



Request for Action

TO: Faribault Housing and Redevelopment Authority
FROM: Kim Clausen, Community Development Coordinator
MEETING DATE: January 13, 2020
SUBJECT: Robinwood Manor Apartments

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%	92%	92%	94%	94%	96%	98%	96%	
<u>Turnover:</u>	0	2	0	2	0	2	1	2	1	0	1	

Vacant Unit: 109 (filled 11/26) and 117 (filled 1/2)

OPERATING STATEMENT:

Discussion: The financial report for the month of November is attached. The largest expenses during the month of November were mowing for \$912.68, pest control services (including treatments for bedbugs and cockroaches) for \$880 and appliance replacement for \$1614.69.

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

PROJECT ACTIVITY: The HUD Inspection Report was released and the building received a score of 94, which is very good. Required repairs to tripping hazards will have to wait until the spring.

The interior remodeling project will started, with the painting scheduled to be complete by January 10. Millwork and flooring replacement will start the week of January 13.

ROBINWOOD MANOR
FOR THE MONTH ENDED NOVEMBER 30, 2019

	2019 Budget	% of Revenue	November Actual	Monthly Budget	Variance of Monthly Budget	Favorable/ Unfavorable	2019 Year-To-Date	Remaining Balance
REVENUES								
33160 FEDERAL GRANTS	165,887.00	49.04%	15,272.00	13,823.92	10.48%	F	153,076.00	12,811.00
36200 OTHER MISCELLANEOUS	5,000.00	1.48%	438.37	411.00	6.66%	F	5,591.70	(591.70)
36210 INTEREST ON INVESTMEI	0.00	0.00%	807.01	0.00	NA	NA	6,116.07	(6,116.07)
36211 INTEREST MARKET VALUE	0.00	0.00%	0.00	0.00	NA	NA	5,846.71	(5,846.71)
36220 RENTS	165,887.00	49.04%	13,638.63	13,823.92	-1.34%	U	157,561.85	8,325.15
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%	56.00	83.33	-32.80%	U	1,417.00	(417.00)
36280 PROJECT REIMBURSEME	0.00	0.00%	0.00	0.00	NA	F	0.00	0.00
TOTAL REVENUE ACCOUNTS (G	\$338,274.00	50.96%	\$30,212.01	\$28,183.83	7.20%	F	\$329,609.33	\$8,664.67
EXPENSES								
SUPPLIES								
42110 GENERAL SUPPLIES	20,500.00	6.12%	311.04	1,708.33	-81.79%	F	13,915.35	6,584.65
42410 MINOR EQUIPMENT/TOOL	0.00	0.00%	0.00	0.00	NA	U	3,251.73	(3,251.73)
TOTAL: SUPPLIES	\$20,500.00	6.12%	\$311.04	1,708.33	-81.79%	F	17,167.08	\$6,584.65
OTHER SERVICES & CHARGES								
43010 AUDITING & ACCOUNTIN	8,500.00	2.54%	0.00	708.33	-100.00%	F	8,950.00	(450.00)
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%	2,855.35	2,906.00	-1.74%	F	31,754.98	3,117.02
43090 EXPERT & PROF SERVIC	10,000.00	2.99%	83.56	833.33	-89.97%	F	3,842.13	6,157.87
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	1,482.60	217.40
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%	250.78	2,333.33	-89.25%	F	24,605.29	3,394.71
43820 WATER UTILITIES	2,200.00	0.66%	146.97	183.33	-19.83%	F	1,676.23	523.77
43830 GAS UTILITIES	11,000.00	3.28%	444.99	916.67	-51.46%	F	6,063.23	4,936.77
43840 REFUSE DISPOSAL	3,100.00	0.93%	220.70	184.70	19.49%	U	2,580.85	519.15
43850 SEWER UTILITIES	5,700.00	1.70%	282.11	475.00	-40.61%	F	3,256.02	2,443.98
43860 STORM WATER UTILITY	600.00	0.18%	52.46	50.00	4.92%	U	524.60	75.40
44010 BUILDING MAINTENANCE	75,000.00	22.39%	4,515.18	6,250.00	-27.76%	F	94,329.00	(19,329.00)
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%	1,614.69	8,833.33	-81.72%	F	35,424.81	70,575.19
44060 LAUNDRY SERVICES	300.00	0.09%	16.56	25.00	-33.76%	F	167.86	132.14
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%	0.00	0.00	NA	U	18.97	(18.97)
44390 TAXES & LICENSES	13,000.00	3.88%	0.00	1,083.33	-100.00%	F	100.00	12,900.00
44700 INTEREST	200.00	0.06%	41.25	16.67	NA	U	165.57	34.43
TOTAL: OTHER SERVICES & CH.	314,472.00	93.88%	\$10,524.60	\$25,424.03	-58.60%	F	\$226,862.82	\$87,609.18
45200 BUILDING & IMPROVEMEN	\$0.00	0.00%	\$0.00	\$0.00	NA	U	\$0.00	\$0.00
TOTAL EXPENSES	\$334,972.00	100.00%	\$10,835.64	27,132.37	-60.06%	F	\$244,029.90	\$94,193.83