

**Red Wing Housing & Redevelopment Authority**  
**HRA Board Regular Meeting**  
**Tuesday, December 9, 2025 at 3:30 PM**

**Board members present:** Board Chair, Jason Jech; Commissioners: Abby Villaran, Kristi Reuter, Sara Hoffman, and Nic Abney.

**Others present:** Kurt Keena, Executive Director; Jennifer Jacobson, Housing Director; Corrine Kulseth, Finance Director; and Dawn Gielau, Finance Administrative Assistant.

**1. Call to Order**

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

**2. Pledge of Allegiance**

**3. Roll Call**

Roll call was taken with all members present except Magill and Luikart.

**4. Approval of Agenda**

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

**5. Public Comment**

There were no public comments.

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

A. Motion to Approve November 4, 2025 Regular Meeting Minutes.

B. Motion to Approve Bills (Checks 52723 – 52828; Totaling \$43,851.88).

- a. Public Housing: \$15,715.36
- b. Housing Choice Voucher: \$2,666.45
- c. Jordan II: \$12,762.61
- d. Redevelopment: \$11,679.46
- e. Small Cities: \$1,028.00
- f. TIF: \$0
- g. AHTF: \$0

C. Motion to Approve Charging off Non-Collectible Debts Due to the RWHRA as of December 31, 2025

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

**7. Motions and General Business**

A. Motion to Approve Extension of Cell Site Lease Agreement.

Keena discussed the Verizon cell site lease agreement for a site on top of Jordan Tower II. This lease has been in effect for 20 years and will be expiring the end of May 2026. Verizon wishes to extend the agreement for another 20 years. After months of negotiations, RWHRA and Verizon reached an agreement on the monthly lease amount, annual inflationary adjustment, length of renewal term, and on the termination and relocation language the RWHRA initially objected to. With these items now in acceptable form we are ready to execute the lease extension.

A motion to Approve Extension of Cell Site Lease Agreement was made by Abney and seconded by Hoffman. Motion carried.

**B. Motion to Approve Sales Price for Twin Home Property**

Keena explained the Red Wing HRA and Goodhue County Habitat for Humanity (GCHFH) have been in negotiations regarding the sale of the other half of the Twin Home on Fifth Street. GCHFH is requesting a sale price of \$205,000, which is the same amount they purchased the other half for in 2023. They are requesting the HRA to carry a Contract for Deed for the sales amount with no payments until GCHFH closes on the sale of the property.

A motion to Approve Sales Price for the Twin Home Property along with GCHFH terms of sale was made by Abney and seconded by Reuter. Motion carried.

**8. Communication Items**

**A. Executive Director Report**

Keena announced the Federal Government shutdown has ended and we are operating on a Continuing Resolution through the end of January. However, full year funding for 2026 remains to be settled until a full budget is passed and signed into law. Amy Leach, our current Housing Assistant, has accepted a promotion to the Assistant Voucher Manager and Holly Getzie accepted the Housing Assistant position to replace Amy. RyAnne Schutz, Service Coordinator in Jordan Tower I, has resigned. This is the ROSS grant funded position, so we will pause in filling this position in hopes of learning whether or not we are successful in getting another ROSS grant. One change has been made to the 2026 Board meeting schedule. The July meeting will be held on Tuesday July 14, 2026 not July 7, 2026, as stated on the schedule.

**B. Finance Report**

Kulseth presented September and October's financials. Bridges funds for September and October were finally received in November. ROSS Grant NOFO was issued so staff is working on the application process and will submit by the end of December. No Finance Committee meeting was held in December.

**C. Housing Report**

Jacobson presented waitlist, move out and Voucher program numbers ending November 2025. Regarding the Bring It Home Rental Vouchers, Minnesota Housing has sent out contracts for signature and we are now awaiting guidance on accessing the start-up cost funds and the two months of housing assistance payments. The Hill Street Project's finalized plans from the structural engineer have been submitted for review and we expect to go out for bids in January 2026. We have reopened the waiting list for the three and four bedroom units at our scattered sites.

**D. Community Development Report**

Keena presented Small Cities Program Income Notes Receivable and Cash Reserves. No activities to report this month on Small Cities Loan Servicing and Activities. We have completed the due diligence paperwork required by MHFA to get access to the LHTF matching grant that we were awarded. Once approved, we can execute an agreement and then request funding in two separate increments. This will add \$150,000 to our AHTF. We have executed the final TIF note for this district. Ongoing compliance monitoring of the district will begin in early 2026.

**E. Resident Council Report**

Luikart was absent so no report was given.

**F. Hope Coalition Report**

Villaran said the main focus is on fundraising for financial help.

**G. City Council Liaison Report**

Snyder announced the City Council passed the Tax Levy and 2026 Budget for the HRA.

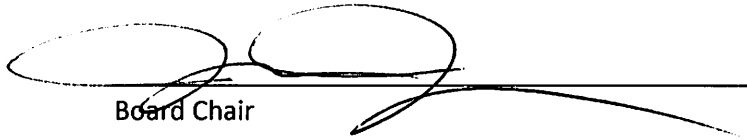
H. Announcements

- a. The next HRA Board Meeting will be on January 13, 2026 at 3:30 p.m. in the City Council Chambers.

**9. Adjourn**

The meeting was adjourned at 4:01 p.m. by Board Chair Jason Jech.

Respectfully Submitted By,  
Dawn Gielau



Board Chair