



Crosby HRA Commissioners Meeting

11:00 a.m.

Tuesday, January 8, 2019

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Public Hearing**
 - a. Adoption of Resolution No. 2019-07 and Approval of Annual Plan (*Attachment 1*)
4. **Reading and Approval of Minutes** (*Attachment 2*)
5. **Bills and Communications**
 - a. Financial Report (*Attachment 3*)
 - b. Housing Manager Report (*Attachment 4*)
6. **Unfinished Business**
7. **New Business**
8. **Adjournment**

Next Meeting: Tuesday, January 8, 2019

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To: Crosby HRA Board Members
From: Teresa L. Hettver, Housing Manager
Date: January 2, 2019
Re: Adoption of Resolution No. 2019-07 and Approval of Annual Plan

We are required to develop an Annual Plan each year between our Five Year Agency Plan. A public hearing must be held regarding any changes to the goals, objectives and policies of the agency prior to the approval of the Annual Plan, a copy of which is attached.

The only changes made to the Annual Plan this year are described in Paragraph E.1, which lists current and open Capital Fund grants and also includes an updated Capital Fund Program Five-year Action Plan.

A public hearing is scheduled at 11:00 a.m. on Tuesday, January 8, 2019, in the Dellwood Community Room. The Notice of Public Hearing was posted in the Legal Notice section of the Crosby-Ironton Courier on November 14, 2018.

Action Requested: Adopt Resolution No. 2019-07 and Approve the Annual Plan.

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Streamlined Annual PHA Plan (Small PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, HCV-Only PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p>PHA Name: <u>Housing and Redevelopment Authority of Crosby</u> PHA Code: <u>MN082</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/2019</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>59</u> Number of Housing Choice Vouchers (HCVs) _____ Total Combined <u>59</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>The PHA Plan is located at: Housing and Redevelopment Authority of Crosby, 3003rd Ave. NE, Crosby, MN 56441</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 15%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 25%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 12.5%;">PH</th> <th style="width: 12.5%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
Participating PHAs	PHA Code					Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program																			
		PH	HCV																								
Lead PHA:																											

form HUD-50075-SM (12/2014)

B.	Annual Plan Elements Submitted with 5-Year PHA Plans. Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Five-Year PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>The HRA of Crosby continues to provide decent, safe and affordable housing to extremely low, low-income and very low-income families with the successful administration of the Public Housing program. The HRA of Crosby continues to strive to be rated as a high performing agency. The HRA of Crosby continues to comply will all of the protections provided by VAWA for victims of domestic violence, dating violence, sexual assault, or stalking.</p>
C.	Annual Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.

C.1.	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
C.2	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><u>Form 50077-SM</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public.</p>
D	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
D.1	<p>Civil Rights Certification.</p> <p><u>Form 50077-SM-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
D.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
D.3	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
E	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
E.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. The 2018-2022 HUD form 50075.2 was approved by HUD on July 24, 2018. Attached is HUD-50075.1 for current and open years 2018, 2017, and 2016 and current Capital Fund Program 5 year Action Plan, HUD-50075.2, for years 2019-2023.</p>

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0157
 Expires 3/31/2020

Part I: Summary		FFY of Grant: 2016 FFY of Grant Approval: 2016	
PHA Name: HRA of Crosby, MN		Grant Type and Number Capital Fund Program Grant No: MN46P08250116 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/18	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input type="checkbox"/> Final Performance and Evaluation Report	Total Actual Cost ¹
Line	Summary by Development Account	Total Estimated Cost Revised ²	Obligated Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) ³	23,942	
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	37,943	37,943
11	1465.1 Dwelling Equipment—Nonexpendable	61,885	
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities ⁴		

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 3/31/2020

Part I: Summary		FFY of Grant: 2016 FFY of Grant Approval: 2016	
PHA Name: HRA of Crosby, MN	Grant Type and Number Capital Fund Program Grant No: MN46P08250116 Replacement Housing Factor Grant No:		
Date of CFFP:			
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/18 <input type="checkbox"/> Revised Annual Statement (revision no: 2)			
Summary by Development Account		Final Performance and Evaluation Report	
Line		Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ²
		Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	61,885	37,943
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section .504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director Jennifer Bergman		Signature of Public Housing Director	
Date		Date	

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 3/31/2020

Part II: Supporting Pages									
PHA Name: HRA of Crosby, MN			Grant Type and Number Capital Fund Program Grant No: MN46P08250116 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2016			
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
MN082 Family Units	Replace Shingles	1460	10	23,000	10,000	10,000	10,000	Complete	
MN082 Family Units	Smoke Detectors	1460	20	5,000	5,000	5,000	5,000	Complete	
MN082 Family Units	Waterproof Foundations	1460	5	33,885	22,943	22,943	22,943	Complete	
MN082 Family Units	Sidewalks	1450	10	0					
MN082	Operations	1406	1	0	23,942				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

Part I: Summary	
PHA Name: HRA OF CROSBY, MINNESOTA	FFY of Grant: 2017 FFY of Grant Approval:
Grant Type and Number Capital Fund Program Grant No. MN46P08250117 Replacement Housing Factor Grant No. Date of CFFP:	

Type of Grant

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (Revision No: 1)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾		Obligated
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20)(3)	10,000	10,000		
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				

(1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part I: Summary	
PHA Name: HRA OF CROSBY, MINNESOTA	FFY of Grant: 2017 FFY of Grant Approval:
Grant Type and Number Capital Fund Program Grant No. MN46P08250117 Replacement Housing Factor Grant No. Date of CFFP:	

Type of Grant

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (Revision No: 1)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling equipment				
14	1480 General Capital Fund	53,400	53,400		
15	1485 Demolition				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18a	1499 Development Activities (4)				
18ba	1501 Collateralization or Debt Service paid by the PHA				
19	9000 Collateralization or Debt Service paid via System of Direct Payment				
20	1502 Contingency (may not exceed 8% of line 20)				
21	Amount of Annual Grant: (sum of lines 2-20)	63,400	63,400		

(1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part I: Summary	
PHA Name: HRA OF CROSBY, MINNESOTA	Grant Type and Number Capital Fund Program Grant No. MN46P08250117 Replacement Housing Factor Grant No. Date of CFFP:
FFY of Grant: 2017 FFY of Grant Approval:	

Type of Grant

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (Revision No: 1)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of Executive Director	Date
Signature of Public Housing Director	Date

⁽¹⁾ To be completed for the Performance and Evaluation Report
⁽²⁾ To be completed for the Performance and Evaluation Report or a Revised Annual Statement
⁽³⁾ PHAs with under 250 units in management may use 100% of CFF Grants for operations
⁽⁴⁾ RHF funds shall be include here

Part II: Supporting Pages									
PHA Name: HRA OF CROSBY, MINNESOTA			Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFPP(Yes/No):				Federal FFY of Grant: 2017		
			MN46P08250117						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost (2)	Status of Work		
				Original	Revised (1)			Funds Obligated	Funds Expended
MN082000001 - DELLWOOD APART./SCATTERED	Replace exterior doors (Dwelling Unit-Exterior (1480))			\$10,000.00	\$5,000.00				
Not associated with any specific development	Operations (Operations (1406))			\$10,000.00	\$10,000.00				
MN082000001 - DELLWOOD APART./SCATTERED	Replace interior doors (Dwelling Unit-Interior (1480))				\$5,000.00				
MN082000001 - DELLWOOD APART./SCATTERED	Replace flat roof at Dellwood Apartments (Dwelling Unit-Exterior (1480))				\$33,400.00				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages										
PHA Name: HRA OF CROSBY, MINNESOTA			Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFPP(Yes/No):			Federal FFY of Grant: 2017				
			MN46P08250117							
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost ⁽²⁾		Status of Work		
				Original	Revised ⁽¹⁾	Funds Obligated	Funds Expended			
MIN082000001 - DELLWOOD APART./SCATTERED	Replace entrance doors (Non-Dwelling Interior (1480))				\$10,000.00					
MIN082000001 - DELLWOOD APART./SCATTERED	Replace refrigerators and ranges (Dwelling Unit-Interior (1480))			\$20,000.00						
MIN082000001 - DELLWOOD APART./SCATTERED	Replace toilets and showers (Dwelling Unit- Interior (1480))			\$13,400.00						
MIN082000001 - DELLWOOD APART./SCATTERED	Replace flooring (Dwelling Unit-Interior (1480))			\$10,000.00						

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages									
PHA Name: HRA OF CROSBY, MINNESOTA		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFPP(Yes/No):			Federal FFY of Grant: 2017				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost (2)		Status of Work	
				Original	Revised (1)	Funds Obligated	Funds Expended		
	Total:			\$63,400.00	\$63,400.00				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: HRA OF CROSBY, MINNESOTA					
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ⁽¹⁾
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(1) Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Summary	
PHA Name: HRA OF CROSBY, MINNESOTA	Grant Type and Number Capital Fund Program Grant No. MN46P08250118 Replacement Housing Factor Grant No. Date of CFFP:
FFY of Grant: 2018 FFY of Grant Approval:	

Type of Grant

- Original Annual Statement** **Reserve for Disasters/Emergencies** **Revised Annual Statement (Revision No:)**
- Performance and Evaluation Report for Period Ending:** **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20)(3)	10,000			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				

(1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part I: Summary	
PHA Name: HRA OF CROSBY, MINNESOTA	FFY of Grant: 2018 FFY of Grant Approval:
Grant Type and Number Capital Fund Program Grant No. MN46P08250118 Replacement Housing Factor Grant No. Date of CFFP:	

Type of Grant

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (Revision No:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling equipment				
14	1480 General Capital Fund	87,865			
15	1485 Demolition				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18a	1499 Development Activities (4)				
18ba	1501 Collateralization or Debt Service paid by the PHA				
19	9000 Collateralization or Debt Service paid via System of Direct Payment				
20	1502 Contingency (may not exceed 8% of line 20)				
21	Amount of Annual Grant: (sum of lines 2-20)	87,865			

(1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part I: Summary	
PHA Name: HRA OF CROSBY, MINNESOTA	Grant Type and Number Capital Fund Program Grant No. MN46P08250118 Replacement Housing Factor Grant No. Date of CFFP:
FFY of Grant: 2018 FFY of Grant Approval:	

Type of Grant

- Original Annual Statement**
 Reserve for Disasters/Emergencies
 Revised Annual Statement (Revision No:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of Executive Director	Date
Signature of Public Housing Director	Date

⁽¹⁾ To be completed for the Performance and Evaluation Report
⁽²⁾ To be completed for the Performance and Evaluation Report or a Revised Annual Statement
⁽³⁾ PHAs with under 250 units in management may use 100% of CFP Grants for operations
⁽⁴⁾ RHF funds shall be include here

Part II: Supporting Pages										
PHA Name: HRA OF CROSBY, MINNESOTA			Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFPP(Yes/No):				Federal FFY of Grant: 2018			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost (2)		Status of Work		
				Original	Revised (1)	Funds Obligated	Funds Expended			
Not associated with any specific development	Operations (Operations (1406))			\$10,000.00						
MIN082000001 - DELLWOOD APART./SCATTERED	Replace interior doors (Dwelling Unit-Interior (1480))			\$42,865.00						
MIN082000001 - DELLWOOD APART./SCATTERED	Replace flat roof at Dellwood Apartments (Non-Dwelling Exterior (1480))			\$35,000.00						
MIN082000001 - DELLWOOD APART./SCATTERED	Replace entrance doors (Non-Dwelling Interior (1480))			\$10,000.00						

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Status of Work
				Original	Revised (1)	
				Total Actual Cost (2)		
				Funds Obligated	Funds Expended	
PHA Name: HRA OF CROSBY, MINNESOTA		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No. CFPP(Yes/No):		Federal FFY of Grant: 2018		
Total:				\$97,865.00		

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: HRA OF CROSBY, MINNESOTA					
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ⁽¹⁾
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(1) Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program - Five-Year Action Plan

Part I: Summary						
PHA Name : HRA OF CROSBY, MINNESOTA		Locality (City/County & State)				
PHA Number: MN082		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:)				
A.	Development Number and Name	Work Statement for Year 1 2019	Work Statement for Year 2 2020	Work Statement for Year 3 2021	Work Statement for Year 4 2022	Work Statement for Year 5 2023
	DELLWOOD APART./SCATTERED (MN0820000001)	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2019				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0001	DELLWOOD APART./SCATTERED (MN082000001) Replace refrigerators and ranges(Dwelling Unit-Interior (1480)-Appliances)	Remove old ranges, range hoods and refrigerators, dispose of properly, replace with new energy efficient refrigerators, ranges and range hoods in our 20 scattered site family units. Asbestos and lead-based paint will be addressed when found.		\$60,000.00
ID0002	Replace toilets and showers(Dwelling Unit-Interior (1480)-Commodities,Dwelling Unit-Interior (1480)-Tubs and Showers)	Replace toilets and showers in 10 scattered site family units. Remove toilets, bathtub/showers and dispose of properly. Fix drywall if damaged during the removal process, prime and paint if applicable. Install new bathtubs, shower surrounds, faucet and drain assemblies. Install new water saving toilets including new wax rings, supply lines and water shut off valves. Asbestos and lead-based paint will be addressed when found.		\$10,000.00
ID0003	Replace exterior doors(Dwelling Unit-Exterior (1480)-Exterior Doors)	Remove 40 entry and storm doors and frames at our 20 scattered site family units. Replace with new prehung doors of the same style and size as existing. Install new locksets and associated hardware. Asbestos and lead-based paint will be addressed when found.		\$10,000.00
ID0004	Replace flooring(Dwelling Unit-Interior (1480)-Flooring (non routine))	Remove vinyl, carpet and padding in 20 scattered site family units. Prepare for new flooring by replacing any deteriorated, worn or damaged sub-flooring. Install new padding and carpet in the living room, hallway and bedrooms. Install new vinyl in the kitchen and bathrooms. Asbestos and lead-based paint will be addressed when found.		\$10,000.00
ID0005	Operations(Operations (1406))	Operations - Contract Costs including garbage removal, elevator maintenance, exterminating services, PNA assessment, plumbing and heating repairs, copier maintenance, grounds contract, and repairs contract. Utilities including gas, water, sewer and electric. Property, liability and workman's comp insurance. Janitor and cleaning supplies including glass cleaner, tile/floor cleaner, towels and office supplies, postage and advertising. Telephone and internet services, health insurance, employee benefits and wages. Asbestos and lead-based paint will be addressed when found.		\$10,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2019	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0025	A&E(Contract Administration (1480)-Other Fees and Costs)	A/E for design, bidding and construction management of refrigerator, range, toilet, shower, exterior door and flooring replacement.		\$5,000.00
ID0032	Life Safety Systems, AC sleeve and misc repair at Dellwood Apartments(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Other,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Siding,Non-Dwelling Exterior (1480)-Tuck Pointing,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Other)	At Dellwood Apartments we will replace centrally monitoring fire alarm panel, initiating and notification devices, Hardwire emergency and exit lights and mount at correct heights. Remove and replace old A/C sleeves and any deteriorated framing, properly flash and install new A/C sleeves.Repair exterior crack in the mortar on the NE corner of the building. Asbestos and lead-based paint will be addressed when found. Because the soil may be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning.		\$5,000.00
	Subtotal of Estimated Cost			\$60,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		2	2020		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
ID0006	DELLWOOD APART./SCATTERED (MN082000001) Replace kitchen cabinets(Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Remove all upper and lower kitchen cabinets, sinks and countertops at Dellwood Apartments. Replace with new cabinets of the same layout as existing that were removed. Install new post formed laminate countertops, new sinks, drain assemblies, faucets and water supply lines. Asbestos and lead-based paint will be addressed when found.			\$60,000.00
ID0007	Replace showers(Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical))	Remove and properly dispose of bathroom showers at Dellwood Apartments. Repair any drywall that is deteriorated or was damaged in the removal, tape, sand and paint to match existing. Replace faucet and drain assemblies with new. Install new shower stalls. Asbestos and lead-based paint will be addressed when found.			\$15,000.00
ID0008	Replace garage doors(Non-Dwelling Exterior (1480)-Doors)	Remove and properly dispose of overhead garage doors and all associated hardware at 20 scattered site family units. Replace with new doors of the same size as those removed, including new tracks, springs and hardware. Asbestos and lead-based paint will be addressed when found.			\$20,000.00
ID0009	Operations(Operations (1406))	Operations - Contract Costs including garbage removal, elevator maintenance, exterminating services, plumbing and heating repairs, copier maintenance, grounds contract, and repairs contract. Utilities including gas, water, sewer and electric. Property, liability and workman's comp insurance. Janitor and cleaning supplies including glass cleaner, tile/floor cleaner, towels, and office supplies, postage and advertising. Telephone and internet services. Health insurance, employee benefits and wages. Asbestos and lead-based paint will be addressed when found.			\$10,000.00
ID0026	A&E(Contract Administration (1480)-Other Fees and Costs)	A/E for design, bidding and construction management of kitchen cabinet, shower and garage door replacement.			\$5,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$60,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		3	2021		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
ID0010	DELLWOOD APART./SCATTERED (MN082000001) Replace kitchen appliances(Dwelling Unit-Interior (1480)-Appliances)	Remove old ranges, range hoods and refrigerators in 21 units at Dellwood Apartments, dispose of property. Replace with new energy efficient refrigerators, ranges and range hoods. Asbestos and lead-based paint will be addressed when found.			\$60,000.00
ID0011	Replace toilets and showers(Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodities,Dwelling Unit-Interior (1480)-Tubs and Showers)	Replace toilets and showers in 10 scattered site family units. Remove toilets, bathtub/showers and dispose of property. Fix drywall if damaged during the removal process, prime and paint if applicable. Install new bathtubs, shower surrounds, faucet and drain assemblies. Install new water saving toilets including new wax rings, supply lines and water shut off valves. Asbestos and lead-based paint will be addressed when found.			\$20,000.00
ID0012	Painting hallways and common areas(Non-Dwelling Interior (1480)-Common Area Finishes,Non-Dwelling Interior (1480)-Common Area Painting,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Common Area Bathrooms)	Clean and fix holes, nicks and other inconsistencies in the walls. Spot prime and paint the hallways and all other common areas at Dellwood Apartments. Asbestos and lead-based paint will be addressed when found.			\$10,000.00
ID0013	Operations(Operations (1406))	Operations - Contract Costs including garbage removal, elevator maintenance, exterminating services, plumbing and heating repairs, copier maintenance, grounds contract, and repairs contract. Utilities including gas, water, sewer and electric. Property, liability and workman's comp insurance. Janitor and cleaning supplies including glass cleaner, tile/floor cleaner, towels and office supplies, postage and advertising. Telephone and internet services. Health insurance, employee benefits and wages. Asbestos and lead-based paint will be addressed when found.			\$10,000.00
ID0027	A&E(Contract Administration (1480)-Other Fees and Costs)	A/E for design, bidding and construction management of kitchen appliance, toilet and shower replacement and painting.			\$5,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		3	2021		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	Subtotal of Estimated Cost				\$60,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0014	DELLWOOD APART./SCATTERED (MN082000001) Repair asphalt at Dellwood Apartments(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Route out and blow out/clean cracks in bituminous. Remove any broken or damaged areas and patch with new. Seal entire area and paint new striping. Restore landscaping that was disturbed, if any. Asbestos and lead-based paint will be addressed when found. Because the soil may be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning.		\$60,000.00
ID0015	Replaces siding(Dwelling Unit-Exterior (1480)-Carports -Surface Garage,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits)	Remove and properly dispose of deteriorated siding on 20 Scattered Site units and garages. Install proper flashings, vapor barrier, frieze board, J-channel, and new siding. Asbestos and lead-based paint will be addressed when found.		\$10,000.00
ID0016	Landscaping and tree removal(Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Other)	Remove overgrown, dead and deteriorated trees and landscaping at 20 scattered site units. Replace with new plantings or lawn at appropriate. Asbestos and lead-based paint will be addressed when found. Because the soil will be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning.		\$5,000.00
ID0017	Replaces sidewalks and steps(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove and properly dispose of 20 sets of concrete steps and sidewalks at scattered site family units. Pour new steps and sidewalks with 4000 psi fiber entrained concrete of a similar layout of existing that was removed. Asbestos and lead-based paint will be addressed when found. Because the soil will be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning.		\$5,000.00
ID0018	Operations(Operations (1406))	Operations - Contract Costs including garbage removal, elevator maintenance, exterminating services, plumbing and heating repairs, copier maintenance, grounds contract, and repairs contract. Utilities including gas, water, sewer and electric. Property, liability and workman's comp insurance. Janitor and cleaning supplies including glass cleaner, tile/floor cleaner, towels and office supplies, postage and advertising. Telephone and internet services. Health insurance, employee benefits and wages. Asbestos and lead-based paint will be addressed when found.		\$10,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0028	A&E(Contract Administration (1480)-Other Fees and Costs)	A/E for design, bidding and construction management of asphalt repair, landscaping and tree removal and replacement of siding, sidewalks and steps.		\$5,000.00
ID0031	Physical Needs/LBP/Asbestos Assessment(Contract Administration (1480)-Other Fees and Costs)	Conduct a Physical Needs/LBP/Asbestos Assessment on public housing properties. Asbestos and lead-based paint will be addressed when found.		\$1,000.00
	Subtotal of Estimated Cost			\$60,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year	5	2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0019	DELLWOOD APART./SCATTERED (MN082000001) Replace flooring(Non-Dwelling Interior (1480)-Common Area Flooring)	Remove and properly dispose of existing hallway/common area carpet and flooring on all 3 floors at Dellwood Apartments. Install new carpeting throughout areas that were carpeted before and new tile in all other common areas. Asbestos and lead-based paint will be addressed when found.		\$5,000.00
ID0020	Replace sidewalks(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove and properly dispose of sidewalks at Dellwood Apartments. Pour new side walks with 4000 psi fiber entrained concrete of the same or similar layout of existing that was removed. Asbestos and lead-based paint will be addressed when found. Because the soil will be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning.		\$15,000.00
ID0021	Replace flooring(Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Flooring (non routine))	Remove vinyl carpet and padding in 39 units at Dellwood Apartments. Prepare for new flooring by replacing any deteriorated, worn or damaged sub-flooring. Install new padding and carpet in the living room, hallway and bedrooms. Install new vinyl in the kitchen and bathrooms. Asbestos and lead-based paint will be addressed when found.		\$10,000.00
ID0022	Replace foundation skirting(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Siding)	Remove and properly dispose of existing deteriorated aluminum skirting at 20 scattered site family units. Re-attach existing styrofoam if needed, install new corrugated steel and trim where aluminum was removed. Asbestos and lead-based paint will be addressed when found. Because the soil will be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning.		\$5,000.00
ID0023	Repair excessive tenant damage at Dellwood Apartments and Scattered Site Family Units(Administration (1410)-Other,Administration (1410)-Salaries,Administration (1410)-Sundry,Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Canopies,Dwelling Unit-Exterior (1480)-Carports - Surface Garage,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Mail Facilities,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits,Dwelling Unit-Exterior (1480)-Stairwells - Fire Escapes,Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling	Repair excessive tenant damage or damage done by natural occurrence. Repair and/or replacement of stetwork, siding, roofing, windows, doors, walls, ceiling flooring, cabinetry, appliances, fixtures, electrical, plumbing, and life safety systems. Asbestos and lead-based paint will be addressed when found. Because the soil will be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning.		\$5,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)			
Work Statement for Year	5	2023	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity Estimated Cost
	Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commodies,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Interior (1480)-Curb and Gutter,Dwelling Unit-Interior (1480)-Dumpsters and Enclosures,Dwelling Unit-Interior (1480)-Electric Distribution,Dwelling Unit-Interior (1480)-Fence Painting,Dwelling Unit-Interior (1480)-Fencing,Dwelling Unit-Interior (1480)-Landscape,Dwelling Unit-Interior (1480)-Lighting,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Parking,Dwelling Unit-Interior (1480)-Pedestrian paving,Dwelling Unit-Interior (1480)-Playground Areas - Equipment,Dwelling Unit-Interior (1480)-Seal Coat,Dwelling Unit-Interior (1480)-Sewer Lines - Mains,Dwelling Unit-Interior (1480)-Signage,Dwelling Unit-Interior (1480)-Storm Drainage,Dwelling Unit-Interior (1480)-Stripping,Dwelling Unit-Interior (1480)-Water Lines/Mains,Non-Dwelling Construction - Mechanical (1480)-Central Boiler,Non-Dwelling Construction - Mechanical (1480)-Central Chiller,Non-Dwelling Construction - Mechanical (1480)-Common Area Dryers,Non-Dwelling Construction - Mechanical (1480)-Cooling Equipment - Systems,Non-Dwelling Construction - Mechanical (1480)-Electric Distribution,Non-Dwelling Construction - Mechanical (1480)-Elevator,Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System,Non-Dwelling Construction - Mechanical (1480)-Generator,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters,Non-Dwelling Construction - Mechanical (1480)-Other,Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm,Non-Dwelling Construction - Mechanical (1480)-Smoke/Fire Detection,Non-Dwelling Construction - Mechanical (1480)-Trash Compactor,Non-Dwelling Construction - Mechanical (1480)-Unit Sub-panels,Non-Dwelling Construction - Mechanical (1480)-Water Distribution,Non-Dwelling Exterior (1480)-Balconies and Railings,Non-Dwelling Exterior (1480)-Canopies,Non-Dwelling Exterior (1480)-Doors,Non-Dwelling Exterior (1480)-Foundation,Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Landings and Railings,Non-Dwelling Exterior (1480)-Lighting,Non-Dwelling Exterior (1480)-Mail Facilities,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Exterior (1480)-Siding,Non-Dwelling Exterior (1480)-Soffits,Non-Dwelling Exterior (1480)-Stairwells and Fire Escapes,Non-Dwelling Exterior (1480)-Tuck Pointing,Non-Dwelling Exterior (1480)-Windows,Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Appliances,Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Common Area Finishes,Non-Dwelling Interior (1480)-Common Area Flooring,Non-Dwelling Interior (1480)-Common Area Kitchens,Non-Dwelling Interior (1480)-Common Area Painting,Non-Dwelling Interior (1480)-Common Area Washers,Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Day Care Center,Non-Dwelling		

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		5	2023		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
ID0024	Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Family Investment Center,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Other,Non-Dwelling Interior (1480)-Plumbing,Non-Dwelling Interior (1480)-Security,Non-Dwelling Interior (1480)-Shop,Non-Dwelling Interior (1480)-Storage Area,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter,Non-Dwelling Site Work (1480)-Dumpster and Enclosures,Non-Dwelling Site Work (1480)-Fence Painting,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Lighting,Non-Dwelling Site Work (1480)-Playground Areas - Equipment,Non-Dwelling Site Work (1480)-Signage,Non-Dwelling Site Work (1480)-Site Utilities,Non-Dwelling Site Work (1480)-Storm Drainage Operations(Operations (1400))	Operations - Contract Costs including garbage removal, elevator maintenance, exterminating services, plumbing and heating repairs, copier maintenance, grounds contract, and repairs contract. Utilities including gas, water, sewer and electric. Property, liability and workman's comp insurance. Janitor and cleaning supplies including glass cleaner, tile/floor cleaner, towels and office supplies, postage and advertising. Telephone and internet services. Health insurance, employee benefits and wages. Asbestos and lead-based paint will be addressed when found. Because the soil may be disturbed, the HRA will be responsive to any soil Environmental Review issues, prior to work beginning. A/E for design, bidding and construction management of excessive tenant damage and replacement of flooring, sidewalks and foundation skirting.			\$10,000.00
ID0029	A&E(Contract Administration (1480)-Other Fees and Costs)				\$5,000.00
ID0030	Replace isolation valves(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Plumbing) Subtotal of Estimated Cost	Remove and replace failing isolation valves on heating units at Dellwood Apartments. Asbestos and lead based paint will be addressed when found.			\$5,000.00
					\$60,000.00

HRA hearing

(Published in the Crosby-Ironton Courier Wednesday, Nov. 14, 2018)

LEGAL NOTICE

The Housing and Redevelopment Authority of Crosby (HRA) has developed its PHA Annual Agency Plan. The Plan is available for review at the HRA office located at 300 Third Avenue NE, Crosby. Office hours are 10:00 a.m. to 12:00 p.m. Monday through Friday. A public hearing will be held on Tuesday, January 8, 2019, at 11:00 a.m. at the HRA for the formal adoption of the plan.

AFFIDAVIT OF PUBLICATION

State of Minnesota,)
) ss.
County of Crow Wing)

Lori J. LaBorde, being duly sworn, on oath says that she is the publisher and employee of the publisher of the newspaper known as Crosby-Ironton Courier, and has full knowledge of the facts which are stated below:

(A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper, as provided by Minnesota Statute 331A.02, 331A.07, and other applicable laws, as amended.

(B) The printed: **Housing and Redevelopment Authority of Crosby Developed its PHA Annual Agency Plan is Available for Review** which is attached, was cut from the columns of said newspaper, and was printed and published once a week, for one successive week. It was published on Wednesday, the 14th day of November, 2018.

Printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

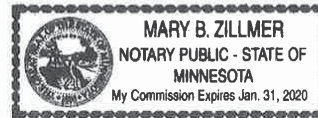
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..... Display format

BY: Lori LaBorde

TITLE: Publisher

Subscribed and sworn to before me on this 29 day of November, 2018, before me, the undersigned Notary Public personally appeared Lori J. LaBorde, personally known to me.

Mary B. Zillmer
Notary Public



RATE INFORMATION

Line, word, or inch rate Effective Jan. 1, 2018

- (1) Lowest classified rate paid by commercial users for comparable space \$8.25 col. inch (10 pt.)
- (2) Maximum rate allowed by law for the above matter \$8.25 col. inch (\$9.50 col. in. in 7 pt.)
- (3) Rate actually charged for the above matter \$8.25 col. inch (\$9.50 col. in. in 7 pt.)

(Conversion formula approved through Minnesota Newspaper Association)

HOUSING AND REDEVELOPMENT AUTHORITY OF CROSBY
RESOLUTION NO. 2019-07

PUBLIC HOUSING AGENCY FIVE YEAR AND ANNUAL PLAN
FOR FISCAL YEAR BEGINNING APRIL 1, 2019

WHEREAS, the Housing and Redevelopment Authority of Crosby is required to prepare an Annual Plan; and

WHEREAS, the Housing and Redevelopment Authority of Crosby has developed a Five Year Action Plan and Annual Statement for use of Capital Funds; and

WHEREAS, the Five Year Action Plan and Annual Statement were made available for public comment on January 8, 2019; and

WHEREAS, HUD requires a Civil Rights Certification, executed by the Board Chair, to be submitted annually;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the PHA as follows:

1. The Annual Agency Plan for the PHA Fiscal Year beginning April 1, 2019, is hereby approved.
2. The Board Chair is authorized to execute the Civil Rights Certification.

I CERTIFY THAT the above resolution was adopted by the Housing and Redevelopment Authority of Crosby.

Dated: _____

Linda Peeples, Board Chair

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 02/29/2016

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Housing & Redevelopment Authority of Crosby
PHA Name

MN082
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Linda Peeples	Title	Board Chair
Signature		Date	January 8, 2019



Minutes of the December 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, December 11th, 2018, at 300 3rd Ave. NE in Crosby, Minnesota.

1. **CALL TO ORDER:** Chair Peeples called the meeting to order at 11:01 a.m.
2. **ROLL CALL:** Present at the meeting were Commissioners Linda Peeples, Julie McGinnis, William Small, Renae Marsh and Buzz Neprud; Housing Manager Teresa Hettver, Assistant Director Deanna Heglund, and Executive Assistant LeAnn Goltz.

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

Commissioner Neprud made a motion to approve the minutes from the November 13th, 2018, board meeting. Commissioner Marsh 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 November 2018 were provided to the Board.

Commissioner Marsh made a motion to approve November checks numbered 117018 through 117057. 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:** HUD will be performing a REAC inspection of the Edgewood property on February 14th, 2019. For November, there were no vacancies at Edgewood, Dellwood, or the family units. Next month there will be several vacancies due to the recent lease terminations. The Board once again expressed support for the needed enforcement and felt it is important for the family units to remain in good condition and qualified candidates are found to occupy the units.

Heglund invited the Board to join the tenants for a holiday coffee and cookies gathering this Friday morning, December 14th. The non-resident commissioners reported they would not be able to attend, but Commissioner Small could.

5. **UNFINISHED BUSINESS:** Nothing to report.
6. **NEW BUSINESS:** Nothing to report.
7. **ADJOURNMENT:**

Commissioner Neprud made a motion to adjourn the meeting. Commissioner Marsh seconded the motion. All commissioners voted in favor of the motion and none were opposed. The motion was approved and meeting was adjourned at 11:09 a.m.

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To: Crosby HRA Board Members
From: Karen Young, Finance Director
Date: January 2, 2019
Re: December Financial Report

Please find attached the financial information for December 2018.

Action Requested: Approval of November Checks numbered 117058 through 117096.

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Crosby Housing & Redevelopment Authority 2019 Ratios

FASS Ratios	Max Pts	Scoring	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Quick Ratio	12	QR <1 =0-, QR >2 =12	12.00	12.00	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	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	2.00	2.00
Total Points	25		25.00	25.00	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	Nov	Dec
Occupancy	16	O <90% =0, O >98% =16	12.00	16.00	16.00	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	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	4.00	4.00
Total Points	25		16.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00

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

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**PH Operating - Board
 Public Housing Operating - Board
 December, 2018**

	Current Period	Current Year	Year To Date Budget	Variance
Income				
100-000-3110.000 Dwelling Rental	-15,613.00	-148,469.00	-147,825.00	-644.00
100-000-3120.000 Excess Utilities	5.00	-480.00	-540.00	60.00
100-000-3401.000 Operating Subsidy	-6,594.00	-55,472.00	-50,242.50	-5,229.50
100-000-3610.000 Interest Revenue	0.65	23.60	0.00	23.60
100-000-3690.000 Other Income	0.00	-94.16	-1,500.03	1,405.87
100-000-3691.000 Other Tenant Revenue	-179.00	-6,279.36	-7,237.53	958.17
100-000-3695.000 Laundry Revenue	0.00	-1,749.50	-1,725.03	-24.47
100-000-3699.000 POHP Grant Revenue	0.00	-12,735.00	0.00	-12,735.00
Total Income	-22,380.35	-225,255.42	-209,070.09	-16,185.33
Expense				
100-000-4110.000 Administration Salaries	1,805.78	17,136.99	18,187.47	-1,050.48
100-000-4130.000 Legal	0.00	0.00	1,874.97	-1,874.97
100-000-4140.000 Staff Training	0.00	145.47	450.00	-304.53
100-000-4150.000 Travel	27.09	393.12	652.50	-259.38
100-000-4171.000 Auditing Fees	0.00	3,125.00	3,250.00	-125.00
100-000-4190.000 Sundry-Other Admin	10.00	149.00	195.03	-46.03
100-000-4191.000 Management Fees	2,167.00	19,503.00	19,500.03	2.97
100-000-4194.000 Office Supplies	51.91	151.31	637.47	-486.16
100-000-4195.000 Membership Dues	0.00	84.60	142.47	-57.87
100-000-4196.000 Telephone	162.73	818.40	742.50	75.90
100-000-4198.000 Advertising	11.88	430.43	232.47	197.96
100-000-4199.000 Postage	0.00	39.20	187.47	-148.27
100-000-4210.000 Tenant Svcs Salaries	486.88	4,093.38	5,879.97	-1,786.59
100-000-4230.000 Tenant Services Other	32.30	160.97	146.25	14.72
100-000-4310.000 Water	900.57	7,794.96	8,587.53	-792.57
100-000-4315.000 Sewer	1,529.44	13,054.11	13,500.00	-445.89
100-000-4320.000 Electricity	0.00	12,885.43	16,364.97	-3,479.54
100-000-4330.000 Gas	1,283.43	3,118.34	7,035.03	-3,916.69
100-000-4431.000 Garbage & Trash	610.58	4,545.14	5,924.97	-1,379.83
100-000-4410.000 Maintenance Labor	3,255.21	23,053.66	22,818.60	235.06
100-000-4420.000 Materials	412.42	8,721.06	7,200.00	1,521.06
100-000-4430.000 Contracts Costs	573.46	6,941.22	12,750.03	-5,808.81
100-000-4432.000 Decorating Contract	969.07	2,350.22	5,474.97	-3,124.75
100-000-4435.000 Grounds Contract	17.24	1,806.97	375.03	1,431.94
100-000-4440.000 Repairs Contract	0.00	0.00	187.47	-187.47
100-000-4445.000 Elevator Maintenance	0.00	2,253.06	2,205.00	48.06
100-000-4450.000 Plumbing/Heating	744.43	1,140.47	3,750.03	-2,609.56
100-000-4455.000 Snow Removal	82.90	163.24	1,053.00	-889.76
100-000-4456.000 Exterminating	20.00	160.00	929.97	-769.97
100-000-4457.000 Janitor/Cleaning	679.56	4,258.23	5,100.03	-841.80
100-000-4510.000 Insurance	1,509.13	13,582.17	13,747.59	-165.42
100-000-4520.000 Property Tax	564.20	5,322.78	5,011.47	311.31
100-000-4540.000 Employee Benefits	2,113.74	18,037.84	20,996.19	-2,958.35
Total Expense	20,020.95	175,419.77	205,090.48	-29,670.71
Net Income(-) or Loss	-2,359.40	-49,835.65	-3,979.61	-45,856.04

**Crosby HRA
 Edgewood Operating Stmt - Board
 December, 2018**

	Current Period	Current Year	Year To Date Budget	Variance
Income				
700-000-3110.000 Dwelling Rental	-18,862.00	-166,251.00	-159,824.97	-6,426.03
700-000-3120.000 Excess Utilities	-21.00	-1,636.00	-1,320.03	-315.97
700-000-3404.000 Other Government Grant	-7,870.00	-71,206.00	-76,762.53	5,556.53
700-000-3610.000 Interest Revenue	15.40	-886.53	0.00	-886.53
700-000-3690.000 Other Income	0.00	-94.15	-82.53	-11.62
700-000-3691.000 Other Tenant Revenue	0.00	-4,632.29	-5,249.97	617.68
700-000-3695.000 Laundry Revenue	0.00	-5,557.00	-6,374.97	817.97
Total Income	-26,737.60	-250,262.97	-249,615.00	-647.97
Expense				
700-000-4110.000 Administration Salaries	2,958.62	27,455.41	29,343.78	-1,888.37
700-000-4130.000 Legal	0.00	599.00	375.03	223.97
700-000-4140.000 Staff Training	0.00	145.47	675.00	-529.53
700-000-4150.000 Travel	27.09	334.85	607.50	-272.65
700-000-4171.000 Auditing Fees	0.00	3,125.00	3,250.00	-125.00
700-000-4190.000 Sundry-Other Admin	10.00	130.00	315.00	-185.00
700-000-4191.000 Management Fees	5,333.00	47,997.00	47,999.97	-2.97
700-000-4194.000 Office Supplies	51.91	151.33	656.28	-504.95
700-000-4195.000 Membership Dues	0.00	84.60	142.47	-57.87
700-000-4196.000 Telephone	162.74	818.49	742.50	75.99
700-000-4198.000 Advertising	0.00	418.55	330.03	88.52
700-000-4199.000 Postage	0.00	39.20	187.47	-148.27
700-000-4210.000 Tenant Svcs Salaries	730.32	6,140.07	8,820.00	-2,679.93
700-000-4230.000 Tenant Services Other	32.32	161.04	146.25	14.79
700-000-4310.000 Water	456.74	4,162.81	4,672.53	-509.72
700-000-4315.000 Sewer	851.38	7,705.27	9,468.72	-1,763.45
700-000-4320.000 Electricity	0.00	17,596.59	21,075.03	-3,478.44
700-000-4330.000 Gas	1,590.11	3,881.00	8,264.97	-4,383.97
700-000-4431.000 Garbage & Trash	148.30	1,883.85	1,500.03	383.82
700-000-4410.000 Maintenance Labor	3,255.19	23,807.53	22,818.60	988.93
700-000-4420.000 Materials	346.47	5,910.47	6,450.03	-539.56
700-000-4430.000 Contracts Costs	587.42	10,907.69	9,749.97	1,157.72
700-000-4432.000 Decorating Contract	288.12	4,268.05	7,200.00	-2,931.95
700-000-4435.000 Grounds Contract	25.85	436.47	450.00	-13.53
700-000-4440.000 Repairs Contract	0.00	90.00	112.50	-22.50
700-000-4445.000 Elevator Maintenance	0.00	3,258.06	2,205.00	1,053.06
700-000-4450.000 Plumbing/Heating	0.00	3,734.91	3,750.03	-15.12
700-000-4455.000 Snow Removal	124.35	244.86	1,557.00	-1,312.14
700-000-4456.000 Exterminating	30.00	240.00	1,125.00	-885.00
700-000-4457.000 Janitor/Cleaning	594.57	4,986.31	6,149.97	-1,163.66
700-000-4510.000 Insurance	1,643.71	14,793.39	14,403.69	389.70
700-000-4520.000 Property Tax	791.82	6,417.14	5,886.00	531.14
700-000-4540.000 Employee Benefits	2,381.78	24,929.61	23,924.97	1,004.64
Total Expense	22,421.81	226,854.02	244,355.32	-17,501.30
Net Income(-) or Loss	-4,315.79	-23,408.95	-5,259.68	-18,149.27

Housing and Redevelopment Authority of Crosby
Payment Summary Report
December 2018

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
12/11/2018	77	LeAnn Goltz	\$17.88
12/6/2018	1244	Lincoln Financial Group	\$50.00
12/6/2018	1245	Lincoln Financial Group	\$798.54
12/6/2018	1246	Electronic Federal Tax Payment System	\$1,419.77
12/6/2018	1247	Minnesota Dept Of Revenue	\$215.01
12/20/2018	1248	Lincoln Financial Group	\$50.00
12/20/2018	1249	Lincoln Financial Group	\$798.54
12/20/2018	1250	Electronic Federal Tax Payment System	\$1,525.27
12/20/2018	1251	Minnesota Dept Of Revenue	\$219.46
12/5/2018	117058	Ctc	\$425.68
12/5/2018	117059	Holiday	\$43.09
12/5/2018	117060	Minnesota Energy Resources	\$2,811.82
12/11/2018	117061	Adams Pest Control	\$50.00
12/11/2018	117062	City Of Crosby	\$4,166.53
12/11/2018	117063	Climate Makers	\$744.43
12/11/2018	117064	Crosby-Ironton Courier	\$11.88
12/11/2018	117065	Ctcit	\$200.00
12/11/2018	117066	Dacotah Paper Co.	\$139.33
12/11/2018	117067	Deerwood True Value Hardware	\$71.48
12/11/2018	117068	Tenant Refund	\$55.17
12/11/2018	117069	Hd Supply Facilities Maint	\$671.74
12/11/2018	117070	Healthpartners	\$2,913.33
12/11/2018	117071	Judy Robinson	\$1,075.00
12/11/2018	117072	Tenant Refund	\$172.34
12/11/2018	117073	Majestic Creations Landscape	\$207.25
12/11/2018	117074	Minnesota Dept Of Labor & Ind	\$100.00
12/11/2018	117075	Minnesota Power	\$446.00
12/11/2018	117076	Paper Storm	\$25.88
12/11/2018	117077	Tenant Refund	\$543.38
12/11/2018	117078	Rental History Reports	\$100.00
12/11/2018	117079	Sherwin-Williams	\$330.26
12/11/2018	117080	ShofCorp LLC	\$74.00
12/11/2018	117081	Teresa Hettver	\$36.30
12/11/2018	117082	Terry Quick	\$44.69
12/11/2018	117083	The Office Shop	\$153.82
12/11/2018	117084	Timber Building Supply	\$61.45
12/11/2018	117085	Tkda	\$7,264.59
12/11/2018	117086	Verizon Wireless	\$130.60
12/11/2018	117087	Visa–Unity	\$181.70
12/11/2018	117088	West Central Flooring	\$759.25
12/11/2018	117089	Crow Wing County San. Landfill	\$79.00

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

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
12/11/2018	117090	Nisswa Sanitation Inc	\$225.60
12/20/2018	117091	Voided Ck-Payroll	\$0.00
12/20/2018	117092	Ctc	\$426.00
12/20/2018	117093	Tenant Refund	\$303.75
12/20/2018	117094	Lincoln Financial Group	\$31.21
12/20/2018	117095	Minnesota Energy Resources	\$61.72
12/20/2018	117096	Tenant Refund	\$158.33
		Report Total	\$30,391.07



To: Crosby HRA Board Members
From: Teresa Hettver, Housing Manager
Date: January 2, 2019
Re: Housing Manager Report

POHP

Minnesota Housing Finance Agency (MHFA) has approved the Crosby HRA for POHP funds in the amount of \$453,366. Staff has been working with the architectural firm TKDA. TKDA has provided a draft of the schematic design report for review. Upon completion, it will be sent on to MHFA for their review and approval. Construction documents will then be completed, sent on for review and approval, and then we will be able to go out for bid and select a construction firm. We will keep you informed as the project moves along, but we are hoping to start construction in late spring,

The project scope shall include:

- Life Safety Systems Upgrade: Replacement of fire alarm system, emergency lights and entry doors to 21 non-modernized units.
- Weatherization: Replacement of exterior sealant along with AC sleeves. Replacement of exterior hollow metal doors and frames are part of this scope. Estimated Cost: \$95,000
- Replacement of Roof
- Replacement of Closet Doors

December Vacancies

Edgewood – 1
Dellwood – 1
Family Units – 3

No Action Requested; Discussion Items

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