

**REGULAR MEETING OF THE  
ST. CLOUD HRA BOARD OF COMMISSIONERS**

**St. Cloud HRA, 1225 West St. Germain Street, Board Room  
Wednesday, September 25, 2024  
*Immediately following 5:00 p.m. Closed Meeting***

<b>CLOSED MEETING -- 5:00 P.M., St. Cloud HRA, Board Room AGENDA: Meeting with Attorney for Litigation Strategy</b>
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**Mission Statement: To enhance the communities we serve by providing housing opportunities, fostering stability, and promoting neighborhood revitalization.**

**Regular Meeting Agenda:**

1. Roll Call and Pledge of Allegiance.

**Consent Agenda:**

2. Approval of Agenda. REQUESTED ACTION: Approve.
3. Approval of Study Session Minutes, August 28, 2024. REQUESTED ACTION: Approve.
4. Approval of Regular Minutes, August 28, 2024. REQUESTED ACTION: Approve.
5. Review of 2024 Financial Reports. REQUESTED ACTION: None.

**Open Forum:** At this time members of the public may address the Board with questions, concerns, or comments (regarding an item NOT on the agenda). Citizens are asked to sign up to speak prior to the Open Forum portion of the meeting. Speakers will be limited to the first five citizens who sign up. The Board members will not ask questions of the speakers, but rather refer the matter to the Administration with a request for a follow-up report. A citizen may speak at the Open Forum only twice during the year. Open Forum is limited to a total of 10 minutes. TIME LIMIT IS 2 MINUTES PER PERSON.

**Old Business:** none.

**New Business:**

6. Approval of Change in Use at 54 30<sup>th</sup> Avenue North and 119 23<sup>rd</sup> Avenue North.
7. Approval of Resolution 2024-14 – Application for HUD CoC Rental Assistance Grants.
8. Report on Activities.

**Open Discussion:**

**Adjourn.**

**ST. CLOUD HOUSING & REDEVELOPMENT AUTHORITY  
STUDY SESSION**

**Wednesday, August 28, 2024**

A Study Session for the St. Cloud HRA Board of Commissioners was held on Wednesday, August 28, 2024. Chair Nancy Gohman called the meeting to order at 5:00 p.m. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, Nancy Gohman George Hontos, and Hani Jacobson. Absent: Carol Lewis.

Voucher Programs Manager, Lori Lygre, began the session by discussing special programs that are not HUD funded. First, the Bridges program is funded by Minnesota Housing, and has a list of priorities the agency targets for referrals. There is a dedicated staff person at Catholic Charities that coordinates referrals, looking at severe mental illness, persons exiting institutions into homelessness, or individuals that are rent burdened. Ms. Lygre noted the Bridges program serves all, but targets priority lists first. Commissioner Hontos asked how many vouchers are in the program and Ms. Lygre responded the target for Minnesota Housing is 37, but funding currently only allows 22 vouchers to be paid. Commissioner Gohman asked if families stay on the program until they receive a Section 8 voucher, and Ms. Lygre said the families can stay on the waiting list until their name comes to the top of the waiting list. Commissioner Hontos asked if the administrative fee covers the costs associated with the vouchers, and Ms. Lygre responded the numbers have not been looked at recently, but they have previously been covering costs of the staff person working on the voucher.

Ms. Lygre moved on to CommUNITY, noting it runs similar to Bridges except it is funded through the Adult Mental Health Initiative for the counties. It is a one-year grant cycle, and for 2024 the HRA was able to house 19 families with the funding received. With CommUNITY, the Initiative requires being rent burdened and a severe persistent mental health diagnosis to be placed on the waiting list. Ms. Lygre added there will be an increase to the administrative fees for 2025, as well as additional dollars to the agency to offer more vouchers in 2025. The HRA hopes to assist 30 families with the increased dollars. Commissioner Hontos asked if this serves multiple counties and Ms. Lygre responded yes. Commissioner Gohman asked who maintains the waiting list, and Ms. Lygre said there is an individual at Catholic Charities that receives referrals from Coordinated Entry and maintains the waiting list.

The last program the HRA is currently funded for is ACT (Assertive Community Treatment) Housing. This is a partnership with the Adult Mental Health Initiative and Central Minnesota Mental Health Center. Ms. Lygre noted the program provides services and funds for rental assistance. The HRA receives \$50,000 a year for funding, and with those funds the HRA is able to serve seven households.

Ms. Lygre shared initial information about Bring It Home Minnesota, a state issued rental assistance program. The details for the vouchers are subject to change because the program is still being developed, but the program is intended to help with households earning 50% of area income or less. Families that earn under 30%, or less, will be prioritized. Ms. Lygre added it works similarly to a Section 8 voucher, where the family will pay 30% of their income in rent. Minnesota Housing published estimates for agencies, and the St. Cloud HRA is anticipating around 165 vouchers. Commissioner Gohman asked about an estimated effective date, and Ms. Lygre is anticipating early 2025. Commissioner Gohman asked about the application process and whether a lottery would be used. Executive Director Louise Reis shared the last she heard, Minnesota Housing was going to put out an application for people to apply for the program and Ms. Lygre said it will be determined at a later date, after reading the requirements for the program, about how the vouchers will be issued.

There being no further discussion, the Study Session adjourned at 5:32 p.m.

ATTEST:

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Chair, Nancy Gohman

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Secretary, Hani Jacobson

**ST. CLOUD HOUSING & REDEVELOPMENT AUTHORITY  
REGULAR MEETING**

**Wednesday, August 28, 2024**

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, August 28, 2024 at 1225 West St. Germain Street, St. Cloud, MN 56301. Chair Nancy Gohman called the meeting to order at 5:33 p.m.

Consent Agenda:

1. Roll call was taken and the pledge of allegiance spoken. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, Nancy Gohman, George Hontos, and Hani Jacobson. Commissioners absent: Carol Lewis.
2. Approval of Agenda – Commissioner Conway moved for approval; Commissioner Jacobson seconded the motion. All Commissioners voted in favor; the agenda and consent agenda moved as presented.
3. Approval of Study Session Minutes, July 24, 2024 – approved as presented.
4. Approval of Regular Minutes, July 24, 2024 – approved as presented.
5. Review of 2024 Financial Reports – no action required.
6. Approval to Write-Off Resident Accounts Receivable – approved as presented.
7. Approval of Changes to Procurement Policy Related to Section 3 Updates – approved as presented.

Open Forum: Chair Gohman asked Executive Director, Louise Reis, if any member of the public had requested to speak; Ms. Reis responded there were none.

Old Business: none.

New Business:

8. A. Public Hearing for PHA Plan for FY 2025 and Capital Fund Program + Five Year Plan – Ms. Reis noted every year the St. Cloud HRA submits their PHA Plan for the fiscal year to HUD. The plan includes policies for the agency with regard to Public Housing, Housing Choice Voucher, and the Capital Fund Programs. The proposed changes were submitted to legal counsel at Rinke Noonan and St. Cloud Area Legal services. Ms. Reis added the changes include software updates like using an online portal and email notifications and utility allowances.

B. Approval of Resolution 2024-12 – 2025 Public Housing Agency Plan; Commissioner Dwyer moved for approval; Commissioner Jacobson seconded the motion. All Commissioners voted in favor; the motion carried.

C. Approval of Resolution 2024-13 – Capital Fund Program + Five-Year Plan; Commissioner Dwyer moved for approval; Commissioner Jacobson seconded the motion. All Commissioners voted in favor; the motion carried.

9. Approval of Contract for Exterior Renovation at Northway B Townhomes – Project Manager Paul Soenneker shared the original siding and soffits at Northway B are starting to deteriorate, so the agency is replacing exterior doors, windows, siding, soffit, and fascia on the townhomes and garages. The HRA received five bids, and recommended going with Spotless & Seamless Exteriors Inc. in the amount of \$536,647.00. Commissioner Gohman asked if the agency has worked with Spotless & Seamless before, and Mr. Soenneker responded while the agency has not worked with them previously, his contacts are familiar with the owner. Commissioner Hontos asked how many units there are and Ms. Reis said three buildings with 12 total units. Commissioner Dvorak moved for approval; Commissioner Dwyer seconded the motion. All Commissioners voted in favor; the motion carried.

10. Report on Activities – Ms. Reis shared Al Loehr Apartments received a Satisfactory rating after Minnesota Housing completed a property inspection and management review in June of 2024. Ms. Reis shared due to the software upgrade, she did not have exact port in and port out numbers for vouchers. Voucher Programs Manager, Lori Lygre, added there are 93 port ins. Commissioner Jacobson asked if voucher holders have difficulties finding places to live. Ms. Lygre responded it depends on the situation and population; there are voucher holders porting in that already have a place lined up, but there are people already living in the area that experience difficulties finding a place to rent. Commissioner Jacobson asked if the HRA has resources to help people look for housing and Ms. Lygre said the HRA does share resources and a list of landlords that have previously accepted vouchers.

Commissioner Gohman asked about CDBG applicants and Mr. Soenneker said everyone is busy; there are seven in construction, three in bidding, one in the application stage, and 18 on the waiting list.

There being no further business, the meeting adjourned at 6:00 p.m.

ATTEST:

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Secretary, Hani Jacobson

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Chair, Nancy Gohman

TO: HRA Board of Commissioners  
FROM: Karen Rizer, CPA Finance Director  
DATE: September 16, 2024  
SUBJECT: 2024 Financial Reports

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**Requested Action:** None.

**Background:** The Board receives financial reports for certain funds on a rotating basis.

The planned reporting schedule is as follows:

**July** – Central Office Cost Center (COCC) Fund, Community Housing Fund, Community Development Block Grant (CDBG) Housing Rehab Fund, Housing Development & Rehab Fund, Housing Choice Vouchers Fund, Public Housing Fund – Empire Apartments, Scattered Sites, and Wilson Apartments, Germain Towers Fund, Northway Projects A&B Fund, Eastwood Apartments Fund, Al Loehr Apartments Fund, and the seven tax credit limited partnership funds.

**August and November** – Central Office Cost Center (COCC) Fund, Community Housing Fund, Community Development Block Grant (CDBG) Housing Rehab Fund, Housing Development & Rehab Fund, and Housing Choice Vouchers Fund.

**September and December** – Al Loehr Apartments Fund and the seven tax credit limited partnership funds.

**October and December** – Public Housing Fund – Empire Apartments, Scattered Sites, and Wilson Apartments, Germain Towers Fund, Northway Projects A&B Fund, and Eastwood Apartments Fund.

If you have any questions, call or email 320-202-3148 or [krizer@stcloudhra.com](mailto:krizer@stcloudhra.com) Thank you.

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	1.5%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 357,670	\$ 208,641	\$ 207,020	\$ (1,621)	-0.8%
2	Less: Vacancy Loss	(10,730)	(6,259)	(3,148)	3,111	49.7%
3	<b>Net Tenant Rental Revenue</b>	<b>346,940</b>	<b>202,382</b>	<b>203,872</b>	<b>1,490</b>	<b>0.7%</b>
4	Other Income	38,390	22,394	33,533	11,139	49.7%
	<b>Total Operating Income</b>	<b>385,330</b>	<b>224,776</b>	<b>237,405</b>	<b>12,629</b>	<b>5.6%</b>

<b>Operating Expenses:</b>						
	<b>Administrative</b>					
5	Management & Bkpg Fees	76,128	44,408	44,200	(208)	0.5%
6	Auditing Fees	2,500	2,500	1,925	(575)	23.0%
7	Legal Expense	2,500	1,458	1,354	(104)	7.2%
8	Other Administrative Costs	17,900	10,442	13,280	2,838	-27.2%
9	<b>Total Administrative</b>	<b>99,028</b>	<b>58,808</b>	<b>60,759</b>	<b>1,951</b>	<b>-3.3%</b>
10	<b>Tenant Services</b>	<b>2,500</b>	<b>1,458</b>	<b>1,274</b>	<b>(184)</b>	<b>12.6%</b>
	<b>Utilities</b>					
11	Water & Sewer	16,000	9,333	9,810	477	-5.1%
12	Electricity	46,000	26,833	24,045	(2,788)	10.4%
13	Gas	4,000	2,333	1,678	(655)	28.1%
14	<b>Total Utilities</b>	<b>66,000</b>	<b>38,500</b>	<b>35,533</b>	<b>(2,967)</b>	<b>7.7%</b>
15	<b>Maintenance</b>	<b>160,800</b>	<b>93,800</b>	<b>41,457</b>	<b>(52,343)</b>	<b>55.8%</b>
16	<b>Protective Services</b>	<b>8,000</b>	<b>4,667</b>	<b>5,373</b>	<b>706</b>	<b>-15.1%</b>
17	<b>Insurance</b>	<b>14,200</b>	<b>8,283</b>	<b>8,095</b>	<b>(188)</b>	<b>2.3%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>12,500</b>	<b>7,292</b>	<b>7,294</b>	<b>2</b>	<b>0.0%</b>
19	<b>Bad Debt-Tenants</b>	<b>3,000</b>	<b>1,750</b>	<b>52</b>	<b>(1,698)</b>	<b>97.0%</b>

20	<b>Total Operating Expenses</b>	<b>366,028</b>	<b>214,558</b>	<b>159,837</b>	<b>(54,721)</b>	<b>25.5%</b>
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21	<b>Cash Flow from Operations</b>	<b>19,302</b>	<b>10,218</b>	<b>77,568</b>	<b>67,350</b>	<b>-659.1%</b>
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<b>Other Sources &amp; (Uses)</b>						
22	Capital Expenditures	-	-	-	-	0.0%
23	Other Financial Items-Sources & (Uses)	10,000	-	670	670	0.0%
24	<b>Total Other Financial Items</b>	<b>10,000</b>	<b>-</b>	<b>670</b>	<b>670</b>	<b>0.0%</b>

25	<b>Net Cash Flow</b>	<b>\$ 29,302</b>	<b>\$ 10,218</b>	<b>\$ 78,238</b>	<b>\$ 68,020</b>	<b>-665.7%</b>
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Plum Creek Family Housing LP 721, 733, 745, 757 33rd St S 24 Units Built 1999  
 July 31, 2024

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	0.0%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 211,400	\$ 123,317	\$ 124,545	\$ 1,228	1.0%
2	Less: Vacancy Loss	(6,300)	(3,675)	-	3,675	0.0%
3	<b>Net Tenant Rental Revenue</b>	<b>205,100</b>	<b>119,642</b>	<b>124,545</b>	<b>4,903</b>	<b>4.1%</b>
4	Other Income	20,000	11,667	19,056	7,389	63.3%
	<b>Total Operating Income</b>	<b>225,100</b>	<b>131,308</b>	<b>143,601</b>	<b>12,293</b>	<b>9.4%</b>

<b>Operating Expenses:</b>						
	<b>Administrative</b>					
5	Management & Bkpg Fees	28,800	16,800	17,472	672	-4.0%
6	Auditing Fees	800	800	770	(30)	3.8%
7	Legal Expense	1,000	583	279	(304)	52.2%
8	Other Administrative Costs	16,200	9,450	11,188	1,738	-18.4%
9	<b>Total Administrative</b>	<b>46,800</b>	<b>27,633</b>	<b>29,709</b>	<b>2,076</b>	<b>-7.5%</b>
10	<b>Tenant Services</b>	<b>100</b>	<b>58</b>	<b>-</b>	<b>(58)</b>	<b>0.0%</b>
	<b>Utilities</b>					
11	Water & Sewer	14,000	8,167	7,338	(829)	10.1%
12	Electricity	2,200	1,283	1,022	(261)	20.4%
13	Gas	2,200	1,283	594	(689)	53.7%
14	<b>Total Utilities</b>	<b>18,400</b>	<b>10,733</b>	<b>8,954</b>	<b>(1,779)</b>	<b>16.6%</b>
15	<b>Maintenance</b>	<b>135,200</b>	<b>78,867</b>	<b>28,121</b>	<b>(50,746)</b>	<b>64.3%</b>
16	<b>Protective Services</b>	<b>1,500</b>	<b>875</b>	<b>1,203</b>	<b>328</b>	<b>-37.5%</b>
17	<b>Insurance</b>	<b>11,200</b>	<b>11,200</b>	<b>10,663</b>	<b>(537)</b>	<b>4.8%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>7,900</b>	<b>4,608</b>	<b>4,613</b>	<b>5</b>	<b>-0.1%</b>
19	<b>Bad Debt-Tenants</b>	<b>4,000</b>	<b>2,333</b>	<b>-</b>	<b>(2,333)</b>	<b>0.0%</b>

20	<b>Total Operating Expenses</b>	<b>225,100</b>	<b>136,308</b>	<b>83,263</b>	<b>(53,045)</b>	<b>38.9%</b>
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21	<b>Cash Flow from Operations</b>	<b>-</b>	<b>(5,000)</b>	<b>60,338</b>	<b>65,338</b>	<b>1306.8%</b>
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<b>Other Sources &amp; (Uses)</b>						
22	Capital Expenditures	-	-	-	-	0.0%
23	Other Financial Items-Sources & (Uses)	-	-	-	-	0.0%
24	<b>Total Other Financial Items</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>

25	<b>Net Cash Flow</b>	<b>\$ -</b>	<b>\$ (5,000)</b>	<b>\$ 60,338</b>	<b>\$ 65,338</b>	<b>1306.8%</b>
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Line item notes:

4 - \$9,790 insurance proceeds for prior year fire.



**Brownstones Family Housing LP 402 9th Ave N & 403 8th Ave N 12 Units Built 2000**  
**July 31, 2024**

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	0.0%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 102,500	\$ 59,792	\$ 59,650	\$ (142)	-0.2%
2	Less: Vacancy Loss	(3,100)	(1,808)	-	1,808	0.0%
3	<b>Net Tenant Rental Revenue</b>	<b>99,400</b>	<b>57,983</b>	<b>59,650</b>	<b>1,667</b>	<b>2.9%</b>
4	Other Income	8,500	4,958	6,676	1,718	34.6%
	<b>Total Operating Income</b>	<b>107,900</b>	<b>62,942</b>	<b>66,326</b>	<b>3,384</b>	<b>5.4%</b>

<b>Operating Expenses:</b>						
	<b>Administrative</b>					
5	Management & Bkpg Fees	14,400	8,400	8,736	336	-4.0%
6	Auditing Fees	400	400	385	(15)	3.8%
7	Legal Expense	1,000	583	-	(583)	0.0%
8	Other Administrative Costs	2,600	1,517	3,112	1,595	-105.2%
9	<b>Total Administrative</b>	<b>18,400</b>	<b>10,900</b>	<b>12,233</b>	<b>1,333</b>	<b>-12.2%</b>
10	<b>Tenant Services</b>	<b>100</b>	<b>58</b>	<b>-</b>	<b>(58)</b>	<b>0.0%</b>
	<b>Utilities</b>					
11	Water & Sewer	10,500	6,125	5,511	(614)	10.0%
12	Electricity	600	350	389	39	-11.1%
13	Gas	300	175	44	(131)	74.9%
14	<b>Total Utilities</b>	<b>11,400</b>	<b>6,650</b>	<b>5,944</b>	<b>(706)</b>	<b>10.6%</b>
15	<b>Maintenance</b>	<b>133,500</b>	<b>77,875</b>	<b>29,933</b>	<b>(47,942)</b>	<b>61.6%</b>
16	<b>Protective Services</b>	<b>500</b>	<b>292</b>	<b>463</b>	<b>171</b>	<b>-58.7%</b>
17	<b>Insurance</b>	<b>8,900</b>	<b>8,900</b>	<b>8,658</b>	<b>(242)</b>	<b>2.7%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>4,100</b>	<b>2,392</b>	<b>2,394</b>	<b>2</b>	<b>-0.1%</b>
19	<b>Bad Debt-Tenants</b>	<b>1,000</b>	<b>583</b>	<b>-</b>	<b>(583)</b>	<b>0.0%</b>

20	<b>Total Operating Expenses</b>	<b>177,900</b>	<b>107,650</b>	<b>59,625</b>	<b>(48,025)</b>	<b>44.6%</b>
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21	<b>Cash Flow from Operations</b>	<b>(70,000)</b>	<b>(44,708)</b>	<b>6,701</b>	<b>51,409</b>	<b>115.0%</b>
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<b>Other Sources &amp; (Uses)</b>						
22	Capital Expenditures	(600,000)	-	-	-	0.0%
23	Other Financial Items-Sources & (Uses)	670,000	-	-	-	0.0%
24	<b>Total Other Financial Items</b>	<b>70,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>

25	<b>Net Cash Flow</b>	<b>\$ -</b>	<b>\$ (44,708)</b>	<b>\$ 6,701</b>	<b>\$ 51,409</b>	<b>115.0%</b>
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Westwood Village Apartments One LP    770 Savanna Ave N    32 Units    Built 2002  
 July 31, 2024

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	3.1%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 304,100	\$ 177,392	\$ 177,760	\$ 368	0.2%
2	Less: Vacancy Loss	(9,100)	(5,308)	(5,565)	(257)	-4.8%
3	<b>Net Tenant Rental Revenue</b>	<b>295,000</b>	<b>172,083</b>	<b>172,195</b>	<b>112</b>	<b>0.1%</b>
4	Other Income	25,000	14,583	18,362	3,779	25.9%
	<b>Total Operating Income</b>	<b>320,000</b>	<b>186,667</b>	<b>190,557</b>	<b>3,890</b>	<b>2.1%</b>

<b>Operating Expenses:</b>						
	<b>Administrative</b>					
5	Management & Bkpg Fees	38,400	22,400	22,880	480	-2.1%
6	Auditing Fees	1,000	1,000	963	(37)	3.7%
7	Legal Expense	2,000	1,167	281	(886)	75.9%
8	Other Administrative Costs	20,000	11,667	6,121	(5,546)	47.5%
9	<b>Total Administrative</b>	<b>61,400</b>	<b>36,233</b>	<b>30,245</b>	<b>(5,988)</b>	<b>16.5%</b>
10	<b>Tenant Services</b>	<b>200</b>	<b>117</b>	<b>-</b>	<b>(117)</b>	<b>0.0%</b>
	<b>Utilities</b>					
11	Water & Sewer	21,000	12,250	9,543	(2,707)	22.1%
12	Electricity	10,500	6,125	5,697	(428)	7.0%
13	Gas	22,500	13,125	7,001	(6,124)	46.7%
14	<b>Total Utilities</b>	<b>54,000</b>	<b>31,500</b>	<b>22,241</b>	<b>(9,259)</b>	<b>29.4%</b>
15	<b>Maintenance</b>	<b>152,800</b>	<b>89,133</b>	<b>67,173</b>	<b>(21,960)</b>	<b>24.6%</b>
16	<b>Protective Services</b>	<b>10,000</b>	<b>5,833</b>	<b>3,144</b>	<b>(2,689)</b>	<b>46.1%</b>
17	<b>Insurance</b>	<b>10,700</b>	<b>10,700</b>	<b>10,101</b>	<b>(599)</b>	<b>5.6%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>10,900</b>	<b>6,358</b>	<b>6,363</b>	<b>5</b>	<b>-0.1%</b>
19	<b>Bad Debt-Tenants</b>	<b>8,000</b>	<b>4,667</b>	<b>5,815</b>	<b>1,148</b>	<b>-24.6%</b>
20	<b>Debt Interest (excl deferred)</b>	<b>26,100</b>	<b>15,225</b>	<b>15,394</b>	<b>169</b>	<b>-1.1%</b>

21	<b>Total Operating Expenses</b>	<b>334,100</b>	<b>199,767</b>	<b>160,476</b>	<b>(39,291)</b>	<b>19.7%</b>
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22	<b>Cash Flow from Operations</b>	<b>(14,100)</b>	<b>(13,100)</b>	<b>30,081</b>	<b>43,181</b>	<b>329.6%</b>
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	<b>Other Sources &amp; (Uses)</b>					
23	Debt Principal (HRA)	(33,900)	(17,000)	(16,749)	251	1.5%
24	Capital Expenditures	-	-	(5,609)	(5,609)	0.0%
25	Other Financial Items-Sources & (Uses)	48,000	-	(4,870)	(4,870)	0.0%
26	<b>Total Other Financial Items</b>	<b>14,100</b>	<b>(17,000)</b>	<b>(27,228)</b>	<b>(10,228)</b>	<b>-60.2%</b>

27	<b>Net Cash Flow</b>	<b>\$ -</b>	<b>\$ (30,100)</b>	<b>\$ 2,853</b>	<b>\$ 32,953</b>	<b>109.5%</b>
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Line item notes:  
 24 - Digital Signage

Westwood Village Apartments Two LP  
July 31, 2024

822 Savanna Ave N

32 Units

Built 2004

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	4.8%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 306,600	\$ 178,850	\$ 179,790	\$ 940	0.5%
2	Less: Vacancy Loss	(9,200)	(5,367)	(8,689)	(3,322)	-61.9%
3	<b>Net Tenant Rental Revenue</b>	<b>297,400</b>	<b>173,483</b>	<b>171,101</b>	<b>(2,382)</b>	<b>-1.4%</b>
4	Other Income	24,000	14,000	10,877	(3,123)	-22.3%
	<b>Total Operating Income</b>	<b>321,400</b>	<b>187,483</b>	<b>181,978</b>	<b>(5,505)</b>	<b>-2.9%</b>

<b>Operating Expenses:</b>						
	<b>Administrative</b>					
5	Management & Bkpg Fees	38,400	22,400	22,464	64	-0.3%
6	Auditing Fees	1,000	1,000	963	(37)	3.7%
7	Legal Expense	4,500	2,625	-	(2,625)	0.0%
8	Other Administrative Costs	20,600	12,017	9,608	(2,409)	20.0%
9	<b>Total Administrative</b>	<b>64,500</b>	<b>38,042</b>	<b>33,035</b>	<b>(5,007)</b>	<b>13.2%</b>
10	<b>Tenant Services</b>	<b>200</b>	<b>117</b>	<b>-</b>	<b>(117)</b>	<b>0.0%</b>
	<b>Utilities</b>					
11	Water & Sewer	18,000	10,500	9,686	(814)	7.8%
12	Electricity	15,000	8,750	7,640	(1,110)	12.7%
13	Gas	21,000	12,250	6,915	(5,335)	43.6%
14	<b>Total Utilities</b>	<b>54,000</b>	<b>31,500</b>	<b>24,241</b>	<b>(7,259)</b>	<b>23.0%</b>
15	<b>Maintenance</b>	<b>157,100</b>	<b>91,642</b>	<b>75,213</b>	<b>(16,429)</b>	<b>17.9%</b>
16	<b>Protective Services</b>	<b>10,000</b>	<b>5,833</b>	<b>8,890</b>	<b>3,057</b>	<b>-52.4%</b>
17	<b>Insurance</b>	<b>11,300</b>	<b>11,300</b>	<b>10,657</b>	<b>(643)</b>	<b>5.7%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>10,800</b>	<b>6,300</b>	<b>6,300</b>	<b>-</b>	<b>0.0%</b>
19	<b>Bad Debt-Tenants</b>	<b>5,500</b>	<b>3,208</b>	<b>3,460</b>	<b>252</b>	<b>-7.8%</b>
20	<b>Debt Interest (excl deferred)</b>	<b>45,600</b>	<b>26,600</b>	<b>26,716</b>	<b>116</b>	<b>-0.4%</b>

21	<b>Total Operating Expenses</b>	<b>359,000</b>	<b>214,542</b>	<b>188,512</b>	<b>(26,030)</b>	<b>12.1%</b>
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22	<b>Cash Flow from Operations</b>	<b>(37,600)</b>	<b>(27,058)</b>	<b>(6,534)</b>	<b>20,524</b>	<b>75.9%</b>
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	<b>Other Sources &amp; (Uses)</b>					
23	Debt Principal (HRA)	(32,400)	(17,000)	(16,054)	946	5.6%
24	Capital Expenditures	-	-	(5,355)	(5,355)	0.0%
25	Other Financial Items-Sources & (Uses)	70,000	-	-	-	0.0%
26	<b>Total Other Financial Items</b>	<b>37,600</b>	<b>(17,000)</b>	<b>(21,409)</b>	<b>(4,409)</b>	<b>-25.9%</b>

27	<b>Net Cash Flow</b>	<b>\$ -</b>	<b>\$ (44,058)</b>	<b>\$ (27,943)</b>	<b>\$ 16,115</b>	<b>36.6%</b>
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Line item notes:

24 - Digital Signage

Swisshelm Village Apartments One LP 316 Laudенbach Ct 32 Units Built 2002  
 July 31, 2024

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	3.0%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 306,400	\$ 178,733	\$ 179,360	\$ 627	0.4%
2	Less: Vacancy Loss	(9,200)	(5,367)	(5,340)	27	0.5%
3	<b>Net Tenant Rental Revenue</b>	<b>297,200</b>	<b>173,367</b>	<b>174,020</b>	<b>653</b>	<b>0.4%</b>
4	Other Income	15,000	8,750	11,518	2,768	31.6%
	<b>Total Operating Income</b>	<b>312,200</b>	<b>182,117</b>	<b>185,538</b>	<b>3,421</b>	<b>1.9%</b>

<b>Operating Expenses:</b>						
<b>Administrative</b>						
5	Management & Bkkpg Fees	38,400	22,400	22,984	584	-2.6%
6	Auditing Fees	1,000	1,000	963	(37)	3.7%
7	Legal Expense	2,500	1,458	-	(1,458)	0.0%
8	Other Administrative Costs	21,000	12,250	5,787	(6,463)	52.8%
9	<b>Total Administrative</b>	<b>62,900</b>	<b>37,108</b>	<b>29,734</b>	<b>(7,374)</b>	<b>19.9%</b>
10	<b>Tenant Services</b>	<b>200</b>	<b>117</b>	<b>473</b>	<b>356</b>	<b>-305.4%</b>
<b>Utilities</b>						
11	Water & Sewer	24,000	14,000	21,298	7,298	-52.1%
12	Electricity	14,000	8,167	6,932	(1,235)	15.1%
13	Gas	20,000	11,667	7,067	(4,600)	39.4%
14	<b>Total Utilities</b>	<b>58,000</b>	<b>33,833</b>	<b>35,297</b>	<b>1,464</b>	<b>-4.3%</b>
15	<b>Maintenance</b>	<b>128,500</b>	<b>74,958</b>	<b>40,515</b>	<b>(34,443)</b>	<b>45.9%</b>
16	<b>Protective Services</b>	<b>4,500</b>	<b>2,625</b>	<b>8,980</b>	<b>6,355</b>	<b>-242.1%</b>
17	<b>Insurance</b>	<b>11,300</b>	<b>11,300</b>	<b>10,667</b>	<b>(633)</b>	<b>5.6%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>9,800</b>	<b>5,717</b>	<b>5,719</b>	<b>2</b>	<b>0.0%</b>
19	<b>Bad Debt-Tenants</b>	<b>3,000</b>	<b>1,750</b>	<b>-</b>	<b>(1,750)</b>	<b>0.0%</b>

20	<b>Total Operating Expenses</b>	<b>278,200</b>	<b>167,408</b>	<b>131,385</b>	<b>(36,023)</b>	<b>21.5%</b>
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21	<b>Cash Flow from Operations</b>	<b>34,000</b>	<b>14,708</b>	<b>54,153</b>	<b>39,445</b>	<b>-268.2%</b>
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<b>Other Sources &amp; (Uses)</b>						
22	Capital Expenditures	-	-	(8,408)	(8,408)	0.0%
23	Other Financial Items-Sources & (Uses)	-	-	(6,160)	(6,160)	0.0%
24	<b>Total Other Financial Items</b>	<b>-</b>	<b>-</b>	<b>(14,568)</b>	<b>(14,568)</b>	<b>0.0%</b>

25	<b>Net Cash Flow</b>	<b>\$ 34,000</b>	<b>\$ 14,708</b>	<b>\$ 39,585</b>	<b>\$ 24,877</b>	<b>-169.1%</b>
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Line item notes:  
 22 - Digital Signage

Swisshelm Village Apartments Two LP    304 Laudенbach Ct    32 Units    Built 2003  
 July 31, 2024

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	5.9%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 308,500	\$ 179,958	\$ 182,560	\$ 2,602	1.4%
2	Less: Vacancy Loss	(9,300)	(5,425)	(10,785)	(5,360)	-98.8%
3	<b>Net Tenant Rental Revenue</b>	<b>299,200</b>	<b>174,533</b>	<b>171,775</b>	<b>(2,758)</b>	<b>-1.6%</b>
4	Other Income	20,000	11,667	19,414	7,747	66.4%
	<b>Total Operating Income</b>	<b>319,200</b>	<b>186,200</b>	<b>191,189</b>	<b>4,989</b>	<b>2.7%</b>

<b>Operating Expenses:</b>						
	<b>Administrative</b>					
5	Management & Bkpg Fees	38,400	22,400	22,464	64	-0.3%
6	Auditing Fees	1,000	1,000	963	(37)	3.7%
7	Legal Expense	1,000	583	-	(583)	0.0%
8	Other Administrative Costs	16,700	9,742	9,843	101	-1.0%
9	<b>Total Administrative</b>	<b>57,100</b>	<b>33,725</b>	<b>33,270</b>	<b>(455)</b>	<b>1.3%</b>
10	<b>Tenant Services</b>	<b>200</b>	<b>117</b>	<b>473</b>	<b>356</b>	<b>-305.4%</b>
	<b>Utilities</b>					
11	Water & Sewer	26,500	15,458	15,975	517	-3.3%
12	Electricity	16,000	9,333	8,486	(847)	9.1%
13	Gas	21,500	12,542	7,926	(4,616)	36.8%
14	<b>Total Utilities</b>	<b>64,000</b>	<b>37,333</b>	<b>32,387</b>	<b>(4,946)</b>	<b>13.2%</b>
15	<b>Maintenance</b>	<b>123,800</b>	<b>72,217</b>	<b>60,994</b>	<b>(11,223)</b>	<b>15.5%</b>
16	<b>Protective Services</b>	<b>4,000</b>	<b>2,333</b>	<b>4,394</b>	<b>2,061</b>	<b>-88.3%</b>
17	<b>Insurance</b>	<b>11,100</b>	<b>11,100</b>	<b>10,539</b>	<b>(561)</b>	<b>5.1%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>10,000</b>	<b>5,833</b>	<b>5,838</b>	<b>5</b>	<b>-0.1%</b>
19	<b>Bad Debt-Tenants</b>	<b>5,000</b>	<b>2,917</b>	<b>5,600</b>	<b>2,683</b>	<b>-92.0%</b>
20	<b>Debt Interest (excl deferred)</b>	<b>39,100</b>	<b>22,808</b>	<b>22,992</b>	<b>184</b>	<b>-0.8%</b>

21	<b>Total Operating Expenses</b>	<b>314,300</b>	<b>188,383</b>	<b>176,487</b>	<b>(11,896)</b>	<b>6.3%</b>
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22	<b>Cash Flow from Operations</b>	<b>4,900</b>	<b>(2,183)</b>	<b>14,702</b>	<b>16,885</b>	<b>773.4%</b>
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	<b>Other Sources &amp; (Uses)</b>					
23	Debt Principal (HRA)	(34,900)	(18,000)	(17,231)	769	4.3%
24	Capital Expenditures	-	-	(8,408)	(8,408)	0.0%
25	Other Financial Items-Sources & (Uses)	30,000	-	-	-	0.0%
26	<b>Total Other Financial Items</b>	<b>(4,900)</b>	<b>(18,000)</b>	<b>(25,639)</b>	<b>(7,639)</b>	<b>-42.4%</b>

27	<b>Net Cash Flow</b>	<b>\$ -</b>	<b>\$ (20,183)</b>	<b>\$ (10,937)</b>	<b>\$ 9,246</b>	<b>45.8%</b>
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Line item notes:  
 24 - Digital Signage

Riverside Apartments of St. Cloud LP 101 Riverside Dr SE 85 Units Built 1975; HRA Purch 2005

July 31, 2024

Budgeted Vacancy Loss	3%
Actual Vacancy Loss	1.8%

	Account Title	2024 BUDGET	YTD Budget	YTD Actual	YTD Budget vs. Actual Var. \$	YTD Budget vs. Actual Var. %
<b>Operating Income:</b>						
1	Gross Potential Rent	\$ 693,200	\$ 404,367	\$ 406,720	\$ 2,353	0.6%
2	Less: Vacancy Loss	(20,800)	(12,133)	(7,360)	4,773	39.3%
3	<b>Net Tenant Rental Revenue</b>	<b>672,400</b>	<b>392,233</b>	<b>399,360</b>	<b>7,127</b>	<b>1.8%</b>
4	Other Income	30,000	17,500	31,484	13,984	79.9%
	<b>Total Operating Income</b>	<b>702,400</b>	<b>409,733</b>	<b>430,844</b>	<b>21,111</b>	<b>5.2%</b>

<b>Operating Expenses:</b>						
	<b>Administrative</b>					
5	Management & Bkpg Fees	101,900	59,442	61,464	2,022	-3.4%
6	Auditing Fees	2,300	2,300	2,310	10	-0.4%
7	Legal Expense	5,000	2,917	6,749	3,832	-131.4%
8	Other Administrative Costs	39,500	23,042	15,364	(7,678)	33.3%
9	<b>Total Administrative</b>	<b>148,700</b>	<b>87,700</b>	<b>85,887</b>	<b>(1,813)</b>	<b>2.1%</b>
10	<b>Tenant Services</b>	<b>4,000</b>	<b>2,333</b>	<b>1,758</b>	<b>(575)</b>	<b>24.7%</b>
	<b>Utilities</b>					
11	Water & Sewer	20,000	11,667	17,075	5,408	-46.4%
12	Electricity	52,000	30,333	26,639	(3,694)	12.2%
13	Gas	26,000	15,167	10,732	(4,435)	29.2%
14	<b>Total Utilities</b>	<b>98,000</b>	<b>57,167</b>	<b>54,446</b>	<b>(2,721)</b>	<b>4.8%</b>
15	<b>Maintenance</b>	<b>214,700</b>	<b>125,242</b>	<b>161,967</b>	<b>36,725</b>	<b>-29.3%</b>
16	<b>Protective Services</b>	<b>13,000</b>	<b>7,583</b>	<b>7,554</b>	<b>(29)</b>	<b>0.4%</b>
17	<b>Insurance</b>	<b>18,600</b>	<b>18,600</b>	<b>17,846</b>	<b>(754)</b>	<b>4.1%</b>
18	<b>Payments in Lieu of Taxes</b>	<b>26,900</b>	<b>15,692</b>	<b>15,694</b>	<b>2</b>	<b>0.0%</b>
19	<b>Bad Debt-Tenants</b>	<b>7,000</b>	<b>4,083</b>	<b>3,254</b>	<b>(829)</b>	<b>20.3%</b>
20	<b>Debt Interest (excl deferred)</b>	<b>46,500</b>	<b>27,125</b>	<b>27,258</b>	<b>133</b>	<b>-0.5%</b>

21	<b>Total Operating Expenses</b>	<b>577,400</b>	<b>345,525</b>	<b>375,664</b>	<b>30,139</b>	<b>-8.7%</b>
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22	<b>Cash Flow from Operations</b>	<b>125,000</b>	<b>64,208</b>	<b>55,180</b>	<b>(9,028)</b>	<b>14.1%</b>
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	<b>Other Sources &amp; (Uses)</b>					
23	Debt Principal	(125,000)	(125,000)	(125,000)	-	0.0%
24	Capital Expenditures	-	-	-	-	0.0%
25	Other Financial Items-Sources & (Uses)	-	-	-	-	0.0%
26	<b>Total Other Financial Items</b>	<b>(125,000)</b>	<b>(125,000)</b>	<b>(125,000)</b>	<b>-</b>	<b>0.0%</b>

27	<b>Net Cash Flow</b>	<b>\$ -</b>	<b>\$ (60,792)</b>	<b>\$ (69,820)</b>	<b>\$ (9,028)</b>	<b>-14.9%</b>
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Line item notes:

15 - Lighting project and tuckpointing/exterior repairs \$54,104

TO: St. Cloud HRA Board of Commissioners

FROM: Louise Reis, Executive Director

DATE: September 18, 2024

SUBJECT: Approval of Change in Use at 54 30<sup>th</sup> Avenue North and 119 23<sup>rd</sup> Avenue North

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**Requested Action:** Approval of Change in Use at 54 30<sup>th</sup> Avenue North and 119 23<sup>rd</sup> Avenue North.

**Background:** In September of 1995, the St. Cloud HRA purchased two homes that were designated to become Veterans Transitional Housing. Each home was designed to hold four single male veterans. The St. Cloud HRA owns the houses through the state's Publicly Owned Transitional Housing (POTH) program. Over the years, Catholic Charities managed the homes and ran the program. As the needs of the homeless veterans has changed, we adapted by changing the use to single homeless women at one of the homes. Catholic Charities served notice to the HRA that their organization would no longer have the capacity to run the homes as transitional housing programs. Since then, our agency has been in contact with numerous agencies in St. Cloud requesting to partner with them for operating transitional housing. None of the organizations had the capacity or the finances to run a transitional housing program. After receiving that information, our office requested approval for a change in use from Minnesota Housing from transitional housing to affordable housing. Our request was granted. The homes can now be rented to families seeking housing. The homes will need to be rented to families at or below 50% of the greater of State Medium Income (SMI) or Area Medium Income (AMI) limits. We will accept vouchers at the properties. The home located at 54 30<sup>th</sup> Avenue North will be rented as a five bedroom and the home at 119 23<sup>rd</sup> Avenue North as a four bedroom.

**Frequency of Request:** One time.

**Related Actions:** None.

**Options:** Approve, table, or deny.

**Future Action:** Initial funding for operations.

**Relationship to Goals:** #2 – St. Cloud HRA will promote fair housing and assure high performance in HRA properties and housing subsidy programs.

**Budget Impact:** In October we will bring back a request for a transfer from the Community Housing Fund for initial operating costs, likely in the amount of \$30,000 to \$50,000.

TO: St. Cloud HRA Board of Commissioners  
FROM: Louise Reis, Executive Director  
DATE: September 16, 2024  
SUBJECT: Approval of Resolution 2024-14 - Application for HUD CoC Rental Assistance Grants

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**Requested Action:** Approval of Resolution 2024-14 - Application for HUD CoC Rental Assistance Grants in the amounts of \$432,552, \$95,052, and \$152,598 from the Department of Housing & Urban Development (HUD).

**Background:** The HUD CoC Rental Assistance provides tenant-based rental assistance to participants. The participants of two of the HUD CoC Rental Assistance grants are the chronic homeless individuals and families. The remaining grant of \$152,598 is for the Domestic Violence Rapid Re-Housing Program with Anna Marie's. These programs build on the premise that housing and services need to be linked to ensure stability of housing. Support service providers are required for each grant. Support services that will be provided in the form of case management and include; mental health, medical, transportation, budgeting, lifestyle skills, employment related skills, and crisis assistance.

The grant application is for a renewal for two years. The support service providers are Volunteers of America, Credent Care, Salvation Army of Wright County, Catholic Charities, and Anna Marie's.

**Frequency of Request:** We plan to continue participation in the HUD CoC Rental Assistance at the next grant renewal period.

**Related Actions:** None at this time.

**Future Action:** None at this time.

**Relationship to Goals:** Goal #3 – St. Cloud HRA will encourage collaboration with other community organizations and continue to seek funding sources for all programs.

**Budget Impact:** The St. Cloud HRA will be allowed to draw administrative fees for participants served under these grants.



**RESOLUTION 2024-14**

**HOUSING AND REDEVELOPMENT AUTHORITY OF ST. CLOUD, MINNESOTA**

**APPROVAL OF APPLICATION FOR RENEWAL OF HUD CONTINUUM OF CARE - RENTAL ASSISTANCE AND RAPID RE-HOUSING GRANTS**

WHEREAS, the Housing and Redevelopment Authority of St. Cloud, Minnesota (the “HRA”), is authorized to administer rental assistance under the Housing Programs, and

WHEREAS, the HRA is authorized to administer the HUD Continuum of Care (CoC) grants under this authority, and has been administering rental assistance grants from HUD for homeless individuals and families, now

HEREBY, is requesting Board approval for the Executive Director of the HRA to apply for renewal of the HUD CoC rental assistance and rapid re-housing grants from HUD, for grant periods starting in 2025, to provide the funding for the rental assistance, rapid re-housing, and administrative fees in the DOLLAR AMOUNT of \$432,552, \$95,052, and \$152,598.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS  
OF THE HOUSING AND REDEVELOPMENT AUTHORITY  
OF ST. CLOUD, MINNESOTA  
THE APPLICATION OF HUD CoC RENTAL ASSISTANCE AND RAPID  
RE-HOUSING GRANT DOLLARS  
TO BE AUTHORIZED BY THE EXECUTIVE DIRECTOR.**

Adopted this 25<sup>th</sup> day of September, 2024.

ATTEST:

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Nancy Gohman, Chair

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Hani Jacobson, Secretary

TO: HRA Board of Commissioners  
FROM: Louise Reis, Executive Director  
DATE: September 19, 2024  
SUBJECT: Report on Activities

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**Germain Towers Inspection:** On August 13, 2024, Germain Towers had a NSPIRE inspection by HUD. The property scored an 83 out of 100 under the new inspection criteria. Majority of issues were self-closing door hinges and GFCI outlets.

**Brownstones Roof Replacement:** The contractor has started the roof replacement project at the Brownstones. They have discovered some unexpected rotted / damaged framing and sheathing on the lower parapets of each building. The architect issued a Construction Change Directive (CCD) due to the urgent need for a change to the contract, as time did not allow for a formal change order. The CCD is not to exceed the amount of \$5,000 per building to remove & replace rotted / damaged framing and sheathing at the lower parapets on each building (\$10,000 total for both buildings).

A change order was also issued for \$9,573.85 for additional EIFS / sheathing repair on the 403 8th Avenue N building.

**Housing Choice Voucher Program: Port in: 85      Port out: 55**

**CDBG Update:**

For the homeowner rehab program:

- 8 in construction
- 1 in bidding
- 1 in application stage
- 19 on waiting list

**Housing Department Vacancy Report – For the Month Ending August 31, 2024**

<b>Fund: Public Housing – 291 Units</b>			
		Yearly	Vacant
<u>Complex</u>	<u># of units</u>	<u>Vacancy Rate</u>	<u>8/31/24</u>
Empire	89	1.09%	2
Wilson	126	2.06%	1
Scattered Sites	76	1.02%	1

<b>Fund: Section 8 New Construction – 162 Units</b>			
		Yearly	Vacant
<u>Complex</u>	<u># of units</u>	<u>Vacancy Rate</u>	<u>8/31/24</u>
Germain	60	3.44%	1
Grace/NWB	102	1.27%	2*

<b>Fund: Tax Credit – 249 Units</b>			
		Yearly	Vacant
<u>Complex</u>	<u># of units</u>	<u>Vacancy Rate</u>	<u>8/31/24</u>
Creeks	24	0.82%	2*
Brownstones	12	0.00%	0
Swisshelm One	32	2.05%	1
Westwood One	32	2.51%	0
Swisshelm Two	32	5.05%	1
Westwood Two	32	4.97%	2 **
Riverside	85	1.23%	1

<b>Fund: Affordable Housing – 79 Units</b>			
		Yearly	Vacant
<u>Complex</u>	<u># of units</u>	<u>Vacancy Rate</u>	<u>8/31/24</u>
Eastwood	18	5.60%	1
Loehr	61	1.19%	0
418house	1	0.00%	0

\*One unit rented 9/1/24

\*\*Two units rented for 9/20/24