



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, July 8, 2025, 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 2555 573 2565 and password 2025 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 *)

The Consent Agenda consists of items that often don't require Council discussion. These items are usually routine business, non-controversial, or have been discussed publicly in the past. These items can be approved by the Council all at once unless a Council member acknowledges they would like to comment or have a discussion on any of these items at this meeting. If no Council member has a concern or comment on any of the consent agenda items, the Council will approve them all at the same time.

- 6.A. Motion to Approve June 10, 2025, Regular Meeting Minutes
- 6.B. Motion to Approve Bills (Checks 52367-52450, totaling \$232,832.40).
Public Housing: \$86,904.03
Housing Choice Voucher: \$4,864.42

Jordan Tower II: \$85,169.29
Redevelopment: \$32,327.66
Small Cities: \$23,567.00
TIF: \$0
AHTF: \$0

7. Motions & General Business

- 7.A. Resolution No. 1460-25 Admissions and Continued Occupancy Policy (ACOP) for Public Housing
 - 7.A.1. Public Hearing
 - 7.A.2. Consider the Motion to Adopt Resolution No. 1460-25 Admissions and Continued Occupancy Policy (ACOP) for Public Housing
- 7.B. Introduction to the Tenant Selection Plan (TSP) for Multi-Family Section 8 New Construction (Jordan Tower II)
- 7.C. Agreement with Goodhue County Habitat for Humanity to use AHTF resources to support the creation of affordable home-ownership units

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
 - The next HRA regular Board Meeting will be August 12, 2025, 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
HRA Board Regular Meeting
Tuesday, June 10, 2025, at 3:30 PM

Board Members Present: Board Chair, Jason Jech; Commissioners: Abby Villaran, Kristi Reuter, Nic Abney, Liz Magill, Jackie Luikart, and Sara Hoffman.

Others Present: Kurt Keena, Executive Director; Corrine Kulseth, Finance Director; Jennifer Jacobson, Housing Director; and Beth Snyder, City Council Liaison

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll Call was taken with all members present.

4. Approval of Agenda

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

5. Public Comment

There were no public comments.

6. Consent Agenda (Roll Call Required*)

A. Motion to Approve June 10, 2025, Regular Meeting Minutes

B. Motion to Approve Bills (Checks 52299 - 52366, totaling \$319,763.22)

- i. Public Housing: \$118,523.26
- ii. Housing Choice Voucher: \$4,429.6
- iii. Jordan Tower II: \$90,277.00
- iv. Redevelopment: \$56713.35
- v. Small Cities: \$50,000.00
- vi. TIF \$0
- vii. AHTF: \$0

A motion to accept the Consent Agenda was made by Reuter and seconded by Hoffman. Roll call was taken and all board members were in favor.

7. Motions and General Business

A. Resolution No. 1458-25 Updates to the Administration Plan for Housing Choice Voucher

Program Jacobson explained that each Public Housing Authority (PHA) must adopt a written Administrative Plan (Admin Plan) for the Housing Choice Voucher (HCV) Program. The Housing Opportunity through Modernization Act (HOTMA) of 2016 amended several regulations that will bring substantial changes to federal housing programs.

- i. Public Hearing – Jech opened a Public Hearing at 3:33pm. There were no comments. Public Hearing was closed at 3:33pm
- ii. Consider Motion to Adopt Resolution No. 1458-25 Updates to the Administration Plan for Housing Choice Voucher Program
A Motion to Adopt Resolution No. 1458-25 Updates to the Administration Plan for Housing Choice Voucher Program was made by Abney and seconded by Magill.
Roll call was taken and all were in favor. Motion carried.

B. Introduction to the Admissions and Continued Occupancy Policy (ACOP) for Public Housing.

- A. Jacobson explained each Public Housing Authority (PHA) must adopt a written Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program. The U.S.

Department and Urban Development's (HUD) final rules are published in the Federal Register which are mandatory to be implemented by Public Housing Authorities (PHAs), Owners and Management Agents. Over the last several months, staff has gone through the entire policy to ensure that our policy is accurate and up to date. A public hearing is scheduled for July 8, 2025 during the Red Wing Housing and Redevelopment Authority Board meeting.

- B. Resolution No. 1459-25 Approval to Enter into Agreement for Bridges Rental Assistance Program Funding. Jacobson explained the Red Wing HRA began administering the Bridges program in 2017. Bridges program provides temporary rental assistance until the participating household is able to obtain either a Housing Choice Voucher or some other rental subsidy. The Red Wing HRA has a cooperative agreement with Goodhue County Health and Human Services to assist with administering the grant. The Red Wing HRA was notified they were awarded \$368,280.00 to serve (18) households.

A motion to adopt Resolution No. 1459-25 Approval to Enter into Agreement for Bridges was made by Abney and seconded by Magill. Roll call was taken and all were in favor. Motion carried.

- C. Resolution No. 1457-25 Approving Formation of Bluff View Red Wing LLC – Keena explained in order to be eligible to apply for NOAH funding from MHFA to make capital improvements to our Bluffview property, we have to create a single member LLC. The single member LLC would become the owner of the property if we are successful in being awarded funding. The HRA would be the sole member of the LLC and would control it through the Governors and the appointment of Officers.

A motion to approve Resolution No. 1457-25 Approving Formation of Bluff View Red Wing LLC was made by Reuter and seconded by Hoffman. Roll call was take and all were in favor. Motion carried.

8. Communication Items

A. Executive Director Report

Keena updated the Board regarding State and Federal funding. At the State level the Red Wing HRA learned they were awarded \$150,000 in funding for a matching grant to our AHTF. We applied for the maximum of \$225,000, but only two applicants were awarded that amount. At the Federal level the Red Wing HRA continues to watch the 2026 budget process to see what Congress ultimately decides to fund as opposed to what the President has proposed. The Red Wing HRA continues to work with DDA Human Resources on the completion of the Compensation Study and will bring the final recommendation to the Board for review and approval once completed. Board property tour will be held on July 29, 2025 at 3:00pm.

B. Finance Report

Kulseth discussed the financials for April. Revenue and Expenses will still reflect negative variances due to timing of paying annual contracts, not receiving tax levy yet and payments made toward 2024 POHP before reimbursement. She also stated she has begun to prepare the 2026 Preliminary Budget for August Board meeting.

C. Housing Report

Jacobson presented waitlist, move out and Voucher program numbers ending May 2025. The Red Wing HRA received the 2025 Capital Fund Program (CFP) in the amount of \$326,715. We use these funds to operate and make capital improvements to our public housing units. To finish utilizing the 2023 Congressionally Directed Spending (CDS) grant, the light fixtures at Haven of Hope were replaced in each unit.

D. Community Development Report

Keena would like to get feedback from the board on extending and revising the agreement between

Red Wing HRA and Goodhue County Habitat for Humanity concerning the production of new affordable homeownership units in town. The Red Wing HRA had an agreement to allocate some AHTF resources for up to three new units that has since expired. Habitat would like the HRA to consider allocating funds for one unit that is nearing completion and for future units that will be created as part of their Hope Heights project. April reserves for the AHTF are \$311,057.

E. Resident Council Report

Luikart stated they celebrated Memorial Day with a potluck and they had patriotic music playing in the background and they all saluted the Flag. She also stated the new Resident Council started training today.

F. Hope Coalition Report

Villaran stated there is a Hygiene Drive going on at First Farmers & Merchants Bank locations in Red Wing, Cannon Falls and Goodhue.

G. City Council Liaison Report

The City Council approved the Public Parking Policy for downtown. They will start with warnings in June. She also stated Hope Heights District (the old hospital property) did receive the matching funds of \$500,000 for that project. Also the ordinance for Cannabis continues to change as the state laws change.

H. Announcements

- a. The next HRA Board Meeting will be on July 8, 2025, at 3:30 p.m. in the City Council Chambers.

I. **Adjourn**

The meeting was adjourned at 4:28p.m. by Board Chair Jason Jech.

Respectfully Submitted By,
Dawn Gielau

Board Chair

Red Wing Housing & Redevelopment Authority

Checks Written Report

June 1, 2025 - June 30, 2025

Payment Date	Payment Number	Payment Amount	Payee Name
06/05/25	1724	\$50.00	NICHOLAS ABNEY
06/05/25	1725	\$259.44	ADAMS PEST CONTROL
06/05/25	1726	\$198.73	CINTAS CORPORATION
06/05/25	1727	\$295.95	ESI HOSTED SERVICES
06/05/25	1728	\$243.00	FILEVISION USA
06/05/25	1729	\$180.00	RENEE LAVIGNE
06/05/25	1730	\$196.12	MAIDS IN MINNESOTA
06/05/25	1731	\$23,372.15	MINNESOTA HOUSING FINANCE AGENCY
06/05/25	1732	\$1,485.18	MRI SOFTWARE LLC
06/05/25	1733	\$200.00	BARRY PREBLE
06/05/25	1734	\$52.99	SHRED-IT USA LLC
06/05/25	1735	\$2,000.00	STEEL IN THE AIR INC
06/05/25	1736	\$50.00	ABBY VILLARAN
06/12/25	1737	\$6,000.00	COMMUNITY & ECONOMIC DEVELOPMENT ASSOC
06/12/25	1738	\$198.73	CINTAS CORPORATION
06/12/25	1739	\$450.00	CSC SERVICEWORKS INC
06/12/25	1740	\$279.38	INNOVATIVE OFFICE SOLUTIONS LLC
06/12/25	1741	\$139.26	JENNIFER JACOBSON
06/12/25	1742	\$210.00	KURT KEENA
06/12/25	1743	\$30.00	BARRY PREBLE
06/12/25	1744	\$38.36	RYANNE SCHUTZ
06/12/25	1745	\$214.12	CORRINE KULSETH
06/17/25	1746	\$1,398.15	BALLARD SPAHR LLP
06/17/25	1747	\$14.99	CARASOFT TECHNOLOGY CORPORATION
06/26/25	1748	\$198.73	CINTAS CORPORATION
06/26/25	1749	\$23,372.15	MINNESOTA HOUSING FINANCE AGENCY
06/26/25	1750	\$302.95	THEIPGUYS NET LLC ONENET GLOBAL
06/26/25	1751	\$51.16	CORRINE KULSETH
06/05/25	52367	\$17,475.00	EMPIRE EXTERIORS, INC
06/05/25	52368	\$50.00	Samantha Short
06/05/25	52369	\$135.16	Elizabeth Twitchell
06/05/25	52370	\$52.00	CITY OF RED WING OTHER UTILITIES
06/05/25	52371	\$0.00	Void / CITY OF RED WING WATER & SEWER
06/05/25	52372	\$0.00	Void / CITY OF RED WING WATER & SEWER
06/05/25	52373	\$13,545.68	CITY OF RED WING WATER & SEWER
06/05/25	52374	\$467.73	CULLIGAN WATER CONDITIONING
06/05/25	52375	\$39,091.93	FINN DANIELS ARCHITECTS
06/05/25	52376	\$200.00	CANDIS FLECK
06/05/25	52377	\$3,339.00	HAWKINS ASH CPAS LLP
06/05/25	52378	\$425.00	P HANSON MARKETING INC
06/05/25	52379	\$24.97	HD SUPPLY FACILITIES MAINTENANCE
06/05/25	52380	\$50.00	SARA HOFFMAN

06/05/25	52381	\$1,322.00	LANDRUM DOBBINS LLC
06/05/25	52382	\$50.00	JACKIE LUIKART
06/05/25	52383	\$50.00	ELIZABETH MAGILL
06/05/25	52384	\$1,665.24	MENARDS RED WING
06/05/25	52385	\$30.13	OROURKE MEDIA GROUP
06/05/25	52386	\$200.00	STEPHEN JOHN PRINGLE
06/05/25	52387	\$429.00	PYE-BARKER FIRE & SAFETY, LLC
06/05/25	52388	\$557.00	RUNNINGS FARM & FLEET
06/05/25	52389	\$183.00	RED WING PLUMBING & HEATING
06/05/25	52390	\$3,300.00	SMITH SCHAFFER & ASSOCIATES
06/05/25	52391	\$41.25	VICKIS FOOT AND NAIL CARE PLLC
06/05/25	52392	\$7,542.93	VISA
06/05/25	52393	\$200.00	LESLIE WILBURN
06/05/25	52394	\$9,767.20	XCEL ENERGY
06/12/25	52395	\$30.00	IRENE ALGER
06/12/25	52396	\$30.00	JOANNE BUNDY
06/12/25	52397	\$10.00	LARRY CEDAR
06/12/25	52398	\$508.09	CITY OF RED WING OTHER UTILITIES
06/12/25	52399	\$312.47	CULLIGAN WATER CONDITIONING
06/12/25	52400	\$115.00	DEWEYS MAJOR APPLIANCE SERVICE
06/12/25	52401	\$20.00	PATRICIA DONALDSON
06/12/25	52402	\$20.00	JEANELLE FOSBERG
06/12/25	52403	\$150.00	STEVEN GREGORY
06/12/25	52404	\$1,200.00	HAWKINS ASH CPAS LLP
06/12/25	52405	\$30.00	TODD HALLAHAN
06/12/25	52406	\$5,696.00	HOUSING AUTHORITY RISK RETENTION GROUP
06/12/25	52407	\$380.23	HIAWATHA BROADBAND
06/12/25	52408	\$113.98	HD SUPPLY FACILITIES MAINTENANCE
06/12/25	52409	\$35,838.00	HOUSING INSURANCE SERVICES INC
06/12/25	52410	\$80.73	ERICK JOHNSON
06/12/25	52411	\$60.00	JOHNSON TIRE SERVICE
06/12/25	52412	\$55.00	JACKIE LUIKART
06/12/25	52413	\$20.00	CHERYL LUND
06/12/25	52414	\$989.96	MENARDS RED WING
06/12/25	52415	\$150.00	NATHAN MEWES
06/12/25	52416	\$365.40	MN MULTI HOUSING ASSOCIATION
06/12/25	52417	\$20.00	ROMELIA MORENO
06/12/25	52418	\$144.32	TOM PARKER ELECTRIC
06/12/25	52419	\$90.47	PLUNKETTS PEST CONTROL INC
06/12/25	52420	\$10.00	CHRISTINE RADTKE
06/12/25	52421	\$30.00	KIM ROSSI
06/12/25	52422	\$20.00	LINDA ROWAN
06/12/25	52423	\$67.50	SARGENTS NURSERY INC
06/12/25	52424	\$10.00	JAIME SCHMIDT
06/12/25	52425	\$1,337.98	SCHUMACHER ELEVATOR COMPANY
06/12/25	52426	\$770.00	STARTECH COMPUTING INC
06/12/25	52427	\$30.00	JOYCE THOMPSON

06/12/25	52428	\$20.00	BETTY TWITCHELL
06/12/25	52429	\$32.05	XCEL ENERGY
06/12/25	52430	\$10.00	CATHERINE KREYE
06/17/25	52431	\$821.85	CITY OF RED WING OTHER UTILITIES
06/17/25	52432	\$2,856.56	DIRECT TV
06/17/25	52433	\$20.63	MENARDS RED WING
06/17/25	52434	\$15.58	JAIME SCHMIDT
06/17/25	52435	\$336.00	TEE JAY NORTH INC
06/26/25	52436	\$177.00	CITY OF RED WING OTHER UTILITIES
06/26/25	52437	\$92.00	GOODHUE COUNTY RECORDER
06/26/25	52438	\$645.00	P HANSON MARKETING INC
06/26/25	52439	\$206.29	HD SUPPLY FACILITIES MAINTENANCE
06/26/25	52440	\$79.50	MARCO TECHNOLOGIES LLC
06/26/25	52441	\$949.70	MENARDS RED WING
06/26/25	52442	\$1,040.00	MINNESOTA NAHRO
06/26/25	52443	\$4,480.61	MUTUAL OF OMAHA
06/26/25	52444	\$239.00	NAN MCKAY & ASSOCIATES INC
06/26/25	52445	\$595.00	OROURKE MEDIA GROUP
06/26/25	52446	\$828.84	TOM PARKER ELECTRIC
06/26/25	52447	\$276.46	Milagros Santiago Fuentes
06/26/25	52448	\$104.51	The Estate of Nell Nelson
06/26/25	52449	\$99.96	THE SHERWIN WILLIAMS CO
06/26/25	52450	\$8,524.97	XCEL ENERGY

\$232,832.40



Red Wing Housing & Redevelopment Authority

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July 8, 2025

To: Red Wing Board of Commissioners
From: Jennifer Jacobson, Housing Director
Re: Admissions and Continued Occupancy Policy (ACOP) for Public Housing
Resolution #1460-25

Background

Each PHA must adopt a written Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program. The U.S. Department of Housing and Urban Development's (HUD) final rules are published in the Federal Register which are mandatory to be implemented by Public Housing Authorities (PHAs), Owners and Management Agents

Nan McKay publishes a model ACOP for the Public Housing program and provides, as needed, revisions to the policy as HUD regulations change. The Red Wing HRA purchases a subscription to their model policies and updates. Over the last several months, staff have gone through the entire policy to ensure that our policy is accurate and up to date.

For many HUD regulations, the PHA does not have a choice on how it will implement the policy, but for some regulations, the PHA has a choice for what they would like their policy to be as long as it is within HUD guidelines. Nan McKay provides a guide along with the model plan that, in most cases, gives a "safe harbor" choice or says option two, PHA's own policy.

Summary of ACOP Updates

The Housing Opportunity Through Modernization Act (HOTMA) of 2016 amended several regulations that will bring substantial changes to federal housing programs. Some changes are not in effect due to a delay in software compatibility with the HUD system for reporting. Due to waiting for a new compliance date, some chapters are split into two sections; one for pre-HOTMA compliance date and one for post-HOTMA compliance date. Overall, there were edits to the formatting, punctuation and language clarification.

Pre-HOTMA Significant Changes:

- Better clarification of language for Violence Against Women Act (VAWA)
- There is an asset limitation of \$100,000 for all new participants
- Acceptable documentation timeline increased from 60 to 120 days

Post-HOTMA Significant Changes:

- An appendix to outline which chapters are effected by HOTMA compliance date
- Elderly/disabled deduction increase from \$400 to \$525
- Asset limit to use imputed income increased from \$5,000 to \$50,000+ inflation
- Updates to list of federally mandated income exclusions
- Clarifications regarding health and medical care expenses



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Inspections Chapter

- National Standards for the Physical Inspection of Real Estate (NSPIRE) implementation has been implemented in place of HUD's Uniform Physical Condition Standards (UPCS)

Steps for ACOP Approval

A copy of the draft ACOP is available for review at the Red Wing HRA main office and at the Resident Social Service offices in Jordan Tower I & II. HRA staff have a hard copy of the plan for each Board Member.

The PHA Board of Commissioners must formally adopt the ACOP. Additionally, current Public Housing tenants must be given a sixty-day notice, which includes a thirty-day comment period. Notice of the revised policy was sent to current tenants on May 5, 2025. HRA Staff will attend the Resident Council meeting on June 17, 2025 to go over the policy and seek comments from the council.

A public hearing is scheduled for July 8, 2025 during the Red Wing Housing and Redevelopment Authority Board meeting at 3:30pm in City Council chambers. At that time, any comments on the ACOP will be considered. After the public hearing, the Board of Commissioners will be asked to consider approval of the revised ACOP. (See Attachment A)

Recommendation

Staff requests the HRA Board of Commissioners to adopt Resolution #1460-25 approving: 1) the revised and updated Admission and Continued Occupancy Policy and 2) make the policy effective July 8, 2025.

RESOLUTION #1460-25
UPDATES TO THE ADMISSION AND CONTINUED OCCUPANCY POLICY FOR
PUBLIC HOUSING PROGRAM

WHEREAS, Each PHA must adopt a written Admission and Continued Occupancy Policy (ACOP) for the Public Housing (PH) Program. The U.S. Department of Housing and Urban Development’s (HUD) final rules are published in the Federal Register which are mandatory to be implemented by Public Housing Authorities (PHAs), Owners and Management Agents; and

WHEREAS, A copy of the draft ACOP was available for review at the Red Wing HRA main office and at the Resident Service Offices in Jordan Tower I & II. HRA Staff presented the ACOP for the Red Wing HRA Board of Commissioners at the meeting on June 10, 2025; and

WHEREAS The current PH participants must be given a sixty-day notice, which includes a thirty day comment period. Notice of the revised policy was sent to current participants on May 5, 2025; and

WHEREAS, A public hearing was held on July 8, 2025 at the regular Board of Commissioners meeting. All public comments were presented. The effective date of these policy changes will be July 8, 2025; and

Therefore, let it be resolved that the HRA Board of Commissioners adopts Resolution #1460-25 approving updates to the Admissions and Continued Occupancy Policy for Public Housing Program effective July 8, 2025.

Dated: July 8, 2025

Board Chair

Secretary/Treasurer

Attachment A

Admission and Continued Occupancy Policy (ACOP) Public Hearing Comments Public Hearing on July 8, 2025

On May 6, 2025, a letter was sent out to all Public Housing Participants about the updated Admissions and Continues Occupancy Policy. The directions on how to comments on the revision were included in the letter.

No comments received.

HRA staff attended the Resident Council meeting held on June 25, 2025 at 10:00 a.m. to review the ACOP and seek any comments.

No comments received

A Public Hearing Notice was published in the Republican Eagle on May 24, 2025, which described how to review the ACOP and how to submit comments.

No comments received

Jennifer Jacobson
Housing Director



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July 8, 2025

To: Red Wing Board of Commissioners
From: Jennifer Jacobson, Housing Director
Re: Introduction to the Tenant Selection Plan (TSP) for Multi-Family Section 8 New Construction (Jordan Tower II)

Background

Jordan Tower II is a HUD-subsidized multifamily property, under the Section 8 New Construction Program. There are 104 units in Jordan Tower II. The Tenant Selection Plan (TSP) is to ensure that tenants are selected for occupancy in accordance with HUD requirements and established management policies and procedures.

Nan McKay publishes a model TSP for the Multi-Family program and provides, as needed, revisions to the policy as HUD regulations change. The Red Wing HRA purchases a subscription to their model policies and updates. Over the last several months, staff have gone through the entire policy to ensure that our policy is accurate and up to date.

For many HUD regulations, the PHA does not have a choice on how it will implement the policy, but for some regulations, the PHA has a choice for what they would like their policy to be as long as it is within HUD guidelines. Nan McKay provides a guide along with the model plan that, in most cases, gives a “safe harbor” choice or says option two, PHA’s own policy.

Summary of TSP Updates

The Housing Opportunity through Modernization Act (HOTMA) of 2016 amended several regulations that will bring substantial changes to federal housing programs. Some changes are not in effect due to a delay in software compatibility with the HUD system for reporting. There are similar HOTMA and NSPIRE changes for this program as there have been with the other programs. In the TSP, it focuses more on the procedures for selecting residents from the waiting list.

The chapter included in the TSP are:

- Nondiscrimination
- The Application Process
- Waiting List Procedures
- Project Eligibility
- Program Eligibility
- Screening Criteria
- Unit Transfer Policy
- The Violence Against Woman Act (VAWA)
- Provision Required Under HOTMA

Steps for TSP Approval

A copy of the draft TSP is available for review at the Red Wing HRA main office and at the Resident Social Service offices in Jordan Tower I & II. HRA staff have a hard copy of the plan for each Board Member.



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The PHA Board of Commissioners must formally adopt the TSP. Additionally, current Multi-Family tenants must be given a sixty-day notice, which includes a thirty-day comment period. Notice of the revised policy was sent to current tenants on June 9, 2025. HRA Staff will attend the Resident Council meeting on July 15 2025 to go over the policy and seek comments from the council.

A public hearing is scheduled for August 12, 2025 during the Red Wing Housing and Redevelopment Authority Board meeting at 3:30pm in City Council chambers. At that time, any comments on the TSP will be considered. After the public hearing, the Board of Commissioners will be asked to consider approval of the revised TSP.

Recommendation

No action by the Board of Commissioners is required at this meeting. Staff will bring any comments received on the TSP to the Board at the August 12, 2025 scheduled Board meeting and seek approval of the TSP at that time.



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July 8, 2025

To: Red Wing Board of Commissioners
From: Kurt Keena, Executive Director
Re: Agreement with Goodhue County Habitat for Humanity to use AHTF resources to support the creation of affordable home-ownership units

Background

In January of 2021 the HRA and Goodhue County Habitat for Humanity (GCH4H) entered into an agreement whereby GCH4H would build three new affordable homes in three different areas of the city. Upon completion of the units GCH4H would receive a payment of \$10K from the HRA out of the Affordable Housing Trust Fund (AHTF). The agreement allowed up to five years for the construction of the three homes.

Due to complications related to the Covid Pandemic and the shortage of available affordable building sites, GCH4H experienced delays in the creation of the three homes. In 2024 the HRA assisted GCH4H in obtaining a building site on East 5th Street upon which they are constructing a duplex. Those homes are nearing completion and will be sold to families in 2025.

GCH4H has purchased the former St. John's Hospital site and is developing it into a neighborhood they are calling Hope Heights. Over the course of approximately 10 years they expect to build 26 new affordable homes for Red Wing families. They expect to start construction of the first two units in 2025. The remaining units will be built over time after suitable infrastructure such as water and sewer are extended into the site. GCH4H is currently raising funds and seeking grants to cover the cost of installing the infrastructure.

Request

GCH4H is requesting consideration of amending and extending the original agreement to assist them with the creation of new affordable home-ownership units as they build out Hope Heights in future years. The request is to enter into a new 5-year agreement for the completion of up to six affordable home-ownership units, including the two homes nearing completion on 5th Street. They would also like consideration of increasing the per unit contribution from the AHTF to account for the substantial increase in the cost of materials and other costs associated with producing the units. They are requesting the amount per home be increased to \$25K, the same amount that we allow for the creation of each new affordable rental unit in the downtown area through the AHTF.

Availability of AHTF

The AHTF receives funds from two main sources at this time, the HRA Levy and excess TIF proceeds from Housing TIF District 8. In addition to these sources we have recently been awarded a matching grant from the State of Minnesota in the amount of \$150K.



Red Wing Housing & Redevelopment Authority

West Fifth Street
Wing, MN 55066
DD/TTY 7-1-1

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

Additionally, the City Council could direct existing and future SAHA resources to the AHTF to support this activity.

There are currently adequate AHTF resources to support this request and still fund the other approved activities of first-time home buyer's assistance and the creation of new affordable rental units.

Recommendation

The HRA Finance Committee and staff recommends that the HRA approve this request and enter into a new agreement with GCH4H with the following terms:

- Grant period of five years.
- \$25K per new affordable home ownership unit created up to six units.
- Total of the grant to be \$150K.
- Trigger point for payment of the amount per home to be when a purchase agreement is signed between GCH4H and the new home owner.
- No repayment of the grant funds is required.
- Applicants would fit the typical GCH4H program requirements.

The HRA Finance Committee and staff further recommends that future extensions of this agreement be considered as GCH4H continues to build out the Hope Heights neighborhood over the course of years to assure that adequate AHTF resources are available at that time.



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

July 8, 2025

To: Red Wing HRA Board of Commissioners

From: Kurt Keena, Executive Director

Re: Executive Director's Report

Federal, State & Local Funding

At the State level we are still awaiting word from MHFA on our Bring it Home voucher program application and our 2025 POHP application. We expect to hear on both of those requests sometime later this summer or early fall. We will be applying to them for NOAH funding for our Bluff View property by the July 24th deadline and will be seeking approximately \$4M to make extensive capital improvements at the property.

At the Federal level, we continue to watch the 2026 budget process to see what Congress ultimately decides to fund as opposed to what the President has proposed.

Cellular Site Lease Negotiations

The original 20-year lease we have with Verizon for a cellular site on top of Jordan Tower II is expiring at the end of this year. We are close to a final agreement with them and will bring the final proposed agreement to you for your consideration and approval at a future meeting once negotiations are complete.

Compensation Study

We continue to work with DDA Human Resources on the completion of this project and will bring the final recommendation to you for your review and approval once the work is complete.

Board Property Tour

The tour is set for Tuesday, July 29th at 3:00PM. We will send out more detailed information and materials for you closer to the date of the tour. At this time, it does not appear that we will have any vacant family units to tour but we can see all the properties and get inside units at Jordan Towers. This will be a chance for staff to share information about recent and future planned activities at the sites.

Perfect SEMAP Score

I am pleased to share that we have scored a perfect 100% on the Section Eight Management Assessment Program for our Housing Choice Voucher program. SEMAP is what HUD uses to assess the performance of agencies who administer the program. Our staff, Jennifer Cook, Lisa Welt and Megan Conway deserve recognition and credit for their performance in running the program for us.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Minneapolis Field Office
Paul D. Wellstone Federal Building
212 Third Avenue South, Suite 150
Minneapolis, MN 55401

June 18, 2025

Mr. Kurt Keena, Executive Director
Red Wing HRA
428 W. 5th Street
Red Wing, MN 55066

Dear Mr. Keena:

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for the **RED WING HRA**. We appreciate your time and attention to the SEMAP assessment process. SEMAP enables HUD to better manage the Section 8 tenant-based program by identifying PHA capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The **RED WING HRA** final SEMAP score for the fiscal year ended **12/31/2024** is **100%**. The following are your scores on each indicator:

Indicator	1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	15
Indicator	2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	20
Indicator	3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	20
Indicator	4	Utility Allowance Schedule (24 CFR 982.517)	5
Indicator	5	HQS Quality Control (24 CFR 982.405(b))	5
Indicator	6	HQS Enforcement (24 CFR 982.404)	10
Indicator	7	Expanding Housing Opportunities	NA
Indicator	8	Payment Standards (24 CFR 982.503)	5
Indicator	9	Timely Annual Reexaminations (24 CFR 5.617)	10
Indicator	10	Correct Tenant Rent Calculations (24 CFR 982, Subpart K)	5
Indicator	11	Pre-Contract HQS Inspections (24 CFR 982.305)	5
Indicator	12	Annual HQS Inspections (24 CFR 982.405(a))	10
Indicator	13	Lease-Up	20
Indicator	14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	NA
Indicator	15	Deconcentration Bonus	NA

Your overall performance rating is **High**.

Red Wing Owner-Occupied Home Rehab Program

Helping Red Wing homeowners stay safely at home — with a hand from the community.

Program Overview

The Red Wing Owner-Occupied Home Rehab Program is a locally funded partnership between Goodhue County Habitat for Humanity, the City of Red Wing, and the Red Wing Housing & Redevelopment Authority (HRA). This initiative helps income-qualified Red Wing homeowners make critical home repairs and accessibility modifications — preserving safe, affordable homeownership and ensuring individuals can remain in the homes they love.

Who Is Eligible?

To qualify, you must:

- Live within Red Wing city limits
- Own a home subject to real estate taxation and occupy the home as your primary residence
- Have a total household income at or below 80% of the Area Median Income (AMI)
- Be current on mortgage, taxes, and insurance
- Plan to remain in the home for at least three (3) more years

Additional consideration may be given to seniors, veterans, and individuals with disabilities.

What We Can Help With

If eligible, you may qualify for up to \$20,000 per household in assistance for:

- Roof repair or replacement
- Plumbing or electrical repairs
- HVAC and heating systems
- Entry ramps and stair safety
- Door or window replacement
- Accessibility modifications
- Other structural or safety concerns

Repayment Obligations

Depending on the scope of the project and if your income permits, a portion of the repair or modification cost will be funded through a no-interest, income-based repayment plan. Habitat for Humanity will negotiate loan terms with you.

How to Apply

You can apply in one of three ways:

1. **Online:** gchabitat.org/home-revitalization
2. **In Person:** 614 Plum Street, Red Wing, MN
3. **By Email:** tammyrindahl@gchabitat.org

Need help filling out your application? We're happy to assist — just reach out!

What to Expect

After reviewing your application, Habitat for Humanity will review your eligibility and schedule a visit for a home assessment. You will sign Memorandum of Understanding (MOU) if we mutually agree to go forward with the project. The work may be completed by Habitat for Humanity staff, volunteers, and/or subcontractors. If you are able, Habitat for Humanity would appreciate your help with the project.

Be Part of the Solution

This program is powered by neighbors helping neighbors. Here's how you can get involved:

- Volunteer on a repair project
- Donate to support local housing preservation
- Spread the word to neighbors in need

Contact Us

Goodhue County Habitat for Humanity

614 Plum Street, Red Wing, MN 55066

Phone: 651-764-3416

Email: tammyrindahl@gchabitat.org

Website: gchabitat.org/home-revitalization



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July 8, 2025

To: Red Wing HRA Board of Commissioners

From: Corrine Kulseth, Finance Director

Re: Finance Report

Reserves Adjusted

Program	April 2025	May 2025
Public Housing	\$494,477	\$403,585
Housing Choice Vouchers (FSS and restricted included)	\$56,933	\$15,539
Redevelopment	\$757,039	\$711,457
AHTF	\$311,057	\$311,361
Bridges	-\$11,538	-\$23,251
Small Cities Program	\$462,389	\$412,573
Jordan Tower II	\$1,513,793	\$1,498,817
Total	\$3,584,149	\$3,330,081

Operating Budget Update

Category	YTD 2025 (May)	Budgeted	Variance
Revenues	\$1,660,857	\$2,323,711	-29%
Expenses	\$1,760,749	\$2,166,562	-19%
Net Income	-\$99,891		

Notes to Financial Statements

- Public Housing decrease reflects quarterly insurance premiums and payments made for 2024 POHP
- HCV decrease is due to HAP disbursement being lowered to use excess funds
- Negative balance shown for Bridges program is due to not receiving HAP timely
- Redevelopment decrease is due to insurance premium, training, audit
- Small Cities decrease is payment made on recent loan
- Jordan Tower II decrease is insurance premiums, final payment of lease negotiation for cell tower
- Revenue and Expenses will still reflect negative variances due to timing of paying annual contracts, not receiving tax levy, and payments made toward 2024 POHP before reimbursement

Other Business

- Starting to prepare 2026 Preliminary Budget for August Board
- Renewal for the SCMF (service coordinator) grant is complete. 2025 approved amount is \$91,058, but requesting increase of \$17,955.

Committee Reports

Finance Committee summary attached to this report

RED WING HRA RESERVE ACCOUNTS
May 31, 2025 Month End

Program	Fund Account	30-Apr-2025	31-May-2025	31-May-2024
Jordan Tower I & Family Units	Unrestricted - CDs	\$ 45,542	45,542	44,573
	Unrestricted	\$ 399,692	308,906	319,332
	Restricted - Sec Dep	\$ 49,423	49,137	48,874
	Total	\$ 494,657	403,585	412,779
	Due to/from Redevelopment	180.00	0.00	907.85
Sec 8 Voucher	Unrestricted Cash	\$ -635	-1,462	12,269
	FSS Escrow	\$ 0	0	0
	HAP Reserve Acct	\$ 57,568	17,001	5,852
	Total	\$ 56,933	15,539	18,121
	Due to/from Redevelopment	0.00	0.00	12,534.86
Redevelopment	MURL Investments	\$ 118,201	118,372	117,265
	Transitional Housing	\$ 0	0	0
	Bluff View	\$ 93,143	94,543	77,743
	Twin Homes	\$ 12,368	12,368	12,368
	Hill Street	\$ 10,472	8,432	14,230
	Restricted - Sec Dep	\$ 11,461	11,561	14,062
	Restricted - CDG	\$ 31,000	31,000	31,000
	ILSP	\$ 833	833	2,342
	Unrestricted	\$ 447,507	400,641	437,518
	Total	\$ 724,985	677,750	706,528
	Bridges	Unrestricted	20,334	10,456
Front Funded HAP		\$ 0	0	0
Total		\$ 20,334	10,456	11,784
	Due to/from Redevelopment	31,872.39	33,707.39	11,784.39
AHTF	Unrestricted AHTF	\$ 311,057	311,361	416,812
	Program Income	0	0	0
	Total	\$ 311,057	311,361	416,812
	Due to/from Redevelopment	0.00	0.00	0.00
Small Cities	Small Cities Program	\$ 462,389	412,573	362,981
	Program Income	0	0	0
	Total	\$ 462,389	412,573	362,981
	Due to/from Redevelopment	0.00	0.00	0.00
Jordan II Tower	Unrestricted	\$ 1,474,255	1,458,569	1,180,694
	Restricted - Sec Dep	\$ 39,538	40,248	39,738
	City Bond Debt Escrow	\$ 0	0	0
	Total	\$ 1,513,793	1,498,817	1,220,432
	Due to/from Redevelopment	0.00	0.00	219.53
Total Cash Reserves		3,584,149	3,330,081	3,149,438

Financial Institution	Funds	Funds	Funds
Associated Bank	2,797,431	2,634,435	2,452,427
Edward D Jones	108,660	108,660	107,813
First Minnesota	154,380	154,380	151,997
Merchant's Bank	523,678	432,606	437,201
	\$3,584,149	\$3,330,081	\$3,149,438

Red Wing Housing and Redevelopment Authority
Income and Expense Report
5/31/2025

	Public Housing			Housing Choice Voucher			Jordan Tower II			Redevelopment			Bridges			All Programs		
	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	Total	Budget	Variance
REVENUES																		
Rental Income	\$283,239	\$287,292	-2%	\$215,531	\$220,833	-2%	\$215,531	\$220,833	-2%	\$71,941	\$76,801	-7%	\$56,390	\$35,417	59%	\$568,011	\$584,926	-3%
Subsidy	\$66,929	\$84,114	-20%	\$411,191	\$458,333	-10%	\$270,146	\$296,250	-7%	\$1,944	\$11,667	-83%	\$0	\$0	0%	\$804,656	\$834,114	-4%
Other Income-Tenants	\$1,944	\$11,667	-83%	\$1,944	\$11,667	-83%	\$1,944	\$11,667	-83%	\$1,944	\$11,667	-83%	\$1,944	\$11,667	-83%	\$1,944	\$11,667	-83%
Interest Income	\$1,515	\$2,917	-49%	\$1,515	\$2,917	-49%	\$1,515	\$2,917	-49%	\$1,515	\$2,917	-49%	\$1,515	\$2,917	-49%	\$1,515	\$2,917	-49%
Other Income	\$7,066	\$17,083	-59%	\$7,066	\$17,083	-59%	\$7,066	\$17,083	-59%	\$7,066	\$17,083	-59%	\$7,066	\$17,083	-59%	\$7,066	\$17,083	-59%
Grants/Admin Fees	\$19,923	\$34,146	-42%	\$19,923	\$34,146	-42%	\$19,923	\$34,146	-42%	\$19,923	\$34,146	-42%	\$19,923	\$34,146	-42%	\$19,923	\$34,146	-42%
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	\$380,616	\$537,218	-29%	\$28,753	\$33,646	-15%	\$28,753	\$33,646	-15%	\$28,753	\$33,646	-15%	\$28,753	\$33,646	-15%	\$380,616	\$537,218	-29%
Total Receipts	\$380,616	\$537,218	-29%	\$28,753	\$33,646	-15%	\$28,753	\$33,646	-15%	\$28,753	\$33,646	-15%	\$28,753	\$33,646	-15%	\$1,660,857	\$2,323,711	-29%
EXPENSES																		
Administrative																		
Salaries	\$76,197	\$75,000	2%	\$64,124	\$64,583	-1%	\$64,124	\$64,583	-1%	\$60,721	\$61,354	-1%	\$10,588	\$6,750	69%	\$755,938	\$753,021	1%
Employee Benefits	\$29,946	\$24,167	24%	\$23,537	\$20,833	13%	\$23,537	\$20,833	13%	\$20,167	\$26,663	-16%	\$4,992	\$2,083	140%	\$109,667	\$94,479	16%
Advertising & Marketing	\$1,009	\$1,875	-47%	\$1,985	\$1,875	6%	\$1,985	\$1,875	6%	\$0	\$292	-100%	\$0	\$0	0%	\$3,984	\$4,042	-1%
Memberships/Publications	\$240	\$417	-42%	\$67	\$208	-68%	\$67	\$208	-68%	\$3,480	\$433	318%	\$3,480	\$433	318%	\$3,480	\$433	318%
Legal	\$142	\$417	-66%	\$67	\$208	-68%	\$67	\$208	-68%	\$0	\$417	-100%	\$0	\$0	0%	\$40	\$433	-91%
Travel	\$759	\$2,083	-64%	\$265	\$2,083	-87%	\$265	\$2,083	-87%	\$504	\$1,667	-70%	\$2,079	\$5,167	-57%	\$652	\$2,917	-78%
Accounting	\$4,016	\$4,167	-4%	\$2,644	\$2,208	20%	\$3,132	\$3,333	-6%	\$4,524	\$6,250	-28%	\$4,524	\$6,250	-28%	\$4,524	\$6,250	-28%
Audit	\$3,750	\$2,083	80%	\$3,750	\$2,083	80%	\$3,750	\$2,083	80%	\$3,750	\$2,083	80%	\$3,750	\$2,083	80%	\$3,750	\$2,083	80%
Office Rent	\$4,375	\$4,375	0%	\$4,375	\$4,375	0%	\$4,375	\$4,375	0%	\$4,375	\$4,375	0%	\$4,375	\$4,375	0%	\$4,375	\$4,375	0%
Office Supplies/Paper	\$1,885	\$3,333	-43%	\$1,824	\$3,125	-42%	\$1,885	\$4,167	-55%	\$2,983	\$8,333	-64%	\$2,983	\$8,333	-64%	\$8,520	\$18,668	-54%
Supplies	\$5,545	\$6,250	-11%	\$5,143	\$5,833	-11%	\$5,143	\$5,833	-11%	\$19,831	\$21,333	-7%	\$19,831	\$21,333	-7%	\$37,652	\$39,000	-4%
Telephone	\$716	\$833	-14%	\$716	\$833	-14%	\$716	\$833	-14%	\$716	\$833	-14%	\$716	\$833	-14%	\$716	\$833	-14%
Total Admin Expenses	\$129,580	\$125,000	4%	\$75,110	\$79,771	-5%	\$110,544	\$111,804	-1%	\$119,827	\$121,625	-7%	\$15,580	\$18,958	-18%	\$460,641	\$456,658	1%
Tenant Services																		
Social Service Coordinator	\$27,766	\$34,146	-33%	\$31,633	\$37,015	-15%	\$31,633	\$37,015	-15%	\$31,633	\$37,015	-15%	\$31,633	\$37,015	-15%	\$54,399	\$71,161	-24%
Resident Activities	\$1,729	\$2,885	-40%	\$1,729	\$2,885	-40%	\$1,729	\$2,885	-40%	\$1,729	\$2,885	-40%	\$1,729	\$2,885	-40%	\$5,719	\$2,885	40%
Total Tenant Service Exp.	\$29,495	\$37,031	-34%	\$33,362	\$40,000	-17%	\$33,362	\$40,000	-17%	\$33,362	\$40,000	-17%	\$33,362	\$40,000	-17%	\$56,118	\$74,047	-24%
Utilities																		
Water & Sewer	\$23,551	\$27,083	-13%	\$13,940	\$16,667	-16%	\$13,940	\$16,667	-16%	\$6,014	\$6,667	-10%	\$6,014	\$6,667	-10%	\$43,505	\$50,417	-14%
Electricity	\$12,802	\$14,583	-12%	\$12,802	\$13,333	-4%	\$12,802	\$13,333	-4%	\$2,975	\$1,979	50%	\$2,975	\$1,979	50%	\$78,584	\$79,896	-4%
Gas	\$19,444	\$14,583	33%	\$21,016	\$12,500	68%	\$4,373	\$3,333	31%	\$4,373	\$3,333	31%	\$4,373	\$3,333	31%	\$44,833	\$30,417	47%
Rubbish/Recycling	\$7,479	\$10,000	-25%	\$3,966	\$5,417	-27%	\$1,807	\$2,135	-15%	\$1,807	\$2,135	-15%	\$1,807	\$2,135	-15%	\$13,352	\$17,552	-24%
Total Utilities Exp.	\$63,276	\$66,250	-4%	\$51,729	\$47,917	8%	\$33,544	\$38,042	-11%	\$15,169	\$14,115	7%	\$15,169	\$14,115	7%	\$130,175	\$128,281	1%
Maintenance Expenses																		
Salaries	\$55,587	\$67,500	-18%	\$45,802	\$41,667	10%	\$45,802	\$41,667	10%	\$4,480	\$6,625	-32%	\$4,480	\$6,625	-32%	\$105,869	\$109,792	-4%
Benefits	\$24,131	\$27,083	-11%	\$18,196	\$16,250	12%	\$18,196	\$16,250	12%	\$623	\$917	-32%	\$623	\$917	-32%	\$9,970	\$44,250	-78%
Materials	\$6,810	\$12,500	-45%	\$1,403	\$10,417	-87%	\$1,403	\$10,417	-87%	\$23,866	\$5,333	346%	\$23,866	\$5,333	346%	\$36,079	\$18,250	200%
Uniforms	\$505	\$250	102%	\$505	\$250	102%	\$505	\$250	102%	\$0	\$0	0%	\$0	\$0	0%	\$1,010	\$500	102%
Elevator Contract	\$7,876	\$1,542	-19%	\$7,876	\$1,542	-19%	\$7,876	\$1,542	-19%	\$0	\$0	0%	\$0	\$0	0%	\$5,751	\$7,083	-19%
Externalizing	\$30	\$417	-93%	\$30	\$417	-93%	\$30	\$417	-93%	\$0	\$0	0%	\$0	\$0	0%	\$785	\$1,250	-37%
Leasing/Leasing Contracts	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$682	\$191	134%	\$682	\$191	134%	\$682	\$191	134%
Plumbing Contracts	\$4,963	\$1,500	99%	\$3,448	\$1,875	84%	\$3,448	\$1,875	84%	\$0	\$0	0%	\$0	\$0	0%	\$8,411	\$4,667	80%
Unit Turnaround	\$989	\$14,583	-94%	\$989	\$6,250	-84%	\$989	\$6,250	-84%	\$0	\$0	0%	\$0	\$0	0%	\$8,916	\$22,292	-60%
Contract Costs	\$10,861	\$12,500	-13%	\$20,177	\$20,833	-3%	\$1,495	\$17,167	-91%	\$1,495	\$17,167	-91%	\$1,495	\$17,167	-91%	\$27,333	\$50,500	-36%
Capital Improvements	\$0	\$50,000	-100%	\$0	\$50,000	-100%	\$0	\$50,000	-100%	\$28,823	\$105,000	-73%	\$28,823	\$105,000	-73%	\$98,823	\$135,000	-81%
Total Maintenance Exp.	\$106,382	\$186,250	-43%	\$105,489	\$110,750	-4%	\$105,489	\$110,750	-4%	\$59,908	\$136,083	-56%	\$59,908	\$136,083	-56%	\$271,779	\$439,625	-37%
General Expenses																		
Disability Insurance	\$78,343	\$18,333	324%	\$14,999	\$21,333	-30%	\$14,999	\$21,333	-30%	\$8,624	\$7,793	11%	\$8,624	\$7,793	11%	\$61,016	\$59,458	6%
Liability Insurance	\$4,167	\$4,167	0%	\$4,167	\$4,167	0%	\$4,167	\$4,167	0%	\$1,791	\$1,791	0%	\$1,791	\$1,791	0%	\$9,170	\$10,135	-9%
Auto Insurance	\$8,333	\$1,500	455%	\$8,333	\$1,500	455%	\$8,333	\$1,500	455%	\$6,568	\$3,750	75%	\$6,568	\$3,750	75%	\$33,330	\$11,250	107%
Health Insurance	\$0	\$1,667	-100%	\$0	\$1,667	-100%	\$0	\$1,667	-100%	\$1,371	\$6,667	-79%	\$1,371	\$6,667	-79%	\$1,371	\$6,667	-79%
Life Insurance	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%
BOC	\$1,796	\$2,083	-14%	\$1,796	\$2,083	-14%	\$1,796	\$2,083	-14%	\$8,655	\$4,076	47%	\$8,655	\$4,076	47%	\$4,833	\$4,076	19%
Software Maintenance	\$4,640	\$2,083	122%	\$4,640	\$2,083	122%	\$4,640	\$2,083	122%	\$11,429	\$8,333	37%	\$11,429	\$8,333	37%	\$34,953	\$17,750	79%
Concessions/Supplies	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%
General Expense	\$0	\$3,833	-100%	\$0	\$3,833	-100%	\$0	\$3,833	-100%	\$0	\$6,750	-100%	\$0	\$6,750	-100%	\$3,071	\$19,896	-85%
DirectTV	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%
ISAS	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%
HOME loan repayment	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$13,089	\$11,750	18%	\$13,089	\$11,750	18%	\$13,089	\$11,750	18%
PABE Interest	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$1,101	\$4,167	-74%	\$1,101	\$4,167	-74%	\$1,101	\$4,167	-74%
PABE principle	\$0	\$0	0%	\$0	\$0	0%	\$0	\$0	0%	\$23,125	\$23,125	0%	\$23,125	\$23,125	0%	\$23,125	\$23,125	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%



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, July 1, 2025 at 3:30pm
Agenda

In attendance: Kristi Reuter, Abby Villaran, Kurt Keena, Corrine Kulseth

3:30 pm Approval of Agenda **3:36p.m.**

Goodhue County Habitat for Humanity Agreement

Recommend to Board of Commissioners with discussion on terms

4:30 pm Adjourn **4:08p.m.**

Next Finance Committee Meeting; **Tuesday, August 5, 2025** at 3:30 p.m.



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July 8, 2025

To: Red Wing HRA Board of Directors
 From: Jennifer Jacobson, Housing Director
 Re: Housing Board Report for month ending June 2025

HRA Owned Properties

	Jordan Tower I	Jordan Tower II	Family Public Housing Units	Market Rate Units (13)
Waiting List Numbers	130	80	59	n/a
Move-outs	0	0	0	0
Move-ins/Offline*	9*	0	0*	0
Lease Terminations or Evictions this month	0	0	0	0
Occupancy Rate	100%*	98%	100%*	100%

Voucher Programs

Housing Choice Voucher

Waiting List Numbers	396	Monthly HAP Received	\$87,285
Allocated Vouchers	169	Monthly HAP Paid	\$88,439
Funded Vouchers	129	HAP Reserves	\$64,718
Leased Vouchers	122	Per Unit Cost	\$715
Utilization Rate for Vouchers	94%	Utilization Rate for Monthly Funding	101%
Move-ins	3	Shopping (includes PO)	8
Move-outs	1	Processing Applications	4

Bridges Rental Assistance

Grant Years	2023-2025	Total Grant Awarded	\$225,792
Awarded Vouchers	12	Available Balance	\$17,569
Vouchers Leased	13	Grant Months remaining	0
Utilization of Vouchers	108%	Grant Funds Utilization	93%
Move-ins	0	Shopping	0
Move-outs	0	Processing Applications	5



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Program/Project Updates

- Section Eight Management Assessment Program (SEMAP)
 - HUD's performance measurement tool for the Housing Choice Voucher Program. SEMAP occurs every two years. The Red Wing HRA SEMAP score for 2024 is 100%. See attached letter.
- Naturally Occurring Affordable Housing (NOAH)
 - Staff is working on this application for funding which is due July 24, 2025. The funds would be used for improvements to the Bluffview Townhomes.
- Hill Street- 2024 Congressionally Directed Spending (CDS)
 - Staff are at the end of the process to gain access to these funds. Mike Hegna with Finn Daniels Architects is working on the scope of work and plans for the project.
- POHP 2024 Updates
 - Staff are continuing to work on due diligence items.
 - Mike Hegna and other staff from Finn Daniels Architects are continuing to gather information for the scope of work to be able to go out for bids.



RED WING HOUSING & REDEVELOPMENT AUTHORITY

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July 8, 2025

To: Red Wing HRA Board of Commissioners

From: Kurt Keena, Executive Director

Re: Community Redevelopment Report

Small Cities Program Income Notes Receivable and Cash Reserves

Category	May 2025
Notes Receivable	\$1,337,094
Forgivable	\$661,405
Reserves	\$412,573

Small Cities Loan Servicing and Activities

We have three potential pending applications at this time, two of which may be used as leverage for the DTMS DEED grant.

Affordable Housing Trust Fund Activities and Reserves

A request to allocate funds to Goodhue County Habitat for Humanity is an earlier agenda item for this meeting.

May reserves for the AHTF are \$311,361.

Housing TIF District No. 8

Keller Bartmann was successful in challenging the valuation of the earlier phases in Tax Court and as a result will see their property taxes lowered. This will also lower the amount of TIF available to them and the HRA. The valuations and resulting TIF were higher than projections and so this lowering should not adversely impact the overall expected amount of TIF generated over the life of the district. If the TIF proceeds are not sufficient to repay the notes the developers are the ones who incur the risk, not the HRA.

Certification of the final phase is not yet complete. The developer needs to complete some tree planting and other minor landscaping items before they can get a final Certificate of Occupancy from the City. Once they have that we can issue the TIF note for this phase.

Red Wing Housing Study

We have a joint workshop with the Port Authority after our meeting today to receive the study and hear from the author about the findings and conclusions.

Housing & Redevelopment Related Update

I am not aware of any new or updated items regarding potential redevelopment sites we have previously discussed.