

Crosby HRA Commissioners Meeting

11:00 a.m.

Tuesday, November 13, 2018

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Reading and Approval of Minutes** (*Attachment 1*)
4. **Bills and Communications**
 - a. **Financial Report** (*Attachment 2*)
 - b. **Housing Manager Report** (*Attachment 3*)
5. **Unfinished Business**
6. **New Business**
7. **Adjournment**
Next Meeting: Tuesday, December 11, 2018

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Minutes of the September 11, 2018, Board of Commissioners Meeting

The regular meeting of the commissioners of the Housing and Redevelopment Authority of Crosby was held at 11:00 a.m., Tuesday, September 11th, 2018, at 300 3rd Ave. NE in Crosby, Minnesota.

1. **CALL TO ORDER:** Chair Peeples called the meeting to order at 10:59 a.m.
2. **ROLL CALL:** Present at the meeting were Commissioners Linda Peeples, Julie McGinnis, William Small, and Buzz Neprud; Housing Manager Teresa Hettver, Assistant Director Deanna Heglund, and Executive Assistant LeAnn Goltz. Absent: Commissioner Renae Marsh.

3. **READING AND APPROVAL OF MINUTES FROM PREVIOUS MEETING:**

Commissioner Neprud made a motion to approve the minutes from the August 14th, 2018, board meeting. Commissioner Small seconded the motion. All commissioners voted in favor of the motion and none were opposed. The minutes were approved.

4. **BILLS AND COMMUNICATIONS:**

- a. **Financial Report:** The financial reports for August were provided to the Board.

Commissioner Small made a motion to approve August checks numbered 116915 through 116943. Commissioner McGinnis seconded the motion. All commissioners voted in favor of the motion and none were opposed. The motion was approved.

- b. **Housing Manager Report:** Jeff Banick, maintenance supervisor, has retired and his last day was September 7th, 2018. The Brainerd HRA hired Terry Quick as the new maintenance supervisor. Terry began working part time on August 10th shadowing Jeff and began working full-time on September 10th.

Rod ended his employment as a maintenance laborer and began working as caretaker in July. Prior to Devon's hire, we employed a 40-hour maintenance engineer and a 30-hour laborer. When Devon was hired, we changed to a 40-hour maintenance specialist and a 30-hour laborer. Since the laborer position was vacated, we felt it was a good time to go back to a work dynamic that is more beneficial for the HRA.

The opening for a maintenance engineer was posted and after interviewing all of the eligible applicants, Tony Novotny was hired as a 40-hour maintenance engineer, effective September 10th. We are keeping the maintenance specialist position, but the hours will be reduced from 40 to 30 effective October 1st.

Tony and Terry both attended the board meeting and introduced themselves.

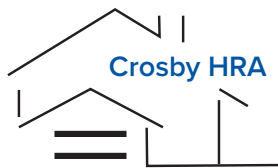
In addition, Hettver reported there were no vacancies for August.

5. **UNFINISHED BUSINESS:** Nothing to report.

6. **NEW BUSINESS:** Nothing to report.

7. **ADJOURNMENT:**

Commissioner Neprud made a motion to adjourn the meeting. Commissioner Small seconded the motion. All commissioners voted in favor of the motion and none were opposed. The motion was approved and meeting was adjourned at 11:06 a.m.



To: Crosby HRA Board Members
From: Karen Young, Finance Director
Date: November 6, 2018
Re: November Financial Reports

Please find attached the financial information for September and October 2018.

Scattered Sites POHP Project

Final payments were processed in October to Baratto Brothers Construction and Widseth Smith Nolting (WSN) for the Scattered Sites POHP Project. Costs for the project totaled \$686,348 paid for from the following sources:

- Capital Fund Program (CFP) \$ 156,301
- POHP Funding \$ 449,500
- Tax Increment Financing (TIF) \$ 80,547

Action Requested: Approval of September checks numbered 116944 through 116983 and October Checks numbered 116984 through 117017.

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Crosby Housing & Redevelopment Authority

2019 Ratios

FASS Ratios	Max Pts	Scoring	Apr	May	June	July	Aug	Sept	Oct
Quick Ratio	12	QR <1 =0-, QR >2 =12	12.00	12.00	12.00	12.00	12.00	12.00	12.00
Months Expendable Net Assets	11	MENA <1.0= 0, ME >4 =11	11.00	11.00	11.00	11.00	11.00	11.00	11.00
Debt Svc Coverage	2	DSC < 1 = 0, DSC >1.25 =2	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Total Points	25		25.00	25.00	25.00	25.00	25.00	25.00	25.00

MASS Ratios	Max Pts	Scoring	Apr	May	June	July	Aug	Sept	Oct
Occupancy	16	O <90% =0, O >98% =16	12.00	16.00	16.00	16.00	16.00	16.00	16.00
Tenant Accounts Receivable	5	TAR <1.5%=5, TAR >2.5% =0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Payable	4	AP < .75 = 4, AP >1.5 =0	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Total Points	25		16.00	20.00	20.00	20.00	20.00	20.00	20.00

Total of Above Ratios	50		41	45	45	45	45	45	45
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MASS Ratios	Max Pts	Scoring	Apr	May	June	July	Aug	Sept	Oct
Timeliness of Obligation	5	>90% at OED = 5 <90% at OED = 0	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Occupancy Rate	5	OR <93% = 0, OR >96% =5 Must have 5 points or	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Total Points	10	Capital Fund Troubled	10.0	10.0	10.0	10.0	10.0	10.0	10.0

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**September 2018
Operating Statements**

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PH Operating - Board
Public Housing Operating - Board
September, 2018

	Current Period	Current Year	Year To Date Budget	Variance
Income				
100-000-3110.000 Dwelling Rental	-16,699.00	-99,835.00	-98,550.00	-1,285.00
100-000-3120.000 Excess Utilities	-30.00	-480.00	-360.00	-120.00
100-000-3401.000 Operating Subsidy	-5,777.00	-37,037.00	-33,495.00	-3,542.00
100-000-3610.000 Interest Revenue	2.84	20.95	0.00	20.95
100-000-3690.000 Other Income	0.00	-94.16	-1,000.02	905.86
100-000-3691.000 Other Tenant Revenue	-149.75	-5,639.21	-4,825.02	-814.19
100-000-3695.000 Laundry Revenue	-424.00	-1,309.00	-1,150.02	-158.98
100-000-3699.000 POHP Grant Revenue	0.00	-9,690.00	0.00	-9,690.00
Total Income	-23,076.91	-154,063.42	-139,380.06	-14,683.36
Expense				
100-000-4110.000 Administration Salaries	1,805.76	11,719.69	12,124.98	-405.29
100-000-4130.000 Legal	0.00	0.00	1,249.98	-1,249.98
100-000-4140.000 Staff Training	0.00	145.47	300.00	-154.53
100-000-4150.000 Travel	45.23	261.50	435.00	-173.50
100-000-4171.000 Auditing Fees	0.00	2,500.00	3,250.00	-750.00
100-000-4190.000 Sundry-Other Admin	44.00	114.00	130.02	-16.02
100-000-4191.000 Management Fees	2,167.00	13,002.00	13,000.02	1.98
100-000-4194.000 Office Supplies	14.16	97.15	424.98	-327.83
100-000-4195.000 Membership Dues	84.60	84.60	94.98	-10.38
100-000-4196.000 Telephone	82.11	492.91	495.00	-2.09
100-000-4198.000 Advertising	0.00	418.55	154.98	263.57
100-000-4199.000 Postage	0.00	39.20	124.98	-85.78
100-000-4210.000 Tenant Svcs Salaries	511.84	2,607.78	2,055.00	552.78
100-000-4230.000 Tenant Services Other	16.05	96.36	97.50	-1.14
100-000-4310.000 Water	1,018.48	5,136.99	5,725.02	-588.03
100-000-4315.000 Sewer	1,740.69	8,544.22	9,000.00	-455.78
100-000-4320.000 Electricity	2,025.64	9,419.73	10,909.98	-1,490.25
100-000-4330.000 Gas	450.09	1,567.31	4,690.02	-3,122.71
100-000-4431.000 Garbage & Trash	532.99	2,744.28	3,949.98	-1,205.70
100-000-4410.000 Maintenance Labor	2,335.20	13,334.03	17,077.50	-3,743.47
100-000-4420.000 Materials	1,628.92	5,435.27	4,800.00	635.27
100-000-4430.000 Contracts Costs	1,658.53	6,518.26	8,500.02	-1,981.76
100-000-4432.000 Decorating Contract	350.00	561.91	3,649.98	-3,088.07
100-000-4435.000 Grounds Contract	89.11	303.68	250.02	53.66
100-000-4440.000 Repairs Contract	0.00	0.00	124.98	-124.98
100-000-4445.000 Elevator Maintenance	0.00	2,253.06	1,470.00	783.06
100-000-4450.000 Plumbing/Heating	0.00	0.00	2,500.02	-2,500.02
100-000-4455.000 Snow Removal	0.00	80.34	0.00	80.34
100-000-4456.000 Exterminating	20.00	100.00	619.98	-519.98
100-000-4457.000 Janitor/Cleaning	738.68	2,812.37	3,400.02	-587.65
100-000-4510.000 Insurance	1,509.13	9,054.78	9,165.06	-110.28
100-000-4520.000 Property Tax	548.06	3,590.35	3,340.98	249.37
100-000-4540.000 Employee Benefits	1,567.15	11,234.82	13,997.46	-2,762.64
Total Expense	20,983.42	114,270.61	137,108.44	-22,837.83
Net Income(-) or Loss	-2,093.49	-39,792.81	-2,271.62	-37,521.19

Crosby HRA
Edgewood Operating Stmt - Board
September, 2018

	Current Period	Current Year	Year To Date Budget	Variance
Income				
700-000-3110.000 Dwelling Rental	-18,445.00	-110,067.00	-106,549.98	-3,517.02
700-000-3120.000 Excess Utilities	-15.00	-1,585.00	-880.02	-704.98
700-000-3404.000 Other Government Grant	-7,981.00	-48,296.00	-51,175.02	2,879.02
700-000-3610.000 Interest Revenue	407.32	-1,631.72	0.00	-1,631.72
700-000-3690.000 Other Income	0.00	-94.15	-55.02	-39.13
700-000-3691.000 Other Tenant Revenue	-620.00	-4,581.29	-3,499.98	-1,081.31
700-000-3695.000 Laundry Revenue	-1,215.25	-4,200.25	-4,249.98	49.73
Total Income	-27,868.93	-170,455.41	-166,410.00	-4,045.41
Expense				
700-000-4110.000 Administration Salaries	2,908.64	18,879.51	19,562.52	-683.01
700-000-4130.000 Legal	599.00	599.00	250.02	348.98
700-000-4140.000 Staff Training	0.00	145.47	450.00	-304.53
700-000-4150.000 Travel	45.24	226.22	405.00	-178.78
700-000-4171.000 Auditing Fees	0.00	2,500.00	3,250.00	-750.00
700-000-4190.000 Sundry-Other Admin	15.00	90.00	210.00	-120.00
700-000-4191.000 Management Fees	5,333.00	31,998.00	31,999.98	-1.98
700-000-4194.000 Office Supplies	14.17	97.17	437.52	-340.35
700-000-4195.000 Membership Dues	84.60	84.60	94.98	-10.38
700-000-4196.000 Telephone	82.13	492.98	495.00	-2.02
700-000-4198.000 Advertising	0.00	418.55	220.02	198.53
700-000-4199.000 Postage	0.00	39.20	124.98	-85.78
700-000-4210.000 Tenant Svcs Salaries	767.76	3,911.67	3,082.50	829.17
700-000-4230.000 Tenant Services Other	16.05	96.39	97.50	-1.11
700-000-4310.000 Water	555.69	2,750.81	3,115.02	-364.21
700-000-4315.000 Sewer	1,027.74	5,076.61	6,312.48	-1,235.87
700-000-4320.000 Electricity	2,758.17	13,121.55	14,050.02	-928.47
700-000-4330.000 Gas	587.89	1,576.69	5,509.98	-3,933.29
700-000-4431.000 Garbage & Trash	150.39	807.83	1,000.02	-192.19
700-000-4410.000 Maintenance Labor	2,335.20	14,087.95	18,010.02	-3,922.07
700-000-4420.000 Materials	1,419.59	4,347.07	4,300.02	47.05
700-000-4430.000 Contracts Costs	1,632.28	7,122.71	6,499.98	622.73
700-000-4432.000 Decorating Contract	0.00	2,680.85	4,800.00	-2,119.15
700-000-4435.000 Grounds Contract	43.90	275.98	300.00	-24.02
700-000-4440.000 Repairs Contract	0.00	0.00	75.00	-75.00
700-000-4445.000 Elevator Maintenance	0.00	2,253.06	1,470.00	783.06
700-000-4450.000 Plumbing/Heating	0.00	2,139.97	2,500.02	-360.05
700-000-4455.000 Snow Removal	0.00	120.51	0.00	120.51
700-000-4456.000 Exterminating	30.00	150.00	750.00	-600.00
700-000-4457.000 Janitor/Cleaning	653.68	3,355.43	4,099.98	-744.55
700-000-4510.000 Insurance	1,643.71	9,862.26	9,602.46	259.80
700-000-4520.000 Property Tax	669.01	4,200.20	3,924.00	276.20
700-000-4540.000 Employee Benefits	1,828.84	17,351.41	15,949.98	1,401.43
Total Expense	25,201.68	150,859.65	162,949.00	-12,089.35
Net Income(-) or Loss	-2,667.25	-19,595.76	-3,461.00	-16,134.76

Housing and Redevelopment Authority of Crosby
Payment Summary Report
September 2018

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
9/12/2018	74	LeAnn Goltz	\$17.88
9/13/2018	1220	Lincoln Financial Group	\$798.54
9/13/2018	1221	Lincoln Financial Group	\$50.00
9/13/2018	1222	Electronic Federal Tax Payment System	\$1,072.15
9/13/2018	1223	Minnesota Dept Of Revenue	\$146.66
9/27/2018	1224	Lincoln Financial Group	\$798.54
9/27/2018	1225	Lincoln Financial Group	\$50.00
9/27/2018	1226	Electronic Federal Tax Payment System	\$1,405.87
9/27/2018	1227	Minnesota Dept Of Revenue	\$219.46
9/11/2018	116944	Adams Pest Control	\$50.00
9/11/2018	116945	City Of Crosby	\$4,771.00
9/11/2018	116946	Crow Wing County Sheriff's Office	\$150.00
9/11/2018	116947	Ctcit	\$200.00
9/11/2018	116948	Dacotah Paper Co.	\$176.56
9/11/2018	116949	Elite Environmental Services LLC	\$1,345.00
9/11/2018	116950	Hd Supply Facilities Maint	\$553.28
9/11/2018	116951	Jeff Banick	\$107.92
9/11/2018	116952	Judy Robinson	\$1,075.00
9/11/2018	116953	Tenant Refund	\$446.76
9/11/2018	116954	Lakes Printing	\$159.70
9/11/2018	116955	Mary Paxton	\$100.83
9/11/2018	116956	Nahro National	\$169.20
9/11/2018	116957	Nisswa Sanitation Inc	\$228.98
9/11/2018	116958	Paper Storm	\$26.00
9/11/2018	116959	Park Supply Inc.	\$143.96
9/11/2018	116960	Rental History Reports	\$50.00
9/11/2018	116961	ShofCorp LLC	\$74.00
9/11/2018	116962	Visa-Unity	\$1,297.36
9/11/2018	116963	Crow Wing County Sheriff's Office	\$75.00
9/11/2018	116964	Minnesota Energy Resources	\$326.47
9/11/2018	116965	Teresa Hettver	\$72.59
9/13/2018	116966	Void	\$0.00
9/13/2018	116967	Void	\$0.00
9/13/2018	116968	Electronic Installations, Inc.	\$244.50
9/13/2018	116969	Hd Supply Facilities Maint	\$664.67
9/13/2018	116970	Holden Electric Co. Inc.	\$1,204.70
9/13/2018	116971	Holiday	\$41.34
9/13/2018	116972	Lakes Printing	\$361.90
9/13/2018	116973	Strike Painting & Finishing	\$350.00
9/13/2018	116974	Timber Building Supply	\$168.78
9/13/2018	116975	Verizon Wireless	\$79.34
9/27/2018	116976	Baratto Brothers Construction, Inc.	\$2,561.03
9/27/2018	116977	Ctc	\$426.19

Housing and Redevelopment Authority of Crosby
Payment Summary Report
September 2018

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
9/27/2018	116978	Dearborn National Life Ins Co	\$32.20
9/27/2018	116979	Healthpartners	\$1,971.09
9/27/2018	116980	Holiday	\$89.16
9/27/2018	116981	Lincoln Financial Group	\$31.21
9/27/2018	116982	Minnesota Energy Resources	\$711.51
9/27/2018	116983	Minnesota Power	\$4,783.81
		Report Total	\$29,880.14

**October 2018
Operating Statements**

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PH Operating - Board
Public Housing Operating - Board
October, 2018

	Current Period	Current Year	Year To Date Budget	Variance
Income				
100-000-3110.000 Dwelling Rental	-16,951.00	-116,786.00	-114,975.00	-1,811.00
100-000-3120.000 Excess Utilities	-5.00	-485.00	-420.00	-65.00
100-000-3401.000 Operating Subsidy	-5,957.00	-42,994.00	-39,077.50	-3,916.50
100-000-3610.000 Interest Revenue	1.95	22.90	0.00	22.90
100-000-3690.000 Other Income	0.00	-94.16	-1,166.69	1,072.53
100-000-3691.000 Other Tenant Revenue	-456.15	-6,095.36	-5,629.19	-466.17
100-000-3695.000 Laundry Revenue	-267.00	-1,576.00	-1,341.69	-234.31
100-000-3699.000 POHP Grant Revenue	-3,045.00	-12,735.00	0.00	-12,735.00
Total Income	-26,679.20	-180,742.62	-162,610.07	-18,132.55
Expense				
100-000-4110.000 Administration Salaries	1,805.76	13,525.45	14,145.81	-620.36
100-000-4130.000 Legal	0.00	0.00	1,458.31	-1,458.31
100-000-4140.000 Staff Training	0.00	145.47	350.00	-204.53
100-000-4150.000 Travel	26.82	288.32	507.50	-219.18
100-000-4171.000 Auditing Fees	0.00	2,500.00	3,250.00	-750.00
100-000-4190.000 Sundry-Other Admin	12.50	126.50	151.69	-25.19
100-000-4191.000 Management Fees	2,167.00	15,169.00	15,166.69	2.31
100-000-4194.000 Office Supplies	2.25	99.40	495.81	-396.41
100-000-4195.000 Membership Dues	0.00	84.60	110.81	-26.21
100-000-4196.000 Telephone	81.43	574.34	577.50	-3.16
100-000-4198.000 Advertising	0.00	418.55	180.81	237.74
100-000-4199.000 Postage	0.00	39.20	145.81	-106.61
100-000-4210.000 Tenant Svcs Salaries	478.56	3,086.34	4,573.31	-1,486.97
100-000-4230.000 Tenant Services Other	16.16	112.52	113.75	-1.23
100-000-4310.000 Water	808.89	5,945.88	6,679.19	-733.31
100-000-4315.000 Sewer	1,365.10	9,909.32	10,500.00	-590.68
100-000-4320.000 Electricity	1,820.23	11,239.96	12,728.31	-1,488.35
100-000-4330.000 Gas	0.00	1,567.31	5,471.69	-3,904.38
100-000-4431.000 Garbage & Trash	579.64	3,323.92	4,608.31	-1,284.39
100-000-4410.000 Maintenance Labor	3,209.21	16,543.24	17,747.80	-1,204.56
100-000-4420.000 Materials	1,713.67	7,148.94	5,600.00	1,548.94
100-000-4430.000 Contracts Costs	542.42	7,060.68	9,916.69	-2,856.01
100-000-4432.000 Decorating Contract	611.75	1,173.66	4,258.31	-3,084.65
100-000-4435.000 Grounds Contract	542.75	846.43	291.69	554.74
100-000-4440.000 Repairs Contract	0.00	0.00	145.81	-145.81
100-000-4445.000 Elevator Maintenance	0.00	2,253.06	1,715.00	538.06
100-000-4450.000 Plumbing/Heating	0.00	0.00	2,916.69	-2,916.69
100-000-4455.000 Snow Removal	0.00	80.34	0.00	80.34
100-000-4456.000 Exterminating	20.00	120.00	723.31	-603.31
100-000-4457.000 Janitor/Cleaning	360.00	3,172.37	3,966.69	-794.32
100-000-4510.000 Insurance	1,509.13	10,563.91	10,692.57	-128.66
100-000-4520.000 Property Tax	619.11	4,209.46	3,897.81	311.65
100-000-4540.000 Employee Benefits	2,579.98	13,814.80	16,330.37	-2,515.57
Total Expense	20,872.36	135,142.97	159,418.04	-24,275.07
Net Income(-) or Loss	-5,806.84	-45,599.65	-3,192.03	-42,407.62

Crosby HRA
Edgewood Operating Stmt - Board
October, 2018

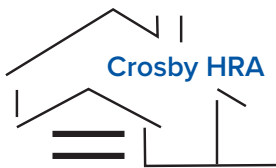
	Current Period	Current Year	Year To Date Budget	Variance
Income				
700-000-3110.000 Dwelling Rental	-18,294.00	-128,361.00	-124,308.31	-4,052.69
700-000-3120.000 Excess Utilities	-15.00	-1,600.00	-1,026.69	-573.31
700-000-3404.000 Other Government Grant	-7,724.00	-56,020.00	-59,704.19	3,684.19
700-000-3610.000 Interest Revenue	551.20	-1,080.52	0.00	-1,080.52
700-000-3690.000 Other Income	0.00	-94.15	-64.19	-29.96
700-000-3691.000 Other Tenant Revenue	-23.00	-4,604.29	-4,083.31	-520.98
700-000-3695.000 Laundry Revenue	-701.00	-4,901.25	-4,958.31	57.06
Total Income	-26,205.80	-196,661.21	-194,145.00	-2,516.21
Expense				
700-000-4110.000 Administration Salaries	2,708.64	21,588.15	22,822.94	-1,234.79
700-000-4130.000 Legal	0.00	599.00	291.69	307.31
700-000-4140.000 Staff Training	0.00	145.47	525.00	-379.53
700-000-4150.000 Travel	8.94	235.16	472.50	-237.34
700-000-4171.000 Auditing Fees	0.00	2,500.00	3,250.00	-750.00
700-000-4190.000 Sundry-Other Admin	12.50	102.50	245.00	-142.50
700-000-4191.000 Management Fees	5,333.00	37,331.00	37,333.31	-2.31
700-000-4194.000 Office Supplies	2.25	99.42	510.44	-411.02
700-000-4195.000 Membership Dues	0.00	84.60	110.81	-26.21
700-000-4196.000 Telephone	81.44	574.42	577.50	-3.08
700-000-4198.000 Advertising	0.00	418.55	256.69	161.86
700-000-4199.000 Postage	0.00	39.20	145.81	-106.61
700-000-4210.000 Tenant Svcs Salaries	717.84	4,629.51	6,860.00	-2,230.49
700-000-4230.000 Tenant Services Other	16.17	112.56	113.75	-1.19
700-000-4310.000 Water	481.20	3,232.01	3,634.19	-402.18
700-000-4315.000 Sewer	894.85	5,971.46	7,364.56	-1,393.10
700-000-4320.000 Electricity	2,349.35	15,470.90	16,391.69	-920.79
700-000-4330.000 Gas	0.00	1,576.69	6,428.31	-4,851.62
700-000-4431.000 Garbage & Trash	155.36	963.19	1,166.69	-203.50
700-000-4410.000 Maintenance Labor	3,209.20	17,297.15	17,747.80	-450.65
700-000-4420.000 Materials	1,047.27	5,394.34	5,016.69	377.65
700-000-4430.000 Contracts Costs	542.84	7,665.55	7,583.31	82.24
700-000-4432.000 Decorating Contract	51.75	2,732.60	5,600.00	-2,867.40
700-000-4435.000 Grounds Contract	7.19	283.17	350.00	-66.83
700-000-4440.000 Repairs Contract	0.00	0.00	87.50	-87.50
700-000-4445.000 Elevator Maintenance	0.00	2,253.06	1,715.00	538.06
700-000-4450.000 Plumbing/Heating	0.00	2,139.97	2,916.69	-776.72
700-000-4455.000 Snow Removal	0.00	120.51	0.00	120.51
700-000-4456.000 Exterminating	30.00	180.00	875.00	-695.00
700-000-4457.000 Janitor/Cleaning	440.00	3,795.43	4,783.31	-987.88
700-000-4510.000 Insurance	1,643.71	11,505.97	11,202.87	303.10
700-000-4520.000 Property Tax	721.41	4,921.61	4,578.00	343.61
700-000-4540.000 Employee Benefits	2,825.11	20,176.52	18,608.31	1,568.21
Total Expense	23,280.02	174,139.67	189,565.36	-15,425.69
Net Income(-) or Loss	-2,925.78	-22,521.54	-4,579.64	-17,941.90

Housing and Redevelopment Authority of Crosby
Payment Summary Report
October 2018

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
10/10/2018	75	LeAnn Goltz	\$35.76
10/10/2018	76	Tony Novotny	\$35.98
10/11/2018	1228	Lincoln Financial Group	\$798.54
10/11/2018	1229	Lincoln Financial Group	\$50.00
10/11/2018	1230	Electronic Federal Tax Payment System	\$1,401.05
10/11/2018	1231	Minnesota Dept Of Revenue	\$219.70
10/25/2018	1232	Lincoln Financial Group	\$798.54
10/25/2018	1233	Lincoln Financial Group	\$50.00
10/25/2018	1234	Electronic Federal Tax Payment System	\$1,395.35
10/25/2018	1235	Minnesota Dept Of Revenue	\$217.23
10/9/2018	116984	Adams Pest Control	\$50.00
10/9/2018	116985	Capital One Commercial (Menards)	\$729.09
10/9/2018	116986	City Of Crosby	\$3,978.44
10/9/2018	116987	Crow Wing County San. Landfill	\$26.00
10/9/2018	116988	Ctcit	\$200.00
10/9/2018	116989	Deerwood True Value Hardware	\$67.31
10/9/2018	116990	Hd Supply Facilities Maint	\$653.38
10/9/2018	116991	Hengel Ready Mix & Construction Inc.	\$370.00
10/9/2018	116992	Home Depot Credit Services	\$99.00
10/9/2018	116993	Judy Robinson	\$800.00
10/9/2018	116994	Lakes Printing	\$129.30
10/9/2018	116995	Minnesota Power	\$221.00
10/9/2018	116996	Minnesota T's	\$164.15
10/9/2018	116997	Nisswa Sanitation Inc	\$225.60
10/9/2018	116998	Rental History Reports	\$75.00
10/9/2018	116999	Sherwin-Williams	\$103.50
10/9/2018	117000	ShofCorp LLC	\$74.00
10/9/2018	117001	Strike Painting & Finishing	\$560.00
10/9/2018	117002	Terry Quick	\$188.57
10/9/2018	117003	The Office Shop	\$4.50
10/9/2018	117004	Timber Building Supply	\$721.15
10/9/2018	117005	Verizon Wireless	\$176.06
10/9/2018	117006	Visa-Unity	\$398.49
10/9/2018	117007	Wideth Smith Nolting & Assoc	\$1,950.00
10/11/2018	117008	Baratto Brothers Construction, Inc.	\$13,410.80
10/11/2018	117009	Crow Wing County Treasurer	\$7,144.84
10/11/2018	117010	Wideth Smith Nolting & Assoc	\$585.00
10/25/2018	117011	Crow Wing County San. Landfill	\$55.00
10/25/2018	117012	Ctc	\$425.86
10/25/2018	117013	Healthpartners	\$4,797.81
10/25/2018	117014	Lincoln Financial Group	\$31.21
10/25/2018	117015	Minnesota Dept Of Labor & Ind	\$10.00
10/25/2018	117016	Minnesota Power	\$4,169.58

**Housing and Redevelopment Authority of Crosby
Payment Summary Report
October 2018**

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
10/25/2018	117017	ShofCorp LLC	\$74.00
		Report Total	\$47,670.79



To: Crosby HRA Board Members
From: Teresa Hettver, Housing Manager
Date: November 7, 2018
Re: Housing Manager Report

POHP

Minnesota Housing gave us a deadline of October 8th to finalize the items for the POHP grant. Terry and Tony went through each unit and put together a comprehensive punch list for Baratto Brothers and made sure the deadline was met.

October Vacancies

Edgewood – 2
Dellwood – 0
Family Units – 0

No Action Requested; Discussion Items

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