth of July. Upcoming gathering will be for Night 2 Unite.

**F. Hope Coalition Report**

Borgshatz had no update other than hopes for the next Hope Coalition meeting plans to meet in person. Keena interjected that there is possibility for a funding opportunity from the state that may benefit Hope's interest in purchasing one building to house all the Coalition's programs.

**G. City Council Report**

Goggin had no report.

**H. Announcements**

- a. The next HRA Board Meeting will be on August 8, 2023 at 3:30pm in City Council Chambers.

**9. Adjourn**

Meeting was adjourned at 4:58 p.m. by Board Chair Witham.

Respectfully Submitted By,  
Megan Conway

\_\_\_\_\_  
Board Chair

**Red Wing Housing & Redevelopment Authority**  
**Checks Written Report**  
 July 1, 2023 - July 31, 2023

Payment Date	Payment Number	Payment Amount	Payee Name
7/7/2023	1172	\$114.89	Adam's Pest Control
7/7/2023	1173	\$200.00	Charles Bleything
7/7/2023	1174	\$50.00	Dana Borgschatz
7/7/2023	1175	\$281.28	ESI Hosted Services
7/7/2023	1176	\$220.00	FileVision USA
7/7/2023	1177	\$50.00	Roseanne Grosso
7/7/2023	1178	\$587.50	MRI Software LLC
7/7/2023	1179	\$200.00	Barry Preble
7/7/2023	1180	\$1,853.91	TMC Construction and Remodeling LLC
7/7/2023	1181	\$50.00	Glen Witham
7/13/2023	1182	\$127.00	Adam's Pest Control
7/13/2023	1183	\$3,282.50	MKC Inc.
7/13/2023	1184	\$472.50	Maids in Minnesota
7/13/2023	1185	\$760.00	MRI Software LLC
7/28/2023	1186	\$129.95	Carahsoft Technology Corporation
7/28/2023	1187	\$325.00	MKC Inc.
7/28/2023	1188	\$18,747.15	Minnesota Housing Finance Agency
7/28/2023	1189	\$299.43	THEIPGUYS.NET, LLC OneNet Global
7/28/2023	1190	\$46.28	Shred-It USA, LLC
7/7/2023	50809	\$200.00	James Alexander
7/7/2023	50810	\$160.00	City of Red Wing-Other Utils
7/7/2023	50811	\$440.00	Culligan Water Conditioning
7/7/2023	50812	\$1,770.72	Directv
7/7/2023	50813	\$200.00	Candis Fleck
7/7/2023	50814	\$5,634.00	Hawkins, Ash,CPAs, LLP
7/7/2023	50815	\$50.00	Sara Hoffman
7/7/2023	50816	\$200.00	Thomas Lars Johnson
7/7/2023	50817	\$380.00	Landrum Dobbins LLC
7/7/2023	50818	\$50.00	Jackie Luikart
7/7/2023	50819	\$754.39	Menards-Red Wing
7/7/2023	50820	\$1,082.41	Plunketts Pest Control Inc
7/7/2023	50821	\$44.12	Mary Elms
7/7/2023	50822	\$116.45	Runnings Farm & Fleet
7/7/2023	50823	\$1,274.13	Schumacher Elevator Company
7/7/2023	50824	\$816.30	The Sherwin Williams Co
7/7/2023	50825	\$1,100.00	Smith Schafer & Associates
7/7/2023	50826	\$2,241.14	Visa
7/7/2023	50827	\$3,100.00	Jeremy Wallin
7/7/2023	50828	\$118.36	Xcel Energy
7/13/2023	50829	\$135.00	City of Red Wing-Other Utils
7/13/2023	50830	\$2,119.71	Finn Daniels Architects
7/13/2023	50831	\$381.18	Hiawatha Broadband

7/13/2023	50832	\$147.53	HD Supply Facilities Maintenance
7/13/2023	50833	\$5,959.70	Steve Junge Installations, Inc
7/13/2023	50834	\$3,400.00	Libertie Johnson
7/13/2023	50835	\$172.43	Menards-Red Wing
7/13/2023	50836	\$14,653.30	Tom Parker Electric, Inc.
7/13/2023	50837	\$378.84	Kim Faust
7/13/2023	50838	\$577.00	Red Wing Plumbing & Heating
7/13/2023	50839	\$500.00	Startech Computing Inc
7/13/2023	50840	\$32.19	Corrine Stockwell
7/13/2023	50841	\$168.75	Vickis Foot and Nail Care PLLC
7/13/2023	50842	\$2,147.00	Visa
7/13/2023	50843	\$913.79	Xcel Energy
7/28/2023	50844	\$3,789.96	Baker Tilly Municipal Advisors, LLC
7/28/2023	50845	\$1,441.49	City of Red Wing-Other Utils
7/28/2023	50846	\$450.00	Coinmach Corporation-NY
7/28/2023	50847	\$421.68	Culligan Water Conditioning
7/28/2023	50848	\$1,776.97	Directv
7/28/2023	50849	\$11,732.50	Equity Builders & Construction Services
7/28/2023	50850	\$376.00	Kim Faust
7/28/2023	50851	\$854.40	Finn Daniels Architects
7/28/2023	50852	\$2,704.15	GS Distributing
7/28/2023	50853	\$1,000.00	Hawkins, Ash,CPAs, LLP
7/28/2023	50854	\$335.00	P Hanson Marketing Inc
7/28/2023	50855	\$351.42	Mail Finance
7/28/2023	50856	\$79.02	HD Supply Facilities Maintenance
7/28/2023	50857	\$1,109.94	Institute for Environmental Assessment
7/28/2023	50858	\$424.39	Innovative Office Solutions
7/28/2023	50859	\$7,716.42	Steve Junge Installations, Inc
7/28/2023	50860	\$6,687.74	Menards-Red Wing
7/28/2023	50861	\$30.00	Amanda Mewes
7/28/2023	50862	\$376.00	MN Multi Housing Association
7/28/2023	50863	\$30.00	Pauline Payzant
7/28/2023	50864	\$155.86	O'Rourke Media Group
7/28/2023	50865	\$1,280.65	Estate of Leanne Maier
7/28/2023	50866	\$386.12	Heidi Egan
7/28/2023	50867	\$0.00	Void / Kim Faust
7/28/2023	50868	\$10,800.00	Rivertown Tree Service LLC
7/28/2023	50869	\$707.00	Red Wing Plumbing & Heating
7/28/2023	50870	\$223.33	Ryan and Gordy's Glass, INC
7/28/2023	50871	\$25.48	The Sherwin Williams Co
7/28/2023	50872	\$279.03	Corrine Stockwell
7/28/2023	50873	\$1,725.41	Stortz Satellite
7/28/2023	50874	\$4,300.00	Jeremy Wallin
7/28/2023	50875	\$12,232.08	Xcel Energy

**\$153,017.87**





# Red Wing Housing & Redevelopment Authority

428 West Fifth Street  
Red Wing, MN 55066  
TDD/TTY 7-1-1

Telephone (651) 388-7571  
FAX (651) 385-0551  
www.redwinghra.org

August 8, 2023

To: Red Wing HRA Board of Commissioners

From: Corrine Stockwell, Finance Director

Re: Resolution No. 1440-23 Approval of 2024 Tax Levy, and  
Resolution No. 1441-23 Approval of 2024 Preliminary Operating Budget

### **Background:**

In order to receive our annual levy, the City of Red Wing requires the HRA to present a 2024 Preliminary Agency Operating Budget to the City in August every year.

### **Analysis –Levy Funds:**

Levy funds are very important for the HRA and the City. We need to use these funds with great care, as they require an annual City Council approval. The HRA must show that we are good stewards in our use of the levy funds.

Staff recommends that the HRA requests \$530,000 from the 2024 tax levy. This is a 1.5% increase over the 2023 legal allowable amount of \$523,082. In 2023, we received \$484,447. The HRA levy is limited to .0185% of the Estimated Tax Revenues based on State Statutory limits.

The following table is how we would allocate levy funds:

Budget Item	2024 Levy Request	2023 Levy
<b>Affordable Housing Trust Funds (AHTF)</b>	\$125,000	\$125,000
<b>Community Outreach:</b>		
Tri-plex and Haven of Hope Bldgs.	\$5,000	\$2,100
SEMCAC weekend services	\$6,000	\$6,000
Independent Living Services Program (ILSP)	\$10,000	\$10,000
<b>Administration &amp; Office Costs:</b>		
HCV/CoC/Bridges/	\$85,500	\$75,000
General Redevelopment	\$298,500	\$266,347
<b>Total Costs</b>	<b>\$530,000</b>	<b>\$484,447</b>

### **Analysis – 2024 Preliminary Agency Operating Budget:**

The 2024 Preliminary Operating Budget is based upon the approved 2023 Operating Budget and 2022 year-end financials.

All Salaries and benefits were increased for anticipated 3% COLA for 2024.



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### LRPH

- Rents in Jordan Tower I increase by 2.5%.
- Utilities decreased due to upgrade of energy efficient equipment
- Maintenance Materials increased
- Heating/Cooling and Plumbing contracts increased due to new maintenance staff learning equipment and building set-up as well as correction of long standing issues
- Unit turnaround increased for flooring upgrades from carpet to vinyl planking
- Contract services increased to reflect HAI Grant we applied for concrete upgrades between both Towers (60/40 split of \$313,764)

### HCV

- Housing Choice Vouchers HAP is based on projected HAP contract through the Two-Year Tool. Increases Admin as well.
- Increase in Port Fees for vouchers that port out that we want to maintain to utilize HAP.

### Jordan Tower II

- Slight increase in Dwelling Rental
- Admin salaries decreased since more staff time is used on PH units
- Maintenance Materials increased
- Heating/Cooling contracts increased to replace three heat pumps that are failing
- Unit turnaround increased for flooring upgrades from carpet to vinyl flooring
- Extermination increase to reflect manual testing in many units due to outbreak
- Contract services increased to reflect HAI Grant we applied for concrete upgrades between both Towers (60/40 split of \$313,764)
- PARIF loan payments are primarily interest for 10 years. Payments are made monthly at \$16,531 instead of a large principal payment each year. We also contribute \$2,600 per month into reserves held by MHFA.
- Added HOME loan repayment of \$56,000 annually.

### Bridges/Small Cities

- Expect to maintain 12 vouchers per month

### General Redevelopment

- Total TIF increment of \$500,000 expected with 20%, or \$100,000 used for administrative expenses and transferred to AHTF
- Maintained additional \$25,000 to AHTF from tax levy
- Interest income line also includes Congressionally Directed Spending amount applied (but not guaranteed) for Hill Street for \$173,888
- Office Expense increased to replace some original office furniture as well as complete the interior refresh.
- Bluffview will have increase in rent to match FMR.
- Bluffview will use reserves for grounds improvements.
- Women's Center and Hill Street have 2% rent increase.
- Twin Home will have increase to rent to match FMR.
- Hill Street capital improvements of window replacement, HVAC upgrade, kitchen and bath upgrades, flooring replacement and sidewalk/driveway improvements are planned. Will be applying for grant funds for these projects, plus using proceeds from the sale of half of Twin Home.





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### **Recommendation:**

Staff and the Finance Committee give a favorable recommendation to the HRA Board of Commissioners to approve Resolution No. 1440-23 to authorize the request of 2024 Levy funds in the amount of \$530,000.

Staff and the Finance Committee give a favorable recommendation to the HRA Board of Commissioners to approve Resolution No. 1441-23 Approval of 2024 Preliminary Agency Operating Budget and forward the Levy request and Preliminary Agency Operating Budget to the Red Wing City Council requesting their acceptance and approval of the Levy Fund request.

**RESOLUTION No. 1440-23**

**Certifying the Red Wing Housing and Redevelopment Authority's  
Property Tax Levy for Taxes Payable in 2024**

**WHEREAS**, The Red Wing Housing and Redevelopment Authority receives tax levy funds pursuant to the provisions of the Municipal Housing and Redevelopment Act, Minnesota Statutes 469.001, and

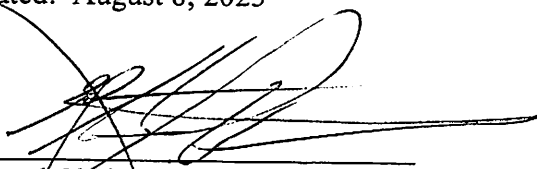
**WHEREAS**, such levy may be in an amount not to exceed .0185 percent of taxable market value of the City, and

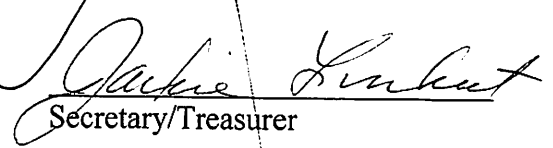
**WHEREAS**, the proposed levy is to be at or less than the statutory limit, and

**WHEREAS**, the Red Wing Housing and Redevelopment Authority has indicated how it will allocate the use of the levy funds.

**THEREFORE, BE IT RESOLVED** that the Red Wing Housing and Redevelopment Authority Board of Commissioners adopts Resolution 1440-23 Approving the 2024 Tax Levy Budget in the amount of \$530,000 and forward a favorable recommendation to the City Council to accept this levy amount.

Dated: August 8, 2023

  
\_\_\_\_\_  
Board Chair

  
\_\_\_\_\_  
Secretary/Treasurer

**RESOLUTION No. 1441-23**

**APPROVING 2024 PRELIMINARY AGENCY OPERATING BUDGET**

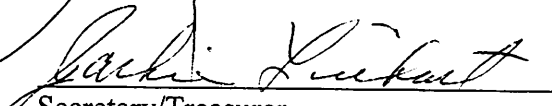
**WHEREAS**, the Red Wing Housing and Redevelopment Authority Preliminary Agency Operating Budget has been developed to meet anticipated revenues and expenditures for Fiscal Year 2024, and

**WHEREAS**, in order to receive our annual tax levy, the Agency's 2024 Preliminary Operating Budget must be submitted to the City of Red Wing before the end of August, 2023, and

**WHEREAS**, individual Program Budgets are also included as part of this Resolution.

**THEREFORE BE IT RESOLVED**, that the Red Wing Housing and Redevelopment Authority Board of Commissioners adopt Resolution No. 1441-23 approving the Agency's 2024 Preliminary Operating Budget as identified in this Resolution.

Dated: August 8, 2023

  
\_\_\_\_\_  
Board Chair  
\_\_\_\_\_  
Secretary/Treasurer



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Date: August 8, 2023  
To: Red Wing HRA Board of Commissioners  
From: Corrine Stockwell, Finance Director  
Subject: 2024 Personnel Training Budget and Allocations

**We have budgeted \$25,400 for training staff and the Board for 2023. I am allocating these funds to the following areas accordingly:**

	2024	2023
Board	\$2,500	\$2,500
Assisted Housing: <b>Jennifer, Terri, Cathy, Megan</b>	\$5,000	\$4,000
Section 8/CoC, Bridges: <b>Ana &amp; Lisa</b>	\$3,000	\$3,000
Maintenance	\$4,000	\$3,000
Social Services: <b>Jessica &amp; Tiffany</b>	\$3,000	\$3,000
Administration: <b>Kurt, Corrine, RyAnne</b>	\$4,500	\$4,500
Wellness, Health & Safety (all staff)	\$2,000	\$2,000
Reserve	\$1,400	\$3,400
<b>Total</b>	<b>\$25,400</b>	<b>\$25,400</b>

**Every employee will complete a Personal Training and Development Plan with their supervisor.**

This should be completed before January 1, 2024. Department heads shall plan their department training around these allocations. NAHRO and other conferences will come from these funds. If an employee wishes to go to college or a technical school, the HRA will reimburse up to \$1,000 per calendar year upon completion of the course with a passing grade. A Tuition Reimbursement request and Time in Service Agreement must be completed and signed by your supervisor.

**Please keep in mind our policy regarding Time in Service Agreement whenever training expenditures exceed \$3,000. For more information, consult your Personnel Manual.**

All trainings must be for the good of the HRA and the employee. Department heads may approve individual trainings up to \$500 without approval, all training exceeding \$500 require approval on a case-by-case basis and before training takes place. Training costs include tuition or registration fees, books and materials, other fees, mileage, lodging, meals and incidentals.

**Each employee in each department should attend some kind of training during the year.**



**Red Wing Housing & Redevelopment Authority**

**2024 Preliminary HRA Budget**

	LRPH	CFP	HCV	Jordan II	Gen Red	Bridges	Small Cities	Total
Total Operating Income	\$1,254,708	\$575,000	\$1,113,410	\$1,400,172	\$1,641,218	\$120,480	\$95,000	\$6,199,988
Total Expenditures	\$1,201,113	\$411,844	\$1,112,460	\$1,287,102	\$1,724,965	\$120,480	\$164,800	\$6,022,764
Net Income (Loss)	\$53,595	\$163,156	\$950	\$113,070	-\$83,747	\$0	-\$69,800	\$177,224
Use of Cash Reserves				\$0	\$120,000		\$69,800	\$189,800
Adjusted Net Income	\$53,595	\$163,156	\$950	\$113,070	\$36,253	\$0	\$0	\$367,024
Use of Levy Funds			\$78,000			\$7,500		\$85,500

**Red Wing Housing & Redevelopment Authority**

**2023 FINAL HRA Budget**

	LRPH	CFP	HCV	Jordan II	Gen Red	Bridges	Small Cities	Total
Total Operating Income	\$1,081,950	\$620,000	\$1,061,340	\$1,266,082	\$1,071,900	\$147,244	\$97,000	\$5,345,516
Total Expenditures	\$1,063,355	\$302,000	\$1,060,650	\$1,058,512	\$1,044,872	\$147,000	\$170,800	\$4,847,189
Net Income (Loss)	\$18,595	\$318,000	\$690	\$207,570	\$27,028	\$244	-\$73,800	\$498,327
Use of Cash Reserves				\$0		\$0	\$73,800	\$73,800
Adjusted Net Income	\$18,595	\$318,000	\$690	\$207,570	\$27,028	\$244	\$0	\$572,127
Use of Levy Funds			\$70,500			\$11,500		\$82,000



**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY LOW RENT PUBLIC HOUSING BUDGET**

	2024 Preliminary ROSS	2024 Preliminary Budget	2024 Preliminary Total	2023 Final ROSS	2023 Final Budget	2023 Final Total
<b>Income</b>						
Dwelling Rental		\$580,000	\$580,000		\$565,000	\$565,000
Excess Utilities		\$10,000	\$10,000		\$10,000	\$10,000
Nondwelling Rental		\$3,000	\$3,000		\$3,000	\$3,000
<b>Total Rental Income</b>		\$593,000	\$593,000		\$578,000	\$578,000
Interest on General Fund Investments		\$500	\$500		\$0	\$0
HAI Grant		\$188,258	\$188,258		\$120,000	\$120,000
CFP 2024 Grant - Operating		\$101,000	\$101,000		\$72,000	\$72,000
Shortfall funding		\$60,000	\$60,000		\$60,000	\$60,000
ROSS Grant	\$81,950		\$81,950	\$81,950		\$81,950
Other Tenant Income		\$20,000	\$20,000		\$20,000	\$20,000
Operating Subsidy		\$210,000	\$210,000		\$150,000	\$150,000
<b>Total Other Income</b>	\$81,950	\$579,758	\$661,708	\$81,950	\$422,000	\$503,950
<b>Total Operating Income</b>	\$81,950	\$1,172,758	\$1,254,708	\$81,950	\$1,000,000	\$1,081,950
<b>Expenses</b>						
Administrative Salaries	\$56,000	\$160,000	\$216,000	\$53,290	\$145,000	\$198,290
Administrative Employee Benefits	\$17,000	\$64,000	\$81,000	\$18,710	\$58,000	\$76,710
Advertising & Marketing		\$4,500	\$4,500		\$4,500	\$4,500
Legal		\$1,000	\$1,000		\$1,000	\$1,000
Travel		\$2,000	\$2,000		\$2,000	\$2,000
Training	\$2,500	\$5,000	\$7,500	\$2,500	\$5,000	\$7,500
Accounting		\$10,000	\$10,000		\$9,500	\$9,500
Audit		\$5,000	\$5,000		\$5,000	\$5,000
Office Rent		\$10,500	\$10,500		\$10,500	\$10,500
Rental License Fees		\$2,380	\$2,380		\$2,380	\$2,380
Office Expenses	\$750	\$9,000	\$9,750	\$750	\$9,000	\$9,750
Sundry	\$5,700	\$15,000	\$20,700	\$6,700	\$15,000	\$21,700
Telephone		\$2,500	\$2,500		\$2,500	\$2,500
Other		\$0	\$0		\$0	\$0
<b>Total Administrative Expense</b>	\$81,950	\$290,880	\$372,830	\$81,950	\$269,380	\$351,330

Resident Council		\$4,000	\$4,000		\$4,000	\$4,000
Tenant Participation		\$2,925	\$2,925		\$2,925	\$2,925
<b>Total Tenant Services</b>		<b>\$6,925</b>	<b>\$6,925</b>		<b>\$6,925</b>	<b>\$6,925</b>
Water & Sewer		\$55,000	\$55,000		\$60,000	\$60,000
Electricity		\$50,000	\$50,000		\$55,000	\$55,000
Gas		\$45,000	\$45,000		\$35,000	\$35,000
Rubbish/Recycling		\$25,000	\$25,000		\$20,000	\$20,000
<b>Total Utilities</b>		<b>\$175,000</b>	<b>\$175,000</b>		<b>\$170,000</b>	<b>\$170,000</b>
Maintenance Salaries		\$130,000	\$130,000		\$125,000	\$125,000
Maintenance Employee Benefits		\$52,000	\$52,000		\$50,000	\$50,000
Maintenance Materials		\$40,000	\$40,000		\$30,000	\$30,000
Uniforms		\$600	\$600		\$600	\$600
Replace Equipment		\$5,000	\$5,000		\$5,000	\$5,000
Elevator Contract		\$8,500	\$8,500		\$8,000	\$8,000
Exterminating		\$6,000	\$6,000		\$5,000	\$5,000
Heating/Cooling Contracts		\$1,500	\$1,500		\$1,000	\$1,000
Plumbing Contracts		\$5,000	\$5,000		\$2,000	\$2,000
Unit Turnaround		\$18,000	\$18,000		\$15,000	\$15,000
Contract Services		\$235,758	\$235,758		\$150,000	\$150,000
Extraordinary Expenses		\$5,000	\$5,000		\$5,000	\$5,000
<b>Total Maintenance Expense</b>		<b>\$507,358</b>	<b>\$507,358</b>		<b>\$396,600</b>	<b>\$396,600</b>
Property Insurance		\$65,000	\$65,000		\$65,000	\$65,000
Liability Insurance		\$10,000	\$10,000		\$10,000	\$10,000
Work Comp Insurance		\$8,000	\$8,000		\$9,000	\$9,000
Misc Insurance		\$4,000	\$4,000		\$4,000	\$4,000
PILOT		\$44,000	\$44,000		\$44,000	\$44,000
Software Maintenance		\$10,000	\$10,000		\$8,500	\$8,500
Collections/Losses		-\$2,000	-\$2,000		-\$2,000	-\$2,000
<b>Total General Expense</b>		<b>\$139,000</b>	<b>\$139,000</b>		<b>\$138,500</b>	<b>\$138,500</b>
<b>Total Expenses</b>	<b>\$81,950</b>	<b>\$1,119,163</b>	<b>\$1,201,113</b>	<b>\$81,950</b>	<b>\$981,405</b>	<b>\$1,063,355</b>
<b>Net Operating Income (Loss)</b>	<b>\$0</b>		<b>\$53,595</b>	<b>\$0</b>		<b>\$18,595</b>



**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY CAPITAL FUNDS PROGRAM**

	2024 Preliminary	2023 Final
<b>Income</b>		
CFP 2020 Grant	\$0	\$5,000
CFP 2021 Grant	\$0	\$100,000
CFP 2022 Grant	\$125,000	\$220,000
CFP 2023 Grant	\$160,000	\$300,000
CFP 2024 Grant	\$290,000	\$0
<b>Total Income</b>	<b>\$575,000</b>	<b>\$620,000</b>
Less to PH for Operating	\$101,000	\$72,000
Roof/ventilation	\$166,000	\$0
Landscaping/Hallstrom deck	\$0	\$16,000
J1 Lighting	\$0	\$20,000
Tenant Damages	\$0	\$30,000
Drain Issue	\$0	\$15,000
Parking/Sidewalk Family Units	\$50,000	\$50,000
J1 Electrical	\$0	\$190,000
FPH Concrete and Parking lots	\$73,844	
FPH HVAC, flooring, modernization	21000	
<b>Total Expenses</b>	<b>\$411,844</b>	<b>\$393,000</b>
<b>Funds remaining</b>	<b>\$163,156</b>	<b>\$227,000</b>

**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY HOUSING CHOICE VOUCHER BUDGET**

	2024 Preliminary Admin	2024 Preliminary HAP	2024 Preliminary HAP & Admin	2023 Final Admin	2023 Final HAP	2023 Final HAP & Admin
<b>Income</b>						
HAP Payments earned		\$934,610	\$934,610		\$900,000	\$900,000
Administrative Fees earned	\$100,000		\$100,000	\$90,000		\$90,000
Fraud Recovery - HAP		\$400	\$400		\$420	\$420
Fraud Recovery - Admin	\$400		\$400	\$420		\$420
Interest			\$0			\$0
Operating Transfer In - Tax Levy	\$78,000		\$78,000	\$70,500		\$70,500
<b>Total Income</b>	<b>\$178,400</b>	<b>\$935,010</b>	<b>\$1,113,410</b>	<b>\$160,920</b>	<b>\$900,420</b>	<b>\$1,061,340</b>
<b>Expenses</b>						
Administrative Salaries	\$100,000		\$100,000	\$90,000		\$90,000
Employee Benefits	\$40,000		\$40,000	\$36,000		\$36,000
Accounting	\$6,000		\$6,000	\$6,000		\$6,000
Audit	\$5,000		\$5,000	\$5,000		\$5,000
Port Fees	\$1,200		\$1,200	\$500		\$500
Training	\$3,000		\$3,000	\$3,000		\$3,000
Travel	\$500		\$500	\$900		\$900
Sundry	\$6,000		\$6,000	\$6,000		\$6,000
Insurance			\$0			\$0
HAP Payments		\$935,010	\$935,010		\$900,000	\$900,000
Telephone	\$2,500		\$2,500	\$2,500		\$2,500
Office Rent	\$750		\$750	\$750		\$750
Office Expenses	\$6,000		\$6,000	\$5,000		\$5,000
Computer/Software Maintenance	\$6,500		\$6,500	\$5,000		\$5,000
<b>Total Operating Expense</b>	<b>\$177,450</b>	<b>\$935,010</b>	<b>\$1,112,460</b>	<b>\$160,650</b>	<b>\$900,000</b>	<b>\$1,060,650</b>
<b>Net Operating Income (Loss)</b>	<b>\$950</b>	<b>\$0</b>	<b>\$950</b>	<b>\$270</b>	<b>\$420</b>	<b>\$690</b>
PHA Held Reserves						
HUD Held Reserves						



**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY JORDAN TOWERS II BUDGET**

	2024 Preliminary SSC	2024 Preliminary Jordan Towers II	2024 Preliminary Total Budget	2023 Final SSC	2023 Final Jordan Towers II	2023 Final Total
<b>Income</b>						
Dwelling Rental		\$500,000	\$500,000		\$490,000	\$490,000
HAP Subsidy		\$620,000	\$620,000		\$620,000	\$620,000
Interest Income		\$12,000	\$12,000		\$0	\$0
HAI Grant		\$125,507	\$125,507			\$0
Other Income	\$88,665	\$54,000	\$142,665	\$86,082	\$70,000	\$156,082
<b>Total Operating Income</b>	<b>\$88,665</b>	<b>\$1,311,507</b>	<b>\$1,400,172</b>	<b>\$86,082</b>	<b>\$1,180,000</b>	<b>\$1,266,082</b>
<b>Expenses</b>						
Administrative Salaries	\$45,600	\$140,000	\$185,600	\$44,000	\$155,000	\$199,000
Administrative Employee Benefits	\$18,240	\$56,000	\$74,240	\$18,000	\$62,000	\$80,000
Advertising & Marketing	\$0	\$4,500	\$4,500		\$4,500	\$4,500
Legal		\$0	\$0		\$0	\$0
Travel	\$500	\$1,500	\$2,000	\$500	\$2,000	\$2,500
Training	\$2,500	\$5,000	\$7,500	\$2,500	\$5,000	\$7,500
Accounting		\$8,500	\$8,500		\$8,000	\$8,000
Audit		\$5,000	\$5,000		\$5,000	\$5,000
Office Rent	\$1,800	\$10,500	\$12,300	\$1,800	\$10,500	\$12,300
Rental License Fees		\$2,080	\$2,080		\$2,080	\$2,080
Office Expenses	\$1,500	\$10,000	\$11,500	\$600	\$10,000	\$10,600
Sundry	\$11,432	\$15,000	\$26,432	\$11,782	\$15,000	\$26,782
Telephone		\$2,500	\$2,500		\$2,500	\$2,500
Other			\$0			\$0
Admin Fee to HRA	\$7,093		\$7,093	\$6,900		\$6,900
<b>Total Administrative Expense</b>	<b>\$88,665</b>	<b>\$260,580</b>	<b>\$349,245</b>	<b>\$86,082</b>	<b>\$281,580</b>	<b>\$367,662</b>
Water & Sewer		\$40,000	\$40,000		\$45,000	\$45,000
Electricity		\$35,000	\$35,000		\$35,000	\$35,000
Gas		\$35,000	\$35,000		\$25,000	\$25,000



Rubbish/Recycling		\$12,000	\$12,000		\$12,000	\$12,000
<b>Total Utilities Expense</b>		<b>\$122,000</b>	<b>\$122,000</b>		<b>\$117,000</b>	<b>\$117,000</b>
Maintenance Salaries		\$80,000	\$80,000		\$90,000	\$90,000
Maintenance Employee Benefits		\$35,000	\$35,000		\$36,000	\$36,000
Maintenance Materials		\$30,000	\$30,000		\$25,000	\$25,000
Uniforms		\$600	\$600		\$600	\$600
Replace Equipment		\$5,000	\$5,000		\$5,000	\$5,000
Elevator Contract		\$8,500	\$8,500		\$8,000	\$8,000
Exterminating		\$6,000	\$6,000		\$5,000	\$5,000
Heating/Cooling Contracts		\$30,000	\$30,000		\$1,000	\$1,000
Plumbing Contracts		\$3,000	\$3,000		\$2,000	\$2,000
Unit Turnaround		\$20,000	\$20,000		\$12,000	\$12,000
Contract Services		\$183,007	\$183,007		\$60,000	\$60,000
Extraordinary Expenses		\$5,000	\$5,000		\$5,000	\$5,000
<b>Total Maintenance Expense</b>		<b>\$406,107</b>	<b>\$406,107</b>		<b>\$249,600</b>	<b>\$249,600</b>
Property Insurance		\$56,000	\$56,000		\$55,000	\$55,000
Liability Insurance		\$10,000	\$10,000		\$10,000	\$10,000
Work Comp Insurance		\$8,000	\$8,000		\$8,000	\$8,000
Misc Insurance		\$4,000	\$4,000		\$4,000	\$4,000
PILOT		\$40,000	\$40,000		\$40,000	\$40,000
Software Maintenance		\$10,000	\$10,000		\$8,000	\$8,000
Collections/Losses			\$0		\$0	\$0
HOME loan repayment		\$56,000	\$56,000			\$0
PARIF Interest		\$120,000	\$120,000		\$129,500	\$129,500
Paying Agent		\$750	\$750		\$750	\$750
<b>Total General Expense</b>		<b>\$304,750</b>	<b>\$304,750</b>		<b>\$255,250</b>	<b>\$255,250</b>
<b>PARIF Principle Payment</b>		<b>\$105,000</b>	<b>\$105,000</b>		<b>\$69,000</b>	<b>\$69,000</b>
<b>Total Expenses</b>	<b>\$88,665</b>	<b>\$1,198,437</b>	<b>\$1,287,102</b>	<b>\$86,082</b>	<b>\$972,430</b>	<b>\$1,058,512</b>
<b>Net Operating Income (Loss)</b>			<b>\$113,070</b>			<b>\$207,570</b>
Use of Reserves		\$0	\$0		\$0	\$0
<b>Adjusted NOI</b>			<b>\$113,070</b>			<b>\$207,570</b>

Red Wing Housing & Redevelopment Authority  
2024 PRELIMINARY BRIDGES BUDGET

	2024 Preliminary Budget	2023 Final Budget
<b>Income</b>		
Bridges Grant Funds	\$103,680	\$126,000
Administrative Fees earned	\$9,300	\$9,744
Transfer In from Redevelopment	\$7,500	\$11,500
<b>Total Income</b>	<b>\$120,480</b>	<b>\$147,244</b>
<b>Expenses</b>		
Administrative Salaries	\$12,000	\$15,000
Employee Benefits	\$4,800	\$6,000
HAP Payments	\$103,680	\$126,000
<b>Total Expenses</b>	<b>\$120,480</b>	<b>\$147,000</b>
<b>Net Operating Income (Loss)</b>	<b>\$0</b>	<b>\$244</b>

Red Wing Housing & Redevelopment Authority  
2024 PRELIMINARY SMALL CITIES BUDGET

	2024 Preliminary	2023 Final
<b>Income</b>		
Interest on Program Income loans	\$1,000	\$2,000
Loan Payments	\$94,000	\$95,000
Fees Earned (PI)		\$0
Transfer In from Redevelopment		\$0
<b>Total Income</b>	<b>\$95,000</b>	<b>\$97,000</b>
<b>Expenses</b>		
Administrative Salaries	\$2,000	\$2,000
Administrative Employee Benefits	\$800	\$800
Contract Costs	\$12,000	\$18,000
Funds Expended in loans	\$150,000	\$150,000
<b>Total Expenses</b>	<b>\$164,800</b>	<b>\$170,800</b>
<b>Net Income (Loss)</b>	<b>-\$69,800</b>	<b>-\$73,800</b>
Use of reserves	\$69,800	-\$73,800



**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY GENERAL REDEVELOPMENT BUDGET**

	2024 Prelim Total	2024 Prelim General Redev	2024 Prelim AHTF	2024 Prelim Bluffview	2024 Prelim Women's Center	2024 Prelim Hill Street	2024 Prelim Twin Homes	2023 Final Total	2023 Final General Redev	2023 Final AHTF	2023 Final Bluffview	2023 Final Women's Center	2023 Final Hill Street	2023 Final Twin Homes
<b>Income</b>														
City of RW Tax Levy	\$530,000	\$400,000	\$125,000		\$3,400	\$1,600	\$0	\$484,447	\$339,847	\$125,000		\$17,300	\$2,300	\$0
TIF Tax Increment	\$500,000	\$400,000	\$100,000					\$253,000		\$253,000				
Rental Income	\$175,830			\$122,778	\$14,748	\$23,233	\$15,071	\$181,953			\$117,238	\$14,460	\$23,701	\$26,554
Office Rent	\$21,000	\$21,000						\$21,000	\$21,000					
DirectTV	\$90,000	\$90,000						\$87,000	\$87,000					
Administrative Fees MURL	\$0	\$0						\$4,000	\$4,000	\$0				
Interest Income	\$174,388	\$0	\$500			\$173,888	\$0	\$500	\$0	\$500			\$0	\$0
Other Income	\$150,000	\$50,000		\$0	\$100,000			\$40,000	\$40,000		\$0	\$0		
<b>Total Income</b>	<b>\$1,641,218</b>	<b>\$961,000</b>	<b>\$225,500</b>	<b>\$122,778</b>	<b>\$118,148</b>	<b>\$198,721</b>	<b>\$15,071</b>	<b>\$1,071,900</b>	<b>\$491,847</b>	<b>\$378,500</b>	<b>\$117,238</b>	<b>\$31,760</b>	<b>\$26,001</b>	<b>\$26,554</b>
<b>Expenses</b>														
Administrative Salaries	\$173,500	\$150,000	\$5,500	\$7,500	\$5,000	\$5,000	\$500	\$168,500	\$140,000	\$10,000	\$7,500	\$3,500	\$5,500	\$2,000
Admin Employee Benefits	\$64,325	\$58,000	\$0	\$3,000	\$2,000	\$1,200	\$125	\$67,400	\$56,000	\$4,000	\$3,000	\$1,400	\$2,200	\$800
Advertising & Marketing	\$100	\$0		\$100				\$700	\$500		\$200			
Legal	\$1,000	\$1,000		\$0	\$0	\$0	\$0	\$1,000	\$1,000		\$0	\$0	\$0	\$0
Travel	\$2,500	\$2,500						\$2,000	\$2,000					
Training	\$12,400	\$12,400						\$12,400	\$12,400					
Accounting	\$17,000	\$17,000						\$15,000	\$15,000					
Audit	\$5,000	\$5,000						\$5,000	\$5,000					
Rental License Fees	\$320	\$0		\$240		\$60	\$20	\$340	\$0		\$240		\$60	\$40
Office Expenses	\$30,000	\$30,000						\$10,000	\$10,000					
Sundry	\$27,500	\$25,000		\$1,500	\$0	\$500	\$500	\$24,500	\$22,000		\$1,500	\$0	\$500	\$500
Board Stipends	\$4,500	\$4,500						\$4,500	\$4,500					
ILSP	\$10,000	\$10,000						\$10,000	\$10,000					
Semcac	\$6,000	\$6,000						\$6,000	\$6,000					
Consultant (TIF, Hsg Stdy, etc)	\$5,000	\$5,000	\$0					\$10,000	\$5,000	\$5,000				
Memberships	\$2,000	\$2,000						\$2,000	\$2,000					
<b>Total Administrative Expense</b>	<b>\$361,145</b>	<b>\$328,400</b>	<b>\$5,500</b>	<b>\$12,340</b>	<b>\$7,000</b>	<b>\$6,760</b>	<b>\$1,145</b>	<b>\$339,340</b>	<b>\$291,400</b>	<b>\$19,000</b>	<b>\$12,440</b>	<b>\$4,900</b>	<b>\$8,260</b>	<b>\$3,340</b>
Water & Sewer	\$16,100	\$1,600		\$11,000		\$2,500	\$1,000	\$17,500	\$1,500		\$10,500		\$3,000	\$2,500
Electricity	\$8,050	\$7,000		\$400		\$650		\$6,400	\$6,000		\$400			
Gas	\$11,000	\$4,000		\$7,000				\$10,000	\$3,000		\$7,000			
Rubbish/Recycling	\$5,250	\$1,000		\$3,000		\$1,000	\$250	\$5,700	\$1,000		\$3,000		\$1,000	\$700
Telephone	\$2,500	\$2,500						\$2,500	\$2,500					
DirectTV	\$47,000	\$47,000						\$45,000	\$45,000					
<b>Total Utilities Expense</b>	<b>\$89,900</b>	<b>\$63,100</b>	<b>\$0</b>	<b>\$21,400</b>	<b>\$0</b>	<b>\$4,150</b>	<b>\$1,250</b>	<b>\$87,100</b>	<b>\$59,000</b>	<b>\$0</b>	<b>\$20,900</b>	<b>\$0</b>	<b>\$4,000</b>	<b>\$3,200</b>
Maintenance Salaries	\$23,750	\$5,000		\$10,000	\$3,000	\$5,000	\$750	\$20,500	\$3,000		\$9,500	\$3,000	\$4,000	\$1,000
Maint Employee Benefits	\$8,900	\$1,200		\$4,000	\$1,200	\$2,200	\$300	\$8,200	\$1,200		\$3,800	\$1,200	\$1,600	\$400
Maintenance Materials	\$12,500	\$5,000		\$5,000	\$1,000	\$1,000	\$500	\$13,000	\$4,000		\$4,500	\$1,500	\$2,000	\$1,000
Exterminating	\$0					\$0		\$500					\$500	
Heating/Cooling Contracts	\$1,150			\$750	\$200	\$200	\$0	\$1,100			\$500	\$200	\$200	\$200
Plumbing Contracts	\$1,400			\$1,000	\$200	\$200	\$0	\$1,100			\$500	\$200	\$200	\$200
Unit Turnaround	\$5,500			\$3,000	\$0	\$2,000	\$500	\$5,000			\$3,000	\$0	\$1,500	\$500
Contract Costs	\$436,388	\$35,000		\$5,000	\$101,000	\$294,888	\$500	\$50,500	\$25,000		\$8,000	\$16,000	\$1,000	\$500
<b>Total Maintenance Expenses</b>	<b>\$489,588</b>	<b>\$46,200</b>	<b>\$0</b>	<b>\$28,750</b>	<b>\$106,600</b>	<b>\$305,488</b>	<b>\$2,550</b>	<b>\$99,900</b>	<b>\$33,200</b>	<b>\$0</b>	<b>\$29,800</b>	<b>\$22,100</b>	<b>\$11,000</b>	<b>\$3,800</b>
Property Insurance	\$20,150	\$7,500		\$6,700	\$3,700	\$1,500	\$750	\$20,150	\$6,500		\$6,750	\$3,900	\$1,500	\$1,500
Liability Insurance	\$3,950	\$1,500		\$1,200	\$750	\$350	\$150	\$4,150	\$1,200		\$1,500	\$800	\$350	\$300



Work Comp Insurance	\$10,000	\$10,000		\$0	\$0	\$0	\$0	\$10,000	\$10,000		\$0	\$0	\$0	
Misc Insurance	\$1,250	\$1,000		\$250	\$0	\$0	\$0	\$1,500	\$1,000		\$500	\$0	\$0	
PILOT/Real Estate Taxes	\$13,982			\$10,000	\$0	\$382	\$3,600	\$16,332	\$0		\$9,750	\$382	\$6,200	
Software Maintenance	\$20,000	\$20,000						\$18,000	\$18,000					
Collections/Losses	\$0			\$0	\$0	\$0		\$0			\$0	\$0		
Interest Expense	\$0						\$0	\$0					\$0	
Replace Equipment	\$5,000	\$5,000						\$5,000	\$5,000					
Levy Transfer out	\$90,000	\$90,000						\$82,000	\$82,000					
Payment to TIF #8	\$400,000	\$400,000	\$0					\$202,400		\$202,400				
Community Development	\$220,000	\$0	\$220,000					\$125,000	\$0	\$125,000				
<b>Total General Expense</b>	<b>\$784,332</b>	<b>\$535,000</b>	<b>\$220,000</b>	<b>\$18,150</b>	<b>\$4,450</b>	<b>\$2,232</b>	<b>\$4,500</b>	<b>\$484,532</b>	<b>\$123,700</b>	<b>\$327,400</b>	<b>\$18,500</b>	<b>\$4,700</b>	<b>\$2,232</b>	<b>\$8,000</b>
<b>Total Expenses</b>	<b>\$1,724,965</b>	<b>\$972,700</b>	<b>\$225,500</b>	<b>\$80,640</b>	<b>\$118,050</b>	<b>\$318,630</b>	<b>\$9,445</b>	<b>\$1,010,872</b>	<b>\$507,300</b>	<b>\$346,400</b>	<b>\$81,640</b>	<b>\$31,700</b>	<b>\$25,492</b>	<b>\$18,340</b>
<b>Net Operating Income (Loss)</b>	<b>-\$83,747</b>	<b>-\$11,700</b>	<b>\$0</b>	<b>\$42,138</b>	<b>\$98</b>	<b>-\$119,909</b>	<b>\$5,626</b>	<b>\$61,028</b>	<b>-\$15,453</b>	<b>\$32,100</b>	<b>\$35,598</b>	<b>\$60</b>	<b>\$509</b>	<b>\$8,214</b>



# **SUPPORTING BUDGETS**

Bluffview  
Women's Center  
Hill Street  
Twin Homes

**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY BLUFFVIEW BUDGET**

	2024 Prelim Budget	2023 Final Budget
<b>Income</b>		
Dwelling Rental*	\$122,778	\$117,238
Non-dwelling Rental	\$0	
<b>Total Operating Income</b>	<b>\$122,778</b>	<b>\$117,238</b>
<b>Expenses</b>		
Administrative Salaries	\$7,500	\$7,500
Administrative Employee Benefits	\$3,000	\$3,000
Rental License Fees	\$240	\$240
Advertising & Marketing	\$100	\$200
Legal	\$0	\$0
Sundry	\$1,500	\$1,500
<b>Total Administrative Expense</b>	<b>\$12,340</b>	<b>\$12,440</b>
Water & Sewer	\$11,000	\$10,500
Electricity	\$400	\$400
Gas	\$7,000	\$7,000
Rubbish/Recycling	\$3,000	\$3,000
<b>Total Utilities Expense</b>	<b>\$21,400</b>	<b>\$20,900</b>
Maintenance Salaries	\$10,000	\$9,500
Maintenance Employee Benefits	\$4,000	\$3,800
Maintenance Materials	\$5,000	\$4,500
Heating/Cooling Contracts	\$750	\$500
Plumbing Contracts	\$1,000	\$500
Unit Turnaround	\$3,000	\$3,000
Contract Costs	\$5,000	\$8,000
<b>Total Maintenance Expense</b>	<b>\$28,750</b>	<b>\$29,800</b>
Property Insurance	\$6,700	\$6,750
Liability Insurance	\$1,200	\$1,500
Work Comp Insurance	\$0	\$0
Misc Insurance	\$250	\$500
PILOT	\$10,000	\$9,750
Collections/Losses		
<b>Total General Expense</b>	<b>\$18,150</b>	<b>\$18,500</b>
<b>Total Expenses</b>	<b>\$80,640</b>	<b>\$81,640</b>
<b>Net Operating Income (Loss)</b>	<b>\$42,138</b>	<b>\$35,598</b>
Less to Reserves	\$16,800	\$16,800
<b>Funds to Redevelopment</b>	<b>\$25,338</b>	<b>\$18,798</b>

**Capital Improvements**

<b>Uses</b>	
Landscaping	\$20,000
	\$0
<b>Sources</b>	
Reserves	\$44,800
	\$16,800
<b>Net to Reserve</b>	<b>\$41,600</b>

Rent	
2024 - 6/12 units	\$874.00
2024- - 6/12 units**	\$921.00

\*Includes 5% vacancy loss

\*\*Includes 4% rent increase

**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY WOMEN'S CENTER BUDGET**

	2024 Prelim Budget	2023 Final Budget
<b>Income</b>		
Dwelling Rental	\$14,748	\$14,460
Non-rental Income	\$100,000	
Transfer in from Redevelopment	\$3,400	\$17,300
<b>Total Operating Income</b>	<b>\$118,148</b>	<b>\$31,760</b>
<b>Expenses</b>		
Administrative Salaries	\$5,000	\$3,500
Administrative Employee Benefits	\$2,000	\$1,400
Legal		
Sundry		
<b>Total Administrative Expense</b>	<b>\$7,000</b>	<b>\$4,900</b>
Maintenance Salaries	\$3,000	\$3,000
Maintenance Employee Benefits	\$1,200	\$1,200
Maintenance Materials	\$1,000	\$1,500
Heating/Cooling Contracts	\$200	\$200
Plumbing Contracts	\$200	\$200
Unit Turnaround	\$0	\$0
Contract Costs	\$101,000	\$16,000
<b>Total Maintenance Expense</b>	<b>\$106,600</b>	<b>\$22,100</b>
Property Insurance	\$3,700	\$3,900
Liability Insurance	\$750	\$800
Work Comp Insurance		
Misc Insurance		
PILOT		
Collections/Losses		
<b>Total General Expense</b>	<b>\$4,450</b>	<b>\$4,700</b>
<b>Total Expenses</b>	<b>\$118,050</b>	<b>\$31,700</b>
<b>Net Operating Income (Loss)</b>	<b>\$98</b>	<b>\$60</b>
Use of Reserves	0	0
<b>Adjusted NOI</b>	<b>\$98</b>	<b>60</b>

Capital Improvements	
<b>Uses</b>	
<b>Sources</b>	
Reserves	
Grant/Tax Levy	
<b>Net to Reserve</b>	

Rent Calculation	
<b>2023</b>	
Two Months-\$1,185	\$2,370
Ten Months-\$1,209	\$12,090
<b>Total</b>	<b>\$14,460</b>
<b>2024</b>	
2% increase March 1	
Two Months-\$1,209	\$2,418
Ten Months-\$1,233	\$12,330
<b>Total</b>	<b>\$14,748</b>



**Red Wing Housing & Redevelopment Authority  
2024 PRELIMINARY HILL STREET BUDGET**

	2024 Prelim Budget	2023 Final Budget
<b>Income</b>		
Dwelling Rental*	\$23,233	\$23,701
CDS Grant	\$173,888	
Transfer in from Redevelopment	\$1,600	\$2,300
<b>Total Operating Income</b>	<b>\$198,721</b>	<b>\$26,001</b>
<b>Expenses</b>		
Administrative Salaries	\$5,000	\$5,500
Administrative Employee Benefits	\$1,200	\$2,200
Renatal License Fees	\$60	\$60
Legal	\$0	\$0
Sundry	\$500	\$500
<b>Total Administrative Expense</b>	<b>\$6,760</b>	<b>\$8,260</b>
Water & Sewer	\$2,500	\$3,000
Electricity/Gas	\$650	\$500
Rubbish/Recycling	\$1,000	\$1,000
<b>Total Utilities</b>	<b>\$4,150</b>	<b>\$4,500</b>
Maintenance Salaries	\$5,000	\$4,000
Maintenance Employee Benefits	\$2,200	\$1,600
Maintenance Materials	\$1,000	\$2,000
Extermination	\$0	\$500
Heating/Cooling Contracts	\$200	\$200
Plumbing Contracts	\$200	\$200
Unit Turnaround	\$2,000	\$1,500
Contract Costs	\$294,888	\$1,000
<b>Total Maintenance Expense</b>	<b>\$305,488</b>	<b>\$11,000</b>
Property Insurance	\$1,500	\$1,500
Liability Insurance	\$350	\$350
Work Comp Insurance		
Misc Insurance		
PILOT	\$382	\$382
Collections/Losses		
<b>Total General Expense</b>	<b>\$2,232</b>	<b>\$2,232</b>
<b>Total Expenses</b>	<b>\$318,630</b>	<b>\$25,992</b>
<b>Net Operating Income (Loss)</b>	<b>-\$119,909</b>	<b>\$9</b>

**Capital Improvements**

<b>Uses</b>	
Windows	
Furnace	
Sidewalk/driveway	\$173,888
<b>Sources</b>	
Reserves	\$0
	-\$119,909
<b>Net to Reserve</b>	<b>-\$119,909</b>

**Rent Calculation**

<b>2023</b>	
One Bedroom	\$647
Two Bedroom	\$748
<b>Total</b>	<b>\$24,504</b>
<b>2024</b>	
One Bedroom	\$645
Two Bedroom	\$748
<b>Total</b>	<b>\$24,456</b>

\*Includes 5% vacancy loss

**Red Wing Housing & Redevelopment Authority**  
**2024 PRELIMINARY TWIN HOMES BUDGET**

	2024 Prelim Budget	2023 Final Budget
<b>Income</b>		
Dwelling Rental	\$15,071	\$26,554
Interest Income		
Transfer in from Redevelopment		
<b>Total Operating Income</b>	<b>\$15,071</b>	<b>\$26,554</b>
<b>Expenses</b>		
Administrative Salaries	\$500	\$2,000
Administrative Employee Benefits	\$125	\$800
Rental License Fees	\$20	\$40
Legal		
Sundry	\$500	\$500
<b>Total Administrative Expense</b>	<b>\$1,145</b>	<b>\$3,340</b>
Water & Sewer	\$1,000	\$2,500
Electricity/Gas	\$0	
Rubbish/Recycling	\$250	\$700
<b>Total Utilities</b>	<b>\$1,250</b>	<b>\$3,200</b>
Maintenance Salaries	\$750	\$1,000
Maintenance Employee Benefits	\$300	\$400
Maintenance Materials	\$500	\$1,000
Heating/Cooling Contracts	\$0	\$200
Plumbing Contracts	\$0	\$200
Unit Turnaround	\$500	\$500
Contract Costs	\$500	\$500
<b>Total Maintenance Expense</b>	<b>\$2,550</b>	<b>\$3,800</b>
Property Insurance	\$750	\$1,500
Liability Insurance	\$150	\$300
Work Comp Insurance		
Misc Insurance		
Real Estate Taxes	\$3,600	\$6,200
Interest Expense	\$0	\$0
<b>Total General Expense</b>	<b>\$4,500</b>	<b>\$8,000</b>
<b>Total Expenses</b>	<b>\$9,445</b>	<b>\$18,340</b>
<b>Net Operating Income (Loss)</b>	<b>\$5,626</b>	<b>\$8,214</b>
Less Amount to General Redevelopment	\$3,826	\$4,614
New to Reserves	\$1,800	\$3,600

Capital Improvements	
<b>Uses</b>	
<b>Sources</b>	
Reserves	\$12,000
	\$3,600
<b>Net to Reserve</b>	<b>\$15,600</b>

Rent Calculation		
<b>2023</b>		
<b>Rent</b>	<b>Months</b>	<b>Gross</b>
\$1,113	8	\$8,904
\$0	8	\$0
\$1,309	4	\$5,236
\$0	4	\$0
<b>Total Rent</b>		<b>\$14,140</b>
<b>2024</b>		
<b>Rent</b>	<b>Months</b>	<b>Gross</b>
\$1,309	8	\$10,472
\$0	8	\$0
\$1,348	4	\$5,392
\$0	4	\$0
<b>Total Rent</b>		<b>\$15,864</b>





## RED WING HOUSING & REDEVELOPMENT AUTHORITY

428 WEST FIFTH STREET, RED WING, MN 55066

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TDD/TTY 711

WWW.REDWINGHRA.ORG

August 8, 2023

To: Red Wing HRA Board of Commissioners

From: Kurt Keena, Executive Director

Re: Executive Director's Report

### **Federal and State Funding**

On the Federal level bills are moving through committee and we are still a some time away from knowing the final funding levels for our core Public Housing and Housing Choice Voucher programs.

At the State level we are in a bit of a quiet period as Minnesota Housing and others ramp up programs and develop guidelines and applications for the multitude of new programs created and funded this past legislative session.

### **Local Affordable Housing Aid (LAHA)**

I am tentatively scheduled to attend one of the August council meetings and have a preliminary discussion about this new ongoing funding source and the possibility of having it flow through the Affordable Housing Trust Fund.

### **Jordan Tower II HOME Loan Maturity**

We have submitted our RFA and are now working with MHFA staff on providing them some additional information they requested for their analysis of our request.

### **Shelter Grant Applications**

I have been in a couple of meetings with folks from the shelters in town and City staff regarding applications they intend to make to the State for funding of shelter improvements. Hope Coalition would like to create a new shelter and administrative complex on the former Connecting Connections site and Hope & Harbor is planning to apply for funding to acquire a permanent site for the homeless shelter.

### **Attachments**

None.





Case for Support  
July 14, 2023

## Our Mission

HOPE Coalition is a 501(c)(3) nonprofit that works with ordinary people facing extraordinary trauma. Our clients have experienced domestic violence, sexual assault, child abuse, homelessness, or the inability to meet their basic needs. When they come to us, they're frightened, confused, feeling alone, and looking for assistance and guidance as they rebuild their lives. We step in at that point, to restore hope and help them to reclaim their lives.

We serve an average of 1,700 people annually in Goodhue, Wabasha, and counties, and are the sole provider of domestic violence, child abuse and sexual assault services and a primary provider of services to the homeless in this service area.

## Our Programs At-A-Glance

HOPE Coalition provides services and support to address the following needs:

### Domestic Violence Services

- We provide a 24-hour domestic violence hotline to support persons in an unhealthy relationship or experiencing domestic violence.
- Additionally, we operate the Haven of Hope facility- a 24-bed, apartment-style emergency shelter for victims and their children who are fleeing domestic violence. Residents of the shelter come from our service area, across the State, and sometimes from out-of-state. Haven of Hope provides residents with basic needs, housing resources, support groups, safety planning, parenting support, resources, referrals, advocacy and assistance with protection and restraining orders, and support through court proceedings - all designed to help them rebuild a life free of violence.

### Services for Children

- Our **Kids Count** program is focused on young people ages 0 through 24 - living at Haven of Hope or elsewhere in Goodhue County - who have experienced neglect; emotional, physical or sexual abuse; bullying; or have witnessed domestic violence. We help them understand that what occurred was not their fault and equip them with tools and support they need to stop the cycle of violence in their lives.

### Support for Victims of Sexual Assault

HOPE Coalition's Sexual Assault program serves victims, family, friends, community members, and service providers in Goodhue and Wabasha Counties. We offer both crisis and ongoing support services to all survivors of sexual assault.

- Our advocates staff a 24-hour sexual assault hotline, and help victims understand their rights and options regarding medical care and forensic exams. They also help victims to report their assault to law enforcement and refer them to other resources in the community.
- We also staff the Goodhue County SMART project. SMART is an acronym for Sexual Assault Multi-Disciplinary Action Response Team. One of 12 such programs around the State, the Goodhue County SMART works hard to ensure that the people and agencies responding to a sexual assault survivor are victim-centered and culturally-competent. The local team is comprised of representatives from Mayo Clinic Health System – Red Wing, local law enforcement, the Goodhue County Attorney’s Office, Goodhue County Health and Human Services Department, Minnesota Department of Corrections, Covered Bridge Family Resources and HOPE Coalition.

### Community Care Fund

- HOPE Coalition’s Community Care Fund program assists qualifying families in Goodhue, Wabasha and Pierce Counties who are struggling to pay for living expenses (such as housing, rent, food, diapers, utilities and clothing) or are otherwise experiencing a financial crisis. Additionally, our Housing/Homelessness programs help homeless, about-to-become homeless, and low-income families & individuals in Goodhue County to find permanent, affordable housing. These services include helping clients find emergency and transitional housing and building their capacity to be successful tenants. We also provide housing assessment and release planning for inmates at the Goodhue County Adult Detention Center who will be homeless upon release.

## **Our Current Challenges**

While HOPE Coalition is addressing critical problems in our community, we face a number of challenges that serve to limit access to and delivery of our services.

### Insufficient Capacity

Our current domestic violence shelter has 24 beds and consistently must turn away inquiries for lack of available space. For example, in fiscal year 2022, we were unable take-in 75 individuals who had inquired about shelter services. These persons are either referred to another shelter or are provided a motel room if no shelter beds are available. (Housing clients in motel rooms does not allow us to provide the same level of service or safety that we can deliver at our Haven of Hope Shelter.) The shortage of shelter beds is particularly acute across the State for men and transgender persons.

### “Split” Operations

The fact that our Haven of Hope shelter is miles from our administrative offices makes it inconvenient (and unsafe) for our shelter residents to participate our programs. In order to take advantage of our support services, residents must leave the shelter and travel to our offices, which is problematic if they do not have a vehicle. Furthermore, traveling across town exposes them to the possibility of being identified at a stoplight, which is dangerous if they are hiding from their abuser. Lastly, this distance between our facilities also makes it more difficult for our staff to coordinate services for our clients – particularly those staying in our shelter.

### Lack of indoor exercise space for Kids Count participants:

Currently, our offices have no indoor space for children to play and “let off steam” after being in school all day. Without the ability to be physically active, we find that children are often fidgety and have difficult participating fully in our Kids County after-school programs. This problem is particularly pronounced during the winter months.



## Our Window of Opportunity

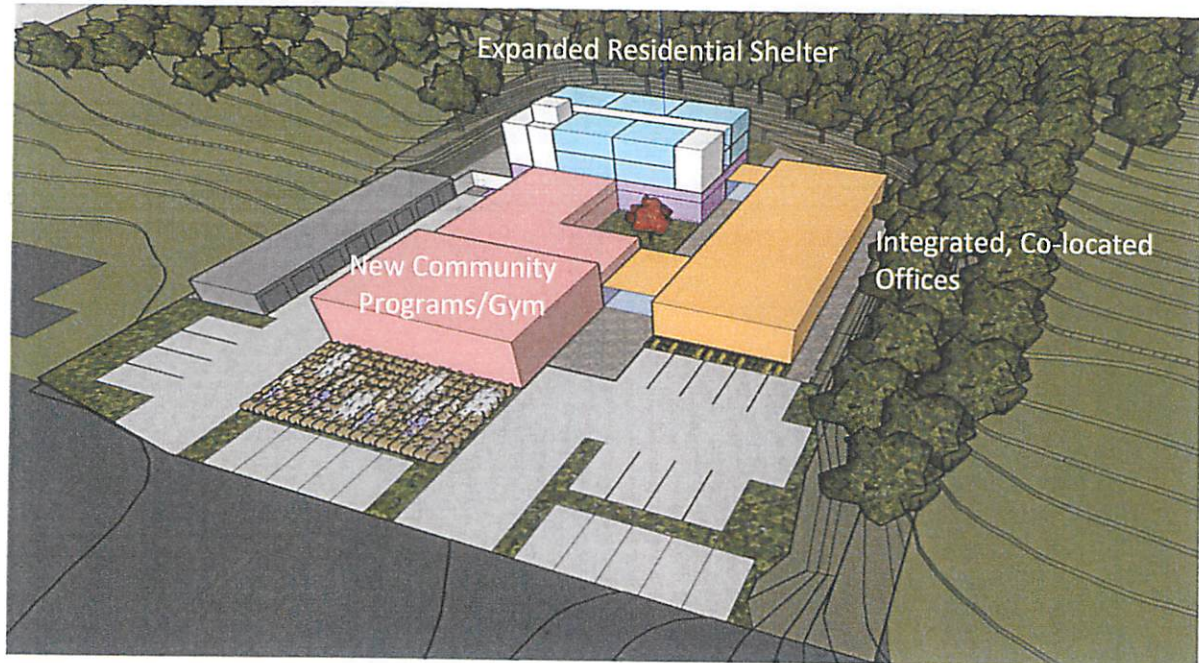
Two fortuitous events have recently occurred that provide HOPE Coalition with an opportunity to expand access and optimize services for our clients.

- 1) We recently became the beneficiaries of a generous in-kind gift of property from “Connecting Connection” – a local nonprofit organization based in Red Wing. The location, and lot are an ideal site to establish a new consolidated “home” for HOPE Coalition.
- 2) In its 2023 session, the Minnesota Legislature appropriated \$100M in one-time funding to expand emergency shelter facilities around the State. These funds are being administered through a competitive grant process later this fall.



Taken together, these events provide us with a once-in-a-generation opportunity to significantly expand our impact.

## Our Vision for the Future



Over the past year, members of HOPE Coalition’s board and staff have worked with a team of architects and builders to design a new location that will allow us to both increase the number of individuals whom we’re able to support, and deliver services in a more coordinated, convenient and efficient way.

Some of the specific benefits that will accrue from the consolidated campus will include:

- Almost 70% more shelter capacity. The new shelter will be able to host 10 apartment-style units and can accommodate up to 40 beds – a 16-bed increase more over our current 24-bed facility.



- Integrated programs and staffing. The new campus will allow shelter residents to participate in HOPE Coalition's outreach programs without leaving the property.
- Improved facilities and experience for Kids Count participants – including a gymnasium that will allow children an indoor play space during winter months or inclement weather.
- Addition of a sexual assault forensic exam room to improve access to medical care for victims.
- Better facilities for receiving and distributing basic needs.
- Improved privacy and confidentiality for our various clients as they interact with social workers, advocates and other resources.
- Increased security for clients and staff. Improvements to our security will include:
  - Private, fenced parking for shelter residents
  - A secure playground for children living at the shelter; and
  - Controlled access through a single intake door and key fobs that limit access to specific parts of the campus.
- Operating efficiencies made possible through co-location – including:
  - The ability to cross-train staff; and
  - Reduction in the amount of staff time required to drive shelter residents to and from the administrative office.

## Our Timeline and Budget

Our intent is to identify sufficient funding (including philanthropy) in 2023, so that we can move forward with detailed design, permitting and contract awards in 2024. Completing these tasks will allow us to break ground on the new facilities in 2025 and begin providing services in the new site in 2026.

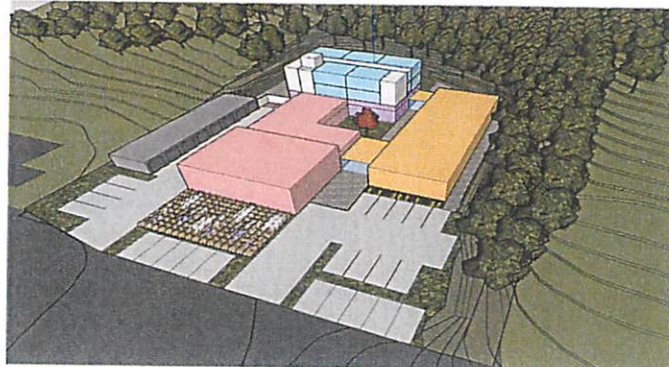
### Proposed Project Timeline



The overall budget for our new consolidated home is estimated to be \$11.5M. (See details below).

### Budget by structure:

- Residential Shelter \$5.95M
- Programs Bldg \$2.75M
- Office Bldg \$2.7M
- Total \$11.5M



## Funding Opportunities and Approach

Our approach for funding the project is based on optimizing the amount of legislative funds we can capture. These one-time legislative funds are specifically earmarked the renovation and expansion of emergency shelter space around the State and will be allocated through a competitive grantmaking process this fall, with funds becoming available in Q1 of 2024.

The State recently announced its guidelines for its grantmaking process. Some of the key details that have bearing for our project include:

- 40% of the legislative appropriation (~\$40M) must be awarded to projects in Greater MN
- The maximum possible grant award per project is \$10M
- Projects proposing new construction will be given priority if they can provide a 10% match
- Mixed use structures are eligible for grant funds on a pro-rated basis (based on the % of the space that supports emergency shelter activities)
- Projects must be completed and operational by no later than June, 2028.

## Role for Grant Funds and Philanthropy

Project Item	Budget	Amt. of Budget eligible for Grant	Grant Funds (90%)	Match Funds (10%)	Remainder (Gap)
Shelter	\$5.95M	\$5.95M	\$5.35M	\$0.6M	
Program Bldg	\$2.75M	\$1.86M	\$1.67M	\$0.186M	\$1.02M
Office Bldg	\$2.7M	\$1.19M	\$1.07M	\$0.119M	\$1.58M
Subtotals			\$8.09M	\$0.899M	\$2.60M
Total Role for Philanthropy				\$3.5M	



# RED WING HOUSING & REDEVELOPMENT AUTHORITY

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August 8, 2023

To: Red Wing HRA Board of Commissioners

From: Corrine Stockwell, Finance Director

Re: Finance Report

## Reserves Adjusted

Program	May 2023	June 2023
Public Housing	\$366,224	\$349,559
Housing Choice Vouchers (FSS and restricted included)	\$16,483	\$18,701
Redevelopment	\$492,571	\$666,296
AHTF	\$334,083	\$344,214
Bridges	\$0	\$0
Small Cities Program	\$347,242	\$301,777
Jordan Tower II	\$1,250,596	1,258,384
<b>Total</b>	<b>\$2,817,200</b>	<b>\$2,938,931</b>

## Operating Budget Update

Category	YTD (June)	Budgeted	Variance
Revenues	\$2,088,312	\$2,314,258	-10%
Expenses	\$1,769,932	\$2,150,295	-18%
<b>Net Income</b>	<b>\$318,381</b>		

## Notes to Financial Statements

- Increase in Redevelopment is due to the sale of half of Twin Home - \$203,266.57
- Tax Levy received - \$251,422.02-will be reflected in July financials
- Tax increment for TIF #8 - \$184,421.32
  - \$147,537.05 for Keller Baartman
  - \$36,884.27 for HRA

## Other Business

- Budget
  - August – 2024 Preliminary and Tax Levy Request
  - October – Amended 2023 Budget
  - November – Final 2024 Budget
- MN NAHRO Annual Conference in Duluth – September 12-14
- Hawkins Ash Financial Workshop – October 10-11

## Committee Reports

A summary of the Finance Committee meeting is attached to my report.



**RED WING HRA RESERVE ACCOUNTS**  
**Junw 2023 Month End**

Program	Fund Account	31-May-2023	30-Jun-2023	30-Jun-2022
Jordan Tower I & Family Units	Unrestricted - CDs	\$ 42,925	42,925	42,711
	Unrestricted	\$ 282,890	285,326	117,458
	Restricted - Sec Dep	\$ 48,405	48,795	48,793
	<b>Total</b>	<b>\$ 374,220</b>	<b>377,046</b>	<b>208,962</b>
	Due to/from Redevelopment	7,995.91	27,487.39	0.00
Sec 8 Voucher	Unrestricted Cash	\$ 4,549	5,603	8,018
	FSS Escrow	\$ 20,302	21,437	9,843
	HAP Reserve Acct	\$ -3,070	-2,001	1,226
	<b>Total</b>	<b>\$ 21,781</b>	<b>25,039</b>	<b>19,087</b>
	Due to/from Redevelopment	5,298.47	6,337.63	6,687.05
Redevelopment	MURL Investments	\$ 112,746	113,750	105,061
	Transitional Housing	\$ 0	0	6,119
	Bluff View	\$ 65,493	66,893	50,093
	Twin Homes	\$ 13,500	13,800	10,169
	Hill Street	\$ 1,266	1,308	11,296
	Restricted - Sec Dep	\$ 12,855	12,855	13,873
	Restricted - CDG	\$ 36,000	36,000	36,000
	ILSP	\$ -3,417	-4,050	-4,318
	Unrestricted	\$ 280,751	427,792	69,963
	<b>Total</b>	<b>\$ 519,194</b>	<b>668,348</b>	<b>298,257</b>
Bridges	Unrestricted	14,316	15,012	7,974
	Front Funded HAP	\$ 0	0	0
	<b>Total</b>	<b>\$ 14,316</b>	<b>15,012</b>	<b>3,062</b>
	Due to/from Redevelopment	14,316.39	15,012.39	7,974.39
AHTF	Unrestricted AHTF	\$ 344,083	344,214	288,291
	Program Income	0	0	0
	<b>Total</b>	<b>\$ 344,083</b>	<b>344,214</b>	<b>288,291</b>
	Due to/from Redevelopment	0.00	0.00	49,546.00
Small Cities	Small Cities Program	\$ 347,242	301,777	415,524
	Program Income	0	0	0
	<b>Total</b>	<b>\$ 347,242</b>	<b>301,777</b>	<b>415,524</b>
	Due to/from Redevelopment	0.00	0.00	0.00
Jordan II Tower	Unrestricted	\$ 1,157,394	1,168,589	963,899
	Restricted - Sec Dep	\$ 38,969	38,906	39,692
	City Bond Debt Escrow	\$ 0	0	39,692
	<b>Total</b>	<b>\$ 1,196,363</b>	<b>1,207,495</b>	<b>1,043,283</b>
	Due to/from Redevelopment	-54,233.20	-50,888.89	0.00
<b>Total Cash Reserves</b>		<b>2,817,200</b>	<b>2,938,931</b>	<b>2,281,378</b>

Financial Institution	Funds	Funds	Funds
Associated Bank	2,164,367	2,283,207	1,795,821
Edward D Jones	106,738	107,008	115,257
First Minnesota	147,844	147,844	16,770
Merchant's Bank	398,251	400,872	223,530
	<b>\$2,817,200</b>	<b>\$2,938,931</b>	<b>\$2,281,378</b>

Red Wing Housing and Redevelopment Authority  
Income and Expense Report  
6/30/2023

	Public Housing			Housing Choice Voucher			Jordan Tower II			Redevelopment			Bridges			All Programs		
	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	YTD Balance	YTD Budget	Variance	Total Balance	Total Budget	Total Variance
<b>REVENUES</b>																		
Rental Income	\$308,227	\$289,000	7%				\$248,597	\$245,000	1%	\$80,377	\$90,977	-12%				\$637,200	\$624,977	2%
Subsidy	\$146,975	\$75,000	96%	\$474,668	\$450,210	5%	\$271,055	\$310,000	-13%				\$46,627	\$63,000	-26%	\$939,325	\$898,210	5%
Other Income-Tenants	\$17,538	\$10,000	75%				\$1,874									\$19,411	\$10,000	94%
Interest Income	\$1,152	\$0		\$136			\$7,851	\$0		\$2,516	\$250	906%				\$11,654	\$250	4562%
Other Income	\$1,863	\$66,000			\$0		\$28,434	\$35,000	-19%	\$105,752	\$20,000	429%				\$136,049	\$121,000	12%
Grants/Admin Fees	\$138,153	\$100,975	37%	\$48,140	\$45,210	6%	\$37,597	\$43,041	-13%		\$2,000	-100%	\$4,582	\$4,872	-6%	\$228,473	\$196,098	17%
Tax Levy		\$0									\$242,224	-100%				\$0	\$242,224	-100%
DirectTV		\$0								\$47,587	\$43,500	9%				\$47,587	\$43,500	9%
Office Rent		\$0								\$10,500	\$10,500	0%				\$10,500	\$10,500	0%
TIF Tax Increment		\$0									\$126,500	-100%				\$0	\$126,500	-100%
Operating Transfer In		\$0		\$50,509	\$35,250	43%										\$0	\$126,500	-100%
<b>Total Receipts</b>	\$613,908	\$540,975	13%	\$573,453	\$530,670	8%	\$595,408	\$633,041	-6%	\$246,731	\$535,950	-54%	\$58,813	\$73,622	-20%	\$2,088,312	\$2,314,258	-10%
<b>EXPENSES</b>																		
<b>Administrative</b>																		
Salaries	\$63,490	\$72,500	-12%	\$53,052	\$45,000	18%	\$61,328	\$77,500	-21%	\$69,168	\$84,250	-18%	\$8,477	\$7,500	13%	\$255,514	\$286,750	-11%
Employee Benefits	\$24,820	\$29,000	-14%	\$27,685	\$18,000	26%	\$23,464	\$31,000	-24%	\$23,974	\$33,700	-29%	\$3,178	\$3,000	6%	\$98,120	\$114,200	-14%
Advertising & Marketing	\$1,663	\$2,250	-26%		\$0		\$1,620	\$2,250	-28%		\$350	-100%				\$3,283	\$4,850	-32%
Memberships/Publications	\$90	\$0			\$0		\$90	\$0			\$1,000	186%				\$3,043	\$1,000	204%
Legal	\$748	\$500	50%		\$0		\$90	\$0		\$2,863	\$1,000	186%				\$3,043	\$1,000	204%
Travel	\$479	\$1,000	-52%	\$197	\$450	-56%	\$483	\$1,000	-52%	\$1,897	\$1,000	90%				\$985	\$1,000	-2%
Training	\$1,557	\$2,500	-38%	\$1,683	\$1,500	12%	\$1,457	\$2,500	-42%	\$1,438	\$6,200	-77%				\$3,056	\$3,450	-11%
Accounting	\$4,393	\$4,750	-8%	\$2,804	\$3,000	-7%	\$3,386	\$4,000	-15%	\$5,263	\$7,500	-30%				\$6,134	\$12,700	-52%
Audit	\$4,275	\$2,500	71%	\$4,275	\$2,500	71%	\$4,275	\$2,500	71%	\$4,275	\$2,500	71%				\$15,847	\$19,250	-18%
Office Rent	\$5,250	\$5,250	0%		\$375		\$5,250	\$5,250	0%		\$0					\$17,100	\$10,000	71%
Office Supplies/Paper	\$4,405	\$4,500	-2%	\$4,390	\$2,500	76%	\$4,092	\$5,000	-18%	\$5,420	\$5,000	8%				\$10,500	\$10,875	-3%
Sundry	\$7,355	\$7,500	-2%	\$2,853	\$3,000	-5%	\$12,903	\$7,500	72%	\$9,697	\$14,500	-33%	\$1,282			\$18,308	\$17,000	8%
Telephone	\$936	\$1,250	-25%	\$936	\$1,250	-25%	\$936	\$1,250	-25%	\$936	\$1,250	-25%				\$34,091	\$32,500	5%
<b>Total Admin Expenses</b>	\$119,461	\$133,500	-11%	\$92,876	\$77,575	20%	\$119,284	\$139,750	-15%	\$125,168	\$157,750	-21%	\$12,936	\$10,500	23%	\$469,726	\$519,075	-10%
<b>Tenant Services</b>																		
Social Service Coordinator	\$37,103	\$40,975	-9%															
Resident Activities	\$2,627	\$3,463	-24%				\$30,056	\$43,041	-30%									
<b>Total Tenant Service Exp.</b>	\$39,730	\$44,438	-11%				\$30,056	\$43,041	-30%							\$67,159	\$84,016	-20%
																\$2,627	\$3,463	-24%
																\$69,786	\$87,479	-20%
<b>Utilities</b>																		
Water & Sewer	\$29,596	\$30,000	-1%				\$18,501	\$22,500	-18%	\$7,749	\$8,750	-11%						
Electricity	\$20,324	\$27,500	-26%				\$14,900	\$17,500	-15%	\$4,354	\$3,200	36%				\$55,846	\$61,250	-9%
Gas	\$20,434	\$17,500	17%				\$20,458	\$12,500	64%	\$5,346	\$5,000	7%				\$39,578	\$48,200	-18%
Rubbish/Recycling	\$11,343	\$10,000	13%				\$6,125	\$6,000	2%	\$2,500	\$2,850	-12%				\$46,237	\$35,000	32%
<b>Total Utilities Exp.</b>	\$81,696	\$85,000	-4%				\$59,984	\$58,500	3%	\$19,948	\$19,800	1%				\$161,629	\$163,300	-1%
<b>Maintenance Expenses</b>																		
Salaries	\$60,550	\$62,500	-3%				\$40,110	\$45,000	-11%	\$6,430	\$10,250	-37%				\$107,099	\$117,750	-9%
Benefits	\$18,294	\$25,000	-27%				\$11,397	\$18,000	-37%	\$625	\$4,100	-85%				\$30,316	\$47,100	-36%
Materials	\$19,183	\$15,000	28%				\$13,668	\$12,500	9%	\$6,341	\$6,500	-2%				\$39,192	\$34,000	15%
Uniforms	\$359	\$300	20%				\$359	\$300	20%		\$0					\$717	\$600	20%
Elevator Contract	\$4,022	\$4,000	1%				\$4,022	\$4,000	1%		\$0					\$8,045	\$8,000	1%
Exterminating		\$2,500	-100%				\$1,710	\$2,500	-32%	\$82	\$250	-67%				\$1,792	\$5,250	-66%
Heating/Cooling Contracts	\$536	\$500	7%				\$7,703	\$500	1441%		\$550	-100%				\$8,239	\$1,550	432%
Plumbing Contracts	\$5,008	\$1,000	401%				\$9,523	\$1,000	252%		\$550	-100%				\$8,531	\$2,550	235%
Unit Turnaround	\$13,286	\$7,500	77%				\$15,552	\$6,000	159%	\$72	\$2,500	-97%				\$28,910	\$16,000	81%
Contract Costs	\$15,173	\$75,000	-80%				\$15,082	\$30,000	-50%	\$4,998	\$49,750	-90%				\$35,253	\$154,750	-77%
<b>Total Maintenance Exp.</b>	\$136,412	\$193,300	-29%				\$113,135	\$119,800	-6%	\$18,548	\$74,450	-75%				\$268,094	\$387,550	-31%
<b>General Expenses</b>																		
Property Insurance	\$32,665	\$32,500	1%				\$27,720	\$27,500	1%	\$9,936	\$10,075	-1%				\$70,321	\$70,075	0%
Liability Insurance	\$4,977	\$5,000	0%				\$4,336	\$5,000	-15%	\$1,376	\$2,075	-34%				\$10,589	\$12,075	-12%
Work Comp Insurance	\$6,386	\$4,500	42%				\$6,386	\$4,000	60%	\$6,386	\$5,000	28%				\$19,158	\$13,500	42%
Misc Insurance	\$1,534	\$2,000	-23%				\$1,358	\$2,000	-32%	\$537	\$750	-28%				\$3,428	\$4,750	-28%
PILOT	\$22,653	\$22,000	3%				\$18,861	\$20,000	-6%	\$8,601	\$8,166	5%				\$50,115	\$50,166	0%
Software Maintenance	\$4,083	\$4,250	-4%	\$3,558	\$2,500	42%	\$4,083	\$4,000	2%	\$10,468	\$9,000	16%				\$22,192	\$19,750	12%
Collections/Losses	-\$150	-\$1,000	-85%					\$0		-\$1,440	\$0	#DIV/0!				-\$1,590	-\$1,000	59%
Other General Expense		\$5,000	-100%				\$2,365	\$250			\$0					\$8,392	\$75,375	-89%
HAP Expense				\$488,797	\$450,000	9%	\$6,027	\$70,125			\$0					\$534,674	\$513,000	4%
DirectTV											\$21,254	\$22,500	-6%			\$21,254	\$22,500	-6%
ILSP											\$4,050	\$5,000	-19%			\$4,050	\$5,000	-19%
Sernac											\$3,000	-100%				\$0	\$3,000	-100%
Operating Transfer out											\$58,113	\$41,000	42%			\$58,113	\$41,000	42%
TIF payment											\$101,200	-100%				\$0	\$101,200	-100%
Transfer to AHIF											\$62,500	-100%				\$0	\$62,500	-100%
<b>Total General Expenses</b>	\$72,147	\$74,250	-3%	\$494,720	\$452,750	9%	\$68,670	\$132,625	-48%	\$119,282	\$270,266	-56%	\$45,877	\$63,000	-27%	\$800,697	\$992,891	-19%
<b>TOTAL EXPENSES</b>	\$449,447	\$530,488	-15%	\$587,597	\$530,325	11%	\$391,130	\$493,716	-21%	\$282,946	\$522,766	-46%	\$58,813	\$73,500	-20%	\$1,769,932	\$2,150,295	-18%
<b>NET INCOME/LOSS</b>	\$164,461	\$10,488	1468%	-\$14,144	\$345	-4200%	\$204,278	\$139,325	47%	-\$36,215	\$13,684	-365%	\$0	\$122	-100%	\$318,381	\$163,964	94%



# Red Wing Housing & Redevelopment Authority

428 West Fifth Street  
Red Wing, MN 55066

Telephone & TDD (651) 388-7571  
FAX (651) 385-0551

Website: [www.redwinghra.org](http://www.redwinghra.org)

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## SUMMARY

**Finance Committee Meeting**  
HRA Office Conference Room  
Tuesday, August 1, 2023 at 3:30pm  
Agenda

In attendance: Sara Hoffman, Glen Witham, Kurt Keena, Corrine Stockwell

3:30 pm      Approval of Agenda      3:38 pm

2024 Preliminary Tax Levy and Budget  
**Recommend to Board of Commissioners**  
Other Business

4:30 pm      Adjourn      3:55 pm

Next Finance Committee Meeting; **Tuesday, September 5, 2023**, at 3:30 p.m.



# Housing Board Report

Month Ending July 2023

## Waiting List Numbers

	Jordan Tower I	Jordan Tower II	Family Public Housing	Housing Choice Voucher
June 2023	92	31	20	168
July 2023	110	36	23	191

## HRA Owned Properties

	Jordan Tower I	Jordan Tower II	Family Public Housing Units	Market Rate Rentals (13)
Move-outs	1	2	0	2
Move-ins	0	2	1	0
Lease Terminations or Evictions this month	0	0	0	0
Occupancy Rate	98%	99%	95%	85%

## Voucher Programs

<b>Housing Choice Voucher</b>		Monthly HAP Received	\$81,131
Allocated Vouchers	169	Monthly HAP Paid	\$83,181
Funded Vouchers	128	HAP Reserves	\$109,973
Leased Vouchers	137	Per Unit Cost	\$607
Utilization Rate for Provided Funding	107%	Utilization Rate for Monthly Funding	102%
Move-ins	4	FSS Program	3 Signed Contracts
Move-outs	0	Shopping	17
		Processing Applications	7

<b>Bridges Rental Assistance</b>	GY 2023-2025	Total Grant Awarded	\$225,792
Vouchers Leased	11	Available Balance	\$218,756
Awarded Vouchers	12	Grant Months remaining	23
Utilization of Vouchers	83%	Grant Funds Utilization	3%
Move-ins	0	Shopping	1
Move-outs	1	Processing Applications	2

## **Program/Project Updates**

- Jordan Tower I Electrical Project
  - Architect had to revise the plans for the placement of the generator. The work restarted on August 1, 2023 for this part of the project. Staff and contractor will be working on the schedule for the next part of the project.
- Jordan Tower I Drain Diversion
  - This project was completed the beginning of August.
- Staff have started to plan this year's Open House. It is scheduled for Tuesday, September 26, 2023. There will be a flyer in next month's board report.
- Staff was notified the application for Congressionally Directed Spending for Fiscal Year 2024 has been approved to move to the next steps. We will not know the final outcome until sometime this fall/winter. The application is to do sidewalk, windows, and HVAC at Hill Street.

## **Homeless & Supportive Housing Updates**

- Goodhue County Resource Center
  - Location:
    - Lower Level of Christ Episcopal Church, 321 West Ave (use East Ave Door)
  - Contact:
    - 651-448-6246 or [gcrw@gmail.com](mailto:gcrw@gmail.com)
  - Hours:
    - Monday 11:00 am - 4:00 pm
    - Tuesdays 3:00 pm – 7:00 pm
    - Thursday 11:00 am – 4:00 pm
    - Fridays 11:00 am – 4:00 pm
- Monthly meetings staff attend to review and update on local resources
  - Hands for Hope
  - Homeless Response Team
  - Continuum of Care





## RED WING HOUSING & REDEVELOPMENT AUTHORITY

428 WEST FIFTH STREET, RED WING, MN 55066

TELEPHONE (651) 388-7571

FAX (651) 385-0551

TDD/TTY 711

WWW.REDWINGHRA.ORG

August 8, 2023

**To:** Red Wing HRA Board of Commissioners

**From:** Kurt Keena, Executive Director  
Corrine Stockwell, Finance Director

**Re:** Community Redevelopment Report

### Small Cities Program Income Notes Receivable and Cash Reserves

Category	June 2023
Notes Receivable	\$1,777,407
Forgivable	\$957,901
Reserves	\$347,242

### Small Cities Loan Servicing and Activities

We have been running notices about the program in local publications and web sites in the hopes of generating additional interest in the program. It has resulted in several inquiries but no new applications at this time.

### Affordable Housing Trust Fund Activities and Reserves

We are still waiting for the Hallstrom project to close.

We received an application for \$75K from a local property owner who wants to add three additional units to a property in their portfolio. This may come to you for action at your September or October meeting. Construction is tentatively planned for spring of 2024.

We are also working on at least one more first-time home buyer application at this time.

June reserves for AHTF are \$334,083.

### TIF (Housing) District No. 8

Progress continues on the construction of the final phase of the development. We will work with the developer to certify this last phase as they get closer to obtaining a certificate of occupancy and certify all their expenses on this last building.

As all the phases get completed and start to generate increment we are beginning to see the anticipated excess increment start to flow into our Affordable Housing Trust Fund. It is helpful to have multiple funding sources for the trust fund as it allows us to make a bigger impact in our community.

### Three Rivers Tax Credit Development MOU

The process of rezoning the preferred site continues at the City level. The Planning Commission is scheduled to take up the matter in August. If the site is rezoned it could mean we are able to proceed to working on the TIF portion of the project. If it is not rezoned it would mean that we would need to find





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and get approval for another site in town that would score competitively in the MFHA process. The goal is to have all the necessary approvals in time for the 2024 funding round next year in July.

### **Housing & Redevelopment Related Updates**

Goodhue County Habitat for Humanity continues to work with others to explore funding of needed infrastructure at their former St. John's hospital site.

There may be an opportunity for us to acquire another tax forfeited property in town and partner with Habitat to renovate the home for one of their applicant families. We will know more towards the end of August or beginning of September.

### **Attachments:**

None.