

MISSION STATEMENT

The Housing Authority develops, integrates, and operates housing and housing assistance policies and programs to ensure the availability of safe, affordable, and desirable housing options that meet the diverse, lifecycle housing needs of all the residents of St. Louis Park.

AGENDA

**Housing Authority, St. Louis Park, Minnesota
Wednesday, November 13, 2024 5 p.m.
Community Room, first floor**

1. Roll Call
2. Approval of Minutes for October 2024
3. Hearings:
 - a. None
4. Presentation
 - a. None
5. Unfinished Business
 - a. None
6. New Business
 - a. Utility Allowance, Resolution No. 766
 - b. Flat Rent, Resolution No. 767
 - c. Write-offs, public housing program, Resolution No. 768
 - d. Statutory commission scope of work discussion with council
 - e. Bring it Home State Rental Assistance Program
7. Communications from Executive Director
 - a. Claims Lists: October
 - b. Financials:
 - c. Communications:
8. Other: Next meeting December 11, 2024
9. Adjournment

Auxiliary Aides for those with disabilities are available upon request. To make arrangements please call the Housing Authority office at 952-924-2579 (TDD 952-924-2668) at least 96 hours in advance of meeting.

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MINUTES
St. Louis Park Housing Authority
St Louis Park, MN
Wednesday, October 9, 2024, 5 p.m.

MEMBERS PRESENT: Commissioner Reynold Burrowes, Commissioner Catherine Courtney, Commissioner Thom Miller, Commissioner Richard Webb

MEMBER ABSENT: Commissioner Paul Beck

STAFF PRESENT: Marney Olson, Nicole Randall, Angela Nelson

RESIDENT PRESENT: Barb Patterson, 4300 block of Wooddale Ave

1. Call to Order – The meeting was called to order at 5:01 p.m.
2. Approval of Minutes – Minutes for the August, 2024 board meeting were reviewed. A motion to approve was made by Commissioner Courtney and seconded by Commissioner Burrowes. Motion passed 4-0.
3. Hearings:
 - a. Housing Authority (HA) Five-Year Agency Plan and Annual Plan, Resolution No. 761
Public hearing opened: 5:11 p.m. Closed: 5:16 p.m.

Ms. Olson reviewed the updates of the Five-Year Agency Plan (2025-2029) and Annual Plan for public housing. The 2025 Annual Plan is a new requirement because the HA exceeds the threshold of 550 combined vouchers and public housing units. The only change is adopting HOTMA provisions from HUD which impacts rent determination. Sixteen residents attended the resident advisory committee meeting and no comments were made about the Agency Plan after goals were presented.

Ms. Patterson is with the St. Louis Park community housing team eviction prevention. She is looking to:

- increase the funding available to those facing eviction
- Increasing communication with tenants about their rights; similar to the SPARC communication with landlords
- Increasing the funding to Kids in the Park program
- Receive funding for copying and mailing costs. The community Housing team is a voluntary organization.

There was no further public comments.

Motion to approve was made by Commissioner Courtney and seconded by Commissioner Webb. Motion passed 4-0.

- b. Housing Authority 2023-2027 Capital Fund Five Year Action Plan, Resolution No. 762
Public hearing opened: 5:21 p.m. Closed: 5:22 p.m.

Ms. Olson updated the board on the revised Capital Fund Five Year Action Plan. The rolling plan of projects is basically the same as the previous year's plan. Funds were added for a capital needs assessment to plan for the switch to a fixed action plan in the future.

Commissioner Burrowes asked about the snow tractor expenditure at Hamilton House. Ms. Olson explained that we currently have an aging snow tractor. Purchase of one is included in the Plan so funding is available in the future to replace it.

Motion to approve was made by Commissioner Courtney and seconded by Commissioner Webb. Motion passed 4-0.

4. Presentation – None.

5. Unfinished Business – None

6. New Business

- a. Amendments to the Admissions and Continued Occupancy Plan (ACOP), Resolution No. 763

Ms. Olson reviewed the ACOP and agenda item 6.b, the Administrative Plan. Extensive changes are due to HUD requirements. For both the ACOP and Administrative Plan, the main changes are related to Housing Opportunities through Modernization Act (HOTMA) and are required by HUD. The compliance date for implementation will be moved back by HUD. The changes identified include the HOTMA changes that will not be implemented until HUD provides a date. The Housing Authority is still required to adopt the plans by January 1, 2025.

HA will continue to communicate with tenants as to income calculation changes. Non-ACOP related changes almost exclusively reflect the switch to a new software system.

Commissioner Burrowes asked if tenants that have a rep payee (third party payee) have we had any issues? Ms. Olson said we have not heard of any issues from tenants or their rep payee.

Motion to approve Resolutions 763 and 764 was made by Commissioner Burrowes and seconded by Commissioner Courtney. Motion passed 4-0.

- b. Amendments to the Administrative Plan for the Housing Choice Voucher Program, Resolution No. 764
See discussion and approval in agenda item 6.a.

- c. Approval of Housing Choice Voucher Payment Standards, Resolution No. 765
Ms. Randall reviewed the 2025 payment standard changes for the 0, 1, 2, 3 and 5 bedroom units effective January 1, 2025. The increase in FRM this year is 2-4%. HUD requires payment standards be set between 90-110% of the FMR. There is no increase to the 4 bedroom payment standard.

Motion to approve was made by Commissioner Courtney and seconded by Commissioner Webb. Motion passed 4-0.

- d. Statutory commission discussion with council
City council is holding a study session on October 28 at 6 p.m. with the statutory commissions. At least one representative from each statutory commission has been requested, preferably the chair, if available. All commissioners are invited to attend. Commissioner Miller confirmed that he will attend.

Ms. Olson stated the two discussion points with council are:

1. What has each commission been working on in 2024? What has been completed and what is yet to come?
2. How can city council support boards and commissions in the future?

Ms. Olson looked at past agendas for 2024 to create the list of accomplishments for 2024. For the rest of the year, the HA will meet in November for flat rent, utility allowances and a primer on new state rental assistance program, called "Bring it Home". In December the HA will meet for a deeper discussion regarding the design of the Bring it Home program. It is different from the voucher program in that it is a state funded program and only portable within St. Louis Park. It is estimated that St. Louis Park will receive 40-60 vouchers based on the number of residents and the ratio of the number of residents to number of vouchers.

Ms. Randall explained that the State of MN permits the following options to design this new program:

1. Adopt your HCV program
2. Adopt the HCV program with some modifications
3. Create a whole new program (we could mirror Kids in the Park Program)

Responding to the commissioners' question about the format of the meeting and how it went for the advisory commissions, Ms. Olson stated that it is a round table discussion; not PowerPoint. She understood that at the advisory commissions responded to how council can support the boards saying: (1) more interaction with council and (2) more guidance (because they do not have the statutory requirements that this board has).

Responding to Commission Burrowes, Ms. Olson said the meeting will not be live-streamed. Study sessions are no longer live streamed.

In response to how council can support, Commissioner Courtney stated that she does not feel the need for additional guidance because the HA has state statute that guides it, and council provides guidance on specific programs. She would prefer more interaction from council not necessarily with the council. She would like council members to come to HA meetings so they have a better understanding of the HA's statutory authority and limitations that are unique compared to other boards.

Commissioner Courtney asked how the round table discussion of the statutory boards will run. Ms. Olson said it will be facilitated by the Community Engagement and Administration group. It will be the two questions, but she is not sure the order.

Commissioner Miller stated he will qualify any answers that will be his point of view and not the HA. In general, he believes council does not take advantage of the commissions. He would like to see council ask the HA to discuss housing topics and make a recommendation or suggestion like the planning commission. For example, he pointed out that agenda items do not go to city council until the item has been through the planning commission.

Ms. Olson noted that the HA is doing the oversight of the programs due to statute. The advisory commissions do not have such guidelines. Commissioner Miller provided the example of the 30-day tenant eviction notice. He thought it would be helpful if council had asked the HA for guidance/recommendation.

Commissioner Courtney stated that the HA is a statutory entity - its own separate governmental entity with a list of powers in state statute. The HA is not, under state statute, an advisory board to a different governmental entity (like the city). She would want to be careful about making recommendations because it must fall under the HA's powers under state statute. The council needs to understand HA's statutory role.

Commissioner Miller noted the Environmental & Sustainability Commission put together a set of recommendations to council that were adopted. He stated that what he envisions is more on the advisory commission side and maybe there could be a separate housing advisory commission.

Commissioners prefer more information regarding the format before the meeting.

7. Communications
8. Other
9. Adjournment

Commissioner Webb moved to adjourn the meeting and Commissioner Burrowes seconded; the motion passed 4-0. The meeting was adjourned at 6:26 p.m.

Respectfully submitted,

Reynold Burrowes, Secretary

TITLE: Approval of Utility Allowances for Housing Choice Voucher Program and Public Housing, Resolution No. 766

RECOMMENDED ACTION: Staff recommends the Board approve Resolution No. 766, Housing Choice Voucher and Public Housing utility allowances effective January 1, 2025.

POLICY CONSIDERATION: In accordance with HUD regulations, Housing Choice Voucher and Public Housing program utility allowances must be analyzed on an annual basis. Tenant paid utilities are considered part of a participant's shelter cost. In public housing utility allowances are subtracted from 30% of each tenant's income to determine the amount a tenant household pays for rent. In the Housing Choice Voucher program, the utility allowance is part of the formula used to determine household rent portion and is also considered in determining affordability/eligibility for lease up in a new unit.

SUMMARY: Since 2017 the St. Louis Park Housing Authority has adopted the Metro HRA new utility allowance schedule for both the Housing Choice Voucher program and Public Housing scattered sites. Hamilton House residents do not pay utilities. The utility allowance is also utilized in determining rent affordability for the city housing programs with restricted rents.

2025 PROPOSED UTILITY ALLOWANCES:

Federal regulations require a utility allowance schedule revision if there has been a change, up or down, of 10 percent or more in any utility rate since the last revision of the schedule. The last approved allowance schedule was in November 2023 with an effective date of January 1, 2024. Metro HRA staff completed an annual review of current utility rates for natural gas, electric, propane, fuel oil, water, sewer, and trash collection along with average prices for appliances sometimes provided by tenants as required by lease. Hamilton House residents do not pay utilities and scattered site residents do not pay for water, sewer or trash, but HCV participants may if required in their lease. St. Louis Park does not have any properties serviced by propane or oil heating and rural water does not apply to the HA's jurisdiction, those utilities are not included.

The Met Council's analysis found that natural gas prices have fallen while electric rates have risen. The proposed changes for 2025 reflect the changes in pricing for natural gas and electricity.

NEXT STEPS:

Staff recommends approval of Resolution No. 766 which adopts the Housing Choice Voucher and Public Housing program utility allowances with changes to natural gas and electric effective January 1, 2025.

Supporting Documents: Resolution
Draft Metro HRA Regional Utility Allowance

Prepared by: Nicole Randall, housing assistance administrator

Reviewed by: Marney Olson, housing supervisor

RESOLUTION NO. 766

Amending the Housing Choice Voucher and Public Housing utility allowance schedule


WHEREAS, the Department of Housing and Urban Development requires that the Housing Authority establish and maintain a utility allowance schedule, and

WHEREAS, the Utility Allowance is a credit for tenant-paid utilities and is used to determine the family share of the total housing costs, and

WHEREAS, the Metropolitan Council (Metro HRA) provided the updated utility allowance schedule and the changes apply to gas and electric.

WHEREAS, the Authority supports the methodology used by Metro HRA to determine the utility allowance schedule,

NOW THEREFORE BE IT RESOLVED that the Housing Choice Voucher and Public Housing Scattered Site Utility Allowance Schedule be adopted effective January 1, 2025 pursuant to the chart outlined below.

	UNIT SIZE AND TYPE																	
	0			1			2			3			4			5		
	A	TH	SF	A	TH	SF	A	TH	SF	A	TH	SF	A	TH	SF	A	TH	SF
Heating																		
Natural Gas	32	39	42	36	43	48	41	55	58	46	67	71	51	80	84	55	92	97
Electric	36	52	86	42	61	101	58	80	119	73	99	136	89	119	154	105	138	172
Cooking																		
Natural Gas	4			4			5			6			7			8		
Electric	7			9			13			16			20			24		
Water Heating																		
Natural Gas	7			8			12			15			18			22		
Electric	25			29			37			45			53			61		
Other Electric	35	43	47	45	56	61	58	72	80	71	89	98	84	105	116	97	122	135
Water	10			14			19			23			29			33		
Sewer	17			24			31			38			48			55		
Trash	32			32			34			36			36			36		
Tenant owned Range	4			4			4			4			4			4		
Tenant owned Refrigerator	4			4			4			4			4			4		

Adopted by the Authority November 13, 2024

Thom Miller, Chair

Reynold Burrowes, Secretary

Attest:

Karen Barton, Executive Director



2024 Regional Utility Allowance

Background

In accordance with program regulations CFR 24 Section 982.517, Housing Authorities must establish utility allowance schedules for tenant furnished utilities and services. HUD requires that Housing Authorities create utility allowance schedules based “on the typical cost of utilities and services paid by energy-conservative households that occupy housing of similar size and type in the same locality. In developing the schedule, the HA must use normal patterns of consumption for the community as a whole and current utility rates”.¹ A PHA must review its utility allowance schedule annually, and must revise its allowances for a utility when there has been a change of 10 percent or more in the utility rate since the last revision of the schedule.

In 2016, Metro HRA updated both the consumption amounts and utility pricing data. All of the utility allowance amounts were updated in 2016, regardless of the amount of change. Since then, new rates have been obtained annually and compared to the rates for 2016. Utility amounts that had cumulatively increased by more than 10% from the previous update were revised, in accordance with HUD regulations. Those that had a cumulative increase of less than 10% were not changed. The consumption data was taken from HUD’s Utility Schedule Model (HUSM) in 2016. As no major changes have been made to the HUSM since then, no changes to the consumption data have been made.

2024 Utility Allowance Amounts

2024 Utility Allowance																		
	UNIT SIZE AND TYPE																	
	0			1			2			3			4			5		
	APT	TH	SF	APT	TH	SF	APT	TH	SF	APT	TH	SF	APT	TH	SF	APT	TH	SF
Heating																		
Natural Gas	32	39	42	36	43	48	41	55	58	46	67	71	51	80	84	55	92	97
Electric	36	52	86	42	61	101	58	80	119	73	99	136	89	119	154	105	138	172
Bottle Gas	60	75	86	71	89	101	83	103	119	95	118	136	108	133	154	120	148	172
Oil	97	122	139	115	144	164	135	168	192	155	192	221	175	216	250	195	240	279
Cooking																		
Natural Gas	4			4			5			6			7			8		
Electric	7			9			13			16			20			24		
Bottle Gas	6			7			10			13			15			18		
Oil	NA			NA			NA			NA			NA			NA		
Water Heating																		
Natural Gas	7			8			12			15			18			22		
Electric	25			29			37			45			53			61		
Bottle Gas	14			17			24			32			40			47		
Oil	23			28			40			52			64			76		
Other Electric																		
Other Electric	35	43	47	45	56	61	58	72	80	71	89	98	84	105	116	97	122	135
Water	10			14			19			23			29			33		
Water-Selected Rural Communities	19			27			35			43			55			62		
Sewer	17			24			31			38			48			55		
Sewer-Selected Rural Communities	28			40			51			62			79			91		
Trash	32			32			34			36			36			36		
Range	4			4			4			4			4			4		
Refrigerator	4			4			4			4			4			4		

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2024 Utility Allowance-change from 2023

2024 Utility Allowance																		
	UNIT SIZE AND TYPE																	
	0			1			2			3			4			5		
	APT	TH	SF	APT	TH	SF	APT	TH	SF	APT	TH	SF	APT	TH	SF	APT	TH	SF
Heating																		
Natural Gas	-9	-11	-12	-10	-13	-14	-12	-16	-17	-13	-21	-22	-15	-25	-26	-19	-35	-36
Electric	+5	+8	+13	+6	+9	+15	+9	+12	+18	+10	+14	+20	+13	+18	+23	+16	+21	+26
Bottle Gas	-17	-22	-24	-20	-25	-28	-23	-30	-33	27	-34	-39	-30	-37	-44	-34	-41	-56
Oil	-19	-24	-27	-22	-28	-31	-26	-32	-38	-30	-37	-43	-35	-42	-49	-38	-46	-54
Cooking																		
Natural Gas	-1			-1			-2			-2			-3			-4		
Electric	1			2			2			2			3			4		
Bottle Gas	-1			-1			-2			-3			-5			-6		
Oil	NA			NA			NA			NA			NA			NA		
Water Heating																		
Natural Gas	-3			-3			-4			-6			-7			-8		
Electric	4			4			5			6			8			9		
Bottle Gas	-4			-5			-7			-9			-11			-13		
Oil	-5			-5			-8			-10			-13			-15		
Other Electric																		
Other Electric	+1	+2	+3	0	+1	+1	+2	+3	+4	+4	+6	+6	+6	+7	+9	+8	+10	+12
Water	0			0			0			0			0			0		
Water-Selected Rural Communities	0			0			0			0			0			0		
Sewer	+2			+2			+3			+4			+5			+5		
Sewer-Selected Rural Communities	0			0			0			0			0			0		
Trash	0			0			0			0			0			0		
Range	0			0			0			0			0			0		
Refrigerator	0			0			0			0			0			0		

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Utility Rate Changes

Utility	Rate Last Updated	Rate Used when Last Updated	2023 Rate	Percentage Change since last update	Update Required
Natural Gas (cost per therm)	2022	\$1.050	\$0.773	-26.38%	YES
Electricity (Annual average cost per KWH)	2022	\$0.143	\$0.165	17.28%	YES
Bottle Gas (cost per lb)	2022	\$2.39	\$1.87	-21.76%	YES
Oil (cost per gallon)	2023	\$4.55	\$3.810	-16.26%	YES
Water (average household cost)	2019	\$20.54	\$22.58	9.93%	No
Sewer (average household cost)	2022	\$30.94	\$34.24	10.67%	YES
Rural Water (average household cost)	2020	\$38.96	\$42.53	9.16%	No
Rural Sewer (average household cost)	2022	\$56.60	\$58.55	3.45%	No
Trash (35 gal)	2022	\$31.49	\$31.49	0.00%	No
Trash (64 gal)	2022	\$34.47	\$35.64	3.39%	No
Trash (96 gal)	2022	\$36.15	\$38.48	6.45%	No
Refrigerator (total cost)	2016	\$500.00	\$550.00	10.00%	YES
Range (total cost)	2016	\$500.00	\$550.00	10.00%	YES

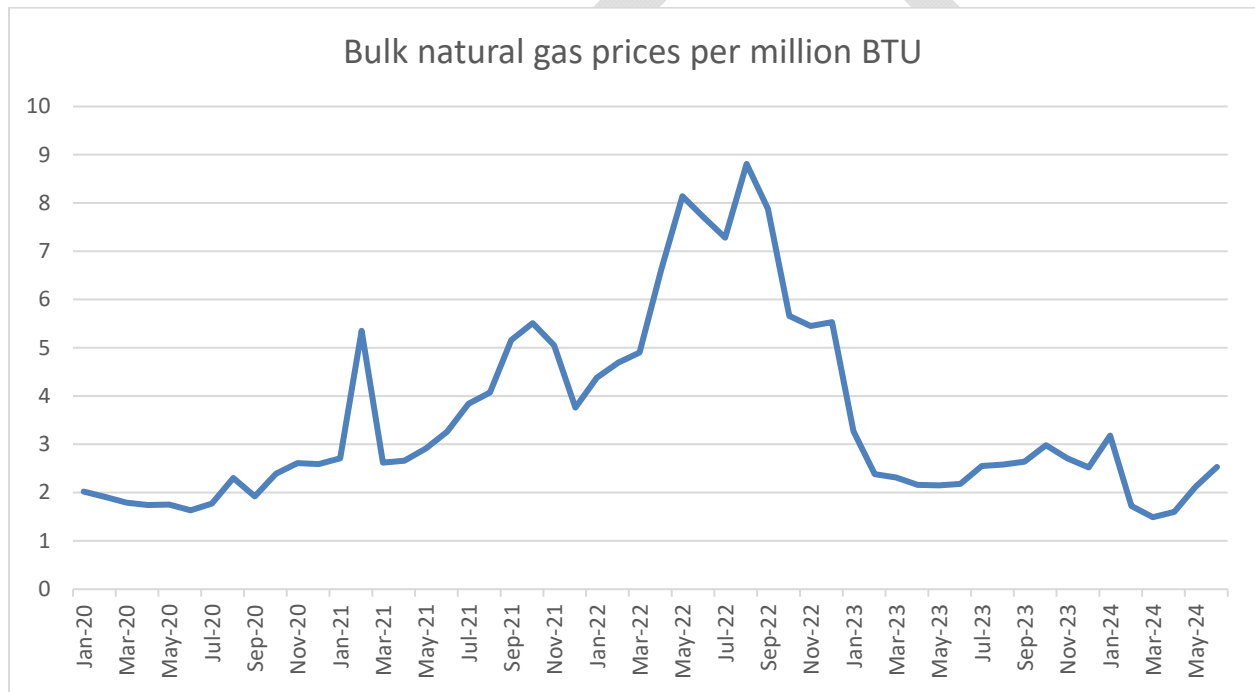
Discussion

The rates for natural gas, electricity, bottle gas, and heating oil have all changed substantially from last year. It is common for bottle gas and heating oil pricing to have significant fluctuations, but natural gas and electricity pricing is more stable due to the regulation of public utility companies.

Natural Gas

The price per therm fell by 26% from the rate used in the last update (2022). The cost of natural gas makes up most of the total price per therm, with other fees accounting for the rest. Natural gas prices fell by 48% between the 2022 and 2024 utility allowances.

The US Energy Information Administration tracks the bulk cost of natural gas, which directly impacts the cost of gas that public utilities charge. Natural gas prices spiked in 2021 and 2022 before falling in the summer of 2023ⁱⁱ.



Electricity

Over two thirds of the electricity charge per Kwh is from the base energy charge. Adjustments and fees make up about 5% of the rate, with the rest being a fuel cost charge. Although the fuel cost charge went down by 8% between 2022 and 2024, the energy charge went up nearly 30% (27% summer and 29% winter).

Detailed Rate Documentation

Detailed consumption data can be found in the 2016 Utility allowance schedule and in the 2024 UA calculations spreadsheet. All of the consumption data was updated in 2016, and there have been no changes to consumption data since then.

Natural Gas

Last Updated 2022

% Change 2022-2024: -26.38% **Update Required**

Natural Gas Pricing 2024

Cost per Therm

	Xcel Energy	CenterPoint Energy
Distribution/Delivery	0.274927	0.28093
Cost of Gas	0.348900	0.4208
Gas Affordability	0.004450	
Conservation/Resource Adjustment	0.064495	0.0413
2021 Weather Event	0.04219	0.068815
Total	0.7350	0.811875

Average cost per Therm: 0.773

Natural Gas Pricing 2022

Cost per Therm

	Xcel Energy	CenterPoint Energy
Distribution/Delivery	0.175996	0.24452
Cost of Gas	0.6886	0.7949
Gas Affordability	0.004450	
Conservation/Resource Adjustment	0.031858	.0326
2021 Weather Event	.04716	.08068
Total	0.9481	1.1527

Average cost per Therm: 1.050

Electricity

Last Updated 2022

% Change 2022-2024 17.28% **Update Required**

Electricity pricing 2024

Cost per kWh (Usage cost)	2024 Rate
Energy Charge summer (June-Sept 4 month)	\$0.13069
Energy Charge winter (winter 8 month)	\$0.11364
Fuel Cost Charge	\$0.03653
Resource Adjustment	\$0.009342

Summer Rate: \$0.17656

Winter Rate: \$0.15951

Average Rate (Summer and Winter): \$0.16519

Electricity pricing 2022

Cost per kWh (Usage cost)	2022 Rate
Energy Charge summer (June-Sept 4 month)	\$0.10301
Energy Charge winter (winter 8 month)	\$0.08803
Fuel Cost Charge	\$0.03979
Resource Adjustment	\$0.008037

Summer Rate: \$0.151

Winter Rate: \$0.136

Average Rate (Summer and Winter): \$.143

Heating Oil

Last Updated 2023

% Change 2023-2024: -16.26% **Update Required**

2024 Average Oil cost per Gal = \$3.81

2023 Average Oil cost per Gal = \$4.55

Propane

Last updated 2022

% Change 2022-2024: -21.76% **Update Required**

2024 Average Propane cost per Gal =\$1.87

2022 Average Propane cost per Gal =\$2.39

Water

Last updated 2019 (rural water updated 2020)

% Change Water 2019-2024: 9.93%- No Update Required

% Change Rural Water 2020-2024: 9.16%- No Update Required

Average household water and sewer usage = 175 gallons per day

Water pricing 2024

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
St Paul	0.004065	\$21.64	\$8.75	\$30.39
Oakdale	0.00223	\$11.87	\$4.52	\$16.39
Hopkins	0.00397	\$21.13	\$3.87	\$25.00
Burnsville	0.00246	\$13.09	\$9.82	\$22.91
Eden Prairie	0.00262	\$13.95	\$7.73	\$21.68
Prior Lake	0.00364	\$19.38	\$6.67	\$26.04
Plymouth	0.00193	\$10.27	\$5.36	\$15.63
			Average	\$22.58

Water pricing-Selected rural communities 2024

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
Jordan	0.00615	\$32.74	\$11.25	\$43.99
Belle Plaine	0.0046	\$24.49	\$12.23	\$36.72
Elko New Market	0.00295	\$15.70	\$35.02	\$50.72
New Prague	0.00472	\$25.12	\$16.10	\$41.22
Norwood Young America	0.00345	\$18.36	\$16.00	\$34.36
Watertown	0.00211	\$11.23	\$19.72	\$30.95
Cologne	0.00732	\$38.96	\$14.00	\$52.96
Rockford	0.00545	\$29.01	\$8.00	\$37.01
Forest Lake	0.00784	\$41.73	\$13.07	\$54.80
Average				\$42.53

Water pricing 2019

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
St Paul	0.00291	\$15.49	\$7.50	\$22.99
Oakdale	0.00197	\$10.49	\$4.00	\$14.49
Hopkins	0.00278	\$14.80	\$2.72	\$17.52
Burnsville	0.00316	\$16.82	\$2.00	\$18.82
Eden Prairie	0.00225	\$11.98	\$18.00	\$29.98
Prior Lake	0.00481	\$25.60	\$1.66	\$27.26
Plymouth	0.00157	\$8.36	\$4.35	\$12.71
Average				\$20.54

Water pricing-Selected rural communities 2020

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
Jordan	0.00603	\$32.10	\$11.03	\$43.13
Belle Plaine	0.00394	\$20.97	\$10.36	\$31.33
Elko New Market	0.00362	\$19.27	\$38.64	\$57.91
New Prague	0.00413	\$21.98	\$14.63	\$36.61
Norwood Young America	0.00345	\$18.36	\$16.00	\$34.36
Watertown	0.00201	\$10.70	\$18.77	\$29.47
Cologne	0.006	\$31.94	\$12.00	\$43.94
Rockford	0.00494	\$26.30	\$4.95	\$31.25
Forest Lake	0.0061	\$32.47	\$10.17	\$42.64
Jordan	0.00603	\$32.10	\$11.03	\$43.13
Average				\$38.96

Sewer

Last updated 2022 (rural sewer last updated 2022)

% Change Sewer 2022-2024: 10.67% **Update Required**

% Change Rural Sewer 2022-2024: 3.45% No Update Required

Average household water and sewer usage = 175 gallons per day

Sewer pricing 2024

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
St Paul	0.00513	\$27.31	\$3.00	\$30.31
Oakdale	0.00426	\$22.68	\$7.87	\$30.55
Hopkins	0.00796	\$42.37	\$0.00	\$42.37
Burnsville	0.00457	\$24.33	\$7.05	\$31.38
Eden Prairie	0.00399	\$21.24	\$7.73	\$28.97
Prior Lake	0.00613	\$32.63	\$6.67	\$39.30
Plymouth	0.00524	\$27.89	\$8.93	\$36.82
Average				\$34.24

Sewer pricing-Selected rural communities 2024

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
Jordan	0.00715	\$38.06	\$14.73	\$52.79
Belle Plaine	0.00838	\$44.61	\$18.65	\$63.26
Elko New Market	0.00487	\$25.92	\$30.09	\$56.01
New Prague	0.01642	\$87.40	\$11.11	\$98.51
Norwood-YA	0.00716	\$38.11	\$9.00	\$47.11
Watertown	0.00322	\$17.14	\$23.36	\$40.50
Cologne	0.00720	\$38.33	\$0.00	\$38.33
Rockford	0.00735	\$39.12	\$8.00	\$47.12
Forest Lake	0.01565	\$83.30	\$0.00	\$83.30
			Average	\$58.55

Sewer pricing 2022

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
St Paul	0.00480	\$25.55	\$3.00	\$28.55
Oakdale	0.00388	\$20.65	\$7.18	\$27.83
Hopkins	0.00708	\$37.69	\$0.00	\$37.69
Burnsville	0.00405	\$21.56	\$6.25	\$27.81
Eden Prairie	0.00376	\$20.01	\$21.73	\$41.74
Prior Lake	0.00255	\$13.57	\$6.28	\$19.85
Plymouth	0.00471	\$25.07	\$8.02	\$33.09
			Average	\$30.94

Sewer pricing-Selected rural communities 2022

City	Price per Gallon	Variable cost for Average Household	Fixed Cost	Total cost for Average Household
Jordan	0.00715	\$38.06	\$14.73	\$52.79
Belle Plaine	0.00829	\$44.13	\$17.41	\$61.54
Elko New Market	0.00473	\$25.18	\$29.21	\$54.39
New Prague	0.01555	\$82.77	\$10.52	\$93.29
Norwood-YA	0.00716	\$38.11	\$9.00	\$47.11
Watertown	0.00297	\$15.81	\$21.53	\$37.34
Cologne	0.00600	\$31.94	\$13.30	\$45.24
Rockford	0.00685	\$36.46	\$4.95	\$41.41
Forest Lake	0.01433	\$76.28	\$0.00	\$76.28
			Average	\$56.60

Trash

Last updated 2022

% Change 2022-2024 0-6.45% No Update Required

Trash pricing 2024

	32-35 Gallon	64 Gallon	96 Gallon
Waste Management	(Price depends on location, 2 zip codes used)		
Zip code 55378	\$25.32	\$25.32	\$26.58
Zip Code 55448	\$33.56	\$33.56	\$34.82
Republic	(Price depends on location, 2 zip codes used)		
Zip code 55378	\$54.40	\$54.40	\$54.40
Zip Code 55448	\$25.54	\$25.54	\$25.54
Saint Paul	\$25.07	\$37.52	\$44.77
Average	\$31.49	\$35.64	\$38.48

Trash pricing 2022

	32-35 Gallon	64 Gallon	96 Gallon
Waste Management	(Price depends on location, 2 zip codes used)		
Zip code 55378	\$24.90	\$24.90	\$26.53
Zip Code 55448	\$36.52	\$36.52	\$38.15
Republic	(Price depends on location, 2 zip codes used)		
Zip code 55378	\$39.87	\$39.87	\$39.87
Zip Code 55448	\$41.12	\$41.12	\$41.12
Saint Paul	\$23.27	\$32.19	\$35.60
Average	\$31.49	\$34.47	\$36.15

0-1 bedroom units were given 32-35 gallon average, 2 bedrooms were given the 64 gallon average, and 3+ bedrooms were given the 96 gallon average. Not all companies offer all sizes, in these cases the closest size was used to determine the cost.

Range and Refrigerator (tenant supplied)

Range pricing 2024

Cost \$550 x sales tax (6.875%)=\$588

Lifespan 144 months (12 years)

\$588/144=\$4.08

Refrigerator pricing 2024

Cost \$550 x sales tax (6.875%)=\$588

Lifespan 144 months (12 years)

$\$588/144=\4.08

ⁱ http://portal.hud.gov/hudportal/documents/huddoc?id=19671_52667.pdf

ⁱⁱ <https://www.eia.gov/dnav/ng/hist/rngwhhdM.htm>

DRAFT

TITLE: Revisions to the Public Housing calculation of flat rent Resolution No. 767

RECOMMENDED ACTION: Staff recommends the Housing Authority Board approve Resolution No. 767, revisions to the flat rent calculations effective January 1, 2025.

POLICY CONSIDERATIONS: Does the Housing Authority Board agree with the proposed amendment to the flat rent calculation?

SUMMARY: The St. Louis Park Housing Authority is required to establish flat rents for public housing units. Flat rents are designed to encourage self-sufficiency and to avoid creating disincentives for continued residency by families who are attempting to become economically self-sufficient.

Flat rents cannot be set less than 80% of the FMR and should reflect the current market. To account for HUD's requirement that utility allowances be factored into the flat rent calculation the HA board approved a two-year phase in of increased flat rents for 2019 and 2020:

- 2019: one bedroom calculation at 80% FMR and for three, four and five at 95% FMR minus the applicable utility allowance.
- 2020 and beyond: one bedroom flat rent at 85% FMR and the three, four and five bedroom units to 100% FMR minus the applicable utility allowance.
- Two bedroom flat rent calculations remained at the market rate rent charged by Project for Pride in Living for two-bedroom units since all of the public housing two bedroom units are located at Louisiana Court.

The Fair Market Rents for 2024 increased significantly and the increases seemed excessive for public housing unit rents. Staff reviewed multiple options for modifying the flat rents for 2024 and the board approved setting the calculation for flat rents at 80% FMR for one-bedroom units, 95% FMR minus the applicable utility allowances for three, four and five bedroom units, and setting the two-bedroom flat rent at the market rate rent charged by Project for Pride in Living for two-bedroom units at Louisiana Court, but not lower than 80% of the FMR.

Hamilton House now has two two-bedroom public housing units; however, using the Louisiana Court market rate rent still makes sense for calculating flat rent since 12 of the 14 two-bedroom units are at Louisiana Court.

Staff recommend continuing the flat rent calculations set in 2024; however, an updated resolution is required because the 2024 resolution did not specify that the two-bedroom flat rents could not be set below 80% of the FMR.

The resolution approves the calculation, not the flat rent amounts, so flat rents will not need to be brought back to the board annually unless changes to the flat rent calculations are proposed.

Flat Rents – Effective 01/01/2025

	1BR	2 BR	3BR	4BR	5BR
HUD 2025 Fair Market Rents	\$1,381	\$1,685	\$2244	\$2513	\$2,890
2024 flat rents	\$1,061	\$1,300	\$1,864	\$2,102	\$2,414
2025 flat rent	\$1,105	\$1,350	\$1,942*	\$2,162	\$2,484
Change from 2024	+\$44	+\$50	+\$78	+\$60	+\$70

*Brownlow flat rent is \$1932 due to a \$10 higher utility allowance for electric cooking

Tenants can elect flat rent or income-based rent at their annual reexamination each year, so public housing tenants never have to pay more than 30% of their income in rent. If a tenant selects flat rent and their income changes during the year they can elect to change to income-based rent; however, tenants cannot select flat rent at an interim reexamination.

Attachments: Resolution

Prepared by: Marney Olson, housing supervisor

Reviewed by: Oi Mattison, public housing manager

Resolution No. 767

Revisions to the Public Housing Flat Rent Calculations

WHEREAS, the Housing Authority of St. Louis Park is required to set Flat Rent calculations for the public housing program no lower than eighty percent of Fair Market Rents; and

WHEREAS, the public housing Flat Rents will be set equal to 80 percent of HUD’s Fair Market Rents (FMR) for one-bedroom public housing units, 95 percent of FMR for three, four and five-bedroom public housing units less applicable utility allowances, and an amount equal to the market rent charged by Project for Pride in Living at Louisiana Court, but not less than 80 percent of the FMR, for all two-bedroom public housing units;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority that the Public Housing flat rent calculations be adopted effective January 1, 2025.

Adopted by the Authority November 13, 2024

Thom Miller, Chair

Reynold Burrowes, Secretary

Attest:

Karen Barton, Executive Director

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TITLE: Public Housing program collection loss write-off, Resolution No. 768

RECOMMENDED ACTION: Staff recommends that the board adopt Resolution No. 768 designating a total of \$15,857.66 in collection losses for the public housing program consisting of cleaning, repairs and materials for moveouts as well as unreported income.

SUMMARY: The operating budget for the public housing program includes a line item to cover collection losses consisting of unpaid rent from unreported income, cleaning charges, material charges, repairs, and other charges the HA has incurred from former program participants. Writing off an item as a collection loss does not prevent the HA from making every effort to collect balances due. For accounting purposes, defining collection losses removes the items from the financial accounts, makes it clearer for the annual audit, and reduces outstanding amounts that must be reported to HUD as tenant accounts receivable.

As part of the software transition staff identified several debts going back as far as 2019 still listed as tenant accounts receivable without a corresponding HA Board resolution to write-off the amounts. Staff recommend the write-off of the following debts:

<u>Unit</u>	<u>Vacate date</u>	<u>Balance</u>
6000 Minnetonka Blvd	3/1/2024	\$6480.50
3325 Brownlow	4/6/2022	\$228
4316 Mackey	6/2/2022	\$1,940
2400 Nevada #111	3/31/2020	\$360
2400 Nevada #132	9/30/2020	\$225
2400 Nevada #202	4/8/2024	\$653
2400 Nevada #204	5/31/2024	\$1767
2400 Nevada #205	12/27/2023	\$253
2400 Nevada #206	5/13/2024	\$113
2400 Nevada #230	3/31/2024	\$716.29
2400 Nevada #232	10/7/2020	\$21.87
2400 Nevada #315	3/12/2024	\$132
2400 Nevada #322	9/30/2020	\$258
2400 Nevada #408	1/3/2019	\$437
2400 Nevada #415	11/28/2023	\$590
2400 Nevada #419	12/31/2023	\$1181
2400 Nevada #424	6/30/2022	\$502
TOTAL		\$15,857.66

Attachment: Resolution

Prepared by: Marney Olson, housing supervisor

Resolution No. 768

Designating damages, unpaid rents and other charges as Public Housing collection losses

WHEREAS, the Housing Authority sustained unpaid public housing tenant charges through July 31, 2024 resulting from unpaid rents, unreported income, cleaning charges, repairs and material charges, and other charges for which it has not been compensated, and

WHEREAS, security deposits applied did not cover all the unpaid tenant charges, and

WHEREAS, in accordance with regulations, it is appropriate to identify such losses as collection losses for proper accounting purposes, and

WHEREAS, the Housing Authority is unable to collect the following losses:

<u>Unit</u>	<u>Vacate date</u>	<u>Balance</u>
6000 Minnetonka Blvd	3/1/2024	\$6480.50
3325 Brownlow	4/6/2022	\$228
4316 Mackey	6/2/2022	\$1,940
2400 Nevada #111	3/31/2020	\$360
2400 Nevada #132	9/30/2020	\$225
2400 Nevada #202	4/8/2024	\$653
2400 Nevada #204	5/31/2024	\$1767
2400 Nevada #205	12/27/2023	\$253
2400 Nevada #206	5/13/2024	\$113
2400 Nevada #230	3/31/2024	\$716.29
2400 Nevada #232	10/7/2020	\$21.87
2400 Nevada #315	3/12/2024	\$132
2400 Nevada #322	9/30/2020	\$258
2400 Nevada #408	1/3/2019	\$437
2400 Nevada #415	11/28/2023	\$590
2400 Nevada #419	12/31/2023	\$1181
2400 Nevada #424	6/30/2022	\$502
TOTAL		\$15,857.66

NOW, THEREFORE BE IT RESOLVED that \$15,857.66 for the public housing program be declared collection losses.

Adopted by the authority November 13, 2024

Thom Miller, chair

ATTEST

Reynold Burrowes, secretary

Karen Barton, executive director

TITLE: Statutory board and commission scope of work discussion with the St. Louis Park City Council

RECOMMENDED ACTION: This item is for discussion purposes.

POLICY CONSIDERATION: Does the board wish to consider changes to the scope and purpose of the Housing Authority?

SUMMARY: During a May 20, 2024 special study session, the city council expressed a desire to further discuss the purpose of the statutory boards. City staff prepared a special study session report October 21, 2024, attached for your review.

In preparation for the October 28, 2024 city council study session, the HA board discussed the following questions at their October HA board meeting :

- What has each commission been working on in 2024?
- How can the council support boards and commissions in the future?

The HA board chair presented responses to both questions at the October 28 council study session. During the meeting, the council inquired about expanding the scope of the HA board and if the board had additional capacity. Pat Coleman, community engagement coordinator, noted that discussing the scope of work would be at a later date, tentatively scheduled for January 2025. The draft council study session minutes are attached for your review.

In preparation for the council's discussion on scope of work for statutory boards, Pat Coleman, community engagement coordinator, will facilitate a discussion with board members around scope of the HA board, specifically:

- Do HA board members feel they have capacity to expand the role of the HA board?
- Is there interest in expanding the scope of work of the HA board? Any changes would be in addition to the work that is statutorily required of the HA board.

Changes to the HA board's scope of work would require council approval and would need to comply with state statute and city code.

Attachments: October 21, 2024 city council staff report
Draft October 28, 2024 study session minutes

Prepared by: Marney Olson, Housing Supervisor

Executive summary

Title: Authority to change the scope and purpose of the statutory bodies

Recommended action: None. This item is being provided in response to council's request for information.

Policy consideration: None at this time. This item is being provided for informational purposes only.

Summary: During a May 20, 2024, special study session, the city council expressed a desire to further discuss the purpose of the statutory boards. In response, staff compiled information in this report that provides the purpose for each of the statutory boards and commissions and the source of where each body derives their authority. To the extent council has the authority to do so, this report includes the process council would have to follow to make any changes to the purpose or scope of work of any of these boards.

A separate study session discussion will be scheduled for January 2025. At that time, the council will be asked to provide direction to staff on this topic.

Financial or budget considerations: There are no financial or budget considerations for this item.

Strategic priority consideration: Not applicable.

Supporting documents: Discussion

- [Chapter 2](#) of St. Louis Park City Code
- Housing Authority state statute: Minnesota statutes [469.001](#) to [469.047](#)
 - Resolutions No. [88-134](#) and [89-29](#)
 - Ordinance No. [1763-88](#)
- [Chapter 462](#) of Minnesota state statute: Planning Commission
- [Chapter 420](#), of Minnesota state statute: fire civil service

Prepared by: Pat Coleman, community engagement coordinator

Reviewed by: Cheyenne Brodeen, administrative services director

Approved by: Cindy Walsh, deputy city manager

Discussion

Background:

The council has been discussing ways to improve and increase the effectiveness of its boards and commissions since 2022. During a special study session on May 20, 2024, it was noted that one of the statutory boards, the Housing Authority, had concerns about their utilization as a body. Council directed staff to come back with information about the purpose and scope of work for each statutory board along with whether there were opportunities for council to update their scope.

St. Louis Park has established statutory boards and commissions through a mix of state statutes and local ordinances; this impacts the scope and authority of each board. Minnesota statutes and city code outline the powers and responsibilities of these boards, which include the Planning Commission, Board of Zoning Appeals and the Housing Authority. Technically, the Fire Civil Service Commission is not a board that reports to council; however, they have been included in this report because council makes appointments to their body. The council's authority to change the full purpose and scope of work for these four boards and commissions is limited.

The League of Minnesota Cities: Handbook for Minnesota Cities offers general guidance to councils contemplating making changes to a board or commission's purpose, scope of work, etc. It provides a high-level outline of the opportunities and limitations for the council to consider. Specific details regarding the St. Louis Park's statutory boards and commissions are listed below in present considerations.

Here are the general opportunities and limitations provided by the League of Minnesota Cities:

Opportunities:

- Ordinances and resolutions:
 - Ordinances: These are laws passed by the city council that can establish, modify or repeal the powers and responsibilities of a board or commission. The process typically involves drafting the ordinance, holding a public hearing (note: St. Louis Park's boards and commissions do not require a public hearing to be held unless explicitly required in a statute of the governing body), and then voting on it. Ordinances are often used for more permanent or significant changes.
 - Resolutions: These are formal statements of a decision or expression of opinion by the city council. Resolutions can be used to direct the actions of statutory boards or to set policies. They are generally easier to pass than ordinances and can be used for more temporary or specific issues.
- State legislation: Since the city's authority to have statutory boards and the bodies' specific authority is often derived from state law, changes to their powers and purposes might require action by the Minnesota State Legislature. The city council can lobby state legislators to propose and pass the necessary changes. This process involves drafting a bill, finding legislative sponsors and navigating the legislative process at the state level.
- Administrative actions: The city council can issue new guidelines or policies that affect how statutory boards operate within the framework of existing laws. This might include setting new operational procedures, performance standards, or reporting requirements.

Administrative actions are typically more flexible and can be implemented more quickly than legislative changes.

- **Public engagement:** Engaging with the community through public consultations and hearings is crucial for ensuring that changes reflect the needs and desires of residents. This process can involve holding public meetings, conducting surveys and gathering feedback from stakeholders. Public engagement helps build consensus and ensures transparency in the decision-making process.

Limitations:

- **Enabling resolution:** The city council must pass an enabling resolution to establish or modify the powers of an Economic Development Authority (EDA) or a statutory board. This resolution outlines the roles, responsibilities and limitations of the EDA or a statutory board.
- **State statutes:** Changes must comply with Minnesota state statutes, particularly those outlined in chapter 469 of the Minnesota Statutes, which govern EDAs. These statutes set specific guidelines and limitations on what an EDA or statutory board can and cannot do.
- **Public hearing:** Before making significant changes, the city council is often required to hold a public hearing to gather input from the community.
- **Review and Approval:** Any modifications to the scope of an EDA or a statutory board must be reviewed and approved by the city council. This process includes considering recommendations from the EDA or statutory board.
- **Legal compliance:** All changes must comply with other relevant laws and regulations, including those related to public finance, land use and economic development

Present considerations:

This report is intended to provide council with the necessary information regarding their authority to change the purpose and scope of work for statutory boards and commissions. If council chooses to pursue changes to any of the statutory boards, the path that is needed to make that change will depend on what the specific change might be. Staff, along with the city attorney, will most likely need to provide additional review and recommendation on any proposed changes.

Staff is providing this report to the council in preparation for the statutory board and commission's check-in meeting on Oct. 28, 2024, which will include representatives from the Fire Civil Service Commission, Planning Commission, Board of Zoning Appeals and Housing Authority. The purpose of the statutory board and commission check-in meeting is to touch base with the council on what each body has been working on. The follow-up discussion around the information in this report will occur at a study session in January 2024.

There are three boards and commissions for which the council could consider changes to its purpose and scope of work. A summary of their purpose and where each specific board derives their power is below.

Fire Civil Service Commission

The Fire Civil Service Commission has the authority to oversee the employment, promotion, discharge, and suspension of all officers and employees within a city's fire department. This includes roles such as the chief, assistant chief, inspectors and clerks involved in the fire prevention and protection.

Their powers derive from Chapter 420 of the Minnesota Statute, which grants them control and supervision over these aspects to ensure efficiency and proper functioning of the fire department. Changing role, authority or scope of this board will require a change in Minnesota statute.

It should be noted that that the City of St. Louis Park is one of very few cities in Minnesota that has a Fire Civil Service Commission. Fire Civil Service Commissions used to be more prevalent in the past. Cities have been moving away from this model and delegating their powers and duties to the city manager, city administrator or city council as aligned with their specific city structure.

Housing Authority

The Housing Authority has vested powers, duties and obligations to the authority for the purpose of managing, planning and implementing the city's low- and moderate-income housing programs. The body is additionally responsible for: planning and implementing new housing programs for low- and moderate-income groups, and accepting projects delegated by the EDA. They can also levy special benefit taxes to support these housing projects, with city council approval.

In 1970, the City of St. Louis Park first established a Housing Redevelopment Authority. In 1988, the City of St. Louis Park vested the EDA with many powers previously held by the HRA, and the old HRA was renamed to the "Housing Authority" (eliminating the "redevelopment" in its name) and the scope of its responsibilities became more limited. The ordinance shifted to the EDA many of the statutory powers which are enumerated by statute for an HRA. The new Housing Authority of St. Louis Park (the "Authority") was authorized to "exercise all of the powers granted under Minnesota Statutes Section 469.001 to 469.047" for the purpose "of implementing the city's low and moderate housing programs and projects.

Their powers derive from Chapter 469 of the Minnesota Statutes, which grants them the authority to address substandard, slum or blighted areas and provided housing for low-income families. Changing role, authority or scope of this board will require an ordinance change. Increasing scope of the board would remove duties and authority from the EDA; additionally, there are statutory limitations to consider.

Planning Commission and Board of Zoning Appeals

The Planning Commission is responsible for reviewing and making recommendations on land use, site plans, conditional use permits, variances and land subdivisions. The commission is also responsible for playing a key role in shaping the city's comprehensive plan and ensuring orderly development.

The Board of Zoning Appeals is responsible for hearing and deciding appeals related to zoning decisions made by the Zoning Administrator. This includes granting variances, reviewing orders, requirements, permits, decisions or refusals made under the zoning code. The board also ensures that zoning regulations are applied fairly and consistently.

Their powers derive from Chapter 462 of the Minnesota Statutes, which provides the legal framework for the commission's establishment and operation, granting them advisory authority

to the city council in all matters wherein powers are assigned to the city council by state law or city charter concerning land use, comprehensive planning, zoning, plating, changes in streets, or other matters of a general planning nature and for the Board of Zoning Appeals to hear appeals and make decisions on zoning matters. Changing role, authority or scope of this board will require a change in Minnesota statute.

In conclusion, the city council can propose changes to the scope of work for statutory boards, but there are tradeoffs and limitations. Any changes would need to comply with state statutes and local ordinances. Additionally, significant changes might require approval from the state legislature or a vote by the city residents, depending on specific legal framework governing the city.

Next steps:

There will be a later study session item in January 2024 for council members to provide staff direction about whether to pursue changes to statutory boards' scope of work.

1. Statutory boards annual meeting preparation discussion.

Mr. Coleman presented the staff report. The statutory boards and council members introduced themselves. Mia Divecha, Thom Miller and Kyle Wermerskirchen presented on behalf of their respective boards.

Council Member Dumalag asked Mr. Miller whether their agency plan, public hearings and tenant advisory minutes are available to the council for review. Mr. Miller stated he is not sure if that information is part of city council agenda packets. Ms. Olson clarified that housing authority meeting minutes are included in the housing authority packets. The public hearing information is included, with comments, when the housing authority board is approving the plans. Mr. Coleman added all documented information is available for the council to review as needed.

Mr. Miller added one of the members of the commission is a resident of Hamilton House and has been a great addition to the board, providing much-needed information.

Council Member Budd stated she is interested in the housing authority tenant advisory report but had not seen that information anywhere. She asked if this committee's work is ongoing. Ms. Olson stated yes, adding the resident advisory committee meets annually and gathers input from residents on housing programs.

Council Member Budd asked if the housing commission has a delegated seat for public housing residents, as with the resident currently serving. Ms. Olson stated the seat member does not have to live in public housing, but has to be a program participant of the housing authority, such as a voucher holder. Mr. Miller added one of the items the housing authority commission would like from the council is to act on commission appointments faster, noting this position was open from May through November.

Council Member Brausen stated this time frame was when the council was studying boards and commissions, resulting in delayed appointments. He asked if the resident boards could review items before they come to the housing authority. Mr. Miller stated this issue has not been pushed forward by any other commissioner except himself.

Council Member Rog asked about the mission of the workplan and stated she could not find a description of the purpose of the housing commission in the documents provided to the council. She stated she would like to see the most current housing commission mandate before moving forward on discussions about what the council would want from this body. Mr.

Coleman stated that is a different conversation, but noted the most recent version is in the report that was given out last week.

Council Member Rog asked if the workplan leverages the skills and talents of the those on the housing authority commission and maximizes their time and energy. Mr. Miller stated partially, and added there is a diverse group on the commission, including realtors, an attorney and a resident. He stated there is much interest in learning about public housing and everyone is engaged, but he noted there could be more engagement as well. Ms. Olson stated the HA Board would be working on the state Bring it Home rental assistance program which will be forthcoming.

DRAFT

TITLE: Bring it Home Rental Assistance Program

RECOMMENDED ACTION: No action. This report is informational in preparation for further discussion at the December board meeting.

POLICY CONSIDERATION: None at this time.

SUMMARY:

The Minnesota Housing state rental assistance program, known as Bring it Home, provides tenant- and project-based rental assistance for cost-burdened households earning 50% area median income (AMI) or less. The program is one of many new programs identified in the Minnesota 2023 Housing Bill. Funds are prioritized for households earning under 30% AMI that include children. The program is funded by \$46 million in state appropriations and a regional sales tax in the metro area. Grant agreements between Minnesota Housing and voucher administrators will be based on a need formula.

Assistance will be provided equal to the difference between 30% of household income and the rent charged. An allowance for utilities may be added if not included in the rent. Assistance cannot be more than 30% of a tenant's gross income and 120% of the payment standard. Grant funds can be used for start up costs, rental assistance, admin fees and landlord incentives.

MN Housing shared their methodology and initial estimate of the minimum grant amounts per with housing authorities. Using American Community Survey (ACS) data, MN Housing determined the number of eligible households by housing authority service areas. The number of households was multiplied by the average HAP to determine the amount of money needed to assist all eligible households. The need amount for each service area was then divided by the total amount needed to come up with a Share of Need. The Share of Need percentage was multiplied by the total amount of funding to determine each HA's allocation. The minimum grant amount St. Louis Park is eligible for is \$673,428. MN Housing estimates that would equate to 42 – 57 vouchers with an annual administrative cost of \$60,516 - \$80,136.

MN Housing created an internal work group and met with the MN NAHRO work group and HCV administrators to receive feedback on the program development. Nicole Randall, Housing Assistance Administrator, was part of this process.

Eligible uses:

- Startup costs
- Administrative fees
- Rental assistance/housing assistance payments (HAP)
- Landlord incentives

Program design

- By statute, must prioritize households with children and incomes up to 30% AMI
- Can be up to 120% of the current payment standard
- Can use existing procedures or alternate procedures
- Three options can be considered:
 - Option 1: Existing procedures
 - May follow current Admin Plan
 - Option 2: Amended HCV procedures
 - May propose alternatives to the HCV Admin Plan
 - Must reach the goal of reaching households most in need or incentivizing landlords
 - Must be approved by Minnesota Housing
 - Minnesota Housing is considering a checklist for preapproved items such as payment standard up to 120%, inspections and criminal background checks
 - Option 3: Alternative plans
 - May propose to do something completely different than HCV
 - Funds must be used for rent assistance, admin fees and/or landlord incentives
 - Additional requirements apply

Project based vouchers (PBV)

- May use a portion or all of the funds for PBV
- Not required to follow HUD’s PBV requirements
- Must be used under Option 2 of Option 3
- Minnesota Housing must approve Option 2 or Option 3

NEXT STEPS

Staff will discuss options for the St. Louis Park Bring it Home program with the board at the December board meeting in preparation for the release of the RFP.

Estimated timeline from MN Housing	
November	Program guide to MN Housing Board
January	Release request for proposal
March	Applications due
May	Grant selections to the MN Housing Board
June	Enter into contracts with Program Administrators

Prepared by: Marney Olson, housing supervisor

Reviewed by: Nicole Randall, housing assistance administrator

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

Check#	Bank - Vendor - Date	Payable #	Property	Amount	Account
30946 (genfund) - Finn Daniels Architects (v0000491) - 10/30/24 (10/24) (Voider)					
	HH -Fascia, Facade & Lintel - bid,sward, & construcito P-1290		cfp2022	-3,868.04	140010000 - Site Improvement
Total 30946 (genfund) - Finn Daniels Architects (v0000491) - 10/30/24 (-3,868.04	
30981 (genfund) - Centerpoint Energy (v0000285) - 10/02/24 (10/24)					
	6400062038-1 [REDACTED]	P-1961	scatter	55.00	433000000 - Gas
	006403010744-1 [REDACTED]	P-1966	scatter	202.00	433000000 - Gas
Total 30981 (genfund) - Centerpoint Energy (v0000285) - 10/02/24 (10/				257.00	
30982 (genfund) - Xcel Energy (v0001586) - 10/02/24 (10/24)					
	51-0013967608-8 [REDACTED]	P-1962	scatter	164.00	432000000 - Electricity
	51-0013967608-8 [REDACTED]	P-1963	scatter	164.00	432000000 - Electricity
	51-00107999792-1 [REDACTED]	P-1964	scatter	67.00	432000000 - Electricity
	51-00107999792-1 [REDACTED]	P-1965	scatter	67.00	432000000 - Electricity
	51-4179198-8 [REDACTED]	P-1967	scatter	202.00	432000000 - Electricity
Total 30982 (genfund) - Xcel Energy (v0001586) - 10/02/24 (10/24)				664.00	
30983 (genfund) - Adam's Pest Control, Inc. (v0000030) - 10/03/24 (10/24)					
	HH # [REDACTED] - Bed Bud Conventional Service	P-1968	hamilton	789.00	443007000 - Contract-Pest Control
	HH # [REDACTED] - Bed Bug Cinventional Serv	P-1969	hamilton	789.00	443007000 - Contract-Pest Control
	HH # [REDACTED] - Bed Bug Cinventional Serv	P-1970	hamilton	789.00	443007000 - Contract-Pest Control
Total 30983 (genfund) - Adam's Pest Control, Inc. (v0000030) - 10/03/24				2,367.00	
30984 (genfund) - Eide (v0000431) - 10/03/24 (10/24)					
	HH - 3 lawn mowings - Sept	P-1971	hamilton	600.00	443009000 - Contract-Grounds
Total 30984 (genfund) - Eide (v0000431) - 10/03/24 (10/24)				600.00	
30985 (genfund) - Electronic Installations Inc (v0000434) - 10/03/24 (10/24)					
	HH - Annual Monitoring ELA & CA	P-1972	hamilton	911.40	443017000 - Contract-Elevator Monitoring
Total 30985 (genfund) - Electronic Installations Inc (v0000434) - 10/03/24				911.40	
30986 (genfund) - Finn Daniels Architects (v0000491) - 10/03/24 (10/24)					

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

23030 - HH - Fascia, Facade & Lintel repairs	P-1973	cfp2022	3,737.44	140010000 - Site Improvement
Total 30986 (genfund) - Finn Daniels Architects (v0000491) - 10/03/24 (3,737.44	
30987 (genfund) - Jeff'S SOS Drain & Sewer Ser., Inc. (v0000693) - 10/03/24 (10/24)				
HH - 3 standpipes - lint buildup	P-1974	hamilton	340.00	443011000 - Contract-Plumbing
Total 30987 (genfund) - Jeff'S SOS Drain & Sewer Ser., Inc. (v0000693) -			340.00	
30988 (genfund) - Jerry's Do It Best Hardware (v0000696) - 10/03/24 (10/24)				
HH - repair supplies	P-1975	hamilton	29.69	442001000 - Maintenance Materials
1420 Maryland - repair supplies	P-1975	scatter	36.42	442001000 - Maintenance Materials
Total 30988 (genfund) - Jerry's Do It Best Hardware (v0000696) - 10/03,			66.11	
30989 (genfund) - Kline (v0000756) - 10/03/24 (10/24)				
NAHRO Fall Conference - Brainerd - meals per diem	P-1976	hcv	94.99	414000000 - Staff Training
Total 30989 (genfund) - Kline (v0000756) - 10/03/24 (10/24)			94.99	
30990 (genfund) - Metro Water Conditioning Inc (v0000885) - 10/03/24 (10/24)				
1680 Kilmer - 6 50# solar salt	P-1977	scatter	88.80	442001000 - Maintenance Materials
HH - 49 50# solar salt	P-1978	hamilton	423.50	442001000 - Maintenance Materials
Total 30990 (genfund) - Metro Water Conditioning Inc (v0000885) - 10/C			512.30	
30991 (genfund) - Olson (v0001035) - 10/03/24 (10/24)				
NAHRO Fall Conference - Brainerd - meals per diem	P-1979	hamilton	94.99	414000000 - Staff Training
Total 30991 (genfund) - Olson (v0001035) - 10/03/24 (10/24)			94.99	
30992 (genfund) - Randall (v0001144) - 10/03/24 (10/24)				
NAHRO Fall Conference - Brainerd - meals per diem	P-1982	hcv	139.24	414000000 - Staff Training
Total 30992 (genfund) - Randall (v0001144) - 10/03/24 (10/24)			139.24	
30993 (genfund) - Reissmann-Doring (v0001160) - 10/03/24 (10/24)				
NAHRO Fall Conference - Brainerd - meals per diem	P-1981	hcv	94.99	414000000 - Staff Training
NAHRO Fall Conference - Brainerd - mileage	P-1981	hcv	184.92	414000000 - Staff Training
Total 30993 (genfund) - Reissmann-Doring (v0001160) - 10/03/24 (10/24)			279.91	

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

30994 (genfund) - STEP (v0001366) - 10/03/24 (10/24)

FSS Management Sep 2024	P-1984	fssgrant	5,244.75	423000000 - Tenant Services Contract Costs
KIP Case Management - 3rd Qtr 2024	P-1985	kidspark	3,320.00	311201000 - Tenant Based Subsidy
Total 30994 (genfund) - STEP (v0001366) - 10/03/24 (10/24)			8,564.75	

30995 (genfund) - Warren (v0001516) - 10/03/24 (10/24)

RAC meeting expense - Sep 25	P-1986	hamilton	51.62	419022000 - Other Misc Admin Expenses
Total 30995 (genfund) - Warren (v0001516) - 10/03/24 (10/24)			51.62	

30996 (genfund) - City of St. Louis Park (v0001618) - 10/03/24 (10/24)

Sep 2004 - Phone & pad lines	P-1983	hamilton	307.81	419007000 - Telephone
Sep 2004 - Phone & pad lines	P-1983	hcv	40.01	419007000 - Telephone
Total 30996 (genfund) - City of St. Louis Park (v0001618) - 10/03/24 (10/24)			347.82	

30997 (genfund) - Adam's Pest Control, Inc. (v0000030) - 10/10/24 (10/24)

HH # [REDACTED] - Bed Bug Conventional Service	P-2049	hamilton	789.00	443007000 - Contract-Pest Control
HH - service for ants, rodents, bed bug	P-2050	hamilton	259.42	443007000 - Contract-Pest Control
Total 30997 (genfund) - Adam's Pest Control, Inc. (v0000030) - 10/10/24 (10/24)			1,048.42	

30998 (genfund) - Dashboard Solution Llc (v0000377) - 10/10/24 (10/24)

Consulting Services - 9/16/24-9/30/24	P-2048	hamilton	834.38	419022000 - Other Misc Admin Expenses
Consulting Services - 9/16/24-9/30/24	P-2048	kidspark	166.87	419022000 - Other Misc Admin Expenses
Consulting Services - 9/16/24-9/30/24	P-2048	hcv	2,002.50	419022000 - Other Misc Admin Expenses
Consulting Services - 9/16/24-9/30/24	P-2048	stablehm	333.75	419022000 - Other Misc Admin Expenses
Total 30998 (genfund) - Dashboard Solution Llc (v0000377) - 10/10/24 (10/24)			3,337.50	

30999 (genfund) - Hawkins Ash Cpa'S (v0000597) - 10/10/24 (10/24)

Accounting Services month ending 8/31/24	P-2051	hamilton	642.50	417000000 - Accounting Fees
Accounting Services month ending 8/31/24	P-2051	hcv	527.50	417000000 - Accounting Fees
Accounting Services month ending 8/31/24	P-2051	stablehm	150.00	417000000 - Accounting Fees
Accounting Services month ending 8/31/24	P-2051	kidspark	150.00	417000000 - Accounting Fees
Accounting Services month ending 8/31/24	P-2051	genfund	160.00	417000000 - Accounting Fees

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

Total 30999 (genfund) - Hawkins Ash Cpa'S (v0000597) - 10/10/24 (10/24) 1,630.00

31000 (genfund) - Menards (v0000873) - 10/10/24 (10/24)

2700 Colorado - Monroe vanity P-2054 scatter 168.97 442001000 - Maintenance Materials

Total 31000 (genfund) - Menards (v0000873) - 10/10/24 (10/24) 168.97

31001 (genfund) - Muska Plumbing Llc (v0000979) - 10/10/24 (10/24)

2700 Colorado - remove & reset toilet & vanity for flo P-2055 scatter 707.63 443011000 - Contract-Plumbing

4240 Raleigh - remove & reset toilet & vanity P-2056 scatter 389.95 443011000 - Contract-Plumbing

Total 31001 (genfund) - Muska Plumbing Llc (v0000979) - 10/10/24 (10/24) 1,097.58

31002 (genfund) - Platinum Standard Elevator Llc (v0001095) - 10/10/24 (10/24)

HH - Maintenance Service Oct 2024 P-2057 hamilton 278.00 443017000 - Contract-Elevator Monitoring

Total 31002 (genfund) - Platinum Standard Elevator Llc (v0001095) - 10/10/24 (10/24) 278.00

31003 (genfund) - Redpath And Company (v0001155) - 10/10/24 (10/24)

Final billing REAC YW 2023 & OSA State Report P-2058 hamilton 3,625.00 417100000 - Auditing Fees

Final billing REAC YW 2023 & OSA State Report P-2058 hcv 375.00 417100000 - Auditing Fees

Total 31003 (genfund) - Redpath And Company (v0001155) - 10/10/24 (10/24) 4,000.00

31004 (genfund) - S.P. Home And Cleaning Company Llc (v0001211) - 10/10/24 (10/24)

HH #316 - move-out cleaning P-2059 hamilton 630.00 443019000 - Unit Turnaround Contract Cost

Total 31004 (genfund) - S.P. Home And Cleaning Company Llc (v0001211) - 10/10/24 (10/24) 630.00

31005 (genfund) - Sundberg America LLC (v0001391) - 10/10/24 (10/24)

4316 Mackey - oven part P-2061 scatter 42.06 442001000 - Maintenance Materials

Total 31005 (genfund) - Sundberg America LLC (v0001391) - 10/10/24 (10/24) 42.06

31006 (genfund) - City of St. Louis Park (v0001618) - 10/10/24 (10/24)

Aug 2024 - Salary Reimbursement P-2047 hamilton 44,090.93 213500000 - Accrued Payroll & Payroll Taxes

Aug 2024 - Salary Reimbursement P-2047 hcv 13,063.45 213500000 - Accrued Payroll & Payroll Taxes

Aug 2024 - Salary Reimbursement P-2047 stablehm 2,303.42 213500000 - Accrued Payroll & Payroll Taxes

Aug 2024 - Salary Reimbursement P-2047 kidspark 910.99 213500000 - Accrued Payroll & Payroll Taxes

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

Aug 2024 - Salary Reimbursement	P-2047	ms5	1,918.34	213500000 - Accrued Payroll & Payroll Taxes
8516 W 25th - recycling collection	P-2060	scatter	50.00	434000000 - Garbage/Trash Removal
Total 31006 (genfund) - City of St. Louis Park (v0001618) - 10/10/24 (10/24)			62,337.13	
31007 (genfund) - ImperialDade (v0001624) - 10/10/24 (10/24)				
HH - cleaning supplies	P-2052	hamilton	78.18	442001000 - Maintenance Materials
HH - cleaning supplies	P-2053	hamilton	196.17	442001000 - Maintenance Materials
Total 31007 (genfund) - ImperialDade (v0001624) - 10/10/24 (10/24)			274.35	
31008 (genfund) - Adam's Pest Control, Inc. (v0000030) - 10/17/24 (10/24)				
HH [REDACTED] - Bed Bug Conventional Service	P-2073	hamilton	1,295.00	443007000 - Contract-Pest Control
HH [REDACTED] - Bed Bug Conventional Service	P-2074	hamilton	149.00	443007000 - Contract-Pest Control
4106 Randall - treatment ants & wasps	P-2075	scatter	199.00	443007000 - Contract-Pest Control
Total 31008 (genfund) - Adam's Pest Control, Inc. (v0000030) - 10/17/24 (10/24)			1,643.00	
31009 (genfund) - Apple Painting Inc. (v0000103) - 10/17/24 (10/24)				
9015 Club - interior painting	P-2076	scatter	1,200.00	443019000 - Unit Turnaround Contract Cost
Total 31009 (genfund) - Apple Painting Inc. (v0000103) - 10/17/24 (10/24)			1,200.00	
31010 (genfund) - Centerpoint Energy (v0000285) - 10/17/24 (10/24)				
3365 Alabama - Billing 9/4/24 - 9/26/24	P-2077	scatter	20.10	433000000 - Gas
Total 31010 (genfund) - Centerpoint Energy (v0000285) - 10/17/24 (10/24)			20.10	
31011 (genfund) - Jr'S Appliance Disposal Inc (v0000721) - 10/17/24 (10/24)				
HH - dis[posal]	P-2078	hamilton	60.00	434000000 - Garbage/Trash Removal
Total 31011 (genfund) - Jr'S Appliance Disposal Inc (v0000721) - 10/17/24 (10/24)			60.00	
31012 (genfund) - Junk King (v0000723) - 10/17/24 (10/24)				
HH #207 - sofa/couch	P-2079	hamilton	328.00	434000000 - Garbage/Trash Removal
Total 31012 (genfund) - Junk King (v0000723) - 10/17/24 (10/24)			328.00	
31013 (genfund) - Muska Plumbing Llc (v0000979) - 10/17/24 (10/24)				
1642 Dakota - Replace kitchen faucet	P-2080	scatter	190.98	443011000 - Contract-Plumbing

Payment Detail

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Total 31013 (genfund) - Muska Plumbing Llc (v0000979) - 10/17/24 (10/24)				190.98
31014 (genfund) - S.P. Home And Cleaning Company Llc (v0001211) - 10/17/24 (10/24)				
9015 Club - move-out cleaning	P-2069	scatter	810.00	443019000 - Unit Turnaround Contract Cost
Total 31014 (genfund) - S.P. Home And Cleaning Company Llc (v0001211)				810.00
31015 (genfund) - Sundberg America LLC (v0001391) - 10/17/24 (10/24)				
HH - oven part	P-2070	hamilton	65.16	442001000 - Maintenance Materials
Total 31015 (genfund) - Sundberg America LLC (v0001391) - 10/17/24 (10/24)				65.16
31016 (genfund) - Xcel Energy (v0001585) - 10/17/24 (10/24)				
3365 Alabama - Billing 9/3/24 - 9/25/24	P-2071	scatter	33.13	432000000 - Electricity
Total 31016 (genfund) - Xcel Energy (v0001585) - 10/17/24 (10/24)				33.13
31017 (genfund) - MKC, Inc. (v0001615) - 10/17/24 (10/24)				
HH - Services for Sep 2024	P-2081	hamilton	3,900.00	443099000 - Contract Costs-Other
Total 31017 (genfund) - MKC, Inc. (v0001615) - 10/17/24 (10/24)				3,900.00
31018 (genfund) - MRI Software (v0001616) - 10/17/24 (10/24)				
HH - application reports	P-2072	hamilton	62.00	419022000 - Other Misc Admin Expenses
SS application reports	P-2072	scatter	62.00	419022000 - Other Misc Admin Expenses
Total 31018 (genfund) - MRI Software (v0001616) - 10/17/24 (10/24)				124.00
31019 (genfund) - Centerpoint Energy (v0000285) - 10/17/24 (10/24)				
URP 10/24 64000620381-1 [REDACTED]	3141 Lou P-2068	scatter	55.00	471501001 - Tenant Utility Payments-Public Housing
Total 31019 (genfund) - Centerpoint Energy (v0000285) - 10/17/24 (10/24)				55.00
31020 (genfund) - Xcel Energy (v0001586) - 10/17/24 (10/24)				
URP 10/24 51-0013967608-8 [REDACTED]	6000 n P-2065	scatter	164.00	471501001 - Tenant Utility Payments-Public Housing
URP 10/24 51-00107999792-1 [REDACTED]	85 P-2066	scatter	67.00	471501001 - Tenant Utility Payments-Public Housing
URP 10/24 51-4179198-8 [REDACTED]	2700 Colorac P-2067	scatter	202.00	471501001 - Tenant Utility Payments-Public Housing
Total 31020 (genfund) - Xcel Energy (v0001586) - 10/17/24 (10/24)				433.00

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

31021 (genfund) - CMT Janitorial Services (v0000311) - 10/24/24 (10/24)

Nov 2024 Cleaning	P-2110	hamilton	2,500.00	443010000 - Contract-Janitorial/Cleaning
Total 31021 (genfund) - CMT Janitorial Services (v0000311) - 10/24/24 (2,500.00	

31022 (genfund) - Jeff'S SOS Drain & Sewer Ser., Inc. (v0000693) - 10/24/24 (10/24)

HH - cleaned out main line	P-2111	hamilton	195.00	443011000 - Contract-Plumbing
Total 31022 (genfund) - Jeff'S SOS Drain & Sewer Ser., Inc. (v0000693) -			195.00	

31023 (genfund) - La Van Floor Covering Company (v0000765) - 10/24/24 (10/24)

HH #316 - carpet removal & installation	P-2112	hamilton	1,650.00	443019000 - Unit Turnaround Contract Cost
4240 Raliegh - bathroom vinyl installation	P-2113	scatter	1,100.00	443099000 - Contract Costs-Other
Total 31023 (genfund) - La Van Floor Covering Company (v0000765) - 10			2,750.00	

31024 (genfund) - Muska Plumbing Llc (v0000979) - 10/24/24 (10/24)

3141 Louisiana - new water heater installed	P-2114	scatter	791.34	443011000 - Contract-Plumbing
Total 31024 (genfund) - Muska Plumbing Llc (v0000979) - 10/24/24 (10,			791.34	

31025 (genfund) - Nan Mckay & Associates Inc (v0000986) - 10/24/24 (10/24)

PH MB Digital Reversion Service 1/1/25-12/31/25	P-2115	hamilton	239.00	419022000 - Other Misc Admin Expenses
HCV MB Digital Reversion Service 1/1/25-12/31/25	P-2116	hcv	239.00	419022000 - Other Misc Admin Expenses
Total 31025 (genfund) - Nan Mckay & Associates Inc (v0000986) - 10/24			478.00	

31026 (genfund) - SPS Companies, Inc. (v0001338) - 10/24/24 (10/24)

3141 Lousiana - water heater	P-2117	scatter	986.57	442001000 - Maintenance Materials
Total 31026 (genfund) - SPS Companies, Inc. (v0001338) - 10/24/24 (10			986.57	

31027 (genfund) - Us Housing Consultants (v0001486) - 10/24/24 (10/24)

Oi Mattison - Compliance Seminar 12/5/24	P-2118	scatter	370.25	414000000 - Staff Training
Total 31027 (genfund) - Us Housing Consultants (v0001486) - 10/24/24			370.25	

31028 (genfund) - City of St. Louis Park (v0001618) - 10/24/24 (10/24)

Computer - Aug 2024	P-2119	hamilton	615.15	419022000 - Other Misc Admin Expenses
Computer - Aug 2024	P-2119	hcv	343.43	419022000 - Other Misc Admin Expenses

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

Sep 2024 Salary Reimbursement	P-2120	hamilton	37,059.23	213500000 - Accrued Payroll & Payroll Taxes
Sep 2024 Salary Reimbursement	P-2120	hcv	6,953.88	213500000 - Accrued Payroll & Payroll Taxes
Sep 2024 Salary Reimbursement	P-2120	stablehm	-52.23	213500000 - Accrued Payroll & Payroll Taxes
Sep 2024 Salary Reimbursement	P-2120	kidspark	236.29	213500000 - Accrued Payroll & Payroll Taxes
Sep 2024 Salary Reimbursement	P-2120	ms5	1,566.16	213500000 - Accrued Payroll & Payroll Taxes
Rent - Aug 2024	P-2121	hamilton	625.00	418000000 - Office Rent
Rent - Aug 2024	P-2121	hcv	625.00	418000000 - Office Rent
Mar 2024 Salary Reimbursement	P-2124	hamilton	47,989.16	213500000 - Accrued Payroll & Payroll Taxes
Mar 2024 Salary Reimbursement	P-2124	hcv	16,623.03	213500000 - Accrued Payroll & Payroll Taxes
Mar 2024 Salary Reimbursement	P-2124	stablehm	3,258.51	213500000 - Accrued Payroll & Payroll Taxes
Mar 2024 Salary Reimbursement	P-2124	kidspark	1,123.83	213500000 - Accrued Payroll & Payroll Taxes
Mar 2024 Salary Reimbursement	P-2124	ms5	1,817.57	213500000 - Accrued Payroll & Payroll Taxes
Rent - Oct 2024	P-2125	hamilton	625.00	418000000 - Office Rent
Rent - Oct 2024	P-2125	hcv	625.00	418000000 - Office Rent
Computer - Oct 2024	P-2126	hamilton	615.15	419022000 - Other Misc Admin Expenses
Computer - Oct 2024	P-2126	hcv	343.43	419022000 - Other Misc Admin Expenses
Phone & Ipad lines - Oct 2024	P-2127	hamilton	307.81	419007000 - Telephone
Phone & Ipad lines - Oct 2024	P-2127	hcv	40.01	419007000 - Telephone
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Total 31028 (genfund) - City of St. Louis Park (v0001618) - 10/24/24 (10/24) 121,340.41				
31031 (genfund) - Finn Daniels Architects (v0000491) - 10/30/24 (10/24)				
HH -Fascia, Facade & Lintel - bid,sward, & construcito	P-1290	cfp2022	3,868.04	140010000 - Site Improvement
<hr/>				
Total 31031 (genfund) - Finn Daniels Architects (v0000491) - 10/30/24 (10/24) 3,868.04				
31033 (genfund) - Finn Daniels Architects (v0000491) - 10/31/24 (10/24)				
23030 - HH - fascia, facade & lintel repairs	P-2847	hamilton	5.99	443099000 - Contract Costs-Other
23030 - HH - fascia, facade & lintel repairs	P-2847	cfp2022	2,216.57	140010000 - Site Improvement
<hr/>				
Total 31033 (genfund) - Finn Daniels Architects (v0000491) - 10/31/24 (10/24) 2,222.56				
31034 (genfund) - Green Acres Sprinkler Company (v0000557) - 10/31/24 (10/24)				
HH - winterization of lawn irrigation	P-2848	hamilton	181.00	443009000 - Contract-Grounds
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Total 31034 (genfund) - Green Acres Sprinkler Company (v0000557) - 10/31/24 (10/24) 181.00				

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

31035 (genfund) - Jerry's Do It Best Hardware (v0000696) - 10/31/24 (10/24)

HH - misc parts	P-2849	hamilton	121.51	442001000 - Maintenance Materials
Total 31035 (genfund) - Jerry's Do It Best Hardware (v0000696) - 10/31/24			121.51	

31036 (genfund) - Mcbroom Contracting Inc. (v0000859) - 10/31/24 (10/24)

1420 Mrayland - remove & install new flooring	P-2850	scatter	1,980.00	443099000 - Contract Costs-Other
Total 31036 (genfund) - Mcbroom Contracting Inc. (v0000859) - 10/31/24			1,980.00	

31037 (genfund) - Metroplains Management (v0000886) - 10/31/24 (10/24)

Louisiana Crt - 3rd Qtr Subsidy	P-2851	louisian	7,709.25	459000000 - Other General Expense
Total 31037 (genfund) - Metroplains Management (v0000886) - 10/31/24			7,709.25	

31038 (genfund) - Mn Air Duct Cleaner (v0000936) - 10/31/24 (10/24)

3365 Alabama - duct cleaning	P-2852	scatter	699.00	443099000 - Contract Costs-Other
9015 Club Rd - duct cleaning	P-2853	scatter	699.00	443099000 - Contract Costs-Other
Total 31038 (genfund) - Mn Air Duct Cleaner (v0000936) - 10/31/24 (10/24)			1,398.00	

31039 (genfund) - Muska Plumbing Llc (v0000979) - 10/31/24 (10/24)

3017 Oregon - install toilet & repair piping	P-2854	scatter	1,525.43	443011000 - Contract-Plumbing
Total 31039 (genfund) - Muska Plumbing Llc (v0000979) - 10/31/24 (10/24)			1,525.43	

31040 (genfund) - Wenzel Heat & Air Condition, Inc (v0001551) - 10/31/24 (10/24)

HH - remove rocks from pipe & glued pipe	P-2855	hamilton	368.00	443013000 - Contract-HVAC
HH - replace leaking pvc piping	P-2856	hamilton	403.00	443013000 - Contract-HVAC
Total 31040 (genfund) - Wenzel Heat & Air Condition, Inc (v0001551) - 10/31/24 (10/24)			771.00	

31041 (genfund) - Xcel Energy (v0001585) - 10/31/24 (10/24)

3365 Alabama - billing 9/25/24-10/15/24	P-2858	scatter	33.61	432000000 - Electricity
Total 31041 (genfund) - Xcel Energy (v0001585) - 10/31/24 (10/24)			33.61	

31042 (genfund) - Yardi Systems, Inc. (v0001591) - 10/31/24 (10/24)

implementation/training/travel	P-2857	hamilton	1,893.65	419012000 - Software
implementation/training/travel	P-2857	hcv	1,893.66	419012000 - Software

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

Total 31042 (genfund) - Yardi Systems, Inc. (v0001591) - 10/31/24 (10/24) 3,787.31

31043 (genfund) - City of St. Louis Park (v0001618) - 10/31/24 (10/24)

RH Temp 9/2/24-10/21/24	P-2859	hamilton	5,202.61	419022000 - Other Misc Admin Expenses
RH Temp 9/2/24-10/21/24	P-2859	hcv	5,202.61	419022000 - Other Misc Admin Expenses
RH Temp 9/2/24-10/21/24	P-2859	stablehm	1,182.41	419022000 - Other Misc Admin Expenses
RH Temp 9/2/24-10/21/24	P-2859	kidspark	236.48	419022000 - Other Misc Admin Expenses

Total 31043 (genfund) - City of St. Louis Park (v0001618) - 10/31/24 (10/24) 11,824.11

2400001 (genfund) - Aspen Waste Systems (v0000126) - 10/31/24 (10/24)

HH Waste Service - Oct 2024	P-2133	hamilton	2,064.80	434000000 - Garbage/Trash Removal
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Total 2400001 (genfund) - Aspen Waste Systems (v0000126) - 10/31/24 (10/24) 2,064.80

2400002 (genfund) - Home Depot Credit Services (v0000634) - 10/31/24 (10/24)

2732 Blackstone - supplies	P-2136	scatter	21.75	442001000 - Maintenance Materials
HH - supplies	P-2136	hamilton	15.13	442001000 - Maintenance Materials
HH - supplies	P-2136	hamilton	302.78	442001000 - Maintenance Materials
HH - Supplies	P-2136	hamilton	32.49	442001000 - Maintenance Materials
1420 Maryland - supplies	P-2136	scatter	91.10	442001000 - Maintenance Materials
3330 Aquila - supplies	P-2136	scatter	32.54	442001000 - Maintenance Materials
3330 Aquila - supplies	P-2136	scatter	19.51	442001000 - Maintenance Materials
3365 Alabama - supplies	P-2136	scatter	144.45	442001000 - Maintenance Materials
HH - supplies	P-2136	hamilton	97.05	442001000 - Maintenance Materials
HH - supplies	P-2136	hamilton	63.36	442001000 - Maintenance Materials
3365 Alabama - supplies	P-2136	scatter	219.20	442001000 - Maintenance Materials
6429 Franklin - supplies	P-2136	scatter	17.32	442001000 - Maintenance Materials
HH - supplies	P-2136	hamilton	47.69	442001000 - Maintenance Materials

Total 2400002 (genfund) - Home Depot Credit Services (v0000634) - 10/31/24 (10/24) 1,104.37

2400003 (genfund) - Centerpoint Energy (v0000285) - 10/31/24 (10/24)

HH Gas Service - 09/26/24-10/28/24	P-2137	hamilton	709.29	433000000 - Gas
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Total 2400003 (genfund) - Centerpoint Energy (v0000285) - 10/31/24 (10/24) 709.29

Payment Detail

Bank=genfund AND mm/yy=10/2024-10/2024 AND Check Date=10/01/2024-10/31/2024 AND All Checks=Yes AND Include Voids=All Checks

2400004 (genfund) - Xcel Energy (v0001585) - 10/31/24 (10/24)

HH Elec Service - 8/26/24-9/25/24	P-2138	hamilton	7,699.95	432000000 - Electricity
Total 2400004 (genfund) - Xcel Energy (v0001585) - 10/31/24 (10/24)			7,699.95	

275,278.71