

## **Crosby HRA Board Meeting**

**11:00 a.m. Tuesday, June 14th, 2022**

Community Room, 300 Third Avenue NE, Crosby MN 56441

### **AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. REVIEW AND APPROVE AGENDA**

**4. REVIEW AND APPROVE MINUTES** (*Attachment 1*) pg. 3

**5. BILLS & COMMUNICATIONS**

a. Financial Report (*Attachment 2*) pg. 7

b. Housing Manager Report (*Attachment 3*) pg. 15

c. Executive Director Report (*Attachment 4*) pg. 21

**6. UNFINISHED BUSINESS:**

**7. NEW BUSINESS:**

**8. COMMISSIONER COMMENTS:**

**9. NEXT MEETING:** July 12<sup>th</sup>, 2022

**10. ADJOURNMENT**

Linda Peeples, Chair Term Expires: 2026

Rena Marsh, Secretary/Treasurer Term Expires: 2025

Buzz Neprud, Commissioner Term Expires: 2022

Maxine Fisher, Commissioner Term Expires: 2024

Marna Paron, Resident Commissioner Term Expires: 2026

*\*All terms expire August 31st*

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**Crosby HRA  
BOARD MEETING MINUTES  
Tuesday, May 10, 2022**

The regular meeting of the commissioners of the Housing and Redevelopment Authority of Crosby was held at 11:00AM, Tuesday, May 10, 2022, Community Room, 300 3<sup>rd</sup> Ave NE, Crosby MN 56441.

1. **CALL TO ORDER:** Chair Peeples called the meeting to order at 11:01AM.
2. **ROLL CALL:** Commissioners Linda Peeples, Renae Marsh, Buzz Neprud, and Marna Paron.  
Maxine Fisher

Others present: Finance Director Karen Young, Housing Manager Shannon Fortune, Housing Specialist Mallory Demel, Rehab Administrative Specialist Kristin Miller and Guest Reverend Gerald Fisher.

3. **REVIEW AND APPROVE AGENDA:**

**Moved by Commissioner Neprud and seconded by Commissioner Paron to approve the agenda as presented for Tuesday, May 10, 2022. All commissioners were in favor, and none were opposed. The agenda is approved as presented.**

4. **REVIEW AND APPROVE MINUTES:**

**Moved by Commissioner Neprud and seconded by Commissioner Marsh to approve the meeting minutes from Tuesday, April 12, 2022. All commissioners were in favor, and none were opposed. The minutes were approved.**

5. **BILLS AND COMMUNICATIONS:**

a. **Financial Report and Approval Request:**

*April 2022 financial report was presented by Karen Young.*

2022 Audit

The 2022 audit fieldwork has been scheduled with CliftonLarsonAllen (CLA) during the week of June 13th.

**Moved by Commissioner Fisher and seconded by Commissioner Paron to approve April checks numbered 118531 through 118549 and April ACH payments numbered 1555 through 1563. All commissioners were in favor, and none were opposed. The motion was approved.**

**b. Housing Manager Report:**

*Presented by Shannon Fortune*

MOR

We have received notification that Edgewood's annual Management and Occupancy Review (MOR) has been scheduled for Jun-10<sup>th</sup>. As was the case last year, this will mostly be a remote process. Tenant files, waiting lists, and other requested administrative documents are uploaded through a secure web portal and the staff interview portion is conducted via video call. The MOR process also includes a physical inspection component that follows up on a sampling of REAC findings. This part of the review will be completed through a phone interview with tenants in units that had REAC findings to confirm that the issues have been resolved.

Tenant Activities Update

There were 20 participants in the NAPS food delivery program in April, which includes one household dropping off and one new household enrolling. The new distribution model for the program worked well and new volunteers are being recruited to make it even better. Food items that had previously been left on various tables throughout the buildings have now been consolidated into an on-site food pantry to make it easier for all tenants to access. Diana is very pleased that 10 tenants (including 2 families from Scattered Sites!) have submitted their interest surveys to help her target her planning to events and activities of the greatest interest to our population. In April there were 4 events, with a total of 24 participants. There are already 6 events scheduled for May and more in the brainstorming/planning stages. Minutes from the Tenant Council meeting in April are attached.

Security Update

For the past several weeks the Crosby Police Department has been increasing their presence in the area, including doing periodic walk-throughs of our buildings. This is in response to some recent incidents involving tenants and/or their guests that don't threaten the health and safety of anyone in the building but are still inappropriate. After speaking to an officer familiar with our tenants and the recent events, these additional patrols may be a good deterrent to future incidents.

Monthly Property Performance Reports for April 2022

*March monthly property performance reports were presented by Shannon Fortune.*

## **Executive Director Report:**

*Presented by Karen Young*

### MN NAHRO Executive Directors Training

I recently attended an executive director's boot camp training put on by our Minnesota chapter of the National Association of Housing and Redevelopment Officials (NAHRO) held in the Twin Cities April 20th – 22nd. This was my first in person training opportunity with NAHRO and was attended by 40 directors from around the state and region. We had a national NAHRO presenter go through a guide for new executive directors and several informative round table discussions about the challenges housing authorities are facing as we come through the last two years of the pandemic. This was a great opportunity for me to network with other directors from the state as well as get an opportunity to hear about some of the challenges that all of our agencies and directors face across the state. I'm looking forward to continuing with additional training opportunities in the future.

### Community Focus Radio Program

On May 10<sup>th</sup> John Schommer and I will be recording a radio interview for Community Focus which will air at noon on the 10<sup>th</sup> on the local radio station WJJY. We are going to be highlighting the Crow Wing County HRA Housing Trust Fund and the Housing Study that was completed by the HRA in 2020 to hopefully put a spotlight on the need for additional housing throughout the County. I will not be in attendance at the board meeting due to this conflict but feel that this is an opportunity that we should take to get the word out about our County programs.

**6. UNFINISHED BUSINESS:** None at this time.

**7. NEW BUSINESS:** None at this time.

**8. CHAIR COMMENTS:** None at this time.

**NEXT MEETING:** Tuesday, June 14, 2022

## **9. ADJOURNMENT:**

**Commissioner Paron made a motion to adjourn the meeting. Commissioner Neprud seconded the motion. All commissioners voted in favor of the motion, and none were opposed. The motion was approved, and meeting was adjourned at 11:16AM.**

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To: Crosby HRA Board Members  
From: Karen Young, Finance Director  
Date: June 6, 2022  
Re: June Financial Report

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Please find attached the financial information for May 2022.

**2022 Audit**

The 2022 audit fieldwork has been scheduled with CliftonLarsonAllen (CLA) during the week of June 13<sup>th</sup>.

**2022 Capital Fund Program (CFP) Grant**

HUD recently announced our 2022 CFP grant funding in the amount of \$129,891. This is the highest annual amount of funding that we have received in the history of this program. These funds will be primarily used for capital improvements to our Public Housing properties.

**Action Requested:**

**Approval of May checks numbered 118550 through 118585 and May ACH payments numbered 1564 through 1571 and 233 through 237.**

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## Crosby Housing & Redevelopment Authority

### 2023 Ratios

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

MASS Ratios	Max Pts	Scoring	Apr	May
Occupancy	16	O <90% =0, O >98% =16	16.00	12.00
Tenant Accounts Receivable	5	TAR <1%=5, TAR >2.5% =0	0.00	0.00
Accounts Payable	4	AP < .75 = 4, AP >1.5 =0	4.00	4.00
Total Points	25		20.00	16.00

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

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**PH Operating - Board**  
**Public Housing Operating - Board**  
**May, 2022**

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	Current Period	Current Year	Year To Date Budget	Variance
<b>Income</b>				
100-000-3110.000 Dwelling Rental	-17,522.00	-34,618.00	-34,995.00	377.00
100-000-3120.000 Excess Utilities	0.00	0.00	-108.34	108.34
100-000-3401.000 Operating Subsidy	-4,226.00	-15,688.00	-18,393.34	2,705.34
100-000-3402.000 Capital Fund Revenue	0.00	0.00	-1,666.66	1,666.66
100-000-3610.000 Interest Revenue	0.70	0.82	0.00	0.82
100-000-3690.000 Other Income	-64.38	-188.73	-266.66	77.93
100-000-3691.000 Other Tenant Revenue	-707.95	-1,399.95	-1,666.66	266.71
100-000-3695.000 Laundry Revenue	-544.50	-544.50	-433.34	-111.16
<b>Total Income</b>	<b>-23,064.13</b>	<b>-52,438.36</b>	<b>-57,530.00</b>	<b>5,091.64</b>
<b>Expense</b>				
100-000-4110.000 Administration Salaries	1,536.66	3,050.90	3,330.00	-279.10
100-000-4130.000 Legal	0.00	0.00	500.00	-500.00
100-000-4140.000 Staff Training	0.00	0.00	66.66	-66.66
100-000-4150.000 Travel	82.66	82.66	120.84	-38.18
100-000-4190.000 Sundry-Other Admin	32.50	62.50	87.50	-25.00
100-000-4191.000 Management Fees	3,000.00	6,000.00	6,000.00	0.00
100-000-4194.000 Office Supplies	12.03	77.03	300.00	-222.97
100-000-4196.000 Telephone	70.42	140.64	150.00	-9.36
100-000-4198.000 Advertising	0.00	0.00	166.66	-166.66
100-000-4199.000 Postage	0.00	0.00	225.00	-225.00
100-000-4210.000 Tenant Svcs Salaries	339.04	674.82	735.00	-60.18
100-000-4230.000 Tenant Services Other	17.29	34.74	216.66	-181.92
100-000-4310.000 Water	1,121.13	1,121.13	2,500.00	-1,378.87
100-000-4315.000 Sewer	1,698.78	1,698.78	3,791.66	-2,092.88
100-000-4320.000 Electricity	1,912.74	1,912.74	3,860.00	-1,947.26
100-000-4330.000 Gas	1,484.13	1,484.13	1,590.00	-105.87
100-000-4431.000 Garbage & Trash	3,624.54	3,624.54	1,466.66	2,157.88
100-000-4410.000 Maintenance Labor	3,041.20	5,915.39	7,240.84	-1,325.45
100-000-4420.000 Materials	694.25	694.25	3,000.00	-2,305.75
100-000-4430.000 Contracts Costs	1,904.38	2,156.02	2,950.00	-793.98
100-000-4432.000 Decorating Contract	1,234.25	1,234.25	1,500.00	-265.75
100-000-4435.000 Grounds Contract	489.25	489.25	483.34	5.91
100-000-4445.000 Elevator Maintenance	1,271.70	4,003.00	2,891.00	1,112.00
100-000-4450.000 Plumbing/Heating	511.80	511.80	833.34	-321.54
100-000-4455.000 Snow Removal	0.00	0.00	400.00	-400.00
100-000-4456.000 Exterminating	0.00	55.00	166.66	-111.66
100-000-4457.000 Janitor/Cleaning	575.55	575.55	1,216.66	-641.11
100-000-4510.000 Insurance	2,259.98	4,519.96	4,813.34	-293.38
100-000-4520.000 Property Tax	384.03	1,563.83	1,390.29	173.54
100-000-4540.000 Employee Benefits	2,538.23	5,047.67	5,280.84	-233.17
<b>Total Expense</b>	<b>29,836.54</b>	<b>46,730.58</b>	<b>57,272.95</b>	<b>-10,542.37</b>
<b>Net Income(-) or Loss</b>	<b>6,772.41</b>	<b>-5,707.78</b>	<b>-257.05</b>	<b>-5,450.73</b>

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**Crosby HRA  
Edgewood Operating Stmt - Board  
May, 2022**

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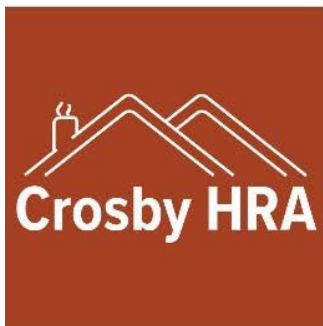
	Current Period	Current Year	Year To Date Budget	Variance
<b>Income</b>				
700-000-3110.000 Dwelling Rental	-19,185.00	-38,425.00	-39,250.00	825.00
700-000-3120.000 Excess Utilities	-30.00	-60.00	-323.34	263.34
700-000-3404.000 Other Government Grant	-9,788.00	-19,441.00	-19,038.34	-402.66
700-000-3610.000 Interest Revenue	1,438.24	6,455.06	-966.66	7,421.72
700-000-3690.000 Other Income	-96.56	-246.89	-133.34	-113.55
700-000-3691.000 Other Tenant Revenue	-105.00	-109.00	-1,000.00	891.00
700-000-3695.000 Laundry Revenue	-1,646.25	-1,646.25	-1,466.66	-179.59
<b>Total Income</b>	<b>-29,412.57</b>	<b>-53,473.08</b>	<b>-62,178.34</b>	<b>8,705.26</b>
<b>Expense</b>				
700-000-4110.000 Administration Salaries	2,554.96	5,026.32	5,452.50	-426.18
700-000-4130.000 Legal	0.00	0.00	500.00	-500.00
700-000-4140.000 Staff Training	0.00	0.00	100.00	-100.00
700-000-4150.000 Travel	86.41	86.41	141.66	-55.25
700-000-4190.000 Sundry-Other Admin	32.50	62.50	91.66	-29.16
700-000-4191.000 Management Fees	4,500.00	9,000.00	9,000.00	0.00
700-000-4194.000 Office Supplies	12.04	77.04	333.34	-256.30
700-000-4196.000 Telephone	70.44	140.67	150.00	-9.33
700-000-4198.000 Advertising	0.00	0.00	166.66	-166.66
700-000-4199.000 Postage	0.00	0.00	225.00	-225.00
700-000-4210.000 Tenant Svcs Salaries	508.56	1,012.23	1,102.50	-90.27
700-000-4230.000 Tenant Services Other	17.29	34.74	33.34	1.40
700-000-4310.000 Water	658.96	658.96	1,083.34	-424.38
700-000-4315.000 Sewer	1,102.94	1,102.94	1,875.00	-772.06
700-000-4320.000 Electricity	2,602.71	2,602.71	5,183.34	-2,580.63
700-000-4330.000 Gas	1,564.63	1,564.63	1,930.00	-365.37
700-000-4431.000 Garbage & Trash	286.84	286.84	583.34	-296.50
700-000-4410.000 Maintenance Labor	3,041.20	5,915.42	7,566.66	-1,651.24
700-000-4420.000 Materials	627.55	627.55	2,833.34	-2,205.79
700-000-4430.000 Contracts Costs	762.12	1,615.96	2,616.66	-1,000.70
700-000-4432.000 Decorating Contract	3,690.27	3,690.27	4,666.66	-976.39
700-000-4435.000 Grounds Contract	499.48	499.48	433.34	66.14
700-000-4445.000 Elevator Maintenance	163.28	2,894.58	2,891.00	3.58
700-000-4450.000 Plumbing/Heating	0.00	0.00	1,500.00	-1,500.00
700-000-4455.000 Snow Removal	0.00	0.00	433.34	-433.34
700-000-4456.000 Exterminating	0.00	55.00	200.00	-145.00
700-000-4457.000 Janitor/Cleaning	3,592.33	3,592.33	1,400.00	2,192.33
700-000-4510.000 Insurance	1,951.25	3,902.50	3,771.68	130.82
700-000-4520.000 Property Tax	649.95	1,638.45	1,446.66	191.79
700-000-4540.000 Employee Benefits	2,930.57	5,826.54	6,119.16	-292.62
<b>Total Expense</b>	<b>31,906.28</b>	<b>51,914.07</b>	<b>63,830.18</b>	<b>-11,916.11</b>
<b>Net Income(-) or Loss</b>	<b>2,493.71</b>	<b>-1,559.01</b>	<b>1,651.84</b>	<b>-3,210.85</b>

**Housing and Redevelopment Authority of Crosby**  
**Payment Summary Report**  
**May 2022**

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
5/11/2022	233	Diana Banks	\$18.72
5/11/2022	234	Eric Charpentier	\$37.44
5/11/2022	235	John Schommer	\$147.45
5/11/2022	236	Scott Risnes	\$92.48
5/11/2022	237	Shannon Fortune	\$74.88
5/5/2022	1564	Harpers Payroll Service	\$1,221.08
5/5/2022	1565	Harpers Payroll Service	\$41.78
5/9/2022	1566	Minnesota State Retirement System	\$50.00
5/9/2022	1567	Lincoln Financial Group	\$719.49
5/19/2022	1568	Lincoln Financial Group	\$719.49
5/19/2022	1569	Minnesota State Retirement System	\$50.00
5/19/2022	1570	Harpers Payroll Service	\$1,315.53
5/19/2022	1571	Harpers Payroll Service	\$51.98
5/10/2022	118550	Aramark Uniform Services	\$61.72
5/10/2022	118551	Bremer Bank Credit Card	\$65.00
5/10/2022	118552	City Of Crosby	\$4,967.83
5/10/2022	118553	Climate Makers	\$313.00
5/10/2022	118554	Crosby Ace Hardware	\$211.46
5/10/2022	118555	Crow Wing County San. Landfill	\$104.00
5/10/2022	118556	Ctcit	\$335.00
5/10/2022	118557	Dacotah Paper Co.	\$358.88
5/10/2022	118558	Gravelle Plumbing & Heating	\$198.80
5/10/2022	118559	Handyman's Inc.	\$51.98
5/10/2022	118560	Hd Supply Facilities Maint	\$999.68
5/10/2022	118561	Healthpartners	\$4,098.10
5/10/2022	118562	Judy Robinson	\$1,035.00
5/10/2022	118563	Kristin Miller	\$19.31
5/10/2022	118564	MRI Software LLC	\$100.00
5/10/2022	118565	Mei Elevator Solutions	\$1,434.98
5/10/2022	118566	Midwest Machinery Co	\$988.73
5/10/2022	118567	Minnesota Energy Resources	\$3,048.76
5/10/2022	118568	Minnesota Power	\$64.00
5/10/2022	118569	Minnesota Power	\$33.00
5/10/2022	118570	Minnesota Power	\$4,515.45
5/10/2022	118571	Nisswa Sanitation Inc	\$2,759.56
5/10/2022	118572	Northland Fire Protection	\$319.00
5/10/2022	118573	Paper Storm	\$61.80
5/10/2022	118574	STC Enterprises LLC	\$600.00
5/10/2022	118575	Servicemaster Clean of Brainerd	\$2,774.00
5/10/2022	118576	Sherwin-Williams	\$561.68
5/10/2022	118577	Storage Boxes, Etc.	\$120.00
5/10/2022	118578	T-Mobile	\$76.62
5/10/2022	118579	The Office Shop	\$167.46
5/10/2022	118580	Tom's Total Tree Service	\$900.00
5/10/2022	118581	Visa–Unity	\$82.75
5/10/2022	118582	West Central Flooring	\$4,765.14

**Housing and Redevelopment Authority of Crosby**  
**Payment Summary Report**  
**May 2022**

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
5/19/2022	118583	Void	\$0.00
5/19/2022	118584	Tenant Refund	\$475.37
5/19/2022	118585	Ctc	\$363.45
		Report Total	\$41,571.83



To: Crosby HRA Board Members  
From: Shannon Fortune  
Date: Jun-07-2022  
Re: Housing Manager Report

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### **MOR**

All requested files and documents were uploaded to the web portal for review and the staff interview portion has been completed. Formal results are expected by the end of the month with a 30-day window to make any necessary corrections. The reviewer will be on-site Jun-8<sup>th</sup> to complete the physical inspection component of the process, which involves inspecting any vacant units and following up on previous REAC findings in common areas.

### **Tenant Activities Update**

There were 22 participants in the NAPS food delivery program in May. There were 3 events in May, including a COVID booster clinic (7), a seminar provided by Humana related to "Habits of Happy People" (5), and the first in a series of chair exercises following along with a YouTube video (2). Diana is busy planning events for the summer and early fall. Tenant feedback has been positive, even if participation numbers vary. Minutes from the Tenant Council meeting in May are attached.

### **Monthly Property Performance Reports for May 2022**

Please see Attachment.

### **No Action Requested; Discussion Items**

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# Crosby Housing and Redevelopment Authority

## Monthly Property Performance Report May 2022

### 1. Property Narrative

### 2. Physical Occupancy

Unit Size	Total Units	Occupied Units	Mod Rehab	Make Ready	Vacant Units	Percent Occupied
Edgewood	61	59	n/a	n/a	2	97%
Dellwood	39	38	n/a	n/a	1	97%
Family Units	20	19	n/a	n/a	1	95%
<b>TOTAL</b>	<b>120</b>	<b>116</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>97%</b>

### 3. Customer Traffic

Applications Requested	15
Applications Placed on Wait List	8
Applications Denied on Wait List	6

### 4. Waiting List

Unit Size	# of Units	Total # on Wait List	Notified	Screening	Denied
1 bdrm	99	61	13	5	0
2 bdrm	13	14	0	0	0
3 bdrm	6	9	1	0	0
4 bdrm	2	4	2	2	1
<b>TOTAL</b>	<b>120</b>	<b>88</b>	<b>16</b>	<b>7</b>	<b>1</b>

### 5. Move-Ins and Move Outs

	This Month	Year-to-Date
Move-Ins	0	3
Move-Outs	4	7

*\*Starting 4/1/2022*

### 6. Lists of Vacant Units and Unit Status

Unit	Unit Size	Anticipated Lease Date	Applicant Approved?
EW#116	1BR	6/20/2022	Yes
EW#317	1BR	6/9/2022	Yes
DW#104	1BR	6/2/2022	Moved In
SS#18	4BR	by 6/27/2022	Yes

7. Recertifications

Interim Recertifications	11
Annual Recertifications	10
Completed for this month	21

8. Annual Unit Inspections

Total units to be inspected this year	120
Number completed start of month	0
Number inspected for the month	0
Number completed year-to-date	0
Total left to be inspected this year	120
Have all building system inspections been completed?	In Process
If yes, please enter date	n/a

*\*Starting 4/1/2022*

9. Lease Enforcements

Lease warnings/violations issued	3
30-day lease terminations	1

10. Evictions

Resident	Reason	Summons Date	Judgment Action
DW#209	Crim.Behavior/Non-Pay.	05/25/22	Writ of recovery pending

11. Non-Emergency Work Orders

Beginning Balance	3
Received	48
Closed	49
Ending Balance	2
Total Completed Work Orders for Year	86

*\*Starting 4/1/2022*

12. Emergency Work Orders

	This Month	Year-to-Date
Requested	0	0
Completed within 24 hours	0	0
Percent completed within 24 hours	n/a	n/a

*\*Starting 4/1/2022*

13. Rent Collection

	This Month
Rent Charges	36,247
Other Charges	171
<b>Total New Charges</b>	36,418
Arrears, tenants in possession	513

Accounts Receivable

Current Tenant Accounts Receivable (Rent)	(18)
Current Rent Charges	36,247
Current Rent Collections	36,265
Accounts Receivable Rate	0%
Collection Rate	100%

Collections - Prior 12 Month Period

Prior Tenants Accounts Receivable (Rent)	12,121
Prior Rent Charges	235,156
Collection Rate	100%

Tenant Council Meeting - Monday, May 2, 2022 at 11:00 pm.

Members present: Roxy, Robin, Marna, Diana

Treasurer Report:

For the month of April

Coffee income: \$157.40

Coffee spent: \$64.99

Bingo income: \$10.00

Bingo spent: \$0.74

Potluck spent: \$17.59 (ham) \$2.99 (lemonade) (for easter potluck)

Petty cash for end of April: \$377.00

Checking: \$652.71

OLD BUSINESS:

Had our Easter Potluck on Saturday, April 16th. There were 17 people in attendance. Was a good time.

Will have next potluck on Saturday, May 14th at 1 p.m.

NEW BUSINESS:

Will have Kale Jones coming on Sunday June 5th at 2 p.m. to play and sing for us.

Will have a reg. potluck on Saturday, June 18th at 1 p.m.

There will be a speaker coming on Wednesday, May 4th to speak about habit for happiness. Will be in the dining room.

Will be putting up signs to collect money for flowers to be put in wishing well and flower beds in front of both buildings.

Will also be asking for volunteers to help plant and tend to the flowers.

Diana has donated a dvd player and a couple movies. We will need to check the tv in Edgewood lobby to make sure works and need to purchase a cable before can start showing movies.

The food pantry is getting overflowed, so we are going to box up some of the items that are not being used and take back to the food shelf.

Diana had some good suggestions for activities in the future:

making cards and selling them; having some volunteers come and give manicures.

Talked about getting an AED on site. Will continue to discuss at next meeting.

The next tenant council meeting is Monday, June 6th at 11 a.m.



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To: Crosby HRA Board Members  
From: Eric Charpentier, Executive Director  
Date: June 14<sup>th</sup>, 2022  
Re: Executive Director Report

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**Management & Occupancy Review – MN Housing**

Our annual management and occupancy review (MOR) was conducted the week of June 6<sup>th</sup> by Minnesota Housing. Staff prepared, compiled, and provided the files that were requested by MN Housing. We anticipate receiving our results in the next couple of weeks. Thank you to staff for your work in getting through this review.

**Discussion with Crow Wing County – Housing Needs**

John Schommer and I have met with County Commissioners and County staff recently along with BLAEDC and other City Administrative staff to discuss the housing needs in the County. We have spoken with the Crosby City Administrator along with the County Commissioner for the Crosby area specifically about what the needs are and what the strategy will be to entice development in the Cuyuna area. We do have funds in the Crow Wing County Trust Fund that can help with gap financing for projects, and we will continue to strategize with these stakeholders to encourage development in the region.

**No Action Requested; Discussion Items**

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