



**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, November 14, 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. **Presentation - Megan Tsui, Downtown Main Street**

6.A. 2024 Retail Challenge Outline

7. **Consent Agenda (Roll Call Required *)**

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

- 7.A. Motion to Approve October 10, 2023, Minutes.
- 7.B. Motion to Approve Bills (Warrant # 51017-51073, totaling \$128,176.50).

- a. Public Housing: \$27,562.79
- b. Housing Choice Voucher: \$1,347.16

- c. Jordan Tower II: \$60,389.51
- d. Redevelopment: \$23,119.73
- e. Small Cities: \$0
- f. TIF: \$507.31
- g. AHTF: \$15,250.00

7.C. Approve Housing Choice Voucher 2024 Payment Standards.

7.D. Approve Housing Choice Voucher 2024 Utility Allowance.

8. Motions & General Business

8.A. Resolution No. 1443-23 Approval of the 2024 Final Operating Budget.

9. Communication Items

9.A. Director's Report

9.B. Finance Report

9.C. Housing Report

9.D. Community Redevelopment Report

9.E. Resident Council Report

9.F. Hope Coalition Liaison Report

9.G. City Council Liaison Report

9.H. Announcements

9.H. The next HRA Board Meeting will be Tuesday, December 12, 2023, at 3:30 p.m. in the City Council Chambers.

10. 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
HRA Board Regular Meeting
Tuesday, October 10, 2023 at 3:30 PM

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

Others Present: Kurt Keena, Executive Director; Jennifer Cook, Housing Director; Megan Conway, Housing Assistance Navigator; Corrine Stockwell, Finance Director attended virtually; and Ron Goggin, City Council Liaison.

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll Call was taken all members present except Jech, who arrived at 3:48 p.m.

4. Approval of Agenda

A motion to approve the agenda was made by Hoffman and seconded by Reuter. Motion carried.

5. Public Comment

There were no public comments.

6. Presentation – Sara Kern, Hope Coalition

Hope Coalition Presentation presented by Sara Kern. Kern explained the history of the Coalition, all the programs, and the plans for the future grant application for a new shelter campus.

7. Consent Agenda (Roll Call Required*)

A. Motion to Approve August 2023 Regular Meeting Minutes

B. Motion to Approve Bills (Checks #50936-51016, totaling \$139,251.21)

- a. Public Housing: \$69,378.74
- b. Housing Choice Voucher: \$12,147.76
- c. Jordan Tower II: \$17,051.43
- d. Redevelopment: \$28,777.28
- e. Small Cities: \$0
- f. TIF: \$100.00
- g. AHTF: \$11,796.00

Roll Call was taken and all board members were in favor of approving the Consent Agenda. Motion carried.

8. Motions and General Business

A. Resolution No. 1442-43 Approving the 2023 Amended Operating Budget

Stockwell explained the changes to the budget with a breakdown for each program.

There were no questions.

Motion was made by Luikart seconded by Borgschatz. Roll Call was taken and all board members were in favor of approving Resolution No. 1442-43. Motion carried.

B. Motion to Approve Modification to AHTF Owner-Occupied Rehab Loan

Stockwell discussed the reason for the increase due to the urgency of the back wall of the home. Reuter asked if we only have one right now and do we get many requests. Keena replied yes one or two per year.

Motion to modify the loan was made by Luikart and seconded by Hoffman. Motion carried.

9. Communication Items

A. Executive Director Report

Keena discussed that there has not been a Federal shut-down at this time but even if there is, our core programs should have the necessary funding. Staffing updates were discussed. Jordan Tower II continues to work with MHFA staff on loan maturity.

B. Finance Report

Stockwell explained reserves, variances, and rebates. November brings the Final 2024 Budget. Additional Shortfall funding approved. Hawkins Ash Financial workshop.

C. Housing Report

Cook stated the waitlist numbers continue to grow. Occupancy is doing well 99-100%. Voucher programs are at 108% but we are using HUD-held reserves. Bridges hoping to build up the numbers soon. JI electrical project discussed. Open House went well. We are currently doing annual inspections. Project Community Connect is Friday, October 27. HRA will have a booth there. Cook was nominated for Treasurer/Secretary with the executive committee for MN NAHRO. Congratulations were given and Keena acknowledged her and her professionalism. Witham asked about market rate occupancy. Cook explained that two were open at once but one was filled and one transferred so it will be at 91% for a few months.

D. Community Development Report

Keena discussed AHTF activities. He explained the TIF final phase getting closer. Three Rivers rezone discussed. Forfeited property update, a relative is trying to redeem the property so we will keep tabs on it. Interested in turning into affordable housing if they are not able to.

E. Resident Council Report

Luikart discussed the Halloween potluck.

F. Hope Coalition Report

Witham attended the meeting last month and stated that Kern shared all the information today.

G. City Council Report

Goggin mentioned there will be more discussion at the upcoming City Council meeting regarding short-term rentals.

H. Announcements

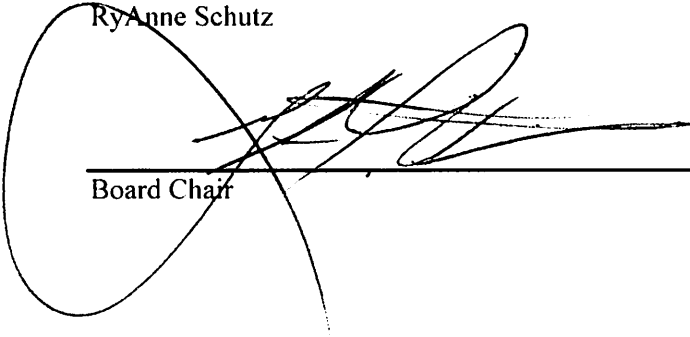
- a. The next HRA Board Meeting will be on November 14, 2023, at 3:30 p.m. in the City Council Chambers.
- b. Keena mentioned Grosso's board term will be coming to an end. He also mentioned that we will be hiring Megan's replacement.

10. Adjourn

The meeting was adjourned at 4:18 p.m. by Board Chair Witham.

Respectfully Submitted By,

RyAnne Schutz



Board Chair



2024 Retail Challenge

11/8/23

To add to the retail mix in this historic river town, Downtown Main Street is exploring hosting The Retail Challenge with our economic development partners. This challenge will benefit everyone, from those looking to fill their shopping bags to those dreaming of opening a retail space in our unique downtown.

Past Success

In 2016, the Red Wing Downtown Main Street, Red Wing Port Authority, and the Red Wing Housing and Redevelopment Authority hosted a Retail Challenge that netted four new businesses to downtown Red Wing. The Red Wing Bicycle Company, owned by Andrew Pederson, was the winner, and Rivertown Comics and Games, Backwoods Framing and Engraving, and The Red Wing Mercantile were runners-up. The Red Wing Bicycle Company and Rivertown Comics and Games are still open 7 years later. The proposed 2024 Retail Challenge would follow the same format as the previous Retail Challenge.

Overview

The Red Wing community offers an incentive package for several winning retail businesses opening or doing a significant expansion in Red Wing's historic downtown or West End District by July 1, 2024.

Summary

The Retail Challenge is an entrepreneurial start-up competition designed to spur economic growth in the downtown and West End District areas. Business concepts eligible for the competition include:

- New retail business
- Second or third retail satellite business from an existing location in another town
- Significant expansion of a current downtown retail business that includes an added business concept.

Phases of Competition

- Phase 1: Business Concept
- Phase 2: Business Plan
- Phase 3: Final Pitch

Judging

The Judge Panel will be comprised of a mix of retail business owners, community residents, local bankers, city officials, and Red Wing Downtown Main Street Board Directors. Judges will be responsible for selecting those who will advance to the next phase

Goals

- Recruit businesses that will enhance the business mix in downtown Red Wing.
- Provide businesses a head start during the most challenging year of operation (the first year).
- Strengthen the local economy by attracting unique and specialty businesses.
- Transform empty business spaces into more attractive and beneficial locations.
- Build a "buzz" and promote Red Wing as a great place to start a business.
- Display the community's commitment to downtown Red Wing.

Partners

Currently exploring partnerships with the HRA, Port Authority, local service businesses, and local foundations to determine incentive package(s).

Timing

Now	Meet with potential partnering organizations, in-kind providers, landlords
12/8/23	All Incentive Funds and In-Kind Services secured
12/13/23	Initial Press Release announcement, marketing blitz
1/3/24	Info Session, Business Concept and Application Due
1/9/24 - 3/12/24	Ignite Co-Starters program Runs
3/15/24	Initial Business Plans due
3/22/24	Announcement of those advancing to pitch
4/1/24	Final Business Plan due
4/7/24	Pitch to judges panel
4/15/24	Announcement of winners
7/1/24	Business must be open

Red Wing Housing & Redevelopment Authority
Checks Written Report

October 1, 2023 - October 31, 2023

Payment Date	Payment Number	Payment Amount	Payee Name
10/5/2023	1237	\$50.00	Dana Borgschatz
10/5/2023	1238	\$2,880.00	Community & Economic Development Assoc.
10/5/2023	1239	\$285.52	ESI Hosted Services
10/5/2023	1240	\$220.00	FileVision USA
10/5/2023	1241	\$50.00	Roseanne Grosso
10/5/2023	1242	\$50.00	Jason Jech
10/5/2023	1243	\$18,747.15	Minnesota Housing Finance Agency
10/5/2023	1244	\$200.00	Barry Preble
10/5/2023	1245	\$50.00	Kristi L. Reuter
10/5/2023	1246	\$50.00	Glen Witham
10/13/2023	1247	\$107.00	Adam's Pest Control
10/13/2023	1248	\$462.50	Maids in Minnesota
10/13/2023	1249	\$94.00	Albin Acquisition Corp/dba RHR
10/20/2023	1250	\$154.00	Adam's Pest Control
10/20/2023	1251	\$248.66	Innovative Office Solutions, LLC
10/20/2023	1252	\$299.43	THEIPGUYS.NET, LLC OneNet Global
10/30/2023	1253	\$18,747.15	Minnesota Housing Finance Agency
10/30/2023	1254	\$3,943.62	Nilfisk, Inc
10/30/2023	1255	\$1,000.00	River Town Cleaning Services LLC
10/5/2023	51017	\$0.00	Void / City of Red Wing-water & sewer
10/5/2023	51018	\$0.00	Void / City of Red Wing-water & sewer
10/5/2023	51019	\$12,929.12	City of Red Wing-water & sewer
10/5/2023	51020	\$220.00	Culligan Water Conditioning
10/5/2023	51021	\$200.00	Candis Fleck
10/5/2023	51022	\$2,530.00	Goodhue County
10/5/2023	51023	\$1,509.50	GS Distributing
10/5/2023	51024	\$2,680.00	Hawkins, Ash, CPAs, LLP
10/5/2023	51025	\$2,000.00	Goodhue County Habitat for Humanity
10/5/2023	51026	\$425.00	P Hanson Marketing Inc
10/5/2023	51027	\$1,036.02	HD Supply Facilities Maintenance
10/5/2023	51028	\$50.00	Sara Hoffman
10/5/2023	51029	\$58.06	Innovative Office Solutions
10/5/2023	51030	\$540.00	Q Media Group LLC
10/5/2023	51031	\$798.00	Landrum Dobbins LLC
10/5/2023	51032	\$50.00	Jackie Luikart
10/5/2023	51033	\$247.00	Marco Technologies LLC
10/5/2023	51034	\$2,046.89	Menards-Red Wing
10/5/2023	51035	\$287.72	Tom Parker Electric, Inc.
10/5/2023	51036	\$1,456.06	O'Rourke Media Group
10/5/2023	51037	\$33.35	Sarah Rasmussen
10/5/2023	51038	\$64.00	Alicia Negrete
10/5/2023	51039	\$4,000.00	Scott's Carpet & Upholstrey

10/5/2023	51040	\$240.00	Startech Computing Inc
10/5/2023	51041	\$160.02	Corrine Stockwell
10/5/2023	51042	\$63.55	Xcel Energy
10/13/2023	51043	\$367.04	City of Red Wing-Other Utils
10/13/2023	51044	\$382.53	Hiawatha Broadband
10/13/2023	51045	\$571.05	HD Supply Facilities Maintenance
10/13/2023	51046	\$450.00	Institute for Community Alliances
10/13/2023	51047	\$411.25	Kennedy & Graven, Chartered
10/13/2023	51048	\$6,250.00	Richard J Lafontaine LLC
10/13/2023	51049	\$431.74	Menards-Red Wing
10/13/2023	51050	\$473.70	Nardini Fire Equipment Co . Inc.
10/13/2023	51051	\$688.00	Red Wing Plumbing & Heating
10/13/2023	51052	\$1,274.13	Schumacher Elevator Company
10/13/2023	51053	\$562.50	Startech Computing Inc
10/13/2023	51054	\$157.50	Vickis Foot and Nail Care PLLC
10/13/2023	51055	\$4,853.55	Visa
10/13/2023	51056	\$763.87	Xcel Energy
10/20/2023	51057	\$85.83	Allegra
10/20/2023	51058	\$9,000.00	Associated Bank
10/20/2023	51059	\$1,485.06	City of Red Wing-Other Utils
10/20/2023	51060	\$450.00	Coinmach Corporation-NY
10/20/2023	51061	\$1,770.72	Directv
10/20/2023	51062	\$60.00	Joyce Hadler
10/20/2023	51063	\$11.98	Menards-Red Wing
10/20/2023	51064	\$45.00	MN Multi Housing Association
10/20/2023	51065	\$200.00	New River Assembly of God
10/20/2023	51066	\$154.99	Visa
10/30/2023	51067	\$670.51	City of Red Wing-Other Utils
10/30/2023	51068	\$481.92	Culligan Water Conditioning
10/30/2023	51069	\$372.08	Cummins NPower
10/30/2023	51070	\$645.00	P Hanson Marketing Inc
10/30/2023	51071	\$78.59	Menards-Red Wing
10/30/2023	51072	\$2,888.51	Mutual of Omaha
10/30/2023	51073	\$10,876.13	Xcel Energy

\$128,176.50



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

November 14, 2023

To: Red Wing HRA Board of Commissioners
From: Jennifer Cook, Housing Director
Re: Housing Choice Voucher Payment Standards Update –Effective January 1, 2024

Background

The Department of Housing and Urban Development (HUD) publishes Fair Market Rents (FMRs) annually. FMRs are used to determine payment standard amounts for the Housing Choice Voucher program.

Every PHA is required to establish payment standards for each unit size. The payment standard sets the maximum subsidy payment a family can receive from the PHA each month. The number of bedrooms a unit has derives the amount of the payment standard. Typically, HUD regulations allow payment standards to be established between 90 percent to 110 percent of the FMR. The Red Wing HRA was granted the extension on the waiver allowing PHAs to establish the payment standards up to 120 percent of the FMR.

Analysis

Setting the payment standard at the highest amount possible helps new voucher holders find a unit in this tight rental market. The higher payment standard also helps current tenants to stay within 30% of their income for their rent portion. See Attachment A: Fair Market Rent and Payment Standards for the comparison between FY 2023 and FY 2024.

Recommendation:

HRA staff recommends to the Board of Commissioners to approve the changes in the Payment Standards effective January 1, 2024.



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Attachment A Fair Market Rent and Payment Standards Goodhue County, MN

Fiscal Year 2023

	Zero Bedroom	One Bedroom	Two Bedroom	Three Bedroom	Four Bedroom
FY2023 FMR	\$693	\$783	\$921	\$1,309	\$1,569
Payment Standard at 120%	\$831	\$939	\$1,105	\$1,570	\$1,882

Fiscal Year 2024

	Zero Bedroom	One Bedroom	Two Bedroom	Three Bedroom	Four Bedroom
FY2024 FMR	\$737	\$874	\$1,046	\$1,474	\$1,775
Proposed Payment Standard at 120%	\$884	\$1,048	\$1,255	\$1,768	\$2,130



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November 14, 2023

To: Red Wing HRA Board of Commissioners
From: Jennifer Cook, Housing Director
Re: Housing Choice Voucher Utility Allowance Update– Effective January 1, 2024

Background

The Department of Housing and Urban Development (HUD) requires an annual review of the Utility Allowances for units subsidized by the Housing Choice Voucher Program. Utility Allowances are important because a tenant's contribution is 30% of their adjusted income, which includes utility allowance credit.

Analysis

In 2023, the HRA contracted to have a full utility allowance completed. Upon researching the changes in utility rates from 2023 to 2024, it was determined that no utility had an increase of 10% or more. Therefore, the utility allowance for Housing Choice Voucher Program will remain the same as 2023.

Recommendation:

No action required.

**Allowances for Tenant-Furnished
Utilities And Other Services**

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Locality: Red Wing, MN		Unit Type: Duplex, Attached, Apartment With 2-4 Units, Garden Apartment					1/1/2023
		Monthly Dollar Allowances; Number of Bedrooms					
Utility or Service		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas *	\$42	\$51	\$60	\$69	\$77	\$86
	b1. Electric	\$49	\$59	\$69	\$79	\$90	\$100
	b2. Heat Pump	\$20	\$25	\$29	\$33	\$37	\$42
	c. Oil	\$150	\$170	\$189	\$209	\$228	\$247
	d. Propane/LPG	\$97	\$117	\$137	\$157	\$177	\$197
Cooking	a. Natural Gas *	\$2	\$4	\$5	\$7	\$9	\$10
	b. Electric	\$4	\$7	\$11	\$14	\$17	\$21
	c. Propane/LPG	\$5	\$9	\$12	\$16	\$20	\$24
Other Electric/Lighting (includes monthly charge)		\$33	\$46	\$60	\$74	\$87	\$101
Air Conditioning		\$2	\$5	\$8	\$11	\$14	\$17
Water Heating	a. Natural Gas *	\$6	\$12	\$17	\$22	\$27	\$32
	b. Electric	\$18	\$26	\$33	\$40	\$47	\$54
	c. Propane/LPG	\$15	\$28	\$40	\$52	\$65	\$77
	d. Oil	\$19	\$33	\$48	\$63	\$78	\$93
Water and Sewer	Water	\$27	\$30	\$37	\$47	\$57	\$68
	Sewer	\$37	\$40	\$47	\$57	\$67	\$76
Trash		\$28	\$28	\$28	\$28	\$28	\$28
Range/Microwave		\$7	\$7	\$7	\$7	\$7	\$7
Refrigerator		\$7	\$7	\$7	\$7	\$7	\$7
Monthly charge for <u>any</u> use of natural gas *		\$11	\$11	\$11	\$11	\$11	\$11

Actual Family Allowances To be used by the family to compute allowance. Complete below for the actual unit rented.	Utility or Service	Monthly Cost
Name of Family	Heating	
	Cooking	
	Other Electric	
Address of Unit	Air Conditioning	
	Water Heating	
	Water & Sewer	
	Trash Collection	
	Range/Microwave	
Number of Bedrooms	Refrigerator	
	* Gas monthly charge	
	Total	\$

* Add natural gas monthly charge if there is any use of natural gas.

Allowances for Tenant-Furnished Utilities And Other Services

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Locality: Red Wing, MN		Unit Type: Apartment With 5 or More Units; High Rise					1/1/2023
		Monthly Dollar Allowances; Number of Bedrooms					
Utility or Service		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas *	\$33	\$40	\$47	\$54	\$61	\$69
	b1. Electric	\$39	\$47	\$55	\$64	\$72	\$80
	b2. Heat Pump	\$16	\$20	\$23	\$27	\$30	\$33
	c. Oil	\$92	\$111	\$131	\$150	\$170	\$189
	d. Propane/LPG	\$76	\$92	\$108	\$125	\$141	\$157
Cooking	a. Natural Gas *	\$2	\$4	\$5	\$7	\$9	\$10
	b. Electric	\$4	\$7	\$11	\$14	\$17	\$21
	c. Propane/LPG	\$5	\$9	\$12	\$16	\$20	\$24
Other Electric/Lighting (includes monthly charge)		\$29	\$40	\$51	\$62	\$73	\$84
Air Conditioning		\$2	\$4	\$6	\$9	\$11	\$14
Water Heating	a. Natural Gas *	\$6	\$12	\$17	\$22	\$27	\$32
	b. Electric	\$18	\$26	\$33	\$40	\$47	\$54
	c. Propane/LPG	\$15	\$28	\$40	\$52	\$65	\$77
	d. Oil	\$19	\$33	\$48	\$63	\$78	\$93
Water and Sewer	Water	\$27	\$30	\$37	\$47	\$57	\$68
	Sewer	\$37	\$40	\$47	\$57	\$67	\$76
Trash		\$28	\$28	\$28	\$28	\$28	\$28
Range/Microwave		\$7	\$7	\$7	\$7	\$7	\$7
Refrigerator		\$7	\$7	\$7	\$7	\$7	\$7
Monthly charge for any use of natural gas *		\$11	\$11	\$11	\$11	\$11	\$11

Actual Family Allowances To be used by the family to compute allowance. Complete below for the actual unit rented.	Utility or Service	Monthly Cost
Name of Family	Heating	
	Cooking	
	Other Electric	
Address of Unit	Air Conditioning	
	Water Heating	
	Water & Sewer	
	Trash Collection	
	Range/Microwave	
Number of Bedrooms	Refrigerator	
	* Gas monthly charge	
	Total	\$

* Add natural gas monthly charge if there is any use of natural gas.

**Allowances for Tenant-Furnished
Utilities And Other Services**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Locality: Red Wing, MN		Unit Type:	Single Family Detached				1/1/2023
Utility or Service		Monthly Dollar Allowances; Number of Bedrooms					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas *	\$47	\$57	\$68	\$78	\$88	\$98
	b1. Electric	\$56	\$67	\$79	\$91	\$103	\$114
	b2. Heat Pump	\$23	\$28	\$33	\$38	\$43	\$48
	c. Oil	\$131	\$159	\$187	\$215	\$243	\$271
	d. Propane/LPG	\$108	\$132	\$155	\$178	\$201	\$225
Cooking	a. Natural Gas *	\$2	\$4	\$5	\$7	\$9	\$10
	b. Electric	\$4	\$7	\$11	\$14	\$17	\$21
	c. Propane/LPG	\$5	\$9	\$12	\$16	\$20	\$24
Other Electric/Lighting (includes monthly charge)		\$37	\$53	\$69	\$85	\$101	\$118
Air Conditioning		\$2	\$6	\$9	\$13	\$16	\$20
Water Heating	a. Natural Gas *	\$6	\$12	\$17	\$22	\$27	\$32
	b. Electric	\$18	\$26	\$33	\$40	\$47	\$54
	c. Propane/LPG	\$15	\$28	\$40	\$52	\$65	\$77
	d. Oil	\$19	\$33	\$48	\$63	\$78	\$93
Water and Sewer	Water	\$29	\$34	\$43	\$56	\$70	\$84
	Sewer	\$39	\$44	\$52	\$65	\$79	\$92
Trash		\$28	\$28	\$28	\$28	\$28	\$28
Range/Microwave		\$7	\$7	\$7	\$7	\$7	\$7
Refrigerator		\$7	\$7	\$7	\$7	\$7	\$7
Monthly charge for <u>any</u> use of natural gas *		\$11	\$11	\$11	\$11	\$11	\$11

Actual Family Allowances To be used by the family to compute allowance. Complete below for the actual unit rented.	Utility or Service	Monthly Cost
Name of Family	Heating	
	Cooking	
	Other Electric	
Address of Unit	Air Conditioning	
	Water Heating	
	Water & Sewer	
	Trash Collection	
	Range/Microwave	
Number of Bedrooms	Refrigerator	
	* Gas monthly charge	
	Total	\$

* Add natural gas monthly charge if there is any use of natural gas.

**Allowances for Tenant-Furnished
Utilities And Other Services**

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Locality: Red Wing, MN		Unit Type:	Mobile Home				Date: 1/1/2023
		Monthly Dollar Allowances; Number of Bedrooms					
Utility or Service		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas *	\$47	\$57	\$68	\$78	\$88	\$98
	b1. Electric	\$56	\$67	\$79	\$91	\$103	\$114
	b2. Heat Pump	\$23	\$28	\$33	\$38	\$43	\$48
	c. Oil	\$131	\$159	\$187	\$215	\$243	\$271
	d. Propane/LPG	\$92	\$112	\$132	\$151	\$171	\$191
Cooking	a. Natural Gas *	\$2	\$4	\$5	\$7	\$9	\$10
	b. Electric	\$4	\$7	\$11	\$14	\$17	\$21
	c. Propane/LPG	\$5	\$9	\$12	\$16	\$20	\$24
Other Electric/Lighting (includes monthly charge)		\$37	\$53	\$69	\$85	\$101	\$118
Air Conditioning		\$2	\$6	\$9	\$13	\$16	\$20
Water Heating	a. Natural Gas *	\$6	\$12	\$17	\$22	\$27	\$32
	b. Electric	\$18	\$26	\$33	\$40	\$47	\$54
	c. Propane/LPG	\$15	\$28	\$40	\$52	\$65	\$77
	d. Oil	\$19	\$33	\$48	\$63	\$78	\$93
Water and Sewer	Water	\$29	\$34	\$43	\$56	\$70	\$84
	Sewer	\$39	\$44	\$52	\$65	\$79	\$92
Trash		\$28	\$28	\$28	\$28	\$28	\$28
Range/Microwave		\$7	\$7	\$7	\$7	\$7	\$7
Refrigerator		\$7	\$7	\$7	\$7	\$7	\$7
Monthly charge for <u>any</u> use of natural gas *		\$11	\$11	\$11	\$11	\$11	\$11

Actual Family Allowances To be used by the family to compute allowance. Complete below for the actual unit rented.	Utility or Service	Monthly Cost
Name of Family	Heating	
	Cooking	
	Other Electric	
Address of Unit	Air Conditioning	
	Water Heating	
	Water & Sewer	
	Trash Collection	
	Range/Microwave	
Number of Bedrooms	Refrigerator	
	* Gas monthly charge	
	Total	\$

* Add natural gas monthly charge if there is any use of natural gas.



Red Wing Housing & Redevelopment Authority

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

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November 14, 2023

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

From: Corrine Stockwell, Finance Director

Subject: Resolution No. 1443-23 Approval of 2024 Final Operating Budget

Background:

The HRA presents its final operating budget for the coming year by the end of each fiscal year. The FY 2024 Final Budget is a refinement of the 2024 Preliminary Budget adopted by Resolution No. 1441-23 in August 2023. Staff will submit this budget to HUD after approval, and in December to the City for final acceptance. The HRA's approved levy amount for 2024 is \$515,072.

Analysis:

The final budget consists of eleven pages plus an appendix with supporting budgets on the specific programs of General Redevelopment.

- Page 1 – Recap of income and expenditures with net income/loss of all activities, as well as a recap of the preliminary budget.
- Page 2 and 3 – Low Rent Public Housing
- Page 4 – Capital Funds Program (CFP)
- Page 5 – Housing Choice Voucher
- Page 6 and 7 – Jordan Towers II
- Page 8 – Bridges
- Page 9 – Small Cities
- Page 10 and 11 – General Redevelopment
- Page 12 – Appendix
- Page 13 to 16 – Supporting budgets for General Redevelopment

Page 1 – Recap

Page 2 and 3 – Low Rent Public Housing

- Dwelling rent increased
- HAI Grant from 2022 to be complete in 2024. Not awarded HAI Grant in 2023.
- Operating Subsidy for 2024 is \$201,874
- Utility upgrades will reduce utility costs
- Increased Replace Equipment for self-propelled mower and commercial vacuum.

Page 4 – CFP

- JI First floor completed in 2022

Page 5 – Housing Choice Voucher

- HAP/Administrative Fees increased due to increased utilization in 2023
- Port fees increased as participants port out, but voucher maintained here

Page 6 and 7 – Jordan Tower II

- Interest income increased due to restructuring of accounts
- Contract services decreased due to HAI Grant 2023 not awarded
- Increased Replace Equipment for self-propelled mower and commercial vacuum.



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Page 8 – Bridges

- Grant funds decreased since it is start of the grant cycle and we are not over-utilizing allotted vouchers

Page 9 – Small Cities

- Plan to administer 3 new loans for 2024
- Loan payments decreased as SC12 loans are being paid in full

Pages 10 and 11 – General Redevelopment

- Tax Levy amount reduced from ask of \$530,000 to \$515,072
- Planning \$500,000 in tax increment coming in for TIF #8 as projects are completed ahead of schedule.
- DirecTV income continues to increase as more residents use the service
- Office Expense includes purchase of new office furniture for staff

Pages 13 to 16 – Supporting Budgets for General Redevelopment

Bluffview

- Rents increased to Fair Market Rent
- Use of reserves for landscaping and parking lot sealant

Womens Center

- Congressionally Directed Spending grant for flooring

Hill Street

- Rents increased to be in line with current payment standards
- Removed \$173,888 CDS award as it is not likely to have this performed in 2024. We plan on completing it in 2025
- Utilizing \$120,000 from General Redevelopment Reserves to modernize kitchens, bathrooms, and flooring.

Twin Home

- Rent does not include vacancy loss.
- No longer transferring funds to reserves

Recommendation:

Staff and the Finance Committee give a favorable recommendation to the Red Wing HRA Board of Commissioners to approve Resolution No. 1443-23 Approval of the 2024 Final Operating Budget and to submit the budget to the City of Red Wing and HUD for acceptance.

Red Wing Housing & Redevelopment Authority 2024 FINAL HRA Budget								
	LRPH	CFP	HCV	Jordan II	Gen Red	Bridges	Small Cities	Total
Total Operating Income	\$1,218,324	\$575,000	\$1,168,025	\$1,295,665	\$1,578,683	\$106,500	\$85,600	\$6,027,797
Total Expenditures	\$1,106,855	\$412,884	\$1,167,750	\$1,164,595	\$1,508,997	\$106,500	\$169,200	\$5,636,781
Net Income (Loss)	\$111,469	\$162,116	\$275	\$131,070	\$69,686	\$0	-\$83,600	\$391,016
Use of Cash Reserves				\$0	\$120,000		\$83,600	\$203,600
Adjusted Net Income	\$111,469	\$162,116	\$275	\$131,070	\$189,686	\$0	\$0	\$594,616
Use of Levy Funds			\$82,000			\$12,500		\$94,500

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	\$0	\$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
2024 FINAL LOW RENT PUBLIC HOUSING BUDGET

	2024 Final ROSS	2024 Final Budget	2024 Final Total	2024 Preliminary ROSS	2024 Preliminary Budget	2024 Preliminary Total
Income						
Dwelling Rental		\$618,000	\$618,000		\$580,000	\$580,000
Excess Utilities		\$8,000	\$8,000		\$10,000	\$10,000
Nondwelling Rental		\$2,500	\$2,500		\$3,000	\$3,000
Total Rental Income		\$628,500	\$628,500		\$593,000	\$593,000
Interest on General Fund Investments		\$3,000	\$3,000		\$500	\$500
HAI Grant		\$120,000	\$120,000		\$188,258	\$188,258
CFP 2024 Grant - Operating		\$101,000	\$101,000		\$101,000	\$101,000
Shortfall funding		\$60,000	\$60,000		\$60,000	\$60,000
ROSS Grant	\$81,950		\$81,950	\$81,950		\$81,950
Other Tenant Income		\$22,000	\$22,000		\$20,000	\$20,000
Operating Subsidy		\$201,874	\$201,874		\$210,000	\$210,000
Total Other Income	\$81,950	\$507,874	\$589,824	\$81,950	\$579,758	\$661,708
Total Operating Income	\$81,950	\$1,136,374	\$1,218,324	\$81,950	\$1,172,758	\$1,254,708
Expenses						
Administrative Salaries	\$53,290	\$160,000	\$213,290	\$53,290	\$160,000	\$213,290
Administrative Employee Benefits	\$18,710	\$53,000	\$71,710	\$18,710	\$64,000	\$82,710
Advertising & Marketing		\$4,500	\$4,500		\$4,500	\$4,500
Legal		\$1,000	\$1,000		\$1,000	\$1,000
Travel		\$1,000	\$1,000		\$2,000	\$2,000
Training	\$2,500	\$5,000	\$7,500	\$2,500	\$5,000	\$7,500
Accounting		\$10,000	\$10,000		\$10,000	\$10,000
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	\$8,000	\$8,750	\$750	\$9,000	\$9,750
Sundry	\$6,700	\$20,000	\$26,700	\$6,700	\$15,000	\$21,700
Telephone		\$2,000	\$2,000		\$2,500	\$2,500
Other		\$0	\$0		\$0	\$0

Total Administrative Expense	\$81,950	\$282,380	\$364,330	\$81,950	\$290,880	\$372,830
Resident Council		\$4,000	\$4,000		\$4,000	\$4,000
Tenant Participation		\$2,925	\$2,925		\$2,925	\$2,925
Total Tenant Services		\$6,925	\$6,925		\$6,925	\$6,925
Water & Sewer		\$55,000	\$55,000		\$55,000	\$55,000
Electricity		\$50,000	\$50,000		\$50,000	\$50,000
Gas		\$35,000	\$35,000		\$45,000	\$45,000
Rubbish/Recycling		\$22,000	\$22,000		\$25,000	\$25,000
Total Utilities		\$162,000	\$162,000		\$175,000	\$175,000
Maintenance Salaries		\$135,000	\$135,000		\$130,000	\$130,000
Maintenance Employee Benefits		\$45,000	\$45,000		\$52,000	\$52,000
Maintenance Materials		\$40,000	\$40,000		\$40,000	\$40,000
Uniforms		\$600	\$600		\$600	\$600
Replace Equipment		\$9,000	\$9,000		\$5,000	\$5,000
Elevator Contract		\$8,500	\$8,500		\$8,500	\$8,500
Exterminating		\$2,000	\$2,000		\$6,000	\$6,000
Heating/Cooling Contracts		\$1,500	\$1,500		\$1,500	\$1,500
Plumbing Contracts		\$5,000	\$5,000		\$5,000	\$5,000
Unit Turnaround		\$18,000	\$18,000		\$18,000	\$18,000
Contract Services		\$165,000	\$165,000		\$235,758	\$235,758
Extraordinary Expenses		\$5,000	\$5,000		\$5,000	\$5,000
Total Maintenance Expense		\$434,600	\$434,600		\$507,358	\$507,358
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		\$8,000	\$8,000
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		\$10,000	\$10,000
Collections/Losses		-\$2,000	-\$2,000		-\$2,000	-\$2,000
Total General Expense		\$139,000	\$139,000		\$139,000	\$139,000
Total Expenses	\$81,950	\$1,024,905	\$1,106,855	\$81,950	\$1,119,163	\$1,201,113
Net Operating Income (Loss)	\$0		\$111,469			\$53,595

Red Wing Housing & Redevelopment Authority
2024 Final CAPITAL FUNDS PROGRAM

	2024 Final	2024 Preliminary
Income		
CFP 2020 Grant	\$0	\$0
CFP 2021 Grant	\$0	\$0
CFP 2022 Grant	\$125,000	\$125,000
CFP 2023 Grant	\$160,000	\$160,000
CFP 2024 Grant	\$290,000	\$290,000
Total Income	\$575,000	\$575,000
Less to PH for Operating	\$101,000	\$101,000
Roof/ventilation	\$166,000	\$166,000
Landscaping	\$23,884	\$0
Tenant Damages	\$1,000	\$0
Sidewalk Family Units	\$50,000	\$50,000
FPH Concrete and Parking lots	\$50,000	\$73,844
FPH HVAC, flooring, modernization	\$21,000	\$21,000
Total Expenses	\$412,884	\$411,844
Funds remaining	\$162,116	\$163,156

Red Wing Housing & Redevelopment Authority
2024 Final HOUSING CHOICE VOUCHER BUDGET

	2024 Final Admin	2024 Final HAP	2024 Final HAP & Admin	2024 Preliminary Admin	2024 Preliminary HAP	2024 Preliminary HAP & Admin
Income						
HAP Payments earned		\$975,000	\$975,000		\$934,610	\$934,610
Administrative Fees earned	\$110,000		\$110,000	\$100,000		\$100,000
Fraud Recovery - HAP		\$400	\$400		\$400	\$400
Fraud Recovery - Admin	\$400		\$400	\$400		\$400
Interest	\$225		\$225			\$0
Operating Transfer In - Tax Levy	\$82,000		\$82,000	\$78,000		\$78,000
Total Income	\$192,625	\$975,400	\$1,168,025	\$178,400	\$935,010	\$1,113,410
Expenses						
Administrative Salaries	\$105,000		\$105,000	\$100,000		\$100,000
Employee Benefits	\$45,000		\$45,000	\$40,000		\$40,000
Accounting	\$6,500		\$6,500	\$6,000		\$6,000
Audit	\$5,000		\$5,000	\$5,000		\$5,000
Port Fees	\$5,000		\$5,000	\$1,200		\$1,200
Training	\$3,000		\$3,000	\$3,000		\$3,000
Travel	\$500		\$500	\$500		\$500
Sundry	\$6,000		\$6,000	\$6,000		\$6,000
Insurance			\$0			\$0
HAP Payments		\$975,000	\$975,000		\$935,010	\$935,010
Telephone	\$2,000		\$2,000	\$2,500		\$2,500
Office Rent	\$750		\$750	\$750		\$750
Office Expenses	\$7,500		\$7,500	\$6,000		\$6,000
Computer/Software Maintenance	\$6,500		\$6,500	\$6,500		\$6,500
Total Operating Expense	\$192,750	\$975,000	\$1,167,750	\$177,450	\$935,010	\$1,112,460
Net Operating Income (Loss)	-\$125	\$400	\$275	\$950	\$0	\$950
PHA Held Reserves						
HUD Held Reserves						

Red Wing Housing & Redevelopment Authority
2024 Final JORDAN TOWERS II BUDGET

	2024 Final SSC	2024 Final Jordan Towers II	2024 Final Total Budget	2024 Preliminary SSC	2024 Jordan Towers II Preliminary	2024 Total Preliminary
Income						
Dwelling Rental		\$510,000	\$510,000		\$500,000	\$500,000
HAP Subsidy		\$620,000	\$620,000		\$620,000	\$620,000
Interest Income		\$17,000	\$17,000		\$12,000	\$12,000
HAI Grant			\$0		\$125,507	\$125,507
Other Income	\$88,665	\$60,000	\$148,665	\$88,665	\$54,000	\$142,665
Total Operating Income	\$88,665	\$1,207,000	\$1,295,665	\$88,665	\$1,311,507	\$1,400,172
Expenses						
Administrative Salaries	\$45,600	\$140,000	\$185,600	\$45,600	\$140,000	\$185,600
Administrative Employee Benefits	\$18,240	\$50,000	\$68,240	\$18,240	\$56,000	\$74,240
Advertising & Marketing	\$0	\$4,500	\$4,500		\$4,500	\$4,500
Legal		\$0	\$0		\$0	\$0
Travel	\$500	\$1,500	\$2,000	\$500	\$1,500	\$2,000
Training	\$2,500	\$5,000	\$7,500	\$2,500	\$5,000	\$7,500
Accounting		\$8,500	\$8,500		\$8,500	\$8,500
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	\$1,500	\$10,000	\$11,500
Sundry	\$11,432	\$20,000	\$31,432	\$11,432	\$15,000	\$26,432
Telephone		\$2,000	\$2,000		\$2,500	\$2,500
Other			\$0			\$0
Admin Fee to HRA	\$7,093		\$7,093	\$7,093		\$7,093
Total Administrative Expense	\$88,665	\$259,080	\$347,745	\$88,665	\$260,580	\$349,245
Water & Sewer		\$40,000	\$40,000		\$40,000	\$40,000
Electricity		\$36,000	\$36,000		\$35,000	\$35,000
Gas		\$35,000	\$35,000		\$35,000	\$35,000

Rubbish/Recycling		\$11,000	\$11,000		\$12,000	\$12,000
Total Utilities Expense		\$122,000	\$122,000		\$122,000	\$122,000
Maintenance Salaries		\$95,000	\$95,000		\$80,000	\$80,000
Maintenance Employee Benefits		\$31,000	\$31,000		\$35,000	\$35,000
Maintenance Materials		\$30,000	\$30,000		\$30,000	\$30,000
Uniforms		\$600	\$600		\$600	\$600
Replace Equipment		\$9,000	\$9,000		\$5,000	\$5,000
Elevator Contract		\$8,500	\$8,500		\$8,500	\$8,500
Exterminating		\$2,000	\$2,000		\$6,000	\$6,000
Heating/Cooling Contracts		\$30,000	\$30,000		\$30,000	\$30,000
Plumbing Contracts		\$3,000	\$3,000		\$3,000	\$3,000
Unit Turnaround		\$20,000	\$20,000		\$20,000	\$20,000
Contract Services		\$50,000	\$50,000		\$183,007	\$183,007
Extraordinary Expenses		\$5,000	\$5,000		\$5,000	\$5,000
Total Maintenance Expense		\$284,100	\$284,100		\$406,107	\$406,107
Property Insurance		\$56,000	\$56,000		\$56,000	\$56,000
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		\$10,000	\$10,000
Collections/Losses		\$0	\$0		\$0	\$0
HOME loan repayment		\$56,000	\$56,000		\$56,000	\$56,000
PARIF Interest		\$126,000	\$126,000		\$120,000	\$120,000
Paying Agent		\$750	\$750		\$750	\$750
Total General Expense		\$310,750	\$310,750		\$304,750	\$304,750
PARIF Principle Payment		\$100,000	\$100,000		\$105,000	\$105,000
Total Expenses	\$88,665	\$1,075,930	\$1,164,595	\$88,665	\$1,198,437	\$1,287,102
Net Operating Income (Loss)			\$131,070			\$113,070
Use of Reserves		\$0	\$0		\$0	\$0
Adjusted NOI			\$131,070			\$113,070

Red Wing Housing & Redevelopment Authority

2024 Final BRIDGES BUDGET

	2024 Final Budget	2024 Preliminary Budget
Income		
Bridges Grant Funds	\$85,000	\$103,680
Administrative Fees earned	\$9,000	\$9,300
Transfer In from Redevelopment	\$12,500	\$7,500
Total Income	\$106,500	\$120,480
Expenses		
Administrative Salaries	\$15,000	\$12,000
Employee Benefits	\$5,000	\$4,800
Sundry	\$1,500	\$0
HAP Payments	\$85,000	\$103,680
Total Expenses	\$106,500	\$120,480
Net Operating Income (Loss)	\$0	\$0

Red Wing Housing & Redevelopment Authority

2024 Final SMALL CITIES BUDGET

	2024 Final	2024 Preliminary
Income		
Interest on Program Income loans	\$300	\$1,000
Loan Payments	\$85,000	\$94,000
Fees Earned (PI)	\$300	\$0
Transfer In from Redevelopment	\$0	\$0
Total Income	\$85,600	\$95,000
Expenses		
Administrative Salaries	\$1,000	\$2,000
Administrative Employee Benefits	\$200	\$800
Contract Costs	\$18,000	\$12,000
Funds Expended in loans	\$150,000	\$150,000
Total Expenses	\$169,200	\$164,800
Net Income (Loss)	-\$83,600	-\$69,800
Use of reserves	\$83,600	\$69,800

Red Wing Housing & Redevelopment Authority
2024 Final GENERAL REDEVELOPMENT BUDGET

	2024 Final Total	2024 Final General Redev	2024 Final AHTF	2024 Final Bluffview	2024 Final Women's Center	2024 Final Hill Street	2024 Final Twin Homes	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
Income														
City of RW Tax Levy	\$515,072	\$387,472	\$125,000		\$1,000	\$1,600	\$0	\$530,000	\$400,000	\$125,000		\$3,400	\$1,600	\$0
TIF Tax Increment	\$500,000	\$20,000	\$480,000					\$500,000	\$400,000	\$100,000				
Rental Income	\$180,111			\$122,778	\$14,736	\$26,733	\$15,864	\$175,830			\$122,778	\$14,748	\$23,233	\$15,071
Office Rent	\$21,000	\$21,000						\$21,000	\$21,000					
DirectTV	\$96,000	\$96,000						\$90,000	\$90,000					
Administrative Fees MURL	\$0	\$0						\$0	\$0	\$0				
Interest Income	\$6,500	\$6,000	\$500			\$0	\$0	\$174,388	\$0	\$500			\$173,888	\$0
Other Income	\$260,000	\$40,000		\$0	\$100,000	\$120,000		\$150,000	\$50,000		\$0	\$100,000		
Total Income	\$1,578,683	\$570,472	\$605,500	\$122,778	\$115,736	\$148,333	\$15,864	\$1,641,218	\$961,000	\$225,500	\$122,778	\$118,148	\$198,721	\$15,071
Expenses														
Administrative Salaries	\$180,500	\$155,000	\$9,000	\$5,000	\$6,000	\$5,000	\$500	\$173,500	\$150,000	\$5,500	\$7,500	\$5,000	\$5,000	\$500
Admin Employee Benefits	\$65,825	\$60,000	\$2,500	\$1,000	\$1,100	\$1,100	\$125	\$64,325	\$58,000	\$0	\$3,000	\$2,000	\$1,200	\$125
Advertising & Marketing	\$200	\$100		\$100				\$100	\$0		\$100			
Legal	\$1,000	\$1,000		\$0	\$0	\$0	\$0	\$1,000	\$1,000				\$0	\$0
Travel	\$3,000	\$3,000						\$2,500	\$2,500				\$0	\$0
Training	\$12,400	\$12,400						\$12,400	\$12,400					
Accounting	\$17,000	\$17,000						\$17,000	\$17,000					
Audit	\$5,000	\$5,000						\$5,000	\$5,000					
Rental License Fees	\$320	\$0		\$240		\$60	\$20	\$320	\$0		\$240		\$60	\$20
Office Expenses	\$30,000	\$30,000						\$30,000	\$30,000					
Sundry	\$16,700	\$15,000		\$1,000	\$0	\$500	\$200	\$27,500	\$25,000		\$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	\$0	\$0						\$6,000	\$6,000					
Consultant (TIF, Hsg Stdy, etc)	\$5,000	\$5,000	\$0					\$5,000	\$5,000	\$0				
Memberships	\$4,000	\$4,000						\$2,000	\$2,000					
Total Administrative Expense	\$355,445	\$322,000	\$11,500	\$7,340	\$7,100	\$6,660	\$845	\$361,145	\$328,400	\$5,500	\$12,340	\$7,000	\$6,760	\$1,145
Water & Sewer	\$13,600	\$1,600		\$9,000		\$2,000	\$1,000	\$16,100	\$1,600		\$11,000		\$2,500	\$1,000
Electricity	\$6,750	\$6,500		\$250				\$8,050	\$7,000		\$400		\$650	
Gas	\$8,000	\$3,000		\$5,000				\$11,000	\$4,000		\$7,000			
Rubbish/Recycling	\$4,750	\$1,000		\$2,500		\$1,000	\$250	\$5,250	\$1,000		\$3,000		\$1,000	\$250
Telephone	\$2,000	\$2,000						\$2,500	\$2,500					
DirectTV	\$47,000	\$47,000						\$47,000	\$47,000					
Total Utilities Expense	\$82,100	\$61,100	\$0	\$16,750	\$0	\$3,000	\$1,250	\$89,900	\$63,100	\$0	\$21,400	\$0	\$4,150	\$1,250
Maintenance Salaries	\$17,500	\$3,000		\$7,500	\$1,500	\$5,000	\$500	\$23,750	\$5,000		\$10,000	\$3,000	\$5,000	\$750
Maint Employee Benefits	\$2,570	\$500		\$1,200	\$250	\$500	\$120	\$8,900	\$1,200		\$4,000	\$1,200	\$2,200	\$300
Maintenance Materials	\$14,000	\$5,000		\$6,000	\$1,000	\$1,500	\$500	\$12,500	\$5,000		\$5,000	\$1,000	\$1,000	\$500
Exterminating	\$0							\$0						\$0
Heating/Cooling Contracts	\$700			\$500	\$0	\$200	\$0	\$1,150			\$750	\$200	\$200	\$0
Plumbing Contracts	\$700			\$500	\$0	\$200	\$0	\$1,400			\$1,000	\$200	\$200	\$0
Unit Turnaround	\$6,500			\$3,000	\$0	\$3,000	\$500	\$5,500			\$3,000	\$0	\$2,000	\$500
Contract Costs	\$287,600	\$35,000		\$26,000	\$101,000	\$125,000	\$600	\$436,388	\$35,000		\$5,000	\$101,000	\$294,888	\$500
Total Maintenance Expenses	\$329,570	\$43,500	\$0	\$44,700	\$103,750	\$135,400	\$2,220	\$489,588	\$46,200	\$0	\$28,750	\$106,600	\$305,488	\$2,550
Property Insurance	\$18,750	\$6,000		\$6,700	\$3,800	\$1,500	\$750	\$20,150	\$7,500		\$6,700	\$3,700	\$1,500	\$750
Liability Insurance	\$3,450	\$1,000		\$1,200	\$750	\$350	\$150	\$3,950	\$1,500		\$1,200	\$750	\$350	\$150

Work Comp Insurance	\$9,000	\$9,000		\$0	\$0	\$0	\$0	\$10,000	\$10,000		\$0		\$0	\$0
Misc Insurance	\$1,600	\$1,100		\$500	\$0	\$0	\$0	\$1,250	\$1,000		\$250		\$0	\$0
PILOT/Real Estate Taxes	\$14,582			\$11,000	\$0	\$382	\$3,200	\$13,982			\$10,000		\$382	\$3,600
Software Maintenance	\$20,000	\$20,000						\$20,000	\$20,000					
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	\$94,500	\$94,500						\$90,000	\$90,000					
Payment to TIF #8	\$400,000	\$0	\$400,000					\$400,000	\$400,000	\$0				
Community Development	\$175,000	\$0	\$175,000					\$220,000	\$0	\$220,000				
Total General Expense	\$741,882	\$136,600	\$575,000	\$19,400	\$4,550	\$2,232	\$4,100	\$784,332	\$535,000	\$220,000	\$18,150	\$4,450	\$2,232	\$4,500
Total Expenses	\$1,508,997	\$563,200	\$586,500	\$88,190	\$115,400	\$147,292	\$8,415	\$1,724,965	\$972,700	\$225,500	\$80,640	\$118,050	\$318,630	\$9,445
Net Operating Income (Loss)	\$69,686	\$7,272	\$19,000	\$34,588	\$336	\$1,041	\$7,449	-\$83,747	-\$11,700	\$0	\$42,138	\$98	-\$119,909	\$5,626

SUPPORTING BUDGETS

Bluffview
Women's Center
Hill Street
Twin Homes

Red Wing Housing & Redevelopment Authority
2024 Final BLUFFVIEW BUDGET

	2024 Final Budget	2024 Preliminary Budget
Income		
Dwelling Rental*	\$122,778	\$122,778
Non-dwelling Rental	\$0	\$0
Total Operating Income	\$122,778	\$122,778
Expenses		
Administrative Salaries	\$5,000	\$7,500
Administrative Employee Benefits	\$1,000	\$3,000
Rental License Fees	\$240	\$240
Advertising & Marketing	\$100	\$100
Legal	\$0	\$0
Sundry	\$1,000	\$1,500
Total Administrative Expense	\$7,340	\$12,340
Water & Sewer	\$9,000	\$11,000
Electricity	\$250	\$400
Gas	\$5,000	\$7,000
Rubbish/Recycling	\$2,500	\$3,000
Total Utilities Expense	\$16,750	\$21,400
Maintenance Salaries	\$7,500	\$10,000
Maintenance Employee Benefits	\$1,200	\$4,000
Maintenance Materials	\$6,000	\$5,000
Heating/Cooling Contracts	\$500	\$750
Plumbing Contracts	\$500	\$1,000
Unit Turnaround	\$3,000	\$3,000
Contract Costs	\$26,000	\$5,000
Total Maintenance Expense	\$44,700	\$28,750
Property Insurance	\$6,700	\$6,700
Liability Insurance	\$1,200	\$1,200
Work Comp Insurance	\$0	\$0
Misc Insurance	\$500	\$250
PILOT	\$11,000	\$10,000
Collections/Losses	\$0	
Total General Expense	\$19,400	\$18,150
Total Expenses	\$88,190	\$80,640
Net Operating Income (Loss)	\$34,588	\$42,138
Use of Reserves	\$19,000	\$0
Less to General Redevelopment	\$36,788	\$25,338
Net to Reserves	\$16,800	\$16,800

Capital Improvements

Uses	
Landscaping	\$15,000
Sealant	\$4,000
Sources	
Reserves	\$44,800
	\$16,800
Net to Reserve	\$46,600

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 Final WOMEN'S CENTER BUDGET

	2024 Final Budget	2024 Preliminary Budget
Income		
Dwelling Rental	\$14,736	\$14,748
Non-rental Income	\$100,000	\$100,000
Transfer in from Redevelopment	\$1,000	\$3,400
Total Operating Income	\$115,736	\$118,148
Expenses		
Administrative Salaries	\$6,000	\$5,000
Administrative Employee Benefits	\$1,100	\$2,000
Legal		
Sundry		
Total Administrative Expense	\$7,100	\$7,000
Maintenance Salaries	\$1,500	\$3,000
Maintenance Employee Benefits	\$250	\$1,200
Maintenance Materials	\$1,000	\$1,000
Heating/Cooling Contracts	\$0	\$200
Plumbing Contracts	\$0	\$200
Unit Turnaround	\$0	\$0
Contract Costs	\$101,000	\$101,000
Total Maintenance Expense	\$103,750	\$106,600
Property Insurance	\$3,800	\$3,700
Liability Insurance	\$750	\$750
Work Comp Insurance		
Misc Insurance		
PILOT		
Collections/Losses		
Total General Expense	\$4,550	\$4,450
Total Expenses	\$115,400	\$118,050
Net Operating Income (Loss)	\$336	\$98
Use of Reserves	0	
Adjusted NOI	\$336	

Capital Improvements

Uses	
Sources	
Reserves	
Grant/Tax Levy	
Net to Reserve	

Rent Calculation

2023	
Two Months-\$1,162	\$2,370
Ten Months-\$1,185	\$12,090
Total	\$14,460
2024	
2% increase March 1	
Two Months-\$1,208	\$2,416
Ten Months-\$1,232	\$12,320
Total	\$14,736

Red Wing Housing & Redevelopment Authority
2024 Final HILL STREET BUDGET

	2024 Final Budget	2024 Preliminary Budget
Income		
Dwelling Rental*	\$26,733	\$23,233
Interest Income	\$0	\$173,888
Transfer in from Redevelopment	\$121,600	\$1,600
Total Operating Income	\$148,333	\$198,721
Expenses		
Administrative Salaries	\$5,000	\$5,000
Administrative Employee Benefits	\$1,100	\$1,200
Rental License Fees	\$60	\$60
Legal	\$0	\$0
Sundry	\$500	\$500
Total Administrative Expense	\$6,660	\$6,760
Water & Sewer	\$2,000	\$2,500
Electricity/Gas	\$1,000	\$650
Rubbish/Recycling	\$1,000	\$1,000
Total Utilities	\$4,000	\$4,150
Maintenance Salaries	\$5,000	\$5,000
Maintenance Employee Benefits	\$500	\$2,200
Maintenance Materials	\$1,500	\$1,000
Extermination	\$0	\$0
Heating/Cooling Contracts	\$200	\$200
Plumbing Contracts	\$200	\$200
Unit Turnaround	\$3,000	\$2,000
Contract Costs	\$125,000	\$294,888
Total Maintenance Expense	\$135,400	\$305,488
Property Insurance	\$1,500	\$1,500
Liability Insurance	\$350	\$350
Work Comp Insurance		
Misc Insurance		
PILOT	\$382	\$382
Collections/Losses		
Total General Expense	\$2,232	\$2,232
Total Expenses	\$148,292	\$318,630
Net Operating Income (Loss)	\$41	-\$119,909

Capital Improvements	
Uses	
Kitchen, bathroom, floor	\$120,000
Furnace	
Sidewalk/driveway	
Sources	
Reserves	\$120,000
	\$41
Net to Reserve	\$120,041

Rent Calculation	
2023	
One Bedroom	\$647
Two Bedroom	\$748
Total	\$24,504
2024	
One Bedroom	\$736
Two Bedroom	\$873
Total	\$28,140

*Includes 5% vacancy loss

Red Wing Housing & Redevelopment Authority
2024 Final TWIN HOMES BUDGET

	2024 Final Budget	2024 Preliminary Budget
Income		
Dwelling Rental	\$15,864	\$15,071
Interest Income		
Transfer in from Redevelopment		
Total Operating Income	\$15,864	\$15,071
Expenses		
Administrative Salaries	\$500	\$500
Administrative Employee Benefits	\$125	\$125
Rental License Fees	\$20	\$20
Legal		
Sundry	\$200	\$500
Total Administrative Expense	\$845	\$1,145
Water & Sewer	\$1,000	\$1,000
Electricity/Gas	\$500	
Rubbish/Recycling	\$250	\$250
Total Utilities	\$1,750	\$1,250
Maintenance Salaries	\$500	\$750
Maintenance Employee Benefits	\$120	\$300
Maintenance Materials	\$500	\$500
Heating/Cooling Contracts	\$0	\$0
Plumbing Contracts	\$0	\$0
Unit Turnaround	\$500	\$500
Contract Costs	\$600	\$500
Total Maintenance Expense	\$2,220	\$2,550
Property Insurance	\$750	\$750
Liability Insurance	\$150	\$150
Work Comp Insurance		
Misc Insurance		
Real Estate Taxes	\$3,200	\$3,600
Interest Expense	\$0	\$0
Total General Expense	\$4,100	\$4,500
Total Expenses	\$8,915	\$9,445
Net Operating Income (Loss)	\$6,949	\$5,626
Less Amount to General Redevelopment	\$6,949	\$3,826
New to Reserves	\$0	\$1,800

Capital Improvements	
Uses	
Sources	
Reserves	\$15,000
	\$0
Net to Reserve	\$15,000

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



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

November 14, 2023

To: Red Wing HRA Board of Commissioners

From: Kurt Keena, Executive Director

Re: Executive Director's Report

Federal and State Funding

We continue to monitor developments at both levels. On the Federal level we are waiting for a budget to be passed so we have more certainty about funding of our programs without interruption.

At the State level we are waiting for details about potential funding opportunities to be released so we can best assess which opportunities we should try to take advantage of for our capital improvement needs at our properties.

Jordan Tower II HOME Loan Maturity

MHFA has responded to our proposal. They are suggesting an initial payment of \$500,000 versus our proposal of \$300,000. We have sent them additional information regarding future capital needs at the property in the hope that they will either agree to our amount or at least lower their request. We may hear back from them in the next week or two.

Staffing

Terri Ryan, our Property Manager has announced her retirement from the HRA effective December 1st. Terri has been with us for almost 8 years in her role. We will work to fill the opening her retirement creates.

Amy Farris has joined us in the role of Housing Assistant with her first day at the agency being November 13th. Amy fills the role vacated by Megan Conway when she was promoted.

Attachments

None.

Housing Board Report

Month Ending October 2023

Waiting List Numbers

	Jordan Tower I	Jordan Tower II	Family Public Housing	Housing Choice Voucher
September 2023	154	49	33	235
October 2023	156	45	41	257

HRA Owned Properties

	Jordan Tower I	Jordan Tower II	Family Public Housing Units	Market Rate Rentals (13)
Move-outs	1	1	0	1
Move-ins	2	2	0	0
Lease Terminations or Evictions this month	0	0	0	0
Occupancy Rate	100%	99%	100%	91%

Voucher Programs

Housing Choice Voucher		Monthly HAP Received	\$82,602
Allocated Vouchers	169	Monthly HAP Paid	\$85,115
Funded Vouchers	127	HAP Reserves	\$91,663
Leased Vouchers	139	Per Unit Cost	\$612
Utilization Rate for Provided Funding	109%	Utilization Rate for Monthly Funding	103%
Move-ins	1	Shopping	3
Move-outs	0	Processing Applications	21

Bridges Rental Assistance	GY 2023-2025	Total Grant Awarded	\$225,792
Vouchers Leased	8	Available Balance	\$201,618
Awarded Vouchers	12	Grant Months remaining	20
Utilization of Vouchers	67%	Grant Funds Utilization	10%
Move-ins	0	Shopping	0
Move-outs	0	Processing Applications	3

Program/Project Updates

- Jordan Tower I Electrical Project
 - We are now working on the electrical portion of the project. There will be multiple days with different length of power outages. Staff and contractors are still working on a schedule for these events. Notices will go out to all residents and staff once the schedule is confirmed.
- Staff met with Mike Hegna from Finn Daniels to discuss future capital need projects and possible funding sources.

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 gcrcrw@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

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WWW.REDWINGHRA.ORG

November 14, 2023

To: Red Wing HRA Board of Commissioners

From: Corrine Stockwell, Finance Director

Re: Finance Report

Reserves Adjusted

Program	August 2023	September 2024
Public Housing	\$379,904	\$380,735
Housing Choice Vouchers (FSS and restricted included)	\$11,573	-\$2,578
Redevelopment	\$844,386	\$829,517
AHTF	\$407,732	\$396,441
Bridges	\$0	-\$5,652
Small Cities Program	\$313,820	\$320,772
Jordan Tower II	\$1,307,283	\$1,363,542
Total	\$3,264,698	\$3,282,778

Operating Budget Update

Category	YTD (September)	Budgeted	Variance
Revenues	\$3,492,137	\$3,471,387	1%
Expenses	\$2,819,520	\$3,225,442	-13%
Net Income	\$672,617		

Notes to Financial Statements

- The negative Housing Choice Voucher balance is due to Port Out invoice from past months being paid out. HUD-Held Reserves used.
- AHTF balance reduced due to Owner-Occupied rehab loan and HBA loan issued.
- Bridges reflects a negative balance due to not receiving voucher disbursement by months end.
- Small Cities increased due to final payment of loan.

Other Business

- Earned Sick and Safe Time
 - Current sick time policies align with state regulations for ESST. One change that must be made is to eliminate the Wellness Day that staff can accrue for three (3) consecutive months without using sick time. Changes have been made to the Employee Handbook.
- With approval of 2024 Final Operating Budget, staff will receive a Cost of Living increase of 3% for 2024. Social Security announced a 3.2% increase for 2024.

Committee Reports

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

RED WING HRA RESERVE ACCOUNTS
September 2023 Month End

Program	Fund Account	31-Aug-2023	30-Sep-2023	30-Sep-2022
Jordan Tower I & Family Units	Unrestricted - CDs	\$ 42,925	42,925	42,711
	Unrestricted	\$ 287,489	287,488	132,773
	Restricted - Sec Dep	\$ 49,904	50,172	48,761
	Total	\$ 380,318	380,585	224,245
	Due to/from Redevelopment	415.45	-149.50	0.00
Sec 8 Voucher	Unrestricted Cash	\$ 6,443	16,336	6,410
	FSS Escrow	\$ 11,500	1,495	11,794
	HAP Reserve Acct	\$ 793	-3,368	9,300
	Total	\$ 18,736	14,462	27,504
	Due to/from Redevelopment	7,162.58	17,039.87	5,678.45
Redevelopment	MURL Investments	\$ 115,775	116,827	107,228
	Transitional Housing	\$ 0	0	6,119
	Bluff View	\$ 65,143	66,543	54,293
	Twin Homes	\$ 14,400	14,700	11,069
	Hill Street	\$ 4,193	5,195	10,496
	Restricted - Sec Dep	\$ 12,140	13,014	12,010
	Restricted - CDG	\$ 36,000	36,000	36,000
	ILSP	\$ -5,148	-5,652	-6,962
	Unrestricted	\$ 583,098	554,283	324,359
	Total	\$ 825,601	800,909	554,612
Bridges	Unrestricted	11,356	6,216	12,034
	Front Funded HAP	\$ 0	0	0
	Total	\$ 11,356	6,216	12,034
	Due to/from Redevelopment	11,356.39	11,868.39	12,410.39
AHTF	Unrestricted AHTF	\$ 407,732	396,441	291,557
	Program Income	0	0	0
	Total	\$ 407,732	396,441	291,557
	Due to/from Redevelopment	0.00	0.00	0.00
Small Cities	Small Cities Program	\$ 313,820	320,772	289,927
	Program Income	0	0	0
	Total	\$ 313,820	320,772	289,927
	Due to/from Redevelopment	0.00	0.00	0.00
Jordan II Tower	Unrestricted	\$ 1,266,202	1,322,825	1,062,245
	Restricted - Sec Dep	\$ 40,932	40,567	38,965
	City Bond Debt Escrow	\$ 0	0	32,709
	Total	\$ 1,307,134	1,363,392	1,133,919
	Due to/from Redevelopment	-149.50	-149.50	16,147.15
Total Cash Reserves		3,264,698	3,282,778	2,533,799

Financial Institution	Funds	Funds	Funds
Associated Bank	2,605,701	2,623,451	2,032,942
Edward D Jones	107,008	107,278	106,328
First Minnesota	147,844	147,844	146,770
Merchant's Bank	404,145	404,205	247,759
	\$3,264,698	\$3,282,778	\$2,533,799

Red Wing Housing and Redevelopment Authority
Income and Expense Report
9/30/2023

	Public Housing			Housing Choice Voucher			Jordan Tower II			Redevelopment			Budget			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
REVENUES																		
Rental Income	\$47,086	\$43,500	9%	\$79,732	\$67,315	8%	\$30,872	\$36,500	-4%	\$119,847	\$136,465	-12%	\$97,754	\$97,465	4%	\$97,754	\$97,465	4%
Subsidy	\$276,093	\$113,500	205%	\$1,168	\$0	\$1,168	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,168	\$0	1168%
Other Income- Tenants	\$18,727	\$15,000	25%	\$168	\$0	\$168	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$168	\$0	168%
Other Income	\$10,061	\$99,000	-9%	\$86,921	\$67,815	28%	\$59,970	\$64,562	-7%	\$11,416	\$30,000	-71%	\$6,438	\$7,308	-12%	\$16,877	\$181,500	-11%
Grants/Admin Fees	\$161,245	\$151,463	6%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Tax Levy	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DirectTV	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TIF Tax Increment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Transfer In	\$0	\$0	\$0	\$56,443	\$52,875	7%	\$809,603	\$949,562	-4%	\$740,760	\$803,925	-8%	\$8,230	\$8,625	-7%	\$65,673	\$61,500	7%
Total Receipts	\$889,550	\$811,463	10%	\$873,264	\$796,005	10%	\$909,603	\$949,562	-4%	\$740,760	\$803,925	-8%	\$78,961	\$110,433	-28%	\$3,492,137	\$3,471,387	1%
EXPENSES																		
ADMINISTRATIVE																		
Salaries	\$102,082	\$108,750	-6%	\$77,339	\$67,500	15%	\$95,861	\$116,250	-18%	\$119,742	\$126,375	-5%	\$11,002	\$11,250	-2%	\$406,026	\$430,125	-6%
Employee Benefits	\$39,553	\$43,500	-9%	\$34,990	\$27,000	30%	\$36,984	\$46,500	-20%	\$47,588	\$50,550	-6%	\$4,064	\$4,500	-10%	\$163,180	\$172,650	-5%
Advertising & Marketing	\$2,695	\$3,375	-20%	\$0	\$0	\$0	\$3,375	\$3,375	-21%	\$2,653	\$5,525	-100%	\$5,348	\$7,275	-26%	\$5,348	\$7,275	-26%
Memberships/Publications	\$120	\$0	\$120	\$0	\$0	\$120	\$0	\$120	\$0	\$120	\$0	\$120	\$0	\$120	\$120	\$0	\$120	\$0
Legal	\$1,128	\$750	50%	\$0	\$0	\$0	\$140	\$0	\$140	\$0	\$140	\$0	\$237	\$750	-68%	\$1,965	\$1,500	31%
Tenant	\$581	\$1,500	-61%	\$763	\$675	11%	\$586	\$1,500	-61%	\$2,480	\$1,500	65%	\$3,910	\$5,125	-24%	\$3,910	\$5,125	-24%
Training	\$2,859	\$3,750	-24%	\$1,949	\$2,250	-13%	\$2,859	\$3,750	-24%	\$3,117	\$3,300	-6%	\$10,878	\$19,650	-43%	\$10,878	\$19,650	-43%
Accounting	\$7,328	\$7,125	3%	\$4,729	\$4,500	5%	\$5,791	\$6,000	-3%	\$2,868	\$1,750	63%	\$7,065	\$18,625	-62%	\$7,065	\$18,625	-62%
Supplies	\$4,950	\$7,250	-31%	\$4,850	\$7,250	-33%	\$4,850	\$7,250	-33%	\$4,850	\$7,250	-33%	\$19,065	\$19,000	3%	\$19,065	\$19,000	3%
Office Rent	\$7,873	\$7,875	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies/Paper	\$5,989	\$6,250	-4%	\$5,663	\$3,750	51%	\$10,711	\$7,500	43%	\$2,235	\$1,500	49%	\$3,352	\$3,352	0%	\$3,352	\$3,352	0%
Sundry	\$9,235	\$12,500	-26%	\$4,231	\$4,500	-6%	\$1,402	\$1,250	12%	\$1,931	\$1,750	10%	\$1,352	\$1,352	0%	\$5,071	\$48,750	-89%
Telephone	\$1,421	\$1,875	-25%	\$1,421	\$1,875	-25%	\$1,421	\$1,875	-25%	\$1,421	\$1,875	-25%	\$1,421	\$1,875	-25%	\$5,640	\$7,500	-25%
Total Admin Expenses	\$186,107	\$200,250	-7%	\$139,497	\$116,363	18%	\$182,024	\$209,625	-13%	\$211,464	\$236,625	-11%	\$16,418	\$15,750	4%	\$731,508	\$778,613	-6%
Tenant Services																		
Social Service Coordinator	\$19,890	\$61,463	-3%	\$48,789	\$64,562	-24%	\$48,789	\$64,562	-24%	\$48,789	\$64,562	-24%	\$48,789	\$64,562	-24%	\$108,678	\$176,024	-38%
Resident Activities	\$4,567	\$5,124	-12%	\$4,567	\$5,124	-12%	\$4,567	\$5,124	-12%	\$4,567	\$5,124	-12%	\$4,567	\$5,124	-12%	\$4,567	\$5,124	-12%
Total Tenant Services Exp.	\$24,457	\$66,586	-3%	\$53,356	\$69,686	-23%	\$53,356	\$69,686	-23%	\$53,356	\$69,686	-23%	\$53,356	\$69,686	-23%	\$108,678	\$176,024	-38%
Utilities																		
Water & Sewer	\$39,199	\$45,000	-13%	\$24,719	\$33,750	-27%	\$24,719	\$33,750	-27%	\$10,143	\$13,125	-23%	\$10,143	\$13,125	-23%	\$74,061	\$91,875	-19%
Electricity	\$42,892	\$41,250	4%	\$27,241	\$26,250	4%	\$6,908	\$4,800	44%	\$6,908	\$4,800	44%	\$6,908	\$4,800	44%	\$77,042	\$72,500	7%
Gas	\$21,079	\$16,250	-17%	\$11,228	\$18,750	-40%	\$5,949	\$18,750	-68%	\$5,949	\$18,750	-68%	\$5,949	\$18,750	-68%	\$48,856	\$52,500	-7%
Recycling	\$15,133	\$15,000	1%	\$8,157	\$9,000	-9%	\$14,386	\$4,275	-20%	\$14,386	\$4,275	-20%	\$26,707	\$28,275	-6%	\$26,707	\$28,275	-6%
Total Utilities Exp.	\$118,083	\$127,500	-7%	\$81,346	\$87,750	-7%	\$55,962	\$66,525	-15%	\$37,386	\$46,875	-21%	\$43,366	\$56,900	-24%	\$216,666	\$244,950	-7%
Maintenance Expenses																		
Salaries	\$95,157	\$93,750	2%	\$66,433	\$67,500	-2%	\$10,192	\$15,375	-34%	\$10,192	\$15,375	-34%	\$17,782	\$17,625	1%	\$17,782	\$17,625	1%
Benefits	\$34,020	\$37,500	-9%	\$22,628	\$27,000	-16%	\$1,296	\$6,150	-79%	\$1,296	\$6,150	-79%	\$5,744	\$70,650	-18%	\$57,944	\$70,650	-18%
Materials	\$26,449	\$22,500	16%	\$20,355	\$18,750	9%	\$8,022	\$9,750	-18%	\$8,022	\$9,750	-18%	\$8,022	\$9,750	-18%	\$54,527	\$51,000	7%
Uniforms	\$415	\$450	-8%	\$415	\$450	-8%	\$415	\$450	-8%	\$415	\$450	-8%	\$415	\$450	-8%	\$415	\$450	-8%
Elevator Contract	\$5,934	\$6,000	-1%	\$5,934	\$6,000	-1%	\$5,934	\$6,000	-1%	\$5,934	\$6,000	-1%	\$5,934	\$6,000	-1%	\$5,934	\$6,000	-1%
Externalizing	\$1,218	\$1,750	-68%	\$7,703	\$7,750	-1%	\$7,703	\$7,750	-1%	\$7,703	\$7,750	-1%	\$7,703	\$7,750	-1%	\$7,703	\$7,750	-1%
Heating/Cooling Contracts	\$536	\$750	-29%	\$536	\$750	-29%	\$536	\$750	-29%	\$536	\$750	-29%	\$536	\$750	-29%	\$536	\$750	-29%
Plumbing Contracts	\$7,605	\$1,500	407%	\$12,296	\$1,500	720%	\$12,296	\$1,500	720%	\$12,296	\$1,500	720%	\$12,296	\$1,500	720%	\$12,296	\$1,500	720%
Unit Turnaround	\$20,188	\$11,250	85%	\$18,595	\$9,000	107%	\$18,595	\$9,000	107%	\$18,595	\$9,000	107%	\$18,595	\$9,000	107%	\$18,595	\$9,000	107%
Contract Costs	\$20,481	\$112,500	-82%	\$19,113	\$45,000	-58%	\$19,113	\$45,000	-58%	\$19,113	\$45,000	-58%	\$19,113	\$45,000	-58%	\$19,113	\$45,000	-58%
Total Maintenance Exp.	\$212,203	\$289,950	-27%	\$176,241	\$179,750	-2%	\$176,241	\$179,750	-2%	\$176,241	\$179,750	-2%	\$176,241	\$179,750	-2%	\$39,184	\$111,675	-65%
General Expenses																		
Property Insurance	\$48,072	\$48,750	-1%	\$40,832	\$41,250	-1%	\$40,832	\$41,250	-1%	\$13,978	\$15,113	-8%	\$13,978	\$15,113	-8%	\$13,978	\$15,113	-8%
Liability Insurance	\$7,506	\$7,500	0%	\$6,388	\$6,000	6%	\$6,388	\$6,000	6%	\$6,388	\$6,000	6%	\$6,388	\$6,000	6%	\$6,388	\$6,000	6%
Work Comp Insurance	\$6,866	\$6,750	2%	\$6,866	\$6,000	15%	\$6,866	\$6,000	15%	\$6,866	\$6,000	15%	\$6,866	\$6,000	15%	\$6,866	\$6,000	15%
Misc Insurance	\$2,897	\$3,000	-30%	\$1,921	\$3,000	-36%	\$1,921	\$3,000	-36%	\$1,921	\$3,000	-36%	\$1,921	\$3,000	-36%	\$1,921	\$3,000	-36%
Pilot	\$35,220	\$33,000	7%	\$39,948	\$30,000	33%	\$13,016	\$12,249	6%	\$13,016	\$12,249	6%	\$13,016	\$12,249	6%	\$13,016	\$12,249	6%
Software Maintenance	\$5,216	\$6,375	-18%	\$4,319	\$3,750	15%	\$5,216	\$6,375	-18%	\$5,216	\$6,375	-18%	\$5,216	\$6,375	-18%	\$5,216	\$6,375	-18%
Collection/Assets	\$150	\$1,500	-90%	\$3,761	\$375	9%	\$3,761	\$375	9%	\$3,761	\$375	9%	\$3,761	\$375	9%	\$3,761	\$375	9%
Other General Expense	\$7,500	\$7,500	-100%	\$745,218	\$675,000	10%	\$745,218	\$675,000	10%	\$745,218	\$675,000	10%	\$745,218	\$675,000	10%	\$745,218	\$675,000	10%
DirectTV	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ISP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminar	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Transfer out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TIF Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to H/HF	\$104,347	\$113,375	-6%	\$93,072	\$98,938	-5%	\$93,072	\$98,938	-5%	\$93,072	\$98,938	-5%	\$93,072	\$98,938	-5%	\$93,072	\$98,938	-5%
Total General Expenses	\$486,095	\$795,211	-14%	\$486,095	\$795,488	-14%	\$486,095	\$795,488	-14%	\$486,095	\$795,488	-14%	\$486,095	\$795,488	-14%	\$486,095	\$795,488	-14%
TOTAL EXPENSES	\$203,454	\$215,731	-11%	\$155,541	\$160,988	-5%	\$155,541	\$160,988	-5%	\$155,541	\$160,988	-5%	\$155,541	\$160,988	-5%	\$155,541	\$160,988	-5%
NET INCOME/LOSS	\$683,467	\$585,732	17%	\$737,818	\$679,617	9%	\$737,818	\$679,617	9%	\$737,818								



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

SUMMARY

Finance Committee Meeting

HRA Office Conference Room

Tuesday, November 7, 2023 at 3:30pm

Agenda

In attendance: Glen, Jackie, Sara, Kurt, and Corrine

3:30 pm Approval of Agenda 3:33 pm

2024 Final Budget

Recommend to Board of Commissioners

Other Business

4:30 pm Adjourn 4:28 pm

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



RED WING HOUSING & REDEVELOPMENT AUTHORITY

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November 14, 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	September 2023
Notes Receivable	\$1,803,091
Forgivable	\$985,626
Reserves	\$320,772

Small Cities Loan Servicing and Activities

No new pending applications at this time.

Affordable Housing Trust Fund Activities and Reserves

We are still waiting for the Hallstrom project to close.

One pending application for \$75K is waiting for the owner to provide the additional information needed to process the request.

September reserves for AHTF are \$396,441.

TIF (Housing) District No. 8

No change. Completion of the construction of the final phase of the development is getting closer. 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.

Three Rivers Tax Credit Development MOU

The City Council did not vote to rezone the proposed site. That effectively eliminates chances for an application for Federal tax credits for the 2024 funding round. Work needs to be done to find sites in the City that can be zoned for future multi-family development because right now there are none. Without appropriately zoned sites it makes bringing affordable housing to town highly unlikely. That topic may be the subject of a future HRA and Planning Commission workshop.

Community Development Grant

Megan Tsui from Downtown Mainstreet will make a presentation to the Board requesting that we participate in a new Retail Challenge by issuing a Community Development Grant in the amount of \$20,000. These grants are funded out of our unrestricted redevelopment account balance. Prior to the creation of the AHTF the agency used to fund these grants on a somewhat regular basis. Since the



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creation of the AHTF we have dedicated the funding to it and have not issued a CDG since 2016. There is currently \$36,000 remaining in the redevelopment account identified for this purpose.

Housing & Redevelopment Related Update

We are still monitoring 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.

Attachments:

None.