



## Request for Action

**TO:** Faribault Housing and Redevelopment Authority  
**FROM:** Kim Clausen, Community Development Coordinator  
**MEETING DATE:** June 10, 2019  
**SUBJECT:** Robinwood Manor Apartments

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**PURPOSE:**

The purpose of this memorandum is to provide the Faribault Housing and Redevelopment Authority with an update on activities at Robinwood Manor.

**OCCUPANCY:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<u>Occupancy:</u>	96%	92%	94%	94%								
<u>Turnover:</u>	0	2	0	0								

Vacant Unit: 112, 202 and 224

**OPERATING STATEMENT:**

Discussion: The financial report for the month of April is attached.  
 The largest expenses during the month of March included \$3,367.15 for unit turnovers and \$500 to haul snow off-site.

Requested Action: The Board is asked to review and approve the operating statement as presented.

**PROJECT ACTIVITY:** No unusual project activity.

**ROBINWOOD MANOR**  
FOR THE MONTH ENDED APRIL, 2019

	2019 Budget	% of Revenue	April Actual	Monthly Budget	Variance of Monthly Budget	Favorable/ Unfavorable	2019 Year-To-Date	Remaining Balance
<b>REVENUES</b>								
33160 FEDERAL GRANTS	165,887.00	49.04%	14,781.00	13,823.92	6.92%	F	51,840.00	114,047.00
36200 OTHER MISCELLANEOUS	5,000.00	1.48%	284.75	411.00	-30.72%	U	1,712.58	3,287.42
36210 INTEREST ON INVESTMEI	0.00	0.00%	625.30	0.00	NA	NA	2,264.03	(2,264.03)
36220 RENTS	165,887.00	49.04%	12,695.75	13,823.92	-8.16%	U	58,417.70	107,469.30
36221 VACANCIES	500.00	0.15%	0.00	41.67	-100.00%	U	0.00	500.00
36227 EXCESS UTILITIES	1,000.00	0.30%	15.00	83.33	-82.00%	U	89.00	911.00
36280 PROJECT REIMBURSEME	0.00	0.00%	0.00	0.00	NA	F	0.00	0.00
<b>TOTAL REVENUE ACCOUNTS (G</b>	<b>\$338,274.00</b>	<b>50.96%</b>	<b>\$28,401.80</b>	<b>\$28,183.83</b>	<b>0.77%</b>	<b>F</b>	<b>\$114,323.31</b>	<b>\$223,950.69</b>
<b>EXPENSES</b>								
<b>SUPPLIES</b>								
42110 GENERAL SUPPLIES	20,500.00	6.12%	1,255.41	1,708.33	-26.51%	F	4,728.53	15,771.47
42410 MINOR EQUIPMENT/TOOL	0.00	0.00%	0.00	0.00	NA	U	3,251.73	(3,251.73)
<b>TOTAL: SUPPLIES</b>	<b>\$20,500.00</b>	<b>6.12%</b>	<b>\$1,255.41</b>	<b>1,708.33</b>	<b>-26.51%</b>	<b>F</b>	<b>7,980.26</b>	<b>\$15,771.47</b>
<b>OTHER SERVICES &amp; CHARGES</b>								
43010 AUDITING & ACCOUNTING	8,500.00	2.54%	0.00	708.33	-100.00%	F	0.00	8,500.00
43040 ATTORNEY FEES-CIVIL P	2,000.00	0.60%	0.00	166.67	-100.00%	F	0.00	2,000.00
43070 MANAGEMENT SERVICE	34,872.00	10.41%	2,582.45	2,906.00	-11.13%	F	10,850.65	24,021.35
43090 EXPERT & PROF SERVICE	10,000.00	2.99%	57.66	833.33	-93.08%	F	430.19	9,569.81
43130 TENANT SERVICES	2,000.00	0.60%	0.00	166.67	-100.00%	F	3,362.68	(1,362.68)
43210 TELEPHONE & TELEGRA	1,700.00	0.51%	0.00	141.67	-100.00%	F	443.20	1,256.80
43430 ADVERTISING - OTHER	1,000.00	0.30%	0.00	83.33	-100.00%	F	0.00	1,000.00
43610 INSURANCE & BONDS	9,000.00	2.69%	0.00	750.00	-100.00%	F	8,558.00	442.00
43810 ELECTRIC UTILITIES	28,000.00	8.36%	0.00	2,333.33	-100.00%	F	6,554.48	21,445.52
43820 WATER UTILITIES	2,200.00	0.66%	152.27	183.33	-16.94%	F	451.47	1,748.53
43830 GAS UTILITIES	11,000.00	3.28%	0.00	916.67	-100.00%	F	3,523.18	7,476.82
43840 REFUSE DISPOSAL	3,100.00	0.93%	288.04	184.70	55.95%	U	822.53	2,277.47
43850 SEWER UTILITIES	5,700.00	1.70%	293.26	475.00	-38.26%	F	868.53	4,831.47
43860 STORM WATER UTILITY	600.00	0.18%	52.46	50.00	4.92%	U	157.38	442.62
44010 BUILDING MAINTENANCE	75,000.00	22.39%	4,926.11	6,250.00	-21.18%	F	35,382.98	39,617.02
44040 VEHICLE/EQUIPMENT RE	0.00	0.00%	0.00	0.00	NA	NA	0.00	0.00
44050 EXTRAORDINARY MAINT	106,000.00	31.64%	1,975.00	8,833.33	-77.64%	F	19,272.98	86,727.02
44060 LAUNDRY SERVICES	300.00	0.09%	45.52	25.00	82.08%	U	85.98	214.02
44200 DEPRECIATION	0.00	0.00%	0.00	0.00	NA	NA	0.00	0.00
44320 BAD DEBT EXPENSE	0.00	0.00%	0.00	0.00	NA	NA	0.00	0.00
44325 BANK FEES & CHARGES	300.00	0.09%	0.00	25.00	-100.00%	F	0.00	300.00
44450 CLAIMS AND DAMAGES	0.00	0.00%	0.00	0.00	NA	U	0.00	0.00
44370 MISC CHARGES	0.00	0.00%	18.97	0.00	NA	U	18.97	(18.97)
44390 TAXES & LICENSES	13,000.00	3.88%	0.00	1,083.33	-100.00%	F	0.00	13,000.00
44700 INTEREST	200.00	0.06%	0.00	16.67	NA	U	54.25	145.75
<b>TOTAL: OTHER SERVICES &amp; CH</b>	<b>314,472.00</b>	<b>93.88%</b>	<b>\$10,391.74</b>	<b>\$25,424.03</b>	<b>-59.13%</b>	<b>F</b>	<b>\$90,837.45</b>	<b>\$223,634.55</b>
45200 BUILDING & IMPROVEMEN	\$0.00	0.00%	\$0.00	\$0.00	NA	U	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$334,972.00</b>	<b>100.00%</b>	<b>\$11,647.15</b>	<b>27,132.37</b>	<b>-57.07%</b>	<b>F</b>	<b>\$98,817.71</b>	<b>\$239,406.02</b>