

**Red Wing Housing and Redevelopment Authority**  
**HRA Board Regular Meeting**  
**Tuesday, May 13, 2025, at 3:30 PM**

**Board Members Present:** Commissioners: Abby Villaran, 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

**A. Call to Order**

The meeting was called to order at 3:30 p.m. by Vice Chair Abby Villaran.

**B. Pledge of Allegiance**

**C. Roll Call**

Roll Call was taken with all members present except Jech and Reuter.

**D. Approval of Agenda**

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

**E. Public Comment**

There were no public comments.

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

A. Motion to Approve April 8, 2025, Regular Meeting Minutes

B. Motion to Approve Bills (Checks 52253 - 52298, totaling \$254,701.04)

a. Public Housing: \$41,299.02

b. Housing Choice Voucher: \$2830.99

c. Jordan Tower II: \$22,762.30

d. Redevelopment: \$142,808.73

e. Small Cities: \$0

f. TIF: \$0

g. AHTF: \$45,000.00

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

**G. Motions and General Business**

A. Motion to Approve 2024 Audit

Steve Salvesson of Smith Schafer & Associates presented the Financial Statements of the Red Wing HRA's 2024 Audit. He stated no findings were noted and the Red Wing HRA was in compliance with all requirements.

B. Motion to Approve SCLF Commercial Rehab Loan TAJ, LLC

Perry Knudsen is the owner of this property and approval of the loan will allow TAJ LLC the ability to complete necessary repairs, code and energy efficiency improvements to the electrical, HVAC, and roof. A motion to approve the SCLF Commercial Rehab Loan was made by Luikart and seconded by Hoffman. Motion carried.

C. Motion to Approve Architect and Engineering Service for CDS2024 – Hill Street Triplex

Jacobson presented the proposal received from Finn Daniels Architects for the rehabilitation construction of the Hill Street Triplex. The contract amount for Finn Daniels Architects is minimum of \$24,500 and a maximum of \$26,500. Abney made a motion to approve the maximum of \$26,500 and it was seconded by Hoffman. Motion carried.

D. Introduction to the Administrative Plan (Admin Plan) for Housing Choice Voucher

No action by the Board of Commissioners is required at this meeting. Staff will bring any comments regarding The Admin Plan to the Board at the June 10, 2025 scheduled Board meeting and seek approval of The Admin Plan at that time.

**H. Communication Items**

A. Executive Director Report

Keena updated the Board regarding State and Federal funding. At the State level the Red Wing HRA is hoping to apply for funds from the NOAH grant program to make capital improvements at the Bluffview property. At the Federal level the President has released a FY26 budget proposal that cuts HUD funding by over \$26B and combines many of the mainstream programs into a block grant given to the states. Congress decides funding levels so we will have to wait to see what the House and Senate propose before we know what the future may hold for our core programs. Verizon has a 20-year lease for a cellular site on top of Jordan Tower II that is expiring the end of this year. The Red Wing HRA has engaged the services of a company that assists land and property owners to understand the value of their site and negotiate favorable lease terms. Verizon wishes to extend the lease and has offered a lower monthly lease amount. The Red Wing HRA will keep the Board posted on the progress and outcome of the negotiations. There are two other companies with cellular sites on Jordan Tower II so the information learned will assist the Red Wing HRA when it comes time to renew those leases.

**B. Finance Report**

Kulseth discussed the financials for February and March. The Public Housing decrease is due to payments for 2024 POHP project work, Commercial/Liability Insurance and Xcel Energy. Negative balance shown for Bridges is due to not receiving HAP for two months. Increase in Small Cities is from early loan payoff. 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. Kulseth also stated the process of the Compensation Study has started and the MN NAHRO Spring Symposium will be held May 28-30, 2025.

**C. Housing Report**

Jacobson presented waitlist, move out and Voucher program numbers ending April 2025. Red Wing HRA staff presented information about the HRA programs at the City of Red Wing Landlord and Tenant meetings April 17 & 29, 2025. The Red Wing HRA began administering a Bridges program in 2017. The current grant period is set to expire June 30, 2025. Staff applied for the next round of funding and are awaiting official notification of the award. The HRA was awarded \$121,192 from Housing Authority Insurance (HAI) Company from the 2022 Loss Prevention Fund for the Deer Run and Featherstone properties concrete project. The project was started at the end of 2024 with a few items placed on hold for the winter. Featherstone corner replacement work has begun and should be completed by mid-May.

**D. Community Development Report**

Keena said the HRA Small Cities funds may be able to be combined with a recent DEED grant in the amount of \$700,000 that Downtown Main Street received. Downtown Main Street will be directing applicants to the Red Wing HRA for more information about this possibility. There are no Affordable Housing Trust Fund applications at this time. The HRA funded the Owner-Occupied Housing Rehab Program for 2025 in the amount of \$45,000. A final version of the Housing Study the HRA commissioned with the City is now complete. Keena is working with City staff to schedule a time for the HRA and City Council to receive the report and hear from the author.

**E. Resident Council Report**

Luikart announced that Jordan Tower II has a newly revamped Library and the residents are so happy and excited. She also stated they are planning a big party at the end of the month, but had no details to share.

**F. Hope Coalition Report**

Villaran had nothing to report as no meeting was held.

**G. City Council Liaison Report**

City Council approved Hope Heights (The old hospital property) to receive a conditional use permit. Utility work needs to be completed on the property before they can plat. A \$500,000 grant was received to go toward the \$1.3M project.

**H. Announcements**

- a. The next HRA Board Meeting will be on June 10, 2025, at 3:30 p.m. in the City Council Chambers.

**I. Adjourn**

The meeting was adjourned at 4:42 p.m. by Vice Chair Abby Villaran.

Respectfully Submitted By,  
Dawn Gielau



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Board Chair