



300 Third Avenue NE
Crosby, MN 56441-1642

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www.crosbyhra.org

Crosby HRA Board Meeting

11:00 a.m. July 14th, 2026

Community Room, 300 Third Avenue NE, Crosby MN 56441

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. REVIEW AND APPROVE AGENDA

4. OPEN FORUM

Time allocated for citizens and tenants to bring matters not on the agenda to the attention of the Crosby HRA board. If you are going to give a report or wish to speak, please state your full name and address. You will be restricted to 3 minutes, and no Board action will be taken.

5. REVIEW AND APPROVE MINUTES – Attachment 1 (pg. 3)

- a. Approval of Tuesday June 9th, 2026 Meeting Minutes

6. BILLS & COMMUNICATIONS

- a. Financial Report – Attachment 2 (pg. 7)
- b. Housing Manager Report – Attachment 3 (pg. 17)
- c. Maintenance Director Report – Attachment 4 (pg. 19)

7. RAB COMMITTEE UPDATE: (Resident Commissioner Lehnhoff)

8. UNFINISHED BUSINESS:

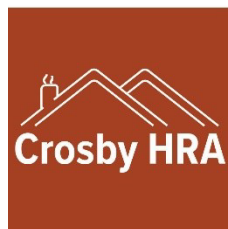
9. NEW BUSINESS:

10. COMMISSIONER COMMENTS:

11. NEXT MEETING: August 11th, 2026

12. ADJOURNMENT

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Crosby Housing & Redevelopment Authority

BOARD MEETING MINUTES

Tuesday, June 9, 2026 @ 11:00 a.m.

A regular meeting of the Board of Commissioners of the Housing and Redevelopment Authority (HRA) in and for the City of Crosby, Minnesota, was held in person in the Community Room, 300 Third Avenue NE, Crosby, MN 56441, at 11:00 a.m. on Tuesday, June 9, 2026.

1. CALL TO ORDER

The meeting was called to order by Chair Paula Traylor at 11:00 a.m.

2. ROLL CALL

Roll call was conducted and a quorum was established. Commissioners present: Paula Traylor (Chair), Marsha Larson (Vice Chair), Renae Marsh, Terri Larson, and Donald Lehnhoff (Resident Commissioner). Staff present: Eric Charpentier, Executive Director; John Schommer, Rehab & Maintenance Director; Diana Banks, Housing Specialist; and Hannah Gangl, Housing Manager. No additional public attendees were recorded in the template attendance section.

3. REVIEW AND APPROVE AGENDA

Presented by: Chair Paula Traylor.

The Board reviewed the June 9, 2026, agenda. The Board moved directly to approval after confirming members had time to review the agenda. No amendments were recorded.

Motion to approve the agenda was made by Donald Lehnhoff and seconded by Renae Marsh. Vote: All in favor. Motion carried.

4. OPEN FORUM

Time was allotted for citizens and tenants to address the Board regarding matters not on the agenda. No speakers were recorded and the Board moved on without discussion.

5. REVIEW AND APPROVE MINUTES

a. Approval of Tuesday, May 12, 2026 Meeting Minutes

Presented by: Chair Paula Traylor.

The Board reviewed the May 12, 2026 meeting minutes. No corrections or questions before the motion was made.

Motion to approve the May 12, 2026 meeting minutes was made by Donald Lehnhoff and seconded by Marsha Larson. Vote: All in favor. Motion carried.

6. BILLS & COMMUNICATIONS

a. Financial Report

Presented by: Karen Young, Finance Director (presented by staff during the meeting).

Staff reviewed the May 2026 financial information and reported that 2026 audit fieldwork with CliftonLarsonAllen was scheduled for the week of June 22, 2026, with the audit recap expected later in the summer. Staff explained that the apparent negative year-to-date amount in public housing reflected HUD subsidy drawdown timing rather than an operating deficit. Approximately two months of subsidy, or about \$15,000, have already been drawn, and HUD's revised process now requires agencies to demonstrate need before drawing funds.

Staff also noted that Edgewood was showing an expected surplus. The Board reviewed the payment summary and raised no discrepancies after staff's explanation of the subsidy timing and accounting presentation.

Motion to approve the May 2026 financial report and payments as presented was made by Donald Lehnhoff and seconded by Marsha Larson. Vote: All in favor. Motion carried.

b. Housing Manager Report

Presented by: Diana Banks, Certified Housing Specialist.

Ms. Banks reviewed the Housing Manager Report, including 9 Second Harvest boxes, 22 Cuyuna Range Food Shelf deliveries, and 147 meals donated by Crosby Community Table. She reported occupancy at 97% for Dellwood, 98% for Edgewood, and 100% for scattered sites, along with 1 move-in, 1 move-out, 13 annual recertifications, 4 termination notices, and 76 work orders received during May.

Ms. Gangl reported that staff were continuing to work through the hiring process for the ROSS Coordinator position in Brainerd. In response to Board questions about work orders, Ms. Banks clarified that her report tracks incoming work orders rather than backlog. Mr. Schommer added that Edgewood had 8 incomplete work orders and public housing had approximately 67 to 72 incomplete work orders, with Edgewood work prioritized due to the upcoming MOR inspection.

c. Maintenance Director Report

Presented by: John Schommer, Rehab & Maintenance Director.

Mr. Schommer reported that the Edgewood MOR inspection was scheduled for June 10, 2026, and maintenance staff had been prioritizing Edgewood work orders in preparation. He advised that maintenance staffing was reduced to one employee due to an injury, so the agency arranged vendor assistance for weekly lawn mowing and unit turns. He noted this would free staff time but would likely increase vendor costs while staffing capacity remains limited.

The Board asked about vendors, and Mr. Schommer explained that Master Trade Services, part of INH Properties, was among the firms being used because it was available, familiar with public housing maintenance requirements, and able to assist with needed documentation and wage-rate paperwork.

Mr. Schommer also addressed the Public Housing NSPIRE inspection follow-up. Staff still had not been able to access the detailed inspection results online, but all identified deficiencies had been corrected and entered the NSPIRE website. Staff confirmed the agency had completed its required response and mitigation obligations.

The Board discussed the elevator modernization project. Mr. Schommer reported that staff solicited architectural and engineering design proposals after procurement concerns arose with the prior process. Four proposals were received, ranging from roughly \$13,000 to \$26,000. Staff requested clarification from the two lowest respondents to confirm comparable scope and services before making a recommendation.

The Board also discussed refrigerator gasket issues and HUD deficiency categories, including examples of “life-threatening” deficiencies such as missing smoke detectors or fire doors that did not latch. Staff explained that some issues may result from tenant actions but still require correction and reporting. Discussion also compared the Dellwood and Edgewood fire alarm systems. Staff noted that elevators remain the top capital priority and that other system upgrades would need to be evaluated after the elevator scope and financial impact are better defined.

d. Executive Director Report

Presented by: Eric Charpentier, Executive Director.

Mr. Charpentier followed up on the prior month’s employee policy discussion regarding sick leave accrual and the agency’s policy of not paying out unused sick leave upon separation. He explained that although the personnel policy language had recently been cleaned up, the actual change occurred in 2015. Employees may accrue up to 960 hours of sick leave, intended to provide protection before long-term disability, but paying out unused balances would create significant cash liability.

Mr. Charpentier reviewed the financial exposure estimate, noting that one year of unused sick leave for a full-time employee would equal approximately \$7,302, while a long-term employee accruing to the 960-hour maximum could create a liability approaching \$91,852 depending on wage growth. He stated that carrying such liabilities would affect reserves, audits, and available resources for operations and capital needs.

Board discussion focused on whether a capped payout or other middle-ground option could be considered rather than reinstating full payout. Commissioners discussed options such as a limited payout amount, and Mr. Charpentier stated that staff would review the issue with finance and could bring back additional analysis during the next budget cycle. No formal action was taken.

7. RAB COMMITTEE UPDATE

Presented by: Resident Commissioner Donald Lehnhoff.

No Resident Advisory Board meeting minutes were presented. Commissioner Lehnhoff stated that he preferred to keep the item on future agendas in case the group re-engages. Staff and the Board agreed the agenda item could remain, with staff noting when no formal minutes are available.

8. UNFINISHED BUSINESS

No formal unfinished business was listed. During discussion, a commissioner asked about the previously discussed dog park concept. Mr. Schommer stated he had not received follow-up from the individual who had reportedly offered materials and labor. Commissioners agreed no agency-funded action was desired, but staff would review any genuine donation-supported proposal if one is revived.

9. NEW BUSINESS

No new business items were listed on the agenda or formally introduced during the meeting.

10. COMMISSIONER COMMENTS

No additional commissioner comments requiring action were recorded.

11. NEXT MEETING

The next regular meeting of the Crosby HRA Board is scheduled for Tuesday, July 14, 2026.

12. ADJOURNMENT

Motion to adjourn was made by Terri Larson and seconded by Donald Lehnhoff. Vote: All in favor. Motion carried.

The meeting adjourned at 11:32 a.m.



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To: Crosby HRA Board Members
From: Karen Young, Finance Director
Date: July 8, 2026
Re: June Financial Report

Please find attached the financial information for June 2026.

2026 Audit

The 2026 audit fieldwork was conducted by CliftonLarsonAllen (CLA) during the week of June 22nd. We are awaiting a draft audit report. Mary Reedy will present the exit meeting with the board at the October board meeting.

Action Requested: Motion for approval of June payments as presented.

Crosby Housing & Redevelopment Authority

2027 Ratios

FASS Ratios	Max Pts	Scoring	Apr	May	June
Quick Ratio	12	QR <1 =0-, QR >2 =12	12.00	12.00	12.00
Months Expendable Net Assets	11	MENA <1.0= 0, ME >4 =11	11.00	11.00	11.00
Debt Svc Coverage	2	DSC < 1 = 0, DSC >1.25 =2	0.00	0.00	2.00
Total Points	25		23.00	23.00	25.00

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

Total of Above Ratios	50		43	43	45
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MASS Ratios	Max Pts	Scoring	Apr	May	June
Timeliness of Obligation	5	>90% at OED = 5 <90% at OED = 0	5.00	5.00	5.00
Occupancy Rate	5	OR <93% = 0, OR >96% =5 Must have 5 points or	5.00	5.00	5.00
Total Points	10	Capital Fund Troubled	10.0	10.0	10.0

May 2026 Account Balances

Program/Account	Amount
Public Housing - Operating Checking	\$376,362.76
Public Housing - Security Deposit Savings	\$11,602.84
	\$387,965.60
Edgewood - Operating Checking	\$70,475.14
Edgewood - Investment	\$874,182.13
	\$944,657.27
Tenant Activity Fund	\$4,288.67

Crosby HRA
Operating Statement
Three Months Ending 06/30/2026
Program: C- 100 - Public Housing Project: Dellwood & Family Units

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
3110.000 Dwelling Rental	22,540.00	24,141.25	(1,601.25)	67,895.00	72,423.75	(4,528.75)	289,695.00	(221,800.00)
3120.000 Excess Utilities	270.00	97.92	172.08	300.00	293.75	6.25	1,175.00	(875.00)
3401.000 Operating Subsidy	23,245.10	8,189.58	15,055.52	23,245.10	24,568.75	(1,323.65)	98,275.00	(75,029.90)
3402.000 Capital Fund Revenue	0.00	1,666.67	(1,666.67)	839.94	5,000.00	(4,160.06)	20,000.00	(19,160.06)
3610.000 Interest Revenue	82.71	41.67	41.04	225.04	125.00	100.04	500.00	(274.96)
3690.000 Other Income	3,319.32	333.33	2,985.99	3,336.43	1,000.00	2,336.43	4,000.00	(663.57)
3691.000 Other Tenant Revenue	487.00	1,466.67	(979.67)	868.00	4,400.00	(3,532.00)	17,600.00	(16,732.00)
3695.000 Laundry Revenue	308.00	337.50	(29.50)	936.00	1,012.50	(76.50)	4,050.00	(3,114.00)
TOTAL INCOME	50,252.13	36,274.59	13,977.54	97,645.51	108,823.75	(11,178.24)	435,295.00	(337,649.49)
EXPENSES								
ADMINISTRATION								
4110.000 Admin Salaries	2,525.08	2,704.17	179.09	9,319.13	8,112.50	(1,206.63)	32,450.00	23,130.87
4130.000 Legal	500.00	343.33	(156.67)	560.00	1,030.00	470.00	4,120.00	3,560.00
4140.000 Staff Training	283.89	83.33	(200.56)	456.39	250.00	(206.39)	1,000.00	543.61
4150.000 Travel	49.12	60.42	11.30	86.09	181.25	95.16	725.00	638.91
4171.000 Auditing Fees	0.00	458.33	458.33	0.00	1,375.00	1,375.00	5,500.00	5,500.00
4190.000 Other Admin	7.50	20.83	13.33	30.00	62.50	32.50	250.00	220.00
4191.000 Management Fees	5,052.50	5,052.50	0.00	15,157.50	15,157.50	0.00	60,630.00	45,472.50
4194.000 Office Supplies	121.93	150.00	28.07	498.70	450.00	(48.70)	1,800.00	1,301.30
4195.000 Membership Dues	98.40	29.17	(69.23)	98.40	87.50	(10.90)	350.00	251.60
4196.000 Telephone	62.04	58.33	(3.71)	185.23	175.00	(10.23)	700.00	514.77
4198.000 Advertising	0.00	83.33	83.33	0.00	250.00	250.00	1,000.00	1,000.00
4199.000 Postage	443.50	45.83	(397.67)	443.50	137.50	(306.00)	550.00	106.50
TOTAL ADMINISTRATION	9,143.96	9,089.57	(54.39)	26,834.94	27,268.75	433.81	109,075.00	82,240.06
TENANT SERVICES								
4210.000 Tenant Svcs Salaries	0.00	524.17	524.17	0.00	1,572.50	1,572.50	6,290.00	6,290.00
4230.000 Tenant Svcs Other	8.84	108.33	99.49	26.36	325.00	298.64	1,300.00	1,273.64
TOTAL TENANT SERVICES	8.84	632.50	623.66	26.36	1,897.50	1,871.14	7,590.00	7,563.64
UTILITIES								
4310.000 Water	1,097.36	1,166.67	69.31	2,342.49	3,500.00	1,157.51	14,000.00	11,657.51
4315.000 Sewer	1,844.88	1,854.17	9.29	3,853.55	5,562.50	1,708.95	22,250.00	18,396.45
4320.000 Electricity	3,750.61	2,083.33	(1,667.28)	5,606.22	6,250.00	643.78	25,000.00	19,393.78
4330.000 Gas	463.64	1,083.33	619.69	1,328.61	3,250.00	1,921.39	13,000.00	11,671.39
TOTAL UTILITIES	7,156.49	6,187.50	(968.99)	13,130.87	18,562.50	5,431.63	74,250.00	61,119.13
MAINTENANCE								
4410.000 Maintenance Labor	3,064.08	4,260.42	1,196.34	13,833.98	12,781.25	(1,052.73)	51,125.00	37,291.02
4420.000 Materials	1,016.21	1,541.67	525.46	4,198.47	4,625.00	426.53	18,500.00	14,301.53
4430.000 Contracts Costs	2,689.06	2,508.33	(180.73)	4,753.51	7,525.00	2,771.49	30,100.00	25,346.49
4431.000 Garbage and Trash	766.12	875.00	108.88	1,554.00	2,625.00	1,071.00	10,500.00	8,946.00
4432.000 Decorating Contract	1,339.98	1,687.50	347.52	3,742.13	5,062.50	1,320.37	20,250.00	16,507.87
4435.000 Grounds Contract	168.59	350.00	181.41	1,796.81	1,050.00	(746.81)	4,200.00	2,403.19
4445.000 Elevator Maintenance	0.00	500.00	500.00	2,112.00	1,500.00	(612.00)	6,000.00	3,888.00
4450.000 Plumbing/Heating	150.00	750.00	600.00	150.00	2,250.00	2,100.00	9,000.00	8,850.00
4455.000 Snow Removal	0.00	416.67	416.67	743.66	1,250.00	506.34	5,000.00	4,256.34
4456.000 Exterminating	217.00	166.67	(50.33)	589.00	500.00	(89.00)	2,000.00	1,411.00
4457.000 Janitor/Cleaning	945.00	1,125.00	180.00	2,050.47	3,375.00	1,324.53	13,500.00	11,449.53

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
EXPENSES								
TOTAL MAINTENANCE	10,356.04	14,181.26	3,825.22	35,524.03	42,543.75	7,019.72	170,175.00	134,650.97
OTHER								
4510.000 Insurance	2,804.81	3,072.92	268.11	8,414.43	9,218.75	804.32	36,875.00	28,460.57
4520.000 Property Taxes	782.68	1,087.50	304.82	3,078.21	3,262.50	184.29	13,050.00	9,971.79
4540.000 Employee Benefits	2,032.34	2,496.68	464.34	6,598.70	7,490.00	891.30	29,960.00	23,361.30
4570.000 Collection Losses	0.00	583.33	583.33	0.00	1,750.00	1,750.00	7,000.00	7,000.00
4583.001 Lease Interest Exp	8.63	0.83	(7.80)	26.40	2.50	(23.90)	10.00	(16.40)
4590.000 Other Gen Exp	0.00	416.67	416.67	0.00	1,250.00	1,250.00	5,000.00	5,000.00
4595.001 Lease Amort Exp	52.94	31.25	(21.69)	158.82	93.75	(65.07)	375.00	216.18
TOTAL OTHER	5,681.40	7,689.18	2,007.78	18,276.56	23,067.50	4,790.94	92,270.00	73,993.44
TOTAL EXPENSES	32,346.73	37,780.01	5,433.28	93,792.76	113,340.00	19,547.24	453,360.00	359,567.24
SURPLUS	17,905.40	(1,505.42)	19,410.82	3,852.75	(4,516.25)	8,369.00	(18,065.00)	21,917.75

Crosby HRA
Operating Statement
Three Months Ending 06/30/2026
Program: C- 700 - HUD Multi-Family Project: Edgewood

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
3110.000 Dwelling Rental	23,532.00	23,435.42	96.58	70,827.00	70,306.25	520.75	281,225.00	(210,398.00)
3120.000 Excess Utilities	356.00	169.17	186.83	436.00	507.50	(71.50)	2,030.00	(1,594.00)
3404.000 HAP Subsidy	13,044.00	11,722.08	1,321.92	37,904.00	35,166.25	2,737.75	140,665.00	(102,761.00)
3610.000 Interest Revenue	(299.40)	1,250.00	(1,549.40)	(1,064.96)	3,750.00	(4,814.96)	15,000.00	(16,064.96)
3690.000 Other Income	1,336.10	225.00	1,111.10	1,788.80	675.00	1,113.80	2,700.00	(911.20)
3691.000 Other Tenant Revenue	1,784.00	616.67	1,167.33	2,110.50	1,850.00	260.50	7,400.00	(5,289.50)
3695.000 Laundry Revenue	730.00	766.67	(36.67)	2,088.00	2,300.00	(212.00)	9,200.00	(7,112.00)
TOTAL INCOME	40,482.70	38,185.01	2,297.69	114,089.34	114,555.00	(465.66)	458,220.00	(344,130.66)
EXPENSES								
ADMINISTRATION								
4110.000 Admin Salaries	2,525.11	2,704.17	179.06	9,319.25	8,112.50	(1,206.75)	32,450.00	23,130.75
4130.000 Legal	390.00	250.00	(140.00)	450.00	750.00	300.00	3,000.00	2,550.00
4140.000 Staff Training	33.90	41.67	7.77	206.40	125.00	(81.40)	500.00	293.60
4150.000 Travel	38.61	62.50	23.89	74.87	187.50	112.63	750.00	675.13
4171.000 Auditing Fees	0.00	458.33	458.33	0.00	1,375.00	1,375.00	5,500.00	5,500.00
4190.000 Other Admin	7.50	20.83	13.33	30.00	62.50	32.50	250.00	220.00
4191.000 Management Fees	5,052.50	5,052.50	0.00	15,157.50	15,157.50	0.00	60,630.00	45,472.50
4194.000 Office Supplies	121.94	145.83	23.89	498.70	437.50	(61.20)	1,750.00	1,251.30
4195.000 Membership Dues	98.40	16.67	(81.73)	98.40	50.00	(48.40)	200.00	101.60
4196.000 Telephone	62.04	58.33	(3.71)	185.23	175.00	(10.23)	700.00	514.77
4198.000 Advertising	0.00	83.33	83.33	0.00	250.00	250.00	1,000.00	1,000.00
4199.000 Postage	443.50	37.50	(406.00)	443.50	112.50	(331.00)	450.00	6.50
TOTAL ADMINISTRATION	8,773.50	8,931.66	158.16	26,463.85	26,795.00	331.15	107,180.00	80,716.15
TENANT SERVICES								
4210.000 Tenant Svcs Salaries	0.00	786.25	786.25	0.00	2,358.75	2,358.75	9,435.00	9,435.00
4230.000 Tenant Svcs Other	8.84	20.83	11.99	26.34	62.50	36.16	250.00	223.66
TOTAL TENANT SERVICES	8.84	807.08	798.24	26.34	2,421.25	2,394.91	9,685.00	9,658.66
UTILITIES								
4310.000 Water	629.88	841.67	211.79	1,625.84	2,525.00	899.16	10,100.00	8,474.16
4315.000 Sewer	1,180.41	1,458.33	277.92	2,979.87	4,375.00	1,395.13	17,500.00	14,520.13
4320.000 Electricity	6,070.38	3,000.00	(3,070.38)	8,731.35	9,000.00	268.65	36,000.00	27,268.65
4330.000 Gas	743.36	1,291.67	548.31	2,096.43	3,875.00	1,778.57	15,500.00	13,403.57
TOTAL UTILITIES	8,624.03	6,591.67	(2,032.36)	15,433.49	19,775.00	4,341.51	79,100.00	63,666.51
MAINTENANCE								
4410.000 Maintenance Labor	3,064.12	4,260.42	1,196.30	13,834.08	12,781.25	(1,052.83)	51,125.00	37,290.92
4420.000 Materials	1,123.75	1,500.00	376.25	2,878.62	4,500.00	1,621.38	18,000.00	15,121.38
4430.000 Contracts Costs	1,440.90	1,916.67	475.77	3,194.11	5,750.00	2,555.89	23,000.00	19,805.89
4431.000 Garbage and Trash	313.74	483.33	169.59	696.57	1,450.00	753.43	5,800.00	5,103.43
4432.000 Decorating Contract	2,415.64	1,666.67	(748.97)	2,915.64	5,000.00	2,084.36	20,000.00	17,084.36
4435.000 Grounds Contract	222.00	458.33	236.33	811.57	1,375.00	563.43	5,500.00	4,688.43
4445.000 Elevator Maintenance	0.00	525.00	525.00	2,112.00	1,575.00	(537.00)	6,300.00	4,188.00
4450.000 Plumbing/Heating	0.00	541.67	541.67	0.00	1,625.00	1,625.00	6,500.00	6,500.00
4455.000 Snow Removal	0.00	541.67	541.67	1,115.51	1,625.00	509.49	6,500.00	5,384.49
4456.000 Exterminating	68.00	416.67	348.67	204.00	1,250.00	1,046.00	5,000.00	4,796.00
4457.000 Janitor/Cleaning	945.00	1,025.00	80.00	1,858.29	3,075.00	1,216.71	12,300.00	10,441.71
TOTAL MAINTENANCE	9,593.15	13,335.43	3,742.28	29,620.39	40,006.25	10,385.86	160,025.00	130,404.61

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
EXPENSES								
OTHER								
4510.000 Insurance	2,113.08	2,398.34	285.26	6,339.24	7,195.00	855.76	28,780.00	22,440.76
4520.000 Property Taxes	763.20	983.33	220.13	2,816.48	2,950.00	133.52	11,800.00	8,983.52
4540.000 Employee Benefits	2,032.44	2,517.51	485.07	6,598.89	7,552.50	953.61	30,210.00	23,611.11
4570.000 Collection Losses	0.00	125.00	125.00	0.00	375.00	375.00	1,500.00	1,500.00
4583.001 Lease Interest Exp	8.63	0.83	(7.80)	26.39	2.50	(23.89)	10.00	(16.39)
4590.000 Other Gen Exp	0.00	416.67	416.67	0.00	1,250.00	1,250.00	5,000.00	5,000.00
4595.001 Lease Amort Exp	52.94	31.25	(21.69)	158.82	93.75	(65.07)	375.00	216.18
TOTAL OTHER	4,970.29	6,472.93	1,502.64	15,939.82	19,418.75	3,478.93	77,675.00	61,735.18
TOTAL EXPENSES	31,969.81	36,138.77	4,168.96	87,483.89	108,416.25	20,932.36	433,665.00	346,181.11
SURPLUS	8,512.89	2,046.24	6,466.65	26,605.45	6,138.75	20,466.70	24,555.00	2,050.45

**Crosby HRA
Payment Summary Report
June 2026**

Doc. Date		Number	Payments
06/01/2026	Reliance Standard Life	ACH	\$176.98
06/01/2026	Delta Dental	ACH	\$135.54
06/09/2026	Payroc LLC	ACH	\$47.95
06/09/2026	Payroc LLC	ACH	\$105.17
06/11/2026	Payroll for 06/11/2026	ACH	\$3,859.13
06/11/2026	Security Benefit	ACH	\$742.56
06/11/2026	Minnesota State	ACH	\$62.00
06/11/2026	Harpers Payroll Service	ACH	\$44.85
06/11/2026	Harpers Payroll Service	ACH	\$1,438.45
06/25/2026	Payroll for 06/25/2026	ACH	\$4,370.38
06/25/2026	Security Benefit	ACH	\$765.94
06/25/2026	Minnesota State	ACH	\$62.00
06/25/2026	Harpers Payroll Service	ACH	\$55.50
06/25/2026	Harpers Payroll Service	ACH	\$1,496.05
06/09/2026	Thompson, Brit	486	\$50.75
06/09/2026	Banks, Diana	487	\$13.78
06/09/2026	Stall, Elizabeth	488	\$67.79
06/09/2026	Charpentier, Eric	489	\$23.20
06/09/2026	Dummer, Jeffrey	490	\$79.26
06/09/2026	Schommer, John	491	\$215.37
06/09/2026	Farnum, Steven	492	\$40.00
06/04/2026	Medica	120281	\$2,123.41
06/04/2026	Minnesota Power	120282	\$4,355.64
06/08/2026	Borden Steinbauer	120283	\$110.00
06/08/2026	Cintas	120284	\$140.00
06/08/2026	City Of Crosby	120285	\$5,157.17
06/08/2026	Crosby Ace Hardware	120286	\$89.97
06/08/2026	Crow Wing County	120287	\$56.00
06/08/2026	Granite Pest Control	120288	\$285.00
06/08/2026	Ground Pros Property	120289	\$350.00
06/08/2026	Labor Logic LLC	120290	\$9.75
06/08/2026	Home Depot Supply	120291	\$140.56
06/08/2026	Integrity Services Inc	120292	\$455.50
06/08/2026	Keystone Compliance	120293	\$150.96
06/08/2026	MN Multi Housing	120294	\$250.00
06/08/2026	MRI Software LLC	120295	\$100.00
06/08/2026	Nahro	120296	\$196.80
06/08/2026	Northland Fire	120297	\$1,451.00
06/08/2026	Old National Bank	120298	\$52.52
06/08/2026	Postmaster	120299	\$887.00
06/08/2026	Ratwik, Roszak &	120300	\$780.00
06/08/2026	Rise and Shine	120301	\$1,890.00
06/08/2026	Advanced Business	120302	\$365.40

**Crosby HRA
Payment Summary Report
June 2026**

Doc. Date		Number	Payments
06/08/2026	The Print Shop Ink	120303	\$243.87
06/08/2026	T-Mobile	120304	\$110.80
06/08/2026	Visa--Unity	120305	\$1,963.00
06/08/2026	Waste Partners Inc	120306	\$619.22
06/08/2026	Wicks Advanced Drain	120307	\$150.00
06/08/2026	Alpenglow Technologies	120308	\$582.75
06/09/2026	Minnesota Power	120309	\$24.00
06/25/2026	Ctc-446126	120310	\$381.94
06/25/2026	Jensen Properties &	120311	\$1,600.00
06/25/2026	Medica	120312	\$2,123.41
06/25/2026	Minnesota Power	120313	\$5,465.35
06/24/2026	Tenant Refund	120314	\$115.75
Total			\$46,629.42

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300 Third Avenue NE
Crosby, MN 56441-1642

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www.crosbyhra.org



To: Crosby HRA Board Members
From: Diana Banks, Certified Housing Specialist
Date: July 1, 2026
Re: Housing Programs Report

Tenant Activities Update

Second Harvest Boxes: 9

Cuyuna Range Food Shelf Deliveries: 17

Meals donated by Crosby Community Table: 245

Events: Study with Zed (7); Oak Street Chapel Band (12)

Monthly Property Performance Stats for June 2026

- Occupancy Rate: 100% Dellwood; 97% Edgewood; 95% Scattered Sites
- New Move-Ins: 1
- Move Outs: 0
- Annual Recertifications: 16
- Termination Notices: 4
- Work Orders Received: 97

Waiting Lists as of 6/30/2026

1BR	2BR	3BR	4BR
68	7	5	2

Discussion Items

- No discussion items this month

Tenant Council summary for the month of June 2026

No meeting held in June

Income and Expenses for the month of June

Coffee income: \$89.56

Coffee expense: \$51.42

Bingo income: \$72.00

Bingo expense: \$116.79

Potluck income: \$20.00

Potluck expense: \$19.02

Kitchen expense: \$7.74

Progressive Bingo exp: \$25.00

Petty Cash for end of June: \$438.67

Checking for end of June: \$960.71

OLD BUSINESS:

Had June Potluck on the 13th, there were 18 in attendance.

Had regular activities for the month.

NEW BUSINESS:

Will have July potluck on the 11th. Will be grilling brats and hot dogs. Will also serve corn on the cob. Hope to have lots of people.

Regular activities for the month, no new activities.



To: Crosby HRA Board Members
From: John Schommer, Rehab & Maintenance Director
Date: July 7, 2026
Re: Maintenance Update

Elevators

After reviewing the additional information we requested, Discovery Horizontal Solutions had the lowest responsible bid. The total was \$21,500 and we have the contract executed. We will be scheduling the assessment of the elevators as soon as possible which we anticipate to happen within the next few weeks.

Training

Our Maintenance Engineer is scheduled to attend a Mental Health First Aid Course on July 22nd that is designed to equip him to identify, understand and effectively respond to mental health and substance use challenges.

No Action Requested; Discussion Items.