HOUSING & REDEVELOPMENT AUTHORITY AGENDA

3RD FLOOR CONFERENCE ROOM | MONDAY, MARCH 10, 2025 | 6:00 PM

1. Call to Order/Approval of Agenda
2. Approval of the Minutes
3. Faribault Social Media Policy
4. List of Claims
   A. Robinwood
   B. Scattered Sites
5. Program Reports
6. Property Reports
   A. Robinwood Manor
   B. Scattered Sites
7. Public Hearings
8. Items for Discussion
   A. Resolution 2025-03 Funding change from HCI to Three Rivers
   B. Resolution to Change Bylaws
9. Director's Report and Update
10. Adjournment

HOUSING & REDEVELOPMENT AUTHORITY MINUTES

3RD FLOOR CONFERENCE ROOM	FEBRUARY 10, 2025	6:00 PM

Meeting Items

1. Call to Order/Approve Agenda

   Vice-Chair Travis McColley called the regular meeting of the Housing and Redevelopment Authority to order at 6:04 pm. Commissioners Travis McColley, Mandy Barnes, Carrie Winjum, John Rowan, and Colin Maltbie, were in attendance. Also in attendance were Director of Community and Economic Development, David Wanberg, and Executive Director, Thomas Furman. Guests included Michele Lane, and on Zoom, Jamie Radke of Cornerstone.

   A motion was made by Mandy Barnes, seconded by John Rowan to approve the agenda. The motion passed unanimously.

2. A motion was made by Mandy Barnes, seconded by Colin Maltbie to approve Minutes for the January meeting. The motion passed unanimously.

3. List of Claims to be Paid / Approved
   A. Vice-Chair McColley asked to entertain a motion to approve the list of claims to be made as presented for Robinwood. The motion was made by Mandy Barnes, seconded by John Rowan. The motion passed unanimously.
   B. Vice-Chair McColley asked to entertain a motion to approve the list of claims to be made as presented for Scattered Sites (formerly Public Housing). The motion was made by Colin Maltbie, seconded by Mandy Barnes. The motion passed unanimously.

4. There were no program reports

5. Property Reports
   A. Michele Lane of Cornerstone addressed vacancies at Robinwood. Financials were also discussed with Jamie Radke. Motion made to receive and file made by Colin Maltbie, seconded by Mandy Barnes. The motion passed unanimously.
   B. Michele Lane of Cornerstone addressed vacancies at Scattered Sites. Financials were also discussed with Jamie Radke. Motion made to receive and file made by John Rowan, seconded by Mandy Barnes. The motion passed unanimously.

6. There were no public hearings.

7. Items for Discussion.

A. HRA Bylaws were reviewed and discussed, with limited changes requested. Because the Bylaws require written notice of changes to be made 14 days prior to the meeting, staff will make the requested changes, post the modified Bylaws and be brought forward at the next HRA Board meeting.

   Motion made by John Rowan, seconded by Colin Maltbie. The motion passed unanimously.

B. The Mission and Vision statements were reviewed and discussed with the only modification request being for more specified language to express city limits. Staff will consult more specific defined area language to use and bring forward with changes for approval next HRA Board meeting.

C. The board discussed assisting the city council in helping the residents who have dead or diseased trees. More questions were brought up that are unanswered since the city council has not put forward their proposed solution, so a motion was made to table the discussion until next meeting

   Motion made by John Rowan, seconded by Travis McColley. The motion passed unanimously.

8. Executive Director reported on current issues germane to the HRA and Board of Directors including the progress of the sale of Robinwood to Three Rivers, future trainings, and possible strategic planning.

9. Election of Officers
   A. Motion made to elect Colin Maltbie as the new Chair of the HRA Board by Travis McColley, seconded by John Rowan. The motion passed unanimously.
   B. Motion made to elect Travis McColley as vice-Chair by Mandy Barnes, seconded by John Rowan. The motion passed.

9. Adjournment

   A motion was made by John Rowan, and seconded by Mandy Barnes. The motion passed unanimously.

By:____________________________

Thomas Furman, Executive Director

Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Brad Phenow - Communications Manager
THROUGH:	Thomas Furman - Executive Director of the HRA and David Wanberg - Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Faribault Social Media Policy

BACKGROUND:

Brad Phenow, the Communications Manager for the City of Faribault, will be presenting the newly approved social media policy. Brad has been instrumental in shaping the city's communication strategies, ensuring transparency, engagement, and accessibility for residents.

On February 11, 2025, the Faribault City Council adopted Resolution 2025-039, formally approving the new social media policy. This policy is designed to provide clear guidelines for the city's online presence, enhance public engagement, and establish best practices for responsible and effective communication across digital platforms.

Brad will walk us through the key components of the policy, its impact on city operations, and how it aligns with the city's broader communication goals.

REQUESTED ACTION:

Sign the policy if you have not signed one already.

ATTACHMENTS:

1. Faribault Social Media Policy - 2025
2. CRS Report
3. Supreme Court ruling

City of Faribault, Minnesota
Social Media Policy

Purpose
Social networking in government serves two primary functions: to communicate and deliver messages directly to citizens and to encourage citizen involvement, interaction, and feedback. Information which is distributed via social networking must be accurate, consistent, and timely and meet the information needs of the City's intended audience. Social media is used for social networking, and this policy seeks to ensure proper administration of the City of Faribault's social media sites by its representatives.

The City has limited control of social media accounts with third parties (i.e., Facebook, Instagram, X (formerly Twitter), etc.). At the same time, there is a general expectation by the public that the City maintains a social media presence by which to share information about current City projects and City business. For municipal purposes, the City's social media accounts will be used for incidental, non-vital communication and general information only. It is not the purpose of the City's social media accounts to be a medium for transactions of City business. The one exception is in the case of a natural or man-made disaster, if it is determined by the City that the best means of communicating with the public is through the social media account(s).

The City of Faribault wishes to establish a positive and informative social media presence. City representatives have the responsibility to use the City's social media resources in an efficient, effective, ethical, and lawful manner pursuant to all existing City policies. This policy seeks to ensure proper use of the City of Faribault's social media sites by its representatives to minimize risk associated with social networking activities. City representatives include its employees and other agents of the City, including independent contractors and elected officials.

Policy
The City of Faribault will determine, at its discretion, how its web-based social media resources will be designed, implemented, and managed as part of its overall communication and information sharing strategy.

City of Faribault social media accounts are considered a City asset and administrator access to these accounts will be securely administered in accordance with the City's Computer Use Policy.

All social media websites created and utilized during the course and scope of an employee's performance of his/her job duties will be identified as belonging to the City of Faribault, including a link to the City's official website.

Scope

This policy applies to any existing or proposed social media websites sponsored, established, registered, or authorized by the City of Faribault. A formal list of the City's social media accounts is maintained by the City Administrator's Office.

The City does not create, collect, disseminate, or regulate use of any other social media accounts, including the personal accounts of its elected officials and staff. Questions regarding the scope of this policy should be directed to the Communications Manager.

Definition

Social media are internet and mobile-based applications, websites, and functions, other than email, for sharing and discussing information, where users can post photos, video, comments, and links to other information to create content on any imaginable topic. This may be referred to as "user-generated content" or "consumer-generated media."

Social media includes, but is not limited to:

- Social networking sites and apps such as Facebook, LinkedIn, Twitter, and Nextdoor
- Blogs
- Social news sites such as Reddit and Buzzfeed
- Video and photo sharing sites and apps such as YouTube, Instagram, SnapChat, and Flickr
- Wikis, or shared encyclopedias, such as Wikipedia
- An ever-emerging list of new web-based platforms generally regarded as social media or having many of the same functions as those listed above

As used in this policy, "employees and agents" means all City representatives, including its employees and other agents of the City, such as independent contractors, or elected officials.

"Social media manager" means any City employee or agent with administrator access who, when posting or responding to a post, appears to be the City social media account owner.

Rules of Use

City social media managers are responsible for managing City social media accounts or websites.

Facilities or departments wishing to have a new social media presence must initially submit a request to the Communications Manager in order to ensure social media accounts are kept to a sustainable number and policies are followed. All approved sites will be clearly marked as the City of Faribault site and will be linked with the official City website (www.ci.faribault.mn.us). No one may establish social media accounts or websites on behalf of the City unless authorized in accordance with this policy.

The City's social media page must conspicuously display or link to Appendix A of this policy which informs the public of the purpose of the social media presence and the terms one agrees to in accessing, using, or posting to the City's social media page.

Administration of all City social media websites will comply with applicable laws, regulations, and policies as well as proper business etiquette.

City social media accounts covered by this policy will not be used by social media managers for private or personal purposes or for the purpose of expressing private or personal views on personal, political, or policy issues or to express personal views or concerns pertaining to City employment relations matters.

The City respects employees and agents' rights to post and maintain personal websites, blogs and social media pages and to use and enjoy social media on their own personal devices during non-work hours. The City requires employees and agents to act in a prudent manner with regard to website and internet postings that reference the City of Faribault, its personnel, its operation or its property.

Employees and agents and others affiliated with the City may not use a City brand, logo or other City identifiers on their personal sites, nor post information that purports to be the position of the City without prior authorization, other than listing the City of Faribault as an employer under employment on their page. Failure to adhere to this could result in the Courts finding your page being deemed as a government page.

No City social media account may be used by the City or any social media manager to disclose private or confidential information. No social media website should be used to disclose sensitive information; if there is any question as to whether information is private, confidential, or sensitive, contact the Communications Manager.

Outside of situations of disaster, no City social media account will be used for transactions of city business. In the event a user initiates a request, application, or question through social media that affects city business or requires another city policy or process to be followed, follow up with that user by phone, email, or other channels. If comments are allowed, in the event of a question of general interest, a response may be given in comments, the initial post may be edited, or a subsequent post may be created to include the information.

City staff and Councilmembers are prohibited from deleting and/or hiding posts and related comments without prior approval to avoid violating Minnesota Public Records Law and to refrain from infringing on First Amendment rights. Comments posted by members of the public may be removed if they are in violation of Appendix A of this policy. Please consult with the Communications Manager and/or City Administrator before removing content.

City staff and Councilmembers are prohibited from blocking individuals and/or individual pages.

A member of the public whose comment is removed may appeal the removal of the comment and seek reconsideration of its removal by contacting the City in writing and explaining how the comment does not fall into one of the categories for removal. A written response should be provided as soon as reasonably possible.

A member of the public who disputes the legality of any portion of this policy may dispute the particular portion in writing. The City should acknowledge the claim promptly and, upon consultation of the city attorney, respond to the claim concerning legality of the policy portion as soon as reasonably possible under the circumstances.

Elected Officials and Officials Appointed to City Boards, Committees and Commissions

Official city social media sites shall not be used for campaigning purposes. Comments or links to any content that endorses or opposes political candidates or ballot propositions, including links to an elected official's campaign site, shall not be posted.

Elected officials and members serving on a City board, commission, or committee should be mindful of the risks of electronic communication in relation to the Minnesota Data Practices Act and Open Meeting Law; two-way communication between elected officials or between members of the City boards, commissions, committees should be avoided. Adding to a post or comment on a non-public, private social media website that would create a quorum of the group you represent is prohibited. If the comment or posting requires official review it should be handled before the group at a public meeting.

Account Transition

When an elected official leaves office, and if a social media account has been created for that seat, the account will transfer to the new office-holder. The accounts will be updated to reflect the new elected official.

Data Ownership and Retention

All communications or messages within social media accounts covered by this policy composed, sent, or received on City or personal equipment are the property of the City and will be subject to the Minnesota Government Data Practices Act. This law classifies certain information as available to the public upon request. As no transactions of City business shall be conducted through social media accounts (outside of disasters), in accordance with the City's records retention schedule, the City shall retain all social media messages only until read.

All City social media accounts (including those administered by City staff and elected officials) shall be archived via archiving software to allow for easy management of content. This web-based software is administered by the Communications Manager.

Policy Violations

Violations of this Policy will subject the employee to disciplinary action up to and including discharge from employment.

APPENDIX A

The purpose of the City of Faribault's social media presence is to provide members of the community with information in more places and more ways than were traditionally available. All content of this site is public and is subject to disclosure pursuant to the Minnesota Government Data Practices Act. Please be aware that anything you post may survive deletion, whether by you or others. Do not post sensitive or personally identifiable information, such as social security numbers.

Following or "friending" persons or organizations is not an endorsement by the City and is only intended as a means of broadening communication. The City is not responsible for content found at links to third parties, nor the views or opinions expressed by third-party comments.

Please be advised that comments falling into the following category or categories may be removed:

- Obscene or pornographic content
- Direct threats to persons or property
- Material asserted to violate the intellectual property of another person
- Private, personal information about a person published without his/her consent
- Information that endangers the public by compromising a public safety security system
- Statutorily private, confidential, or nonpublic data
- Commercial promotions or spam
- Hyperlinks to material that falls into at least one of the foregoing categories

Should your comment be removed by the City and you believe it does not fall into one of the above categories, contact the Communications Manager (accessibility@ci.farbault.mn.us) in writing to explain how the comment does not fall into one of these categories.

Should you wish to challenge the legality of any portion of this notice or the City's social media policy, you may contact Communications Manager (accessibility@ci.farbault.mn.us) in writing and explain the basis for the challenge in detail.

If you have any other questions about the City of Faribault's social media presence, contact Communications Manager at accessibility@ci.faribault.mn.us .

By accessing, using, or posting to this City of Faribault's social media page, you acknowledge you have been advised of the foregoing.

Representative Acknowledgement

I have received and read the above policy and have had an opportunity to ask any questions. I understand that my failure to follow this policy may result in disciplinary action, including revocation of system privileges or termination.

____ (Print Name)

____ (Signature)

____ (Position Title)

____ (Date)

State of Minnesota County of Rice

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Legal Sidebar

Lindke v. Freed and Government Officials' Use of Social Media

April 9, 2024

The First Amendment's Free Speech Clause limits the government's ability to exclude constituents from public forums, both offline and online. In March 2024, the Supreme Court issued a ruling in *Lindke v. Freed* opining on when a government official's decision to block citizens from their social media accounts implicates the First Amendment. The case focuses on when an official should be treated as a government actor as opposed to a private actor. *Lindke* provides some guidance for public officials wondering when the Constitution restricts their ability to manage their online accounts, but it leaves open other questions relating to when a public official's account should be treated as a public forum. The decision also has broader implications for lawsuits alleging other types of constitutional violations.

Procedural History and Legal Background

The Supreme Court heard two cases appealed from different U.S. Courts of Appeals, referenced here according to their circuit numbers: *Lindke v. Freed*, an appeal from the Sixth Circuit, and *O'Connor-Ratcliff v. Garnier*, an appeal from the Ninth Circuit. Both cases involved local officials who had blocked constituents from their Facebook and Twitter accounts because of the constituents' negative or repetitive comments. (While Twitter has since been renamed "X," the officials had "Twitter" accounts at the time of the blocking and litigation.)

Government retaliation against constituents because of the content or viewpoint of their speech can violate the First Amendment. However, the First Amendment only applies to *government* action; private action usually does not trigger First Amendment protections. This limitation is known as the "state action" doctrine. The requirement to demonstrate state action is incorporated in 42 U.S.C. § 1983, a federal law that authorizes lawsuits against state or local officials who violate the Constitution. The *Lindke* and *Garnier* plaintiffs cited Section 1983 to bring their First Amendment claims. A critical issue in both cases was whether the public officials had acted in an official or private capacity when they blocked citizens.

The Supreme Court has said a public employee meets the state action requirement "while acting in his official capacity or while exercising his responsibilities pursuant to state law." This test can include individuals who purport to exercise government authority, such as a deputy sheriff who consistently referred to his government authority even when working at a private-sector job. The Supreme Court had not addressed government social media accounts—as the Court observed in *Lindke*, its state action cases

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have largely considered "whether a nominally private person," not a state official, has engaged in state action. (Another case the Court heard this term, *Murthy v. Missouri*, arguably involved that type of state action question with allegations that the government coerced private actors into retaliating against others' speech.) A number of intermediate federal appeals courts had considered whether state action existed when public officials blocked constituents from social media accounts that the officials used for both personal and government activity. These courts sometimes took slightly different approaches to analyzing the issue, but most reviewed a few different factors, with a focus on how the account was being used. The Fourth Circuit, for instance, looked to "the totality of the circumstances" surrounding a county official's Facebook page to conclude that she had created and used the page "to further her [official] duties."

The Ninth Circuit took an arguably similar approach in *Garnier*. The case involved two school board trustees who had created Facebook and Twitter accounts while campaigning for office, and once in office, used the accounts to communicate with constituents about school board activity. The Ninth Circuit cited three factors to conclude the trustees' use of their social media pages qualified as state action: (1) in "appearance and content," the pages were "official channels of communication with the public" about school board work; (2) this presentation of the pages intentionally affected others' behavior; and (3) the trustees' posts "related directly to" their duties, and the specific blockings challenged in the case were "linked to events" arising out of the trustees' official status.

The Sixth Circuit used a different test to evaluate the state action issue in *Lindke*, saying other appeals courts had focused too much on a page's "appearance" rather than "the actor's official duties and use of government resources or state employees." In that case, a city manager named James Freed had converted his private Facebook profile into a public page before he held public office. Once he became city manager, Freed listed that title on his page but continued to post about his personal life in addition to city business. The Sixth Circuit held that Freed "operated his Facebook page in his personal capacity, not his official capacity." Although he used the page to communicate with constituents about city responsibilities, similarly to the trustees in *Garnier*, the Sixth Circuit ruled that Freed was not performing any duties of the office because no statute, ordinance, or regulation required him to operate a Facebook page. The Sixth Circuit also stressed that the page would not be passed along to the next city manager and that city resources were not regularly used to maintain the page.

The Supreme Court heard oral arguments in both cases on October 31, 2023, as discussed in a prior Legal Sidebar.

Supreme Court Opinion

Justice Barrett authored a unanimous opinion in *Lindke v. Freed* vacating the Sixth Circuit opinion and remanding the case after clarifying the standard that the lower courts should apply. The Court first emphasized that Freed's status as a state employee did not resolve the question, as the Court previously outlined in a long line of cases that government employees retain some First Amendment rights to speak in their private capacity even when they are sharing information related to their government employment. Instead, the Court said that "a public official's social-media activity constitutes state action under §1983 only if the official (1) possessed actual authority to speak on the State's behalf, and (2) purported to exercise that authority when he spoke on social media."

With respect to the first prong, the Court held that Freed's blocking would be state action if he had actual government authority "to post city updates and register citizen concerns," and if the alleged censorship was "connected to speech on a matter within Freed's bailiwick." In contrast to the Sixth Circuit's ruling on this issue, the Court cited the text of Section 1983 to hold that state authority could come not only from written law like statutes or ordinances, but also from custom or usage—that is, well-settled and persistent practices. The Court said that in some contexts, official power to speak about a subject might also be implied from a general grant of authority over that subject. The Court emphasized, however, that the mere appearance of authority would not suffice with respect to this first prong. Private action not traceable to state authority cannot qualify as state action "no matter how 'official' it looks."

The Court said the appearance of authority could be relevant to the second prong of the inquiry: whether public officials are purporting to speak in their official capacity or to further official responsibilities. The Court indicated this would be "a fact-specific undertaking in which the post's content and function are the most important considerations." While the Court did not rule on whether Freed had acted in an official or private capacity, it did suggest some factors that might be relevant to future analyses. For instance, it stated that if "Freed's account carried a label (e.g., 'this is the personal page of James R. Freed') or a disclaimer (e.g., 'the views expressed are strictly my own')," that would create a "heavy" presumption that his posts were personal. Other factors might make it more likely the official was exercising official power, including if any given post expressly invoked state authority, appeared to have "immediate legal effect," used government resources (including having staff make the post), or was the only place information or an order was available. The Court also clarified that the nature of the official's action might alter the scope of an inquiry. If a court is investigating the deletion of a single comment, it will have to look at the nature of the specific post being remarked upon. In contrast, if a citizen is blocked from viewing an entire account, the court has to consider the nature of any and all posts that the citizen wanted to interact with on the account.

In *Garnier*, the Supreme Court similarly vacated the Ninth Circuit's opinion and remanded the case for the lower court to apply the new approach it announced in *Lindke*.

Considerations for Congress

Although the Supreme Court's opinion in *Lindke* did not finally resolve the cases before it, the Court did outline various factors that can aid lower courts—and public officials—in determining when a social media account is subject to First Amendment limitations. The need to demonstrate actual governmental authority provides one limiting factor on the reach of state action under the First Amendment. State action is not present unless the official was exercising authority to communicate with citizens about "a matter within [the official's] bailiwick." Thus, public officials may look to their official duties to determine whether they are constrained by the First Amendment. The fact that authority may sometimes be implied from a written duty or from well-settled custom could make this inquiry more complicated, though. Another signpost that may be helpful for public officials is that while the Court generally said that the state action inquiry should be fact-specific, it also said a page-wide label or disclaimer that an account is for personal use can carry significant weight. Accordingly, public officials who want to use social media accounts in their personal capacities might consider adding a "personal views"-type label or disclaimer. Nonetheless, the Court was clear that such a disclaimer would not insulate any posts that did in fact carry out official business, such as if a social media page is designated "as the official channel for receiving comments on a proposed regulation" or is used as the sole location to stream a public meeting.

The Court's explanation of the proper state action inquiry will be relevant for plaintiffs whose claims rely on other constitutional provisions as well, such as the Fourth Amendment's protections against unreasonable searches and seizures and the Fourteenth Amendment's equal protection clause. Some federal appeals court opinions had previously said that state action could be shown by *apparent* authority in addition to actual authority (though these statements may have been dicta, and some scholars have disagreed with this approach). *Lindke* clarifies that some actual government authority must exist at the first step of the inquiry, and an individual exercising private functions that do not depend on government authority may not be a state actor. At the same time, state action can also include the misuse of the type of authority a state official has been granted, and can include someone who is "purport[ing]" to act under government authority but is acting outside the scope of the authority granted.

The state action inquiry is merely a preliminary question in a constitutional analysis. Even if a court concludes that a public official managing a social media account did act in an official capacity and is therefore subject to the First Amendment, the court still has to determine whether the public official actually violated the First Amendment. In this inquiry, a court may ask whether the public official created a public forum by intentionally opening the page for public discourse. If the government has created an online forum, it still might be able to clearly state limits on the scope of allowed discourse at the outset without violating the First Amendment. Previously announced social media policies can therefore be relevant in these cases. Even in such a "limited" public forum, however, the government may not engage in viewpoint discrimination and bar citizens because of their ideology or perspective. Thus, when social media accounts qualify as a public forum and public officials are speaking in an official capacity, courts have said public officials will violate the First Amendment when they bar speech because they find it offensive or merely disagree with it. As discussed in an earlier Legal Sidebar, a number of cases have litigated how these principles apply in the context of social media accounts. Some open questions considered in lower courts include whether the "interactive" portions of social media might be viewed differently than other aspects of the account, as well as the relevance of social media companies' private policies that may limit the use of the account. *Lindke* did not address these questions, and it is possible the Supreme Court may receive appeals in the future asking them to consider these issues.

Author Information

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LINDKE *v.* FREED

CERTIORARI TO THE UNITED STATES COURT OF APPEALS FOR THE SIXTH CIRCUIT

No. 22–611. Argued October 31, 2023—Decided March 15, 2024

James Freed, like countless other Americans, created a private Facebook profile sometime before 2008. He eventually converted his profile to a public "page," meaning that *anyone* could see and comment on his posts. In 2014, Freed updated his Facebook page to reflect that he was appointed city manager of Port Huron, Michigan, describing himself as "Daddy to Lucy, Husband to Jessie and City Manager, Chief Administrative Officer for the citizens of Port Huron, MI." Freed continued to operate his Facebook page himself and continued to post prolifically (and primarily) about his personal life. Freed also posted information related to his job, such as highlighting communications from other city officials and soliciting feedback from the public on issues of concern. Freed often responded to comments on his posts, including those left by city residents with inquiries about community matters. He occasionally deleted comments that he considered "derogatory" or "stupid."

After the COVID–19 pandemic began, Freed posted about it. Some posts were personal, and some contained information related to his job. Facebook user Kevin Lindke commented on some of Freed's posts, unequivocally expressing his displeasure with the city's approach to the pandemic. Initially, Freed deleted Lindke's comments; ultimately, he blocked him from commenting at all. Lindke sued Freed under 42 U. S. C. §1983, alleging that Freed had violated his First Amendment rights. As Lindke saw it, he had the right to comment on Freed's Facebook page because it was a public forum. The District Court determined that because Freed managed his Facebook page in his private capacity, and because only state action can give rise to liability under §1983, Lindke's claim failed. The Sixth Circuit affirmed.

Held: A public official who prevents someone from commenting on the official's social-media page engages in state action under §1983 only if the official both (1) possessed actual authority to speak on the State's behalf on a particular matter, and (2) purported to exercise that authority when speaking in the relevant social-media posts. Pp. 5–15.

(a) Section 1983 provides a cause of action against "[e]very person who, *under color of any statute, ordinance, regulation, custom, or usage, of any State*" deprives someone of a federal constitutional or statutory right. (Emphasis added.) Section 1983's "under color of" text makes clear that it is a provision designed as a protection against acts attributable to a State, not those of a private person. In the run-of-the-mill case, state action is easy to spot. Courts do not ordinarily pause to consider whether §1983 applies to the actions of police officers, public schools, or prison officials. Sometimes, however, the line between private conduct and state action is difficult to draw. In *Griffin* v. *Maryland*, 378 U. S. 130, for example, it was the source of the power, not the identity of the employer, which controlled in the case of a deputized sheriff who was held to have engaged in state action while employed by a privately owned amusement park. Since *Griffin*, most state-action precedents have grappled with whether a nominally private person engaged in state action, but this case requires analyzing whether a *state official* engaged in state action or functioned as a private citizen.

Freed's status as a state employee is not determinative. The distinction between private conduct and state action turns on substance, not labels: Private parties can act with the authority of the State, and state officials have private lives and their own constitutional rights—including the First Amendment right to speak about their jobs and exercise editorial control over speech and speakers on their personal platforms. Here, if Freed acted in his private capacity when he blocked Lindke and deleted his comments, he did not violate Lindke's First Amendment rights—instead, he exercised his own. Pp. 5–8.

(b) In the case of a public official using social media, a close look is definitely necessary to categorize conduct. In cases analogous to this one, precedent articulates principles to distinguish between personal and official communication in the social-media context. A public official's social-media activity constitutes state action under §1983 only if the official (1) possessed actual authority to speak on the State's behalf, and (2) purported to exercise that authority when he spoke on social media. The appearance and function of the social-media activity are relevant at the second step, but they cannot make up for a lack of state authority at the first. Pp. 8–15.

(1) The test's first prong is grounded in the bedrock requirement that "the conduct allegedly causing the deprivation of a federal right be *fairly attributable to the State.*" *Lugar* v. *Edmondson Oil Co.*, 457 U. S. 922, 937 (emphasis added). Lindke's focus on appearance skips

over this critical step. Unless Freed was "possessed of state authority" to post city updates and register citizen concerns, *Griffin*, 378 U. S., at 135, his conduct is not attributable to the State. Importantly, Lindke must show more than that Freed had *some* authority to communicate with residents on behalf of Port Huron. The alleged censorship must be connected to speech on a matter within Freed's bailiwick. There must be a tie between the official's authority and "the gravamen of the plaintiff's complaint." *Blum* v. *Yaretsky*, 457 U. S. 991, 1003.

To misuse power, one must possess it in the first place, and §1983 lists the potential sources: "statute, ordinance, regulation, custom, or usage." Determining the scope of an official's power requires careful attention to the relevant source of that power and what authority it reasonably encompasses. The threshold inquiry to establish state action is not whether making official announcements *could* fit within a job description but whether making such announcements is *actually* part of the job that the State entrusted the official to do. Pp. 9–12.

(2) For social-media activity to constitute state action, an official must not only have state authority, he must also purport to use it. If the official does not speak in furtherance of his official responsibilities, he speaks with his own voice. Here, if Freed's account had carried a label—*e.g.,* "this is the personal page of James R. Freed"—he would be entitled to a heavy presumption that all of his posts were personal, but Freed's page was not designated either "personal" or "official." The ambiguity surrounding Freed's page requires a fact-specific undertaking in which posts' content and function are the most important considerations. A post that expressly invokes state authority to make an announcement not available elsewhere is official, while a post that merely repeats or shares otherwise available information is more likely personal. Lest any official lose the right to speak about public affairs in his personal capacity, the plaintiff must show that the official purports to exercise state authority in specific posts. The nature of the social-media technology matters to this analysis. For example, because Facebook's blocking tool operates on a page-wide basis, a court would have to consider whether Freed had engaged in state action with respect to any post on which Lindke wished to comment. Pp. 12–15.

37 F. 4th 1199, vacated and remanded.

BARRETT, J., delivered the opinion for a unanimous Court.

SUPREME COURT OF THE UNITED STATES

No. 22–611

KEVIN LINDKE, PETITIONER *v.* JAMES R. FREED

ON WRIT OF CERTIORARI TO THE UNITED STATES COURT OF APPEALS FOR THE SIXTH CIRCUIT

[March 15, 2024]

JUSTICE BARRETT delivered the opinion of the Court.

Like millions of Americans, James Freed maintained a Facebook account on which he posted about a wide range of topics, including his family and his job. Like most of those Americans, Freed occasionally received unwelcome comments on his posts. In response, Freed took a step familiar to Facebook users: He deleted the comments and blocked those who made them.

For most people with a Facebook account, that would have been the end of it. But Kevin Lindke, one of the unwelcome commenters, sued Freed for violating his right to free speech. Because the First Amendment binds only the government, this claim is a nonstarter if Freed posted as a private citizen. Freed, however, is not only a private citizen but also the city manager of Port Huron, Michigan—and while Freed insists that his Facebook account was strictly personal, Lindke argues that Freed acted in his official capacity when he silenced Lindke's speech.

When a government official posts about job-related topics on social media, it can be difficult to tell whether the speech is official or private. We hold that such speech is attributable to the State only if the official (1) possessed actual authority to speak on the State's behalf, and (2) purported to exercise that authority when he spoke on social media.

I

A

Sometime before 2008, while he was a college student, James Freed created a private Facebook profile that he shared only with "friends." In Facebook lingo, "friends" are not necessarily confidants or even real-life acquaintances. Users become "friends" when one accepts a "friend request" from another; after that, the two can generally see and comment on one another's posts and photos. When Freed, an avid Facebook user, began nearing the platform's 5,000-friend limit, he converted his profile to a public "page." This meant that *anyone* could see and comment on his posts. Freed chose "public figure" for his page's category, "James Freed" for its title, and "JamesRFreed1" as his username. Facebook did not require Freed to satisfy any special criteria either to convert his Facebook profile to a public page or to describe himself as a public figure.

In 2014, Freed was appointed city manager of Port Huron, Michigan, and he updated his Facebook page to reflect the new job. For his profile picture, Freed chose a photo of himself in a suit with a city lapel pin. In the "About" section, Freed added his title, a link to the city's website, and the city's general email address. He described himself as "Daddy to Lucy, Husband to Jessie and City Manager, Chief Administrative Officer for the citizens of Port Huron, MI."

As before his appointment, Freed operated his Facebook page himself. And, as before his appointment, Freed posted prolifically (and primarily) about his personal life. He uploaded hundreds of photos of his daughter. He shared about outings like the Daddy Daughter Dance, dinner with his wife, and a family nature walk. He posted Bible verses, updates on home-improvement projects, and pictures of his dog, Winston.

Freed also posted information related to his job. He described mundane activities, like visiting local high schools, as well as splashier ones, like starting reconstruction of the city's boat launch. He shared news about the city's efforts to streamline leaf pickup and stabilize water intake from a local river. He highlighted communications from other city officials, like a press release from the fire chief and an annual financial report from the finance department. On occasion, Freed solicited feedback from the public—for instance, he once posted a link to a city survey about housing and encouraged his audience to complete it.

Freed's readers frequently commented on his posts, sometimes with reactions (for example, "Good job it takes skills" on a picture of his sleeping daughter) and sometimes with questions (for example, "Can you allow city residents to have chickens?"). Freed often replied to the comments, including by answering inquiries from city residents. (City residents can have chickens and should "call the Planning Dept for details.") He occasionally deleted comments that he thought were "derogatory" or "stupid."

After the COVID–19 pandemic began, Freed posted about that. Some posts were personal, like pictures of his family spending time at home and outdoors to "[s]tay safe" and "[s]ave lives." Some contained general information, like case counts and weekly hospitalization numbers. Others related to Freed's job, like a description of the city's hiring freeze and a screenshot of a press release about a relief package that he helped prepare.

Enter Kevin Lindke. Unhappy with the city's approach to the pandemic, Lindke visited Freed's page and said so. For example, in response to one of Freed's posts, Lindke commented that the city's pandemic response was "abysmal" and that "the city deserves better." When Freed posted a photo of himself and the mayor picking up takeout from a local restaurant, Lindke complained that while "residents [we]re suffering," the city's leaders were eating at an expensive restaurant "instead of out talking to the community." Initially, Freed deleted Lindke's comments; ultimately, he blocked him. Once blocked, Lindke could see Freed's posts but could no longer comment on them.

B

Lindke sued Freed under 42 U. S. C. §1983, alleging that Freed had violated his First Amendment rights. As Lindke saw it, he had the right to comment on Freed's Facebook page, which he characterized as a public forum. Freed, Lindke claimed, had engaged in impermissible viewpoint discrimination by deleting unfavorable comments and blocking the people who made them.

The District Court granted summary judgment to Freed. Because only state action can give rise to liability under §1983, Lindke's claim depended on whether Freed acted in a "private" or "public" capacity. 563 F. Supp. 3d 704, 714 (ED Mich. 2021). The "prevailing personal quality of Freed's post[s]," the absence of "government involvement" with his account, and the lack of posts conducting official business led the court to conclude that Freed managed his Facebook page in his private capacity, so Lindke's claim failed. *Ibid.*

The Sixth Circuit affirmed. It noted that "the caselaw is murky as to when a state official acts personally and when he acts officially" for purposes of §1983. 37 F. 4th 1199, 1202 (2022). To sort the personal from the official, that court "asks whether the official is 'performing an actual or apparent duty of his office,' or if he could not have behaved as he did 'without the authority of his office.'" *Id.*, at 1203 (quoting *Waters* v. *Morristown*, 242 F. 3d 353, 359 (CA6 2001)). Applying this precedent to the social-media context, the Sixth Circuit held that an official's activity is state action if the "text of state law requires an officeholder to maintain a social-media account," the official "use[s] . . . state resources" or "government staff" to run the account, or the "accoun[t] belong[s] to an office, rather than an individual officeholder." 37 F. 4th, at 1203–1204. These situations, the Sixth Circuit explained, make an official's social-media activity "'fairly attributable'" to the State. *Id.*, at 1204 (quoting *Lugar* v. *Edmondson Oil Co.*, 457 U. S. 922, 937 (1982)). And it concluded that Freed's activity was not.

The Sixth Circuit's approach to state action in the social-media context differs from that of the Second and Ninth Circuits, which focus less on the connection between the official's authority and the account and more on whether the account's appearance and content look official. See, *e.g.*, *Garnier* v. *O'Connor-Ratcliff*, 41 F. 4th 1158, 1170–1171 (CA9 2022); *Knight First Amdt. Inst. at Columbia Univ.* v. *Trump*, 928 F. 3d 226, 236 (CA2 2019), vacated as moot *sub nom*. *Biden* v. *Knight First Amdt. Inst. at Columbia Univ.*, 593 U. S. ___ (2021). We granted certiorari. 598 U. S. ___ (2023).

II

Section 1983 provides a cause of action against "[e]very person who, *under color of any statute, ordinance, regulation, custom, or usage, of any State*" deprives someone of a federal constitutional or statutory right. (Emphasis added.) As its text makes clear, this provision protects against acts attributable to a State, not those of a private person. This limit tracks that of the Fourteenth Amendment, which obligates *States* to honor the constitutional rights that §1983 protects. §1 ("No *State* shall . . . nor shall any *State* deprive . . . " (emphasis added)); see also *Lugar*, 457 U. S., at 929 ("[T]he statutory requirement of action 'under color of state law' and the 'state action' requirement of the Fourteenth Amendment are identical"). The need for governmental action is also explicit in the Free Speech Clause, the guarantee that Lindke invokes in this case. Amdt. 1 ("*Congress* shall make no law . . . abridging the freedom of speech . . . " (emphasis added)); see also *Manhattan Community Access*

Corp. v. *Halleck*, 587 U. S. 802, 808 (2019) ("[T]he Free Speech Clause prohibits only *governmental* abridgment of speech," not "*private* abridgment of speech"). In short, the state-action requirement is both well established and reinforced by multiple sources.[1]

In the run-of-the-mill case, state action is easy to spot. Courts do not ordinarily pause to consider whether §1983 applies to the actions of police officers, public schools, or prison officials. See, *e.g.*, *Graham* v. *Connor*, 490 U. S. 386, 388 (1989) (police officers); *Tinker* v. *Des Moines Independent Community School Dist.*, 393 U. S. 503, 504–505 (1969) (public schools); *Estelle* v. *Gamble*, 429 U. S. 97, 98 (1976) (prison officials). And, absent some very unusual facts, no one would credit a child's assertion of free speech rights against a parent, or a plaintiff's complaint that a nosy neighbor unlawfully searched his garage.

Sometimes, however, the line between private conduct and state action is difficult to draw. *Griffin* v. *Maryland* is a good example. 378 U. S. 130 (1964). There, we held that a security guard at a privately owned amusement park engaged in state action when he enforced the park's policy of segregation against black protesters. *Id.*, at 132–135. Though employed by the park, the guard had been "deputized as a sheriff of Montgomery County" and possessed "'the same power and authority'" as any other deputy sheriff. *Id.*, at 132, and n. 1. The State had therefore allowed its power to be exercised by someone in the private sector. And the source of the power, not the identity of the employer, controlled.

By and large, our state-action precedents have grappled

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[1] Because local governments are subdivisions of the State, actions taken under color of a local government's law, custom, or usage count as "state" action for purposes of §1983. See *Monell* v. *New York City Dept. of Social Servs.*, 436 U. S. 658, 690–691 (1978). And when a state or municipal employee violates a federal right while acting "under color of law," he can be sued in an individual capacity, as Freed was here.

with variations of the question posed in *Griffin*: whether a nominally private person has engaged in state action for purposes of §1983. See, *e.g.*, *Marsh* v. *Alabama*, 326 U. S. 501, 502–503 (1946) (company town); *Adickes* v. *S. H. Kress & Co.*, 398 U. S. 144, 146–147 (1970) (restaurant); *Flagg Bros., Inc.* v. *Brooks*, 436 U. S. 149, 151–152 (1978) (warehouse company). Today's case, by contrast, requires us to analyze whether a *state official* engaged in state action or functioned as a private citizen. This Court has had little occasion to consider how the state-action requirement applies in this circumstance.

The question is difficult, especially in a case involving a state or local official who routinely interacts with the public. Such officials may look like they are always on the clock, making it tempting to characterize every encounter as part of the job. But the state-action doctrine avoids such broad-brush assumptions—for good reason. While public officials can act on behalf of the State, they are also private citizens with their own constitutional rights. By excluding from liability "acts of officers in the ambit of their personal pursuits," *Screws* v. *United States*, 325 U. S. 91, 111 (1945) (plurality opinion), the state-action requirement "protects a robust sphere of individual liberty" for those who serve as public officials or employees, *Halleck*, 587 U. S., at 808.

The dispute between Lindke and Freed illustrates this dynamic. Freed did not relinquish his First Amendment rights when he became city manager. On the contrary, "the First Amendment protects a public employee's right, in certain circumstances, to speak as a citizen addressing matters of public concern." *Garcetti* v. *Ceballos*, 547 U. S. 410, 417 (2006). This right includes the ability to speak about "information related to or learned through public employment," so long as the speech is not "itself ordinarily within the scope of [the] employee's duties." *Lane* v. *Franks*, 573 U. S. 228, 236, 240 (2014). Where the right exists, "editorial control over speech and speakers on [the public employee's] properties or platforms" is part and parcel of it. *Halleck*, 587 U. S., at 816. Thus, if Freed acted in his private capacity when he blocked Lindke and deleted his comments, he did not violate Lindke's First Amendment rights—instead, he exercised his own.

So Lindke cannot hang his hat on Freed's status as a state employee. The distinction between private conduct and state action turns on substance, not labels: Private parties can act with the authority of the State, and state officials have private lives and their own constitutional rights. Categorizing conduct, therefore, can require a close look.

III

A close look is definitely necessary in the context of a public official using social media. There are approximately 20 million state and local government employees across the Nation, with an extraordinarily wide range of job descriptions—from Governors, mayors, and police chiefs to teachers, healthcare professionals, and transportation workers. Many use social media for personal communication, official communication, or both—and the line between the two is often blurred. Moreover, social media involves a variety of different and rapidly changing platforms, each with distinct features for speaking, viewing, and removing speech. The Court has frequently emphasized that the state-action doctrine demands a fact-intensive inquiry. See, *e.g.*, *Reitman* v. *Mulkey*, 387 U. S. 369, 378 (1967); *Gilmore* v. *Montgomery*, 417 U. S. 556, 574 (1974). We repeat that caution here.

That said, our precedent articulates principles that govern cases analogous to this one. For the reasons we explain below, a public official's social-media activity constitutes state action under §1983 only if the official (1) possessed actual authority to speak on the State's behalf, and (2) purported to exercise that authority when he spoke on social media. The appearance and function of the social-media activity are relevant at the second step, but they cannot make up for a lack of state authority at the first.

A

The first prong of this test is grounded in the bedrock requirement that "the conduct allegedly causing the deprivation of a federal right be *fairly attributable to the State*." *Lugar*, 457 U. S., at 937 (emphasis added). An act is not attributable to a State unless it is traceable to the State's power or authority. Private action—no matter how "official" it looks—lacks the necessary lineage.

This rule runs through our cases. *Griffin* stresses that the security guard was "possessed of state authority" and "purport[ed] to act under that authority." 378 U. S., at 135. *West* v. *Atkins* states that the "traditional definition" of state action "requires that the defendant . . . have exercised power 'possessed by virtue of state law and made possible only because the wrongdoer is clothed with the authority of state law.'" 487 U. S. 42, 49 (1988) (quoting *United States* v. *Classic*, 313 U. S. 299, 326 (1941)). *Lugar* emphasizes that state action exists only when "the claimed deprivation has resulted from the exercise of a right or privilege having its source in state authority." 457 U. S., at 939; see also, *e.g.*, *Edmonson* v. *Leesville Concrete Co.*, 500 U. S. 614, 620 (1991) (describing state action as the "exercise of a right or privilege having its source in state authority"); *Screws*, 325 U. S., at 111 (plurality opinion) (police-officer defendants "were authorized to make an arrest and to take such steps as were necessary to make the arrest effective"). By contrast, when the challenged conduct "entail[s] functions and obligations in no way dependent on state authority," state action does not exist. *Polk County* v. *Dodson*, 454 U. S. 312, 318–319 (1981) (no state action because criminal defense "is essentially a private function . . . for which state office and authority are not needed"); see also *Jackson* v. *Metropolitan Edison Co.*, 419 U. S. 345, 358–359 (1974).

Lindke's focus on appearance skips over this crucial step.

He insists that Freed's social-media activity constitutes state action because Freed's Facebook page looks and functions like an outlet for city updates and citizen concerns. But Freed's conduct is not attributable to the State unless he was "possessed of state authority" to post city updates and register citizen concerns. *Griffin*, 378 U. S., at 135. If the State did not entrust Freed with these responsibilities, it cannot "fairly be blamed" for the way he discharged them. *Lugar*, 457 U. S., at 936. Lindke imagines that Freed can conjure the power of the State through his own efforts. Yet the presence of state authority must be real, not a mirage.

Importantly, Lindke must show more than that Freed had *some* authority to communicate with residents on behalf of Port Huron. The alleged censorship must be connected to speech on a matter within Freed's bailiwick. For example, imagine that Freed posted a list of local restaurants with health-code violations and deleted snarky comments made by other users. If public health is not within the portfolio of the city manager, then neither the post nor the deletions would be traceable to Freed's state authority—because he had none. For state action to exist, the State must be "responsible for the specific conduct of which the plaintiff complains." *Blum* v. *Yaretsky*, 457 U. S. 991, 1004 (1982) (emphasis deleted). There must be a tie between the official's authority and "the gravamen of the plaintiff's complaint." *Id*., at 1003.

To be clear, the "[*m*]*isuse* of power, possessed by virtue of state law," constitutes state action. *Classic*, 313 U. S., at 326 (emphasis added); see also, *e.g.*, *Screws*, 325 U. S., at 110 (plurality opinion) (state action where "the power which [state officers] were authorized to exercise was misused"). While the state-action doctrine requires that the State have granted an official the type of authority that he used to violate rights—*e.g.*, the power to arrest—it encompasses cases where his "particular action"—*e.g.*, an arrest made with excessive force—violated state or federal law. *Griffin*, 378 U. S., at 135; see also *Home Telephone & Telegraph Co.* v. *Los Angeles*, 227 U. S. 278, 287–288 (1913) (the Fourteenth Amendment encompasses "abuse by a state officer . . . of the powers possessed"). Every §1983 suit alleges a misuse of power, because no state actor has the authority to deprive someone of a federal right. To misuse power, however, one must possess it in the first place.

Where does the power come from? Section 1983 lists the potential sources: "statute, ordinance, regulation, custom, or usage." Statutes, ordinances, and regulations refer to written law through which a State can authorize an official to speak on its behalf. "Custom" and "usage" encompass "persistent practices of state officials" that are "so permanent and well settled" that they carry "the force of law." *Adickes*, 398 U. S., at 167–168. So a city manager like Freed would be authorized to speak for the city if written law like an ordinance empowered him to make official announcements. He would also have that authority even in the absence of written law if, for instance, prior city managers have purported to speak on its behalf and have been recognized to have that authority for so long that the manager's power to do so has become "permanent and well settled." *Id.*, at 168. And if an official has authority to speak for the State, he may have the authority to do so on social media even if the law does not make that explicit.

Determining the scope of an official's power requires careful attention to the relevant statute, ordinance, regulation, custom, or usage. In some cases, a grant of authority over particular subject matter may reasonably encompass authority to speak about it officially. For example, state law might grant a high-ranking official like the director of the state department of transportation broad responsibility for the state highway system that, in context, includes authority to make official announcements on that subject. At the same time, courts must not rely on "'excessively broad job descriptions'" to conclude that a government employee is authorized to speak for the State. *Kennedy* v. *Bremerton School Dist.*, 597 U. S. 507, 529 (2022) (quoting *Garcetti*, 547 U. S., at 424). The inquiry is not whether making official announcements *could* fit within the job description; it is whether making official announcements is *actually* part of the job that the State entrusted the official to do.

In sum, a defendant like Freed must have actual authority rooted in written law or longstanding custom to speak for the State. That authority must extend to speech of the sort that caused the alleged rights deprivation. If the plaintiff cannot make this threshold showing of authority, he cannot establish state action.

B

For social-media activity to constitute state action, an official must not only have state authority—he must also purport to use it. *Griffin*, 378 U. S., at 135. State officials have a choice about the capacity in which they choose to speak. "[G]enerally, a public employee" purports to speak on behalf of the State while speaking "in his official capacity or" when he uses his speech to fulfill "his responsibilities pursuant to state law." *West*, 487 U. S., at 50. If the public employee does not use his speech in furtherance of his official responsibilities, he is speaking in his own voice.

Consider a hypothetical from the offline world. A school board president announces at a school board meeting that the board has lifted pandemic-era restrictions on public schools. The next evening, at a backyard barbecue with friends whose children attend public schools, he shares that the board has lifted the pandemic-era restrictions. The former is state action taken in his official capacity as school board president; the latter is private action taken in his personal capacity as a friend and neighbor. While the substance of the announcement is the same, the context—an official meeting versus a private event—differs. He invoked his official authority only when he acted as school board president.

The context of Freed's speech is hazier than that of the hypothetical school board president. Had Freed's account carried a label (*e.g.*, "this is the personal page of James R. Freed") or a disclaimer (*e.g.*, "the views expressed are strictly my own"), he would be entitled to a heavy (though not irrebuttable) presumption that all of the posts on his page were personal. Markers like these give speech the benefit of clear context: Just as we can safely presume that speech at a backyard barbeque is personal, we can safely presume that speech on a "personal" page is personal (absent significant evidence indicating that a post is official).[2] Conversely, context can make clear that a social-media account purports to speak for the government—for instance, when an account belongs to a political subdivision (*e.g.*, a "City of Port Huron" Facebook page) or is passed down to whomever occupies a particular office (*e.g.*, an "@PHuronCityMgr" Instagram account). Freed's page, however, was not designated either "personal" or "official," raising the prospect that it was "mixed use"—a place where he made some posts in his personal capacity and others in his capacity as city manager.

Categorizing posts that appear on an ambiguous page like Freed's is a fact-specific undertaking in which the post's content and function are the most important considerations. In some circumstances, the post's content and

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[2] An official cannot insulate government business from scrutiny by conducting it on a personal page. The Solicitor General offers the particularly clear example of an official who designates space on his nominally personal page as the official channel for receiving comments on a proposed regulation. Because the power to conduct notice-and-comment rulemaking belongs exclusively to the State, its exercise is necessarily governmental. Similarly, a mayor would engage in state action if he hosted a city council meeting online by streaming it only on his personal Facebook page. By contrast, a post that is compatible with either a "personal capacity" or "official capacity" designation is "personal" if it appears on a personal page.

function might make the plaintiff's argument a slam dunk. Take a mayor who makes the following announcement exclusively on his Facebook page: "Pursuant to Municipal Ordinance 22.1, I am temporarily suspending enforcement of alternate-side parking rules." The post's express invocation of state authority, its immediate legal effect, and the fact that the order is not available elsewhere make clear that the mayor is purporting to discharge an official duty. If, by contrast, the mayor merely repeats or shares otherwise available information—for example, by linking to the parking announcement on the city's webpage—it is far less likely that he is purporting to exercise the power of his office. Instead, it is much more likely that he is engaging in private speech "relate[d] to his public employment" or "concern[ing] information learned during that employment." *Lane*, 573 U. S., at 238.

Hard-to-classify cases require awareness that an official does not necessarily purport to exercise his authority simply by posting about a matter within it. He might post job-related information for any number of personal reasons, from a desire to raise public awareness to promoting his prospects for reelection. Moreover, many public officials possess a broad portfolio of governmental authority that includes routine interaction with the public, and it may not be easy to discern a boundary between their public and private lives. Yet these officials too have the right to speak about public affairs in their personal capacities. See, *e.g.*, *id.*, at 235–236. Lest any official lose that right, it is crucial for the plaintiff to show that the official is purporting to exercise state authority in specific posts. And when there is doubt, additional factors might cast light—for example, an official who uses government staff to make a post will be hard pressed to deny that he was conducting government business.

One last point: The nature of the technology matters to the state-action analysis. Freed performed two actions to which Lindke objected: He deleted Lindke's comments and blocked him from commenting again. So far as deletion goes, the only relevant posts are those from which Lindke's comments were removed. Blocking, however, is a different story. Because blocking operated on a page-wide basis, a court would have to consider whether Freed had engaged in state action with respect to any post on which Lindke wished to comment. The bluntness of Facebook's blocking tool highlights the cost of a "mixed use" social-media account: If page-wide blocking is the only option, a public official might be unable to prevent someone from commenting on his personal posts without risking liability for also preventing comments on his official posts.[3] A public official who fails to keep personal posts in a clearly designated personal account therefore exposes himself to greater potential liability.

* * *

The state-action doctrine requires Lindke to show that Freed (1) had actual authority to speak on behalf of the State on a particular matter, and (2) purported to exercise that authority in the relevant posts. To the extent that this test differs from the one applied by the Sixth Circuit, we vacate its judgment and remand the case for further proceedings consistent with this opinion.

It is so ordered.

[3] On some platforms, a blocked user might be unable even to *see* the blocker's posts. See, *e.g.*, *Garnier* v. *O'Connor-Ratcliff*, 41 F. 4th, 1158, 1164 (CA9 2022) (noting that "on Twitter, once a user has been 'blocked,' the individual can neither interact with nor view the blocker's Twitter feed"); *Knight First Amdt. Inst. at Columbia Univ.* v. *Trump*, 928 F. 3d 226, 231 (CA2 2019) (noting that a blocked user is unable to see, reply to, retweet, or like the blocker's tweets).

Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Thomas Furman - ED
THROUGH:	David Wanberg, Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Robinwood

BACKGROUND:
Cornerstone will pay the bills once the board agrees that they need to be paid.

REQUESTED ACTION:
Approve Payment by Cornerstone.

ATTACHMENTS:
1. 02.05.2025 - 03.04.2025 Robinwood Check Comparison Report
2. 03.04.2025 Robinwood AP Aging Report
3. HRA Raw construction #6468
4. HRA Raw construction #6470
5. Robinwood Advanced Facilities #Robinwood16
6. Robinwood Servicemaster

Payables Aging Report
Period: -02/2025
As of : 02/05/2025

Payee Name	Invoice Notes	Property	Invoice Date	Due Date	Account	Invoice #	Current Owed	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Notes
Advanced Facilities												
		Robinwood Manor	12/26/2024	12/26/2024	6212 Repairs &	INV12875	232.14	0.00	232.14	0.00	0.00	
		Robinwood Manor	11/8/2024	11/8/2024	1701 Building In	INV12788	1,165.06	0.00	0.00	1,165.06	0.00	
		Robinwood Manor	2/4/2025	2/4/2025	6212 Repairs &	INV12906	9.48	9.48	0.00	0.00	0.00	
		Robinwood Manor	1/31/2025	3/2/2025	6212 Repairs &	Robinwood1	4,000.00	4,000.00	0.00	0.00	0.00	
Advanced Facilities							**5,406.68**	**4,009.48**	**232.14**	**1,165.06**	**0.00**	
Cintas Corp												
		Robinwood Manor	1/9/2025	1/9/2025	7246 Housekeep	4217375659	19.74	19.74	0.00	0.00	0.00	
		Robinwood Manor	1/23/2025	1/23/2025	7246 Housekeep	4218888247	75.57	75.57	0.00	0.00	0.00	
Cintas Corp							**95.31**	**95.31**	**0.00**	**0.00**	**0.00**	
City of Faribault												
		Robinwood Manor	12/13/2024	12/13/2024	6430 Water and	014197-000	1,051.17	0.00	1,051.17	0.00	0.00	
City of Faribault							**1,051.17**	**0.00**	**1,051.17**	**0.00**	**0.00**	
Culligan of Faribault												
		Robinwood Manor	12/31/2024	12/31/2024	6214 Routine M	119X011827	222.30	0.00	222.30	0.00	0.00	
Culligan of Faribault							**222.30**	**0.00**	**222.30**	**0.00**	**0.00**	
Faribo Air Conditioning & Heating, Inc.												
		Robinwood Manor	1/23/2025	1/23/2025	6240 HVAC	22157	110.00	110.00	0.00	0.00	0.00	
Faribo Air Conditioning & Heating, Inc.							**110.00**	**110.00**	**0.00**	**0.00**	**0.00**	
Flex Comm Security												
		Robinwood Manor	2/1/2025	2/1/2025	6211 Contracted	58157	70.54	70.54	0.00	0.00	0.00	
Flex Comm Security							**70.54**	**70.54**	**0.00**	**0.00**	**0.00**	
FLOM Disposal Service												
		Robinwood Manor	1/27/2025	1/27/2025	6450 Trash Disp	4091100244	243.24	243.24	0.00	0.00	0.00	
FLOM Disposal Service							**243.24**	**243.24**	**0.00**	**0.00**	**0.00**	
MEI Total Elevator Solutions												
		Robinwood Manor	2/1/2025	3/3/2025	6257 Elevator M	1113078	226.94	226.94	0.00	0.00	0.00	
MEI Total Elevator Solutions							**226.94**	**226.94**	**0.00**	**0.00**	**0.00**	
Rental Research Services												
		Robinwood Manor	1/31/2025	1/31/2025	6890 Tenant Scr	E08610 01/3	49.00	49.00	0.00	0.00	0.00	
Rental Research Services							**49.00**	**49.00**	**0.00**	**0.00**	**0.00**	
ServiceMaster by Ayotte												
		Robinwood Manor	2/1/2025	2/1/2025	6235 Purchased	911883	1,380.32	1,380.32	0.00	0.00	0.00	
ServiceMaster by Ayotte							**1,380.32**	**1,380.32**	**0.00**	**0.00**	**0.00**	
Sherwin Williams Co												
		Robinwood Manor	11/12/2024	11/12/2024	6216 Supplies -	1558-2	193.45	0.00	0.00	193.45	0.00	
Sherwin Williams Co							**193.45**	**0.00**	**0.00**	**193.45**	**0.00**	
ShofCorp LLC.												
		Robinwood Manor	1/8/2025	1/8/2025	6219 Purchased	174023	140.10	140.10	0.00	0.00	0.00	
ShofCorp LLC.							**140.10**	**140.10**	**0.00**	**0.00**	**0.00**	
Xcel Energy												
		Robinwood Manor	12/18/2024	1/16/2025	6410 Electricity	907409777	1,786.66	0.00	1,786.66	0.00	0.00	
		Robinwood Manor	1/13/2025	1/13/2025	6410 Electricity	910448988	403.78	403.78	0.00	0.00	0.00	
		Robinwood Manor	1/13/2025	1/13/2025	6420 Gas	910448988	1,605.15	1,605.15	0.00	0.00	0.00	
		Robinwood Manor	1/21/2025	2/18/2025	6410 Electricity	911595364	2,100.56	2,100.56	0.00	0.00	0.00	
Xcel Energy							**5,896.15**	**4,109.49**	**1,786.66**	**0.00**	**0.00**	
Grand Total							**15,085.20**	**10,434.42**	**3,292.27**	**1,358.51**	**0.00**	

Summary Check Register
Period = 02/2025-03/2025
Date = 02/05/2025 - 03/04/2025

Date	Person	Property	Amount	Payment#	Notes
2/7/2025	Cornerstone Management Ser	Robinwood Manor	5,500.00	390	
2/10/2025	Xcel Energy	Robinwood Manor	2,008.93	ACH	
2/12/2025	Advanced Facilities	Robinwood Manor	5,406.68	391	
2/12/2025	Cintas Corp	Robinwood Manor	95.31	392	
2/12/2025	City of Faribault	Robinwood Manor	21,898.91	393	
2/12/2025	Faribo Air Conditioning & He	Robinwood Manor	110.00	394	

Payables Aging Report
Period: -02/2025
As of : 02/05/2025

Payee Name	Invoice	Property	Invoice Date	Due Date	Account	Invoice #	Current Owed	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Notes
	Notes											
2/12/2025	Flex Comm Security	Robinwood Manor		70.54	395							
2/12/2025	Rental Research Services	Robinwood Manor		49.00	397							
2/12/2025	ServiceMaster by Ayotte	Robinwood Manor		1,380.32	398							
2/12/2025	Sherwin Williams Co	Robinwood Manor		193.45	399							
2/12/2025	ShofCorp LLC.	Robinwood Manor		140.10	400							
2/18/2025	Xcel Energy	Robinwood Manor		2,100.56	ACH							
2/20/2025	FLOM Disposal Service	Robinwood Manor		243.24	ACH							
2/28/2025	MEI Total Elevator Solutions	Robinwood Manor		226.94	ACH							
3/3/2025	Cornerstone Management Ser	Robinwood Manor		5,500.00	401							
			Total	44,923.98								

Check Run Comparison	
02/05/2025 Check Authorization Total	$7,445.40
Checks Authorized From Aging Report	$7,445.40
Check Authorized not from Aging	$26,478.58
Cornerstone Management Fees	$11,000.00
Total	$44,923.98

Payables Aging Report
Period: -03/2025
As of : 03/04/2025

Payee Name	Invoice Notes	Property	Invoice Date	Due Date	Account	Invoice #	Current Owed	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Notes
Advanced Facilities												
		Robinwood Manor	2/18/2025	2/18/2025	6212 Repairs & Mainter	INV12918	18.01	18.01	0.00	0.00	0.00	
		Robinwood Manor	3/4/2025	3/4/2025	6212 Repairs & Mainter	INV12952	90.17	90.17	0.00	0.00	0.00	
		Robinwood Manor	2/28/2025	2/28/2025	6212 Repairs & Mainter	Robinwood16	4,000.00	4,000.00	0.00	0.00	0.00	
Advanced Facilities							**4,108.18**	**4,108.18**	**0.00**	**0.00**	**0.00**	
Arrow Electric, LLC.												
		Robinwood Manor	3/1/2025	3/1/2025	6219 Purchased Service:	3217	255.00	255.00	0.00	0.00	0.00	
Arrow Electric, LLC.							**255.00**	**255.00**	**0.00**	**0.00**	**0.00**	
Cintas Corp												
		Robinwood Manor	2/6/2025	2/6/2025	7246 Housekeeping Sup	4220298462	19.74	19.74	0.00	0.00	0.00	
		Robinwood Manor	2/20/2025	2/20/2025	7246 Housekeeping Sup	4221783027	75.57	75.57	0.00	0.00	0.00	
Cintas Corp							**95.31**	**95.31**	**0.00**	**0.00**	**0.00**	
City of Faribault												
		Robinwood Manor	1/10/2025	2/5/2025	6430 Water and Sewer	)14197-000 01/10/2025	754.78	0.00	754.78	0.00	0.00	
		Robinwood Manor	2/10/2025	3/5/2025	6430 Water and Sewer	)14197-000 02/10/2025	699.30	699.30	0.00	0.00	0.00	
City of Faribault							**1,454.08**	**699.30**	**754.78**	**0.00**	**0.00**	
Culligan of Faribault												
		Robinwood Manor	1/31/2025	1/31/2025	6214 Routine Maintenar	119X01196703	270.00	0.00	270.00	0.00	0.00	
Culligan of Faribault							**270.00**	**0.00**	**270.00**	**0.00**	**0.00**	
Faribault Interiors Inc												
		Robinwood Manor	2/17/2025	2/17/2025	6212 Repairs & Mainter	50529	780.00	780.00	0.00	0.00	0.00	
Faribault Interiors Inc							**780.00**	**780.00**	**0.00**	**0.00**	**0.00**	
MEI Total Elevator Solutions												
		Robinwood Manor	3/1/2025	3/1/2025	6257 Elevator Maintena	1117394	226.94	226.94	0.00	0.00	0.00	
MEI Total Elevator Solutions							**226.94**	**226.94**	**0.00**	**0.00**	**0.00**	
Navigator Group Purchasing Inc.												
		Robinwood Manor	1/22/2025	1/22/2025	6835 Dues & Subscripti	INV-NAV-1398	125.00	0.00	125.00	0.00	0.00	
		Robinwood Manor	2/17/2025	2/17/2025	6835 Dues & Subscripti	INV-NAV-1456	125.00	125.00	0.00	0.00	0.00	
Navigator Group Purchasing Inc.							**250.00**	**125.00**	**125.00**	**0.00**	**0.00**	
Raw Construction LLC												
		Robinwood Manor	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6463	200.00	0.00	200.00	0.00	0.00	
		Robinwood Manor	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6465	200.00	0.00	200.00	0.00	0.00	
		Robinwood Manor	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6467	200.00	0.00	200.00	0.00	0.00	
		Robinwood Manor	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6469	550.00	0.00	550.00	0.00	0.00	
		Robinwood Manor	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6471	550.00	0.00	550.00	0.00	0.00	
Raw Construction LLC							**1,700.00**	**0.00**	**1,700.00**	**0.00**	**0.00**	
Rental Research Services												
		Robinwood Manor	2/28/2025	2/28/2025	6890 Tenant Screening (	E08610 02/28/2025	49.00	49.00	0.00	0.00	0.00	
Rental Research Services							**49.00**	**49.00**	**0.00**	**0.00**	**0.00**	
ServiceMaster by Ayotte												
		Robinwood Manor	3/1/2025	3/1/2025	6235 Purchased Service:	911980	1,380.32	1,380.32	0.00	0.00	0.00	
		Robinwood Manor	3/3/2025	3/3/2025	6235 Purchased Service:	912001	569.15	569.15	0.00	0.00	0.00	
		Robinwood Manor	2/6/2025	2/6/2025	6235 Purchased Service:	911928	350.54	350.54	0.00	0.00	0.00	
		Robinwood Manor	3/3/2025	3/3/2025	6235 Purchased Service:	912000	532.34	532.34	0.00	0.00	0.00	
ServiceMaster by Ayotte							**2,832.35**	**2,832.35**	**0.00**	**0.00**	**0.00**	

Payables Aging Report
Period: -03/2025
As of : 03/04/2025

Payee Name	Invoice Notes	Property	Invoice Date	Due Date	Account	Invoice #	Current Owed	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Notes
ShofCorp LLC.												
		Robinwood Manor	3/3/2025	3/3/2025	6219 Purchased Service:	174352	140.10	140.10	0.00	0.00	0.00	
ShofCorp LLC.							**140.10**	**140.10**	**0.00**	**0.00**	**0.00**	
Xcel Energy												
		Robinwood Manor	2/19/2025	2/19/2025	6410 Electricity	915521254	2,372.33	2,372.33	0.00	0.00	0.00	Vacant Units
		Robinwood Manor	2/12/2025	2/12/2025	6410 Electricity	914795971	463.75	463.75	0.00	0.00	0.00	Common Area
		Robinwood Manor	2/12/2025	2/12/2025	6420 Gas	914795971	1,704.23	1,704.23	0.00	0.00	0.00	Common Area
Xcel Energy							**4,540.31**	**4,540.31**	**0.00**	**0.00**	**0.00**	
Grand Total							**16,701.27**	**13,851.49**	**2,849.78**	**0.00**	**0.00**	

RAW CONSTRUCTION LLC

17575 ECHO AVENUE
FARIBAULT, MN 55021

Invoice

Date	Invoice #
2/1/2025	6468

Bill To
CORNERSTONE MANAGEMENT CITY OF FARIBAULT 3520 E RIVER RD NE FARIBAULT, MN 55021

P.O. No.	Terms	Project
		24-25 HRA

Quantity	Description	U/M	Rate	Amount
1	12.19.24 Snow Removal/Plow Truck		820.00	820.00
1	12.19.24 Shoveling		250.00	250.00
1	12.19.24 Salt Sanding		245.00	245.00
	Sales Tax		0.50%	0.00

Total $1,315.00

RAW CONSTRUCTION LLC

17575 ECHO AVENUE
FARIBAULT, MN 55021

Invoice

Date	Invoice #
2/1/2025	6470

Bill To
CORNERSTONE MANAGEMENT CITY OF FARIBAULT 3520 E RIVER RD NE FARIBAULT, MN 55021

P.O. No.	Terms	Project
		24-25 HRA

Quantity	Description	U/M	Rate	Amount
1	12.20.24 Snow Removal/Plow Truck		820.00	820.00
1	12.20.24 Shoveling		250.00	250.00
1	12.20.24 Salt Sanding		245.00	245.00
	Sales Tax		0.50%	0.00

Total $1,315.00

Advanced Facilities
3520 East River Rd NE
Rochester, MN 55906
5077184290
admin@afbuildingcare.com
www.afbuildingcare.com

INVOICE

BILL TO
Robinwood Manor
1324 Prairie Avenue SW
Faribault, MN 55021 US

INVOICE # Robinwood16
DATE 02/28/2025
DUE DATE 03/30/2025
TERMS Net 30

	DESCRIPTION	AMOUNT
Monthly Maintenance Fee	February Maintenance Fee	4,000.00

Material and labor costs to perform work as described above, to include any additional costs and fees associated with, but not limited to, any required permitting, inspections, miscellaneous expenses, etc.

BALANCE DUE **$4,000.00**

*Advanced Facilities is separately affiliated. Invoices are due within 30 days of the billing date. Late charges will be assessed if not paid within billing term at a rate of 1.5%.

ServiceMaster by Ayotte

450 Armstrong Road
Northfield, MN 55057

877-945-0993
servicemaster@smbyayotte.com
www.smbyayotte.com

Invoice

Invoice #: 911980
Invoice Date: 3/1/2025
Due Date: 3/1/2025
Project: 24-1211-JAN
P.O. Number:
Terms: Due on receipt
Technician:

Bill To:

Rice County HRA- Robinwood-Cornerstone Ma
Michele Lane
208 1st Ave NW
Faribault, MN 55021
USA

Service Location:

Rice County HRA- Robinwood-Cornerstone Ma
Michelle Lane
1324 PRAIRIE AVE SW
FARIBAULT, MN 55021
USA

Description	Hours / Qty	U/M	Rate	Amount
Contract Janitorial Services	1		1,360.32	1,360.32
Energy Surcharge	1	ea	20.00	20.00

Subtotal	**$1,380.32**
Sales Tax (6.875%)	**$0.00**
Payments/Credits	**$0.00**
Balance Due	**$1,380.32**

Thank you for choosing ServiceMaster by Ayotte!

A late fee charge of 1.5% monthly will be applied to all past due accounts.
A 4% processing fee will be charged on all credit card transactions.

Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Thomas Furman - ED
THROUGH:	David Wanberg, Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Scattered Sites

BACKGROUND:
Cornerstone will pay the bills once the board agrees that they need to be paid.

REQUESTED ACTION:
Approve Payment by Cornerstone

ATTACHMENTS:
1. 02.05.2025 - 03.04.2025 HRA Check Comparison Report
2. 03.04.2025 HRA AP Aging Report
3. HRA Advanced Facilities #12966
4. HRA Advanced Facilities #INV12397
5. HRA Advanced Facilities #PublicHRA16
6. HRA Property Pros

Payables Aging Report
Period: -02/2025
As of : 02/05/2025

Payee Name	Invoice Notes	Property	Invoice Date	Due Date	Account	Invoice #	Current Owed	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Notes
Advanced Facilities												
		Public Housing HRA	11/26/2024	11/26/2024	6212 Repairs & Mainte	INV12843	46.31	0.00	0.00	46.31	0.00	
		Public Housing HRA	11/25/2024	11/25/2024	6212 Repairs & Mainte	INV12832	87.69	0.00	0.00	87.69	0.00	
		Public Housing HRA	1/27/2025	1/27/2025	6212 Repairs & Mainte	INV12899	11.58	11.58	0.00	0.00	0.00	
		Public Housing HRA	1/27/2025	1/27/2025	6212 Repairs & Mainte	INV12901	16.72	16.72	0.00	0.00	0.00	
		Public Housing HRA	2/4/2025	2/4/2025	6212 Repairs & Mainte	INV12907	340.87	340.87	0.00	0.00	0.00	
		Public Housing HRA	2/4/2025	2/4/2025	6212 Repairs & Mainte	INV12909	357.60	357.60	0.00	0.00	0.00	
		Public Housing HRA	1/31/2025	3/2/2025	6212 Repairs & Mainte	PublicHRA1	4,000.00	4,000.00	0.00	0.00	0.00	
Advanced Facilities							**4,860.77**	**4,726.77**	**0.00**	**134.00**	**0.00**	
City of Faribault												
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-000	13.80	0.00	13.80	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-001	13.80	0.00	13.80	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-003	13.80	0.00	13.80	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-004	14.61	0.00	14.61	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-006	14.61	0.00	14.61	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-007	13.80	0.00	13.80	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-016	14.61	0.00	14.61	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-026	13.80	0.00	13.80	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-177	47.35	0.00	47.35	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-179	28.85	0.00	28.85	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-180	30.14	0.00	30.14	0.00	0.00	
		Public Housing HRA	12/9/2024	1/5/2025	6430 Water and Sewer	005090-181	43.80	0.00	43.80	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-000	13.80	13.80	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-001	13.80	13.80	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-003	13.80	13.80	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-004	14.61	14.61	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-006	14.61	14.61	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-007	13.80	13.80	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-016	14.61	14.61	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-026	13.80	13.80	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-177	44.80	44.80	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-179	49.16	49.16	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-180	31.71	31.71	0.00	0.00	0.00	
		Public Housing HRA	1/10/2025	2/5/2025	6430 Water and Sewer	005090-181	47.33	47.33	0.00	0.00	0.00	
City of Faribault							**548.80**	**285.83**	**262.97**	**0.00**	**0.00**	
Faribo Air Conditioning & Heating, Inc.												
		Public Housing HRA	11/22/2024	11/22/2024	6219 Purchased Service	21822	119.00	0.00	0.00	119.00	0.00	
		Public Housing HRA	1/27/2025	1/27/2025	6219 Purchased Service	22167	541.00	541.00	0.00	0.00	0.00	
		Public Housing HRA	1/24/2025	1/24/2025	6219 Purchased Service	22164	126.00	126.00	0.00	0.00	0.00	
Faribo Air Conditioning & Heating, Inc.							**786.00**	**667.00**	**0.00**	**119.00**	**0.00**	
FLOM Disposal Service												
		Public Housing HRA	1/27/2025	1/27/2025	6450 Trash Disposal	4091100244	158.55	158.55	0.00	0.00	0.00	
		Public Housing HRA	1/27/2025	1/27/2025	6450 Trash Disposal	4091100244	21.54	21.54	0.00	0.00	0.00	
FLOM Disposal Service							**180.09**	**180.09**	**0.00**	**0.00**	**0.00**	
HD Supply Facilities Maintenance, Ltd.												
		Public Housing HRA	5/16/2023	5/16/2023	6216 Supplies - Mainte	1803421206	-56.88	0.00	0.00	0.00	-56.88	
		Public Housing HRA	6/16/2023	6/16/2023	6216 Supplies - Mainte	1409366582	-312.53	0.00	0.00	0.00	-312.53	
HD Supply Facilities Maintenance, Ltd.							**-369.41**	**0.00**	**0.00**	**0.00**	**-369.41**	
HDS, LLC DBA Kanso Software												
		Public Housing HRA	1/10/2025	1/10/2025	1330 Prepaid Expenses	2025-16816	1,045.00	1,045.00	0.00	0.00	0.00	01/01/2025 - 03/31/2025
HDS, LLC DBA Kanso Software							**1,045.00**	**1,045.00**	**0.00**	**0.00**	**0.00**	
Midwest Tree LLC												
		Public Housing HRA	5/29/2024	5/29/2024	6225 Grounds/Lawn Ca	1638	250.00	0.00	0.00	0.00	250.00	
Midwest Tree LLC							**250.00**	**0.00**	**0.00**	**0.00**	**250.00**	
ServiceMaster by Ayotte												
		Public Housing HRA	2/1/2025	2/1/2025	6235 Purchased Service	911884	473.44	473.44	0.00	0.00	0.00	
ServiceMaster by Ayotte							**473.44**	**473.44**	**0.00**	**0.00**	**0.00**	
Xcel Energy												
		Public Housing HRA	11/6/2024	11/6/2024	6410 Electricity	901775427	31.48	0.00	0.00	0.00	31.48	
		Public Housing HRA	11/6/2024	11/6/2024	6410 Electricity	901870946	69.30	0.00	0.00	0.00	69.30	
		Public Housing HRA	11/21/2024	11/21/2024	6410 Electricity	904072336	61.29	0.00	0.00	61.29	0.00	
		Public Housing HRA	12/10/2024	1/8/2025	6410 Electricity	906162417	37.28	0.00	37.28	0.00	0.00	904
		Public Housing HRA	12/10/2024	1/8/2025	6420 Gas	906162417	67.77	0.00	67.77	0.00	0.00	904
		Public Housing HRA	12/5/2024	1/3/2025	6410 Electricity	905559325	33.40	0.00	0.00	33.40	0.00	
		Public Housing HRA	12/4/2024	1/2/2025	6410 Electricity	905362604	79.78	0.00	0.00	79.78	0.00	
		Public Housing HRA	12/4/2024	1/2/2025	6420 Gas	905362604	67.76	0.00	0.00	67.76	0.00	
		Public Housing HRA	10/8/2024	10/8/2024	6410 Electricity	897599454	7.60	0.00	0.00	0.00	7.60	1816
		Public Housing HRA	10/8/2024	10/8/2024	6420 Gas	897599454	8.03	0.00	0.00	0.00	8.03	1816
		Public Housing HRA	11/5/2024	11/5/2024	6410 Electricity	901572291	20.50	0.00	0.00	0.00	20.50	1816

Payables Aging Report
Period: -02/2025
As of : 02/05/2025

Payee Name	Invoice	Property	Invoice Date	Due Date	Account	Invoice #	Current Owed	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Notes
	Notes											
		Public Housing HRA	11/5/2024	11/5/2024	6420 Gas	901572291	24.65	0.00	0.00	0.00	24.65	1816
		Public Housing HRA	12/6/2024	12/6/2024	6410 Electricity	905758641	18.38	0.00	0.00	18.38	0.00	1816
		Public Housing HRA	12/6/2024	12/6/2024	6420 Gas	905758641	26.89	0.00	0.00	26.89	0.00	1816
		Public Housing HRA	2/8/2025	2/8/2025	6410 Electricity	909936218	0.00	0.00	0.00	0.00	0.00	1816
		Public Housing HRA	2/8/2025	2/8/2025	6420 Gas	909936218	0.00	0.00	0.00	0.00	0.00	1816
Xcel Energy							**554.11**	**0.00**	**105.05**	**287.50**	**161.56**	
Grand Total							**8,328.80**	**7,378.13**	**368.02**	**540.50**	**42.15**	

Summary Check Register
Period = 02/2025-03/2025
Date = 02/05/2025 - 03/04/2025

Date	Person	Property	Amount	Payment#
2/5/2025	City of Faribault	Public Housing HRA	47.33	ACH
2/5/2025	City of Faribault	Public Housing HRA	31.71	ACH
2/5/2025	City of Faribault	Public Housing HRA	49.16	ACH
2/5/2025	City of Faribault	Public Housing HRA	44.80	ACH
2/5/2025	City of Faribault	Public Housing HRA	13.80	ACH
2/5/2025	City of Faribault	Public Housing HRA	14.61	ACH
2/5/2025	City of Faribault	Public Housing HRA	13.80	ACH
2/5/2025	City of Faribault	Public Housing HRA	14.61	ACH
2/5/2025	City of Faribault	Public Housing HRA	14.61	ACH
2/5/2025	City of Faribault	Public Housing HRA	13.80	ACH
2/5/2025	City of Faribault	Public Housing HRA	13.80	ACH
2/5/2025	City of Faribault	Public Housing HRA	13.80	ACH
2/7/2025	Cornerstone Management Services LLC	Public Housing HRA	5,500.00	339
2/10/2025	Xcel Energy	Public Housing HRA	33.20	ACH
2/12/2025	Advanced Facilities	Public Housing HRA	4,860.77	340
2/12/2025	City of Faribault	Public Housing HRA	12,241.13	341
2/12/2025	Faribo Air Conditioning & Heating, Inc.	Public Housing HRA	786.00	342
2/12/2025	Midwest Tree LLC	Public Housing HRA	250.00	343
2/12/2025	ServiceMaster by Ayotte	Public Housing HRA	473.44	344
2/12/2025	Xcel Energy	Public Housing HRA	105.05	1
2/12/2025	Xcel Energy	Public Housing HRA	45.27	1
2/12/2025	Xcel Energy	Public Housing HRA	15.63	1
2/12/2025	Xcel Energy	Public Housing HRA	45.15	1
2/12/2025	Xcel Energy	Public Housing HRA	209.80	1
2/12/2025	Xcel Energy	Public Housing HRA	319.15	1
2/12/2025	Xcel Energy	Public Housing HRA	69.30	1
2/12/2025	Xcel Energy	Public Housing HRA	61.29	1
2/12/2025	HDS, LLC DBA Kanso Software	Public Housing HRA	1,045.00	345
2/20/2025	FLOM Disposal Service	Public Housing HRA	21.54	ACH
2/20/2025	FLOM Disposal Service	Public Housing HRA	158.55	ACH
2/27/2025	Cornerstone Management - Credit Card	Public Housing HRA	449.83	346
3/3/2025	Cornerstone Management Services LLC	Public Housing HRA	5,500.00	347
		Total	**32,475.93**	

Check Run Comparison	
02/05/2025 Check Authorization Total	$7,415.21
Checks Authorized From Aging Report	$7,415.21
Check Authorized not from Aging	$14,060.72
Cornerstone Management Fees	$11,000.00
Total	**$32,475.93**

Payables Aging Report
Period: -03/2025
As of : 03/04/2025

Payee Name	Invoice Notes	Property	Invoice Date	Due Date	Account	Invoice #	Current Owed	0-30 Owed	31-60 Owed	61-90 Owed	Over 90 Owed	Notes
Advanced Facilities												
		Public Housing HRA	2/18/2025	2/18/2025	6212 Repairs & Mainter	INV12919	192.00	192.00	0.00	0.00	0.00	
		Public Housing HRA	2/18/2025	2/18/2025	6212 Repairs & Mainter	INV12920	192.00	192.00	0.00	0.00	0.00	
		Public Housing HRA	2/20/2025	2/20/2025	6212 Repairs & Mainter	INV12922	927.04	927.04	0.00	0.00	0.00	
		Public Housing HRA	2/28/2025	2/28/2025	6212 Repairs & Mainter	INV12937	1,004.34	1,004.34	0.00	0.00	0.00	
		Public Housing HRA	2/28/2025	2/28/2025	6212 Repairs & Mainter	INV12933	56.68	56.68	0.00	0.00	0.00	
		Public Housing HRA	2/28/2025	2/28/2025	6212 Repairs & Mainter	INV12931	28.32	28.32	0.00	0.00	0.00	
		Public Housing HRA	2/28/2025	2/28/2025	6212 Repairs & Mainter	INV12932	54.08	54.08	0.00	0.00	0.00	
		Public Housing HRA	2/28/2025	2/28/2025	6212 Repairs & Mainter	INV12944	631.04	631.04	0.00	0.00	0.00	
		Public Housing HRA	3/4/2025	3/4/2025	6212 Repairs & Mainter	INV12951	100.22	100.22	0.00	0.00	0.00	
		Public Housing HRA	3/4/2025	3/4/2025	6212 Repairs & Mainter	INV12945	38.64	38.64	0.00	0.00	0.00	
		Public Housing HRA	3/4/2025	3/4/2025	6212 Repairs & Mainter	INV12946	57.90	57.90	0.00	0.00	0.00	
		Public Housing HRA	3/4/2025	3/4/2025	6212 Repairs & Mainter	INV12966	1,804.80	1,804.80	0.00	0.00	0.00	
		Public Housing HRA	2/28/2025	2/28/2025	6212 Repairs & Mainter	PublicHRA16	4,000.00	4,000.00	0.00	0.00	0.00	
Advanced Facilities							**9,087.06**	**9,087.06**	**0.00**	**0.00**	**0.00**	
City of Faribault												
		Public Housing HRA	2/12/2025	2/12/2025	6815 Supplies - Admin	500	75.00	75.00	0.00	0.00	0.00	3 Bank Bags
City of Faribault							**75.00**	**75.00**	**0.00**	**0.00**	**0.00**	
FLOM Disposal Service												
		Public Housing HRA	2/25/2025	2/25/2025	6450 Trash Disposal	24428 02/25/2025	158.55	158.55	0.00	0.00	0.00	
FLOM Disposal Service							**158.55**	**158.55**	**0.00**	**0.00**	**0.00**	
HD Supply Facilities Maintenance, Ltd.												
		Public Housing HRA	5/16/2023	5/16/2023	6216 Supplies - Mainter	1803421206	-56.88	0.00	0.00	0.00	-56.88	
		Public Housing HRA	6/16/2023	6/16/2023	6216 Supplies - Mainter	1409366582	-312.53	0.00	0.00	0.00	-312.53	
HD Supply Facilities Maintenance, Ltd.							**-369.41**	**0.00**	**0.00**	**0.00**	**-369.41**	
Property Pros of Faribault, LLC												
		Public Housing HRA	2/6/2025	2/6/2025	1701 Building Improver	7820	2,005.00	2,005.00	0.00	0.00	0.00	
Property Pros of Faribault, LLC							**2,005.00**	**2,005.00**	**0.00**	**0.00**	**0.00**	
Raw Construction LLC												
		Public Housing HRA	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6462	245.00	0.00	245.00	0.00	0.00	
		Public Housing HRA	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6464	245.00	0.00	245.00	0.00	0.00	
		Public Housing HRA	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6466	245.00	0.00	245.00	0.00	0.00	
		Public Housing HRA	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6468	1,315.00	0.00	1,315.00	0.00	0.00	
		Public Housing HRA	2/1/2025	2/1/2025	6225 Grounds/Lawn Ca	6470	1,315.00	0.00	1,315.00	0.00	0.00	
Raw Construction LLC							**3,365.00**	**0.00**	**3,365.00**	**0.00**	**0.00**	
ServiceMaster by Ayotte												
		Public Housing HRA	3/1/2025	3/1/2025	6235 Purchased Service	911981	473.44	473.44	0.00	0.00	0.00	
ServiceMaster by Ayotte							**473.44**	**473.44**	**0.00**	**0.00**	**0.00**	
Xcel Energy												
		Public Housing HRA	11/6/2024	11/6/2024	6410 Electricity	901775427	31.48	0.00	0.00	0.00	31.48	
		Public Housing HRA	2/6/2025	3/6/2025	6410 Electricity	913924704	33.92	33.92	0.00	0.00	0.00	Outdoor Lighting
		Public Housing HRA	2/5/2025	3/5/2025	6410 Electricity	913729182	117.21	117.21	0.00	0.00	0.00	Common Area
		Public Housing HRA	2/5/2025	3/5/2025	6420 Gas	913729182	233.45	233.45	0.00	0.00	0.00	Common Area
Xcel Energy							**416.06**	**384.58**	**0.00**	**0.00**	**31.48**	
Grand Total							**15,210.70**	**12,183.63**	**3,365.00**	**0.00**	**-337.93**	

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ADVANCED FACILITIES
CARING FOR YOUR INVESTMENT

Invoice #	INV12966
Date	03/04/2025

Remit To: Advanced Facilities, LLC
3520 E River Road NE
Rochester, MN 55906
507-718-4290

Bill To:	Ship To:
Public Housing HRA Public Housing HRA 208 1st Avenue NW Faribault , MN 55021 USA	Public Housing HRA Public Housing HRA 208 1st Avenue NW Faribault, MN 55021 USA

P.O. NUMBER	CUSTOMER NO.	TERMS	DIVISION
	CS-FHRA	Net 30	MAIN

HRS/QTY	DESCRIPTION	DATE	UNIT PRICE	EXT. PRICE
1.00	*PARTS - Kitchen Window Includes Labor and Materials and Permit*	*12/12/2024*	*$1,804.80*	*$1,804.80*
			SUBTOTAL	$1,804.80
			Invoice Total	**$1,804.80**

Any invoice is due within 30 days of the billing date.
Late charges will be assessed if not paid within billing term at a rate of 1.5%.

Page 1 of 1

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ADVANCED FACILITIES
CARING FOR YOUR INVESTMENT

Invoice #	INV12937
Date	02/28/2025

Remit To: Advanced Facilities, LLC
3520 E River Road NE
Rochester, MN 55906
507-718-4290

Bill To:	Ship To:
Public Housing HRA Public Housing HRA 208 1st Avenue NW Faribault , MN 55021 USA	Public Housing HRA Public Housing HRA 208 1st Avenue NW Faribault, MN 55021 USA

P.O. NUMBER	CUSTOMER NO.	TERMS	DIVISION
	CS-FHRA	Net 30	MAIN

HRS/QTY	DESCRIPTION	DATE	UNIT PRICE	EXT. PRICE
1.00	*PARTS - Quality Appliance - New Range*	*02/18/2025*	*$1,004.34*	*$1,004.34*
			SUBTOTAL	$1,004.34
			Invoice Total	**$1,004.34**

Any invoice is due within 30 days of the billing date.
Late charges will be assessed if not paid within billing term at a rate of 1.5%.

Page 1 of 1

Advanced Facilities
3520 East River Rd NE
Rochester, MN 55906
5077184290
admin@afbuildingcare.com
www.afbuildingcare.com

INVOICE

BILL TO
Public Housing HRA
208 1st Ave NW
Faribault, MN 55021
United States

INVOICE # PublicHRA16
DATE 02/28/2025
DUE DATE 03/30/2025
TERMS Net 30

	DESCRIPTION	AMOUNT
Monthly Maintenance Fee	February Maintenance Fee	4,000.00

Material and labor costs to perform work as described above, to include any additional costs and fees associated with, but not limited to, any required permitting, inspections, miscellaneous expenses, etc.

BALANCE DUE **$4,000.00**

*Advanced Facilities is separately affiliated. Invoices are due within 30 days of the billing date. Late charges will be assessed if not paid within billing term at a rate of 1.5%.

Property Pros of Faribault, LLC
303 1st Ave NE Ste 103
Faribault, MN 55021
+15073391970
angela@gbuchtacpa.com

INVOICE

BILL TO
H.R.A
206 S Broadway, Suite 460
Rochester, MN 55904

INVOICE # 7820
DATE 02/06/2025

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Carpentry	1816 Shumway cut out floor & haul to dump	35	55.00	1,925.00
Materials/Supplies	Dump charges-Rice County Environmental Services	1	80.00	80.00

I would like to send invoices by email, please send me you email address if it's not already on file.

Text: 507-291-5007
Email: angela@gbuchtacpa.com

SUBTOTAL	2,005.00
TAX	0.00
TOTAL	2,005.00
BALANCE DUE	**$2,005.00**

Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Thomas Furman - ED
THROUGH:	David Wanberg, Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Robinwood Manor

BACKGROUND:
Michele Lane of Cornerstone will be present to review the Robinwood Manor Property Report.

REQUESTED ACTION:
Receive and File

ATTACHMENTS:
1. 2025.01 City of Faribault - Robinwood Manor Executive Summary
2. 2025.01RobinwoodManor

CORNERSTONE
Creating Healthy Communities

Executive Summary for City of Faribault- Robinwood Manor
January 2025

Overview

- *Total operating income was $47,472 for January.*
- *Occupancy for January was 98%.*

Financial Summary

	Current Month	Budget	Variance (+/-)	YTD Total	YTD Budget	Variance (+/-)
Total Revenue	47,472	46,750	722	47,472	46,750	722
Operating Expenses	-22,320	-23,866	1,547	-22,320	-23,866	1,547
Other Income	0	0	0	0	0	0
Other Expenses (Debt Service)	-3,331	-3,331	0	-3,331	-3,331	0
Net Income	21,822	19,553	2,269	21,822	19,553	2,269
	Total Aged					**Operating Acct Bal**
Total Accounts Receivable	1,451		**Beginning Cash**			1,078,965
Total Accounts Payable	33,386		**Ending Cash**			1,069,398
			Cash Flow			-9,567

Narrative:

- *The Accounts Payable balance of $33,386 is made up of current invoices with payments made in February.*
- *Accounts Receivable balance is $1,451.*
- *The operating cash account balance ended with $1,069,398, a decrease of $9,567.*
- *Net Income was $21,822 for the month of January.*

Monthly Status	**December 2024**	**January 2025**
Vacant Units	**1**	**1**
Move-Outs	0	0
Move-Ins	0	0
Evictions	0	0
Current Occupancy	50	50
Full Occupancy	51	51
Occupancy %	98%	98%

Cornerstone Financial Package

City of Faribault (Robinwood Manor)

MONTHLY FINANCIAL STATEMENTS

AND SUPPLEMENTARY INFORMATION

CURRENT MONTH AND YEAR-TO-DATE
FOR
January 31, 2025

CORNERSTONE
Creating Healthy Communities

Balance Sheet

Robinwood Manor

Month = Jan 2025

Book = Accrual ; Tree = YSI Standard Balance Sheet

ACCOUNT	CURRENT BALANCE
ASSETS	
CASH	
Security Deposit Savings	137,549.68
Operating Cash	1,069,398.10
TOTAL CASH	**1,206,947.78**
Accounts Receivable	1,451.40
Due From	89,170.00
Due From- Other Governments	387,760.00
Prepaid Property/Liability Ins	10,521.76
Land	62,426.00
Accumulated Depr. Building Improvements	-22,060.73
Buildings	1,894,216.81
Building Improvements	45,906.93
Accumulated Depr. Building	-1,661,927.86
Improvements-Other Than Building	226,297.00
Accum. Depreciation- Other	-9,671.92
Machinery, Equipment, & Appliances	82,815.31
Accumulated Depreciation- Machinery and Equipmment	-78,181.92
TOTAL ASSETS	**2,235,670.56**
LIABILITIES AND CAPITAL	
LIABILITIES	
Accounts Payable	33,386.48
Prepaid Rent	838.40
Tenant Deposits	11,673.13
Pet Deposit	1,570.00
Interest on Tenant Deposits	1,228.90
Payments in Lieu-Taxes Payable	14,343.43
Due to- Other Governments	472,924.15
Unreserved Fund Balances	1,169,043.05
TOTAL LIABILITIES	**1,705,007.54**
CAPITAL	
Owner Contributions	-100.00
Retained Earnings	21,822.17

Prior Years Retained Earnings	508,940.85
TOTAL CAPITAL	**530,663.02**
TOTAL LIABILITIES AND CAPITAL	**2,235,670.56**

12 Months Income Statement

Robinwood Manor

Period = Feb 2024-Jan 2025

Book = Accrual ; Tree = MutiFamily New

ACCOUNT	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Total
Ops Income or Loss													
OPERATING INCOME													
Residential Income													
Rent-Residential	$ 16,092.00	$ 15,493.00	$ 14,711.00	$ 15,794.50	$ 15,417.00	$ 15,172.00	$ 17,443.00	$ 16,206.00	$ 16,132.00	$ 16,339.00	$ 16,355.00	$ 16,355.00	$ 191,509.50
Federal Grants	$ 28,632.00	$ 29,727.00	$ 27,835.00	$ 53,677.00	$ 29,021.00	$ 28,394.00	$ 30,932.00	$ 28,019.00	$ 28,903.00	$ 32,066.00	$ 30,340.00	$ 30,524.00	$ 378,070.00
Other Income													
Late Fee	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 10.00	$ -	$ 10.00
Laundry Revenue	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 270.50	$ 270.50
Miscellaneous Income	$ 548.65	$ 1,397.75	$ (1,019.75)	$ (15.25)	$ 232.42	$ 479.00	$ 816.50	$ -	$ 968.75	$ 452.25	$ 738.50	$ 271.00	$ 4,869.82
CleanUp (Misc)	$ -	$ -	$ 1,665.50	$ (4,849.00)	$ 4,177.96	$ 2,810.71	$ (4,908.77)	$ 4,825.51	$ -	$ (11.00)	$ 1.00	$ -	$ 3,711.91
Bank Interest	$ 48.58	$ 47.28	$ 51.38	$ 49.31	$ 44.31	$ 52.19	$ 47.40	$ 49.65	$ 49.68	$ 47.27	$ 52.82	$ 51.78	$ 591.65
Total Other Income	**$ 597.23**	**$ 1,445.03**	**$ 697.13**	**$ (4,814.94)**	**$ 4,454.69**	**$ 3,341.90**	**$ (4,044.87)**	**$ 4,875.16**	**$ 1,018.43**	**$ 488.52**	**$ 802.32**	**$ 593.28**	**$ 9,453.88**
TOTAL Residential Income	**$ 45,321.23**	**$ 46,665.03**	**$ 43,243.13**	**$ 64,656.56**	**$ 48,892.69**	**$ 46,907.90**	**$ 44,330.13**	**$ 49,100.16**	**$ 46,053.43**	**$ 48,893.52**	**$ 47,497.32**	**$ 47,472.28**	**$ 579,033.38**
TOTAL OPERATING INCOME	**$ 45,321.23**	**$ 46,665.03**	**$ 43,243.13**	**$ 64,656.56**	**$ 48,892.69**	**$ 46,907.90**	**$ 44,330.13**	**$ 49,100.16**	**$ 46,053.43**	**$ 48,893.52**	**$ 47,497.32**	**$ 47,472.28**	**$ 579,033.38**
OPS EXPENSES													
Operating Expenses													
Payroll expenses													
Administrative Salaries	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 21,898.91	$ -	$ 21,898.91
Pass thru Payroll - Corporate	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 30,000.00
TOTAL Payroll expenses	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 24,398.91**	**$ 2,500.00**	**$ 51,898.91**
Utilities													
Telephone/Internet	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 339.61	$ -	$ -	$ -	$ -	$ 339.61
Electricity	$ 2,103.52	$ 2,473.20	$ 2,451.00	$ 2,429.22	$ 3,309.98	$ 3,568.16	$ 4,229.54	$ 3,857.19	$ 3,233.78	$ 2,508.48	$ 2,179.84	$ 2,504.34	$ 34,848.25
Water and Sewer	$ 554.61	$ 1,195.06	$ 597.71	$ 640.91	$ 1,276.35	$ 628.14	$ 736.93	$ 654.11	$ 699.08	$ 1,012.86	$ 1,051.17	$ 754.78	$ 9,801.71
Gas	$ 958.54	$ 1,053.21	$ 779.64	$ 752.25	$ 69.49	$ 205.76	$ 235.98	$ 217.09	$ 233.41	$ 633.14	$ 1,229.07	$ 1,605.15	$ 7,972.73
Trash Disposal	$ 307.90	$ 264.00	$ 247.54	$ 307.90	$ 247.54	$ 247.54	$ 602.92	$ 528.00	$ 247.54	$ 307.90	$ 536.54	$ 243.24	$ 4,088.56
TOTAL Utilities	**$ 3,924.57**	**$ 4,985.47**	**$ 4,075.89**	**$ 4,130.28**	**$ 4,903.36**	**$ 4,649.60**	**$ 5,805.37**	**$ 5,596.00**	**$ 4,413.81**	**$ 4,462.38**	**$ 4,996.62**	**$ 5,107.51**	**$ 57,050.86**
Office Expenses													
Office Supplies & Expenses - Admin	$ 41.92	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 621.31	$ 663.23
Computer	$ 182.58	$ 306.00	$ -	$ -	$ 306.00	$ -	$ -	$ 306.00	$ -	$ -	$ 306.00	$ -	$ 1,406.58
Housekeeping Supplies	$ -	$ -	$ 95.31	$ 729.31	$ 19.74	$ 95.31	$ 75.57	$ 115.05	$ 372.84	$ 251.39	$ 95.31	$ -	$ 1,849.83
Dues & Subscriptions	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 375.00	$ 125.00	$ -	$ 250.00	$ 125.00	$ 875.00
Activities Event	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,140.68	$ 10,183.73	$ -	$ -	$ -	$ -	$ 11,324.41
TOTAL Office Expenses	**$ 224.50**	**$ 306.00**	**$ 95.31**	**$ 729.31**	**$ 325.74**	**$ 95.31**	**$ 1,216.25**	**$ 10,979.78**	**$ 497.84**	**$ 251.39**	**$ 651.31**	**$ 746.31**	**$ 16,119.05**
Maintenance expenses													
Supplies - Maintenance	$ 182.96	$ 2,064.02	$ (20.36)	$ 807.20	$ 71.90	$ 85.00	$ 290.01	$ 383.66	$ -	$ 348.65	$ 400.61	$ -	$ 4,613.65

Repairs & Maintenance - Building	$ 4,888.95	$ 4,069.79	$ 4,406.00	$ 4,976.50	$ 4,000.00	$ 4,275.00	$ 4,673.47	$ 4,000.00	$ 4,700.24	$ 4,900.00	$ 4,481.70	$ 5,397.20	$ 54,768.85
Routine Maintenance - Equipment	$ -	$ 299.40	$ 148.20	$ 476.76	$ -	$ -	$ 336.15	$ 148.20	$ 259.35	$ 222.30	$ 222.30	$ 270.00	$ 2,382.66
Grounds/Lawn Care	$ -	$ -	$ -	$ 345.75	$ 912.69	$ 1,482.36	$ 973.79	$ 2,072.88	$ 506.81	$ -	$ 273.81	$ -	$ 6,568.09
Pest Control	$ -	$ -	$ 113.00	$ -	$ -	$ -	$ 50.50	$ -	$ -	$ -	$ -	$ -	$ 163.50
Contracted Labor - Maintenance	$ 1,177.88	$ 1,318.22	$ 1,196.81	$ 1,371.31	$ 1,388.02	$ 1,500.70	$ 1,318.96	$ 70.54	$ 70.54	$ 70.54	$ 19.77	$ 70.54	$ 9,573.83
Elevator Maintenance	$ -	$ 216.13	$ 216.13	$ 801.26	$ -	$ 532.26	$ (369.00)	$ 216.13	$ 443.07	$ 226.94	$ 226.94	$ 226.94	$ 2,736.80
Snow Removal	$ -	$ 1,300.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,300.00
HVAC	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 110.00	$ 110.00
Fire Prevention & Maintenance	$ 97.89	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 496.63	$ 325.00	$ 1,200.00	$ -	$ 2,119.52
Purchased Services-Maintenance	$ 635.00	$ -	$ 1,048.03	$ 730.35	$ 744.44	$ 170.00	$ 140.95	$ 603.10	$ 170.00	$ 1,118.14	$ 1,764.60	$ 140.10	$ 7,264.71
Purchased Services-Cleaning	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,745.01	$ 1,518.15	$ 1,256.40	$ 1,212.78	$ 2,619.27	$ 8,351.61
TOTAL Maintenance expenses	**$ 6,982.68**	**$ 9,267.56**	**$ 7,107.81**	**$ 9,509.13**	**$ 7,117.05**	**$ 8,045.32**	**$ 7,414.83**	**$ 9,239.52**	**$ 8,164.79**	**$ 8,467.97**	**$ 9,802.51**	**$ 8,834.05**	**$ 99,953.22**
Miscellaneous expenses													
Supplies-Admin	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 146.40	$ -	$ -	$ 146.40
Miscellanous Expenses	$ 1,000.00	$ -	$ 58.68	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,058.68
Tenant Screening Costs	$ -	$ 98.00	$ -	$ 122.50	$ 597.29	$ 49.00	$ 24.50	$ 73.50	$ 24.50	$ 59.00	$ -	$ 49.00	$ 1,097.29
Interest Expense	$ -	$ -	$ -	$ -	$ -	$ 10.88	$ -	$ -	$ 10.88	$ 10.97	$ 6.28	$ (3.78)	$ 35.23
Bad Debt Expense	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,194.00	$ -	$ 7,194.00
TOTAL Miscellaneous expenses	**$ 1,000.00**	**$ 98.00**	**$ 58.68**	**$ 122.50**	**$ 597.29**	**$ 59.88**	**$ 24.50**	**$ 73.50**	**$ 35.38**	**$ 216.37**	**$ 7,200.28**	**$ 45.22**	**$ 9,531.60**
Management expense													
Management Fees	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 7,107.48	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 40,107.48
TOTAL Management expense	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 7,107.48**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 40,107.48**
Professional, Permits and tax expenses													
Fees - Professional	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 516.66	$ -	$ -	$ -	$ -	$ 516.66
Tax preparation	$ -	$ 2,100.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,100.00
Fees - Legal	$ -	$ 2,100.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 900.00	$ -	$ 3,000.00
Fees - Audit & Accounting	$ -	$ -	$ -	$ 6,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,500.00	$ -	$ 12,500.00
Legal Fees - Business Entity	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 12,135.54	$ -	$ -	$ 12,135.54
TOTAL Professional, Permits and tax expenses	$ -	$ 4,200.00	$ -	$ 6,000.00	$ -	$ -	$ -	$ 516.66	$ -	$ 12,135.54	$ 7,400.00	$ -	$ 30,252.20
Tax and insurance expenses													
Property Tax	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 1,098.08	$ 834.54	$ 1,166.47	$ 12,981.81
Insurance	$ -	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 1,104.00	$ 920.00	$ 11,960.00
TOTAL Tax and insurance expenses	**$ 1,098.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 2,202.08**	**$ 1,938.54**	**$ 2,086.47**	**$ 24,941.81**
TOTAL Operating Expenses	$ 18,729.83	$ 26,559.11	$ 19,039.77	$ 32,300.78	$ 20,645.52	$ 20,552.19	$ 22,163.03	$ 34,107.54	$ 20,813.90	$ 33,235.73	$ 59,388.17	$ 22,319.56	$ 329,855.13
TOTAL OPS EXPENSES	**$ 18,729.83**	**$ 26,559.11**	**$ 19,039.77**	**$ 32,300.78**	**$ 20,645.52**	**$ 20,552.19**	**$ 22,163.03**	**$ 34,107.54**	**$ 20,813.90**	**$ 33,235.73**	**$ 59,388.17**	**$ 22,319.56**	**$ 329,855.13**
NET Ops Income (Loss)	**$ 26,591.40**	**$ 20,105.92**	**$ 24,203.36**	**$ 32,355.78**	**$ 28,247.17**	**$ 26,355.71**	**$ 22,167.10**	**$ 14,992.62**	**$ 25,239.53**	**$ 15,657.79**	**$ (11,890.85)**	**$ 25,152.72**	**$ 249,178.25**
Depreciation and amortization expense													
Depreciation Expense	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 3,330.55	$ 39,966.60
TOTAL Depreciation and amortization expense	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 3,330.55**	**$ 39,966.60**
NET INCOME (LOSS)	**$ 23,260.85**	**$ 16,775.37**	**$ 20,872.81**	**$ 29,025.23**	**$ 24,916.62**	**$ 23,025.16**	**$ 18,836.55**	**$ 11,662.07**	**$ 21,908.98**	**$ 12,327.24**	**$ (15,221.40)**	**$ 21,822.17**	**$ 209,211.65**

Budget Comparison
Robinwood Manor
Month = Jan 2025
Book = Accrual ; Tree = MutiFamily New

ACCOUNT	Jan 2025	Jan 2025	Jan 2025	2025	2025	2025
Ops Income or Loss	**Actual**	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**
OPERATING INCOME						
Residential Income						
Rent-Residential	$ 16,355.00	$ 16,500.00	$ (145.00)	$ 16,355.00	$ 16,500.00	$ (145.00)
Federal Grants	$ 30,524.00	$ 29,750.00	$ 774.00	$ 30,524.00	$ 29,750.00	$ 774.00
Other Income						
Laundry Revenue	$ 270.50	$ 450.00	$ (179.50)	$ 270.50	$ 450.00	$ (179.50)
Miscellaneous Income	$ 271.00	$ -	$ 271.00	$ 271.00	$ -	$ 271.00
Bank Interest	$ 51.78	$ 50.00	$ 1.78	$ 51.78	$ 50.00	$ 1.78
Total Other Income	**$ 593.28**	**$ 500.00**	**$ 93.28**	**$ 593.28**	**$ 500.00**	**$ 93.28**
TOTAL Residential Income	**$ 47,472.28**	**$ 46,750.00**	**$ 722.28**	**$ 47,472.28**	**$ 46,750.00**	**$ 722.28**
TOTAL OPERATING INCOME	**$ 47,472.28**	**$ 46,750.00**	**$ 722.28**	**$ 47,472.28**	**$ 46,750.00**	**$ 722.28**
OPS EXPENSES						
Operating Expenses						
Payroll expenses						
Pass thru Payroll - Corporate	$ 2,500.00	$ 2,500.00	$ -	$ 2,500.00	$ 2,500.00	$ -
TOTAL Payroll expenses	**$ 2,500.00**	**$ 2,500.00**	**$ -**	**$ 2,500.00**	**$ 2,500.00**	**$ -**
Utilities						
Electricity	$ 2,504.34	$ 2,250.00	$ (254.34)	$ 2,504.34	$ 2,250.00	$ (254.34)
Water and Sewer	$ 754.78	$ 600.00	$ (154.78)	$ 754.78	$ 600.00	$ (154.78)
Gas	$ 1,605.15	$ 950.00	$ (655.15)	$ 1,605.15	$ 950.00	$ (655.15)
Trash Disposal	$ 243.24	$ 300.00	$ 56.76	$ 243.24	$ 300.00	$ 56.76
TOTAL Utilities	**$ 5,107.51**	**$ 4,100.00**	**$ (1,007.51)**	**$ 5,107.51**	**$ 4,100.00**	**$ (1,007.51)**
Office Expenses						
Office Supplies & Expenses - Admin	$ 621.31	$ 50.00	$ (571.31)	$ 621.31	$ 50.00	$ (571.31)
Computer	$ -	$ -	$ -	$ -	$ -	$ -
Dues & Subscriptions	$ 125.00	$ -	$ (125.00)	$ 125.00	$ -	$ (125.00)
Activities Event	$ -	$ 1,000.00	$ 1,000.00	$ -	$ 1,000.00	$ 1,000.00
TOTAL Office Expenses	**$ 746.31**	**$ 1,050.00**	**$ 303.69**	**$ 746.31**	**$ 1,050.00**	**$ 303.69**
Maintenance expenses						
Supplies - Maintenance	$ -	$ 500.00	$ 500.00	$ -	$ 500.00	$ 500.00
Repairs & Maintenance - Building	$ 5,397.20	$ 4,200.00	$ (1,197.20)	$ 5,397.20	$ 4,200.00	$ (1,197.20)
Routine Maintenance - Equipment	$ 270.00	$ -	$ (270.00)	$ 270.00	$ -	$ (270.00)
Grounds/Lawn Care	$ -	$ -	$ -	$ -	$ -	$ -
Pest Control	$ -	$ 50.00	$ 50.00	$ -	$ 50.00	$ 50.00
Contracted Labor - Maintenance	$ 70.54	$ -	$ (70.54)	$ 70.54	$ -	$ (70.54)
Elevator Maintenance	$ 226.94	$ 220.00	$ (6.94)	$ 226.94	$ 220.00	$ (6.94)
Snow Removal	$ -	$ 1,250.00	$ 1,250.00	$ -	$ 1,250.00	$ 1,250.00
HVAC	$ 110.00	$ -	$ (110.00)	$ 110.00	$ -	$ (110.00)
Fire Prevention & Maintenance	$ -	$ 100.00	$ 100.00	$ -	$ 100.00	$ 100.00
Purchased Services-Maintenance	$ 140.10	$ 500.00	$ 359.90	$ 140.10	$ 500.00	$ 359.90
Purchased Services-Cleaning	$ 2,619.27	$ -	$ (2,619.27)	$ 2,619.27	$ -	$ (2,619.27)
TOTAL Maintenance expenses	**$ 8,834.05**	**$ 6,820.00**	**$ (2,014.05)**	**$ 8,834.05**	**$ 6,820.00**	**$ (2,014.05)**

Miscellaneous expenses						
Tenant Screening Costs	$ 49.00	$ -	$ (49.00)	$ 49.00	$ -	$ (49.00)
Interest Expense	$ (3.78)	$ 10.00	$ 13.78	$ (3.78)	$ 10.00	$ 13.78
TOTAL Miscellaneous expenses	**$ 45.22**	**$ 10.00**	**$ (35.22)**	**$ 45.22**	**$ 10.00**	**$ (35.22)**
Management expense						
Management Fees	$ 3,000.00	$ 3,000.00	$ -	$ 3,000.00	$ 3,000.00	$ -
TOTAL Management expense	**$ 3,000.00**	**$ 3,000.00**	**$ -**	**$ 3,000.00**	**$ 3,000.00**	**$ -**
Professional, Permits and tax expenses						
Licenses & Permits - Admin	$ -	$ 100.00	$ 100.00	$ -	$ 100.00	$ 100.00
Tax preparation	$ -	$ 2,100.00	$ 2,100.00	$ -	$ 2,100.00	$ 2,100.00
Fees - Legal	$ -	$ 2,100.00	$ 2,100.00	$ -	$ 2,100.00	$ 2,100.00
Fees - Audit & Accounting	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL Professional, Permits and tax expenses	$ -	$ 4,300.00	$ 4,300.00	$ -	$ 4,300.00	$ 4,300.00
Tax and insurance expenses						
Property Tax	$ 1,166.47	$ 1,166.47	$ -	$ 1,166.47	$ 1,166.47	$ -
Insurance	$ 920.00	$ 920.00	$ -	$ 920.00	$ 920.00	$ -
TOTAL Tax and insurance expenses	**$ 2,086.47**	**$ 2,086.47**	**$ -**	**$ 2,086.47**	**$ 2,086.47**	**$ -**
TOTAL Operating Expenses	$ 22,319.56	$ 23,866.47	$ 1,546.91	$ 22,319.56	$ 23,866.47	$ 1,546.91
TOTAL OPS EXPENSES	**$ 22,319.56**	**$ 23,866.47**	**$ 1,546.91**	**$ 22,319.56**	**$ 23,866.47**	**$ 1,546.91**
NET Ops Income (Loss)	**$ 25,152.72**	**$ 22,883.53**	**$ 2,269.19**	**$ 25,152.72**	**$ 22,883.53**	**$ 2,269.19**
Depreciation and amortization expense						
Depreciation Expense	$ 3,330.55	$ 3,330.55	$ -	$ 3,330.55	$ 3,330.55	$ -
TOTAL Depreciation and amortization expense	**$ 3,330.55**	**$ 3,330.55**	**$ -**	**$ 3,330.55**	**$ 3,330.55**	**$ -**
NET INCOME (LOSS)	**$ 21,822.17**	**$ 19,552.98**	**$ 2,269.19**	**$ 21,822.17**	**$ 19,552.98**	**$ 2,269.19**

Routing 291880330

Bank Reconcile History Report

Balance Per Bank Statement as of 1/31/2025			**1,069,924.10**

Outstanding Checks

Check Date	Check Number	Payee	Amount
1/28/2025	389	The Broaster	526.00
Less: Outstanding Checks			**526.00**
Reconciled Bank Balance			**1,069,398.10**

Balance per GL as of 1/31/2025	**1,069,398.10**
Reconciled Balance Per G/L	**1,069,398.10**
Difference	**0.00**

Cleared Items:

Cleared Checks

Date	Tran #	Notes	Amount	Date Cleared
1/3/2025	369	Cornerstone Management Services LLC	5,500.00	1/31/2025
1/6/2025	370	Navigator Group Purchasing Inc.	250.00	1/31/2025
1/6/2025	ACH	City of Faribault	1,051.17	1/31/2025
1/9/2025	ACH	Xcel Energy	1,622.25	1/31/2025
1/10/2025	371	League of MN Cities Insurance Trust P&C	11,441.76	1/31/2025
1/15/2025	372	Advanced Facilities	4,000.00	1/31/2025
1/15/2025	373	All Pro Cleaners, LLC.	1,238.95	1/31/2025
1/15/2025	374	Arrow Electric, LLC.	649.30	1/31/2025
1/15/2025	375	BerganKDV	6,500.00	1/31/2025
1/15/2025	376	Cintas Corp	95.31	1/31/2025
1/15/2025	377	Creative Planning	900.00	1/31/2025
1/15/2025	379	Faribo Plumbing & Heating	339.50	1/31/2025
1/15/2025	380	Fette Electronics	142.20	1/31/2025
1/15/2025	381	Flex Comm Security	1,432.42	1/31/2025
1/15/2025	383	ServiceMaster by Ayotte	1,380.32	1/31/2025
1/15/2025	384	Sherwin Williams Co	94.94	1/31/2025
1/15/2025	385	Tom's Lock & Key	112.22	1/31/2025
1/15/2025	386	Virg's Appliance	1,115.30	1/31/2025
1/15/2025	387	Yardi Systems, Inc.	306.00	1/31/2025
1/21/2025	ACH	FLOM Disposal Service	287.14	1/31/2025

1/21/2025	ACH	Xcel Energy	1,786.66	1/31/2025
1/22/2025	ACH	Culligan of Faribault	222.30	1/31/2025
1/31/2025	ACH	MEI Total Elevator Solutions	226.94	1/31/2025
Total Cleared Checks			**40,694.68**	

Cleared Deposits

Date	Tran #	Notes	Amount	Date Cleared
1/2/2025	236		30,720.00	1/31/2025
1/2/2025	237		888.00	1/31/2025
1/3/2025	238		5,896.00	1/31/2025
1/3/2025	239		5,314.00	1/31/2025
1/3/2025	240		764.00	1/31/2025
1/6/2025	241		1,980.00	1/31/2025
1/6/2025	242		300.00	1/31/2025
1/7/2025	243		1,188.00	1/31/2025
1/9/2025	244		265.00	1/31/2025
1/13/2025	245		1,003.00	1/31/2025
1/28/2025	247		258.00	1/31/2025
Total Cleared Deposits			**48,576.00**	

Cleared Other Items

Date	Tran #	Notes	Amount	Date Cleared
1/1/2025	JE 20409	Deposit into other account	-16,968.00	1/31/2025
1/31/2025	JE 20408	Interest Income	46.04	1/31/2025
Total Cleared Other Items			**-16,921.96**	

Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Thomas Furman - ED
THROUGH:	David Wanberg, Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Scattered Sites

BACKGROUND:
Michele Lane of Cornerstone will be present to review the Scattered Sites Property Report.

REQUESTED ACTION:
Receive and File

ATTACHMENTS:
1. 2025.01 Scattered Sites Executive Summary
2. 2025-01SSites

CORNERSTONE
Creating Healthy Communities

Executive Summary for City of Faribault Public Housing HRA
January 2025

Overview

- *The total operating income was $66,199.*
- *Occupancy for December was 96%.*

Financial Summary

	Current Month	Budget	Variance (+/-)	YTD Total	YTD Budget	Variance (+/-)
Total Revenue	66,199	58,905	7,294	66,199	58,905	7,294
Operating Expenses	-22,732	-22,311	-421	-22,732	-22,311	-421
Other Income	0	0	0	0	0	0
Other Expenses (Debt Service)	0	0	0	0	0	0
Net Income	43,467	36,594	6,873	43,467	36,594	6,873

	Total Aged			Operating Acct Bal
Total Accounts Receivable	8,329		**Beginning Cash**	423,449
Total Accounts Payable	19,497		**Ending Cash**	516,406
			Cash Flow	92,957

Narrative:

- *The Accounts Receivable balance is $8,329 at the end of December.*
- *The Accounts Payable balance of $19,497 is made up of current invoices with payments made in February.*
- *The operating account balance for the month of January ended at $516,406.*

Monthly Status	December 2024	January 2025
Vacant Units	**2**	**2**
Move-Outs	0	0
Move-Ins	1	0
Evictions	0	0
Current Occupancy	47	47
Full Occupancy	49	49
Occupancy %	96%	96%

Cornerstone Financial Package

City of Faribault (Public Housing HRA)

MONTHLY FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION

CURRENT MONTH AND YEAR-TO-DATE
FOR
January 31, 2025

CORNERSTONE
Creating Healthy Communities

Professionally Managed By Cornerstone Management Services

Balance Sheet

Public Housing HRA

Month = Jan 2025

Book = Accrual ; Tree = YSI Standard Balance Sheet

ACCOUNT	CURRENT BALANCE
ASSETS	
CASH	
Security Deposit Savings	633,957.60
Operating Cash	516,406.06
TOTAL CASH	**1,150,363.66**
Accounts Receivable	8,328.92
Due From- Other Governments	183,037.99
Prepaid Expenses	723.33
Prepaid Property/Liability Ins	27,033.19
Building Improvements	41,828.50
Machinery, Equipment, & Appliances	7,105.70
TOTAL ASSETS	**1,418,421.29**
LIABILITIES AND CAPITAL	
LIABILITIES	
Accounts Payable	19,497.22
Prepaid Rent	2,114.10
Accrued Property Tax	1,226.09
Other Accrued Liabilities	1,000.00
Tenant Deposits	11,093.00
Pet Deposit	1,271.90
Interest on Tenant Deposits	203.03
Due to Affiliate	89,170.00
Due to other funds	250,000.00
Unreserved Fund Balances	98,719.77
TOTAL LIABILITIES	**474,295.11**
CAPITAL	
Retained Earnings	43,467.09
Prior Years Retained Earnings	900,659.09
TOTAL CAPITAL	**944,126.18**
TOTAL LIABILITIES AND CAPITAL	**1,418,421.29**

12 Months Income Statement
Public Housing HRA
Period = Feb 2024-Jan 2025
Book = Accrual ; Tree = MutiFamily New

ACCOUNT	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Total
Ops Income or Loss													
OPERATING INCOME													
Residential Income													
Rent-Residential	$ 23,373.00	$ 26,997.00	$ 21,055.00	$ 21,443.00	$ 20,964.00	$ 22,595.00	$ 23,695.00	$ 21,158.00	$ 26,537.00	$ 24,711.00	$ 24,404.00	$ 21,643.00	$ 278,575.00
Tenant Based Subsidy	$ 31,689.00	$ 39,911.00	$ 32,946.00	$ 33,639.00	$ 33,771.00	$ 32,140.00	$ 31,040.00	$ 34,511.00	$ 30,704.00	$ 31,318.00	$ 40,483.00	$ 42,764.00	$ 414,916.00
Other Income													
Late Fee	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 50.00	$ -	$ 25.00	$ -	$ 75.00
Miscellaneous Income	$ 20.00	$ 20.00	$ 20.00	$ 20.00	$ 20.00	$ 10.00	$ 10.00	$ -	$ -	$ -	$ -	$ 1,714.16	$ 1,834.16
CleanUp (Misc)	$ -	$ (1.00)	$ (6,733.56)	$ (88.80)	$ 10,641.33	$ 396.01	$ (2,055.64)	$ (6.79)	$ (35.90)	$ -	$ -	$ -	$ 2,115.65
Pet Fee	$ -	$ -	$ -	$ -	$ 280.00	$ 50.00	$ -	$ 30.00	$ 30.00	$ 30.00	$ 30.00	$ 30.00	$ 480.00
Bank Interest	$ 25.50	$ 26.02	$ 30.32	$ 30.77	$ 28.78	$ 36.28	$ 35.93	$ 38.67	$ 39.62	$ 37.54	$ 43.25	$ 48.18	$ 420.86
Total Other Income	**$ 45.50**	**$ 45.02**	**$ (6,683.24)**	**$ (38.03)**	**$ 10,970.11**	**$ 492.29**	**$ (2,009.71)**	**$ 61.88**	**$ 83.72**	**$ 67.54**	**$ 98.25**	**$ 1,792.34**	**$ 4,925.67**
TOTAL Residential Income	**$ 55,107.50**	**$ 66,953.02**	**$ 47,317.76**	**$ 55,043.97**	**$ 65,705.11**	**$ 55,227.29**	**$ 52,725.29**	**$ 55,730.88**	**$ 57,324.72**	**$ 56,096.54**	**$ 64,985.25**	**$ 66,199.34**	**$ 698,416.67**
TOTAL OPERATING INCOME	**$ 55,107.50**	**$ 66,953.02**	**$ 47,317.76**	**$ 55,043.97**	**$ 65,705.11**	**$ 55,227.29**	**$ 52,725.29**	**$ 55,730.88**	**$ 57,324.72**	**$ 56,096.54**	**$ 64,985.25**	**$ 66,199.34**	**$ 698,416.67**
OPS EXPENSES													
Operating Expenses													
Payroll expenses													
Administrative Salaries	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 12,241.13	$ -	$ 12,241.13
Admin Payroll Fee	$ (3,902.85)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (3,902.85)	$ -	$ (7,805.70)
Pass thru Payroll - Corporate	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 30,000.00
TOTAL Payroll expenses	**$ (1,402.85)**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 10,838.28**	**$ 2,500.00**	**$ 34,435.43**
Utilities													
Electricity	$ 1,423.48	$ 164.96	$ 261.16	$ 288.35	$ 181.22	$ 240.84	$ 135.73	$ 539.72	$ 217.82	$ 430.38	$ 193.52	$ 228.30	$ 4,305.48
Water and Sewer	$ 256.28	$ 277.70	$ 275.46	$ 220.35	$ 365.71	$ 193.15	$ 286.67	$ 278.25	$ 523.20	$ 225.74	$ 262.97	$ 285.83	$ 3,451.31
Gas	$ (23.00)	$ 68.54	$ 84.75	$ 76.65	$ 100.13	$ 70.09	$ 121.90	$ 171.29	$ 37.02	$ 36.99	$ 198.52	$ 314.81	$ 1,257.69
Trash Disposal	$ 1,199.75	$ 944.98	$ 183.26	$ 183.26	$ 183.26	$ 183.26	$ 183.26	$ 199.72	$ 366.52	$ 183.26	$ 180.09	$ 180.09	$ 4,170.71
TOTAL Utilities	**$ 2,856.51**	**$ 1,456.18**	**$ 804.63**	**$ 768.61**	**$ 830.32**	**$ 687.34**	**$ 727.56**	**$ 1,188.98**	**$ 1,144.56**	**$ 876.37**	**$ 835.10**	**$ 1,009.03**	**$ 13,185.19**
Office Expenses													
Office Supplies & Expenses - Admin	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 107.51	$ -	$ -	$ 107.51
Computer	$ 175.42	$ 294.00	$ -	$ -	$ 294.00	$ -	$ -	$ 294.00	$ -	$ -	$ 294.00	$ -	$ 1,351.42
Dues & Subscriptions	$ -	$ -	$ -	$ 26.67	$ 13.33	$ 13.33	$ 13.34	$ 13.33	$ 361.67	$ 361.67	$ 361.67	$ 361.66	$ 1,526.67
Activities Event	$ -	$ -	$ -	$ -	$ -	$ -	$ 13,840.67	$ -	$ -	$ -	$ -	$ -	$ 13,840.67
TOTAL Office Expenses	**$ 175.42**	**$ 294.00**	**$ -**	**$ 26.67**	**$ 307.33**	**$ 13.33**	**$ 13,854.01**	**$ 307.33**	**$ 361.67**	**$ 469.18**	**$ 655.67**	**$ 361.66**	**$ 16,826.27**
Maintenance expenses													
Supplies - Maintenance	$ 254.00	$ -	$ (230.66)	$ -	$ -	$ 179.41	$ 392.83	$ (160.43)	$ 1,302.13	$ 1,466.27	$ 346.59	$ -	$ 3,550.14
Repairs & Maintenance - Building	$ 4,604.50	$ 9,133.50	$ 964.00	$ 4,000.00	$ 4,000.00	$ 4,220.00	$ 4,000.00	$ 4,170.00	$ 4,232.75	$ 4,439.00	$ 4,000.00	$ 4,162.30	$ 51,926.05
Routine Maintenance - Equipment	$ (144.00)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (144.00)
Extraordinary Maintenance	$ -	$ -	$ -	$ 6,490.75	$ 4,549.42	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,138.61	$ 17,178.78
Grounds/Lawn Care	$ -	$ -	$ -	$ -	$ -	$ 5,986.00	$ 4,732.04	$ 9,635.50	$ 2,167.00	$ -	$ 1,334.00	$ -	$ 23,854.54
Pest Control	$ 1,302.50	$ 420.00	$ 494.00	$ 1,301.00	$ 321.00	$ 313.00	$ 319.00	$ 89.00	$ 178.00	$ 1,534.50	$ 89.00	$ -	$ 6,361.00
Contracted Labor - Maintenance	$ 69.80	$ 104.70	$ 191.95	$ 165.78	$ 139.60	$ 104.70	$ 610.76	$ -	$ -	$ -	$ -	$ -	$ 1,387.29
Snow Removal	$ -	$ 2,875.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,875.00
Fire Prevention & Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 536.10	$ -	$ -	$ 536.10
Purchased Services-Maintenance	$ 480.42	$ 723.66	$ 281.95	$ -	$ -	$ 416.05	$ 85.00	$ 396.63	$ 1,677.21	$ -	$ 755.18	$ 667.00	$ 5,483.10
Purchased Services-Cleaning	$ -	$ -	$ 773.10	$ -	$ -	$ -	$ -	$ 645.66	$ 279.21	$ 139.60	$ 383.90	$ -	$ 2,221.47

TOTAL Maintenance expenses	**$ 6,567.22**	**$ 13,256.86**	**$ 2,474.34**	**$ 11,957.53**	**$ 9,010.02**	**$ 11,219.16**	**$ 10,139.63**	**$ 14,776.36**	**$ 9,836.30**	**$ 8,115.47**	**$ 6,908.67**	**$ 10,967.91**	**$ 115,229.47**
Miscellaneous expenses													
Administrative Expense	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000.00	$ 1,000.00
Supplies-Admin	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 146.40	$ -	$ -	$ 146.40
Bank Fees	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 15.00	$ -	$ -	$ 100.00	$ 115.00
Miscellanous Expenses	$ 4,975.46	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,975.46
Late Fees	$ -	$ -	$ 2.10	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2.10
Interest Expense	$ -	$ -	$ -	$ -	$ -	$ 7.10	$ -	$ -	$ 10.16	$ 11.30	$ 10.33	$ -	$ 38.89
Bad Debt Expense	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 29,638.92	$ -	$ 29,638.92
TOTAL Miscellaneous expenses	**$ 4,975.46**	**$ -**	**$ 2.10**	**$ -**	**$ -**	**$ 7.10**	**$ -**	**$ -**	**$ 25.16**	**$ 157.70**	**$ 29,649.25**	**$ 1,100.00**	**$ 35,916.77**
Management expense													
Management Fees	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 4,107.84	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 37,107.84
TOTAL Management expense	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 4,107.84**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 3,000.00**	**$ 37,107.84**
Professional, Permits and tax expenses													
Licenses & Permits - Admin	$ -	$ 986.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 110.00	$ 1,096.00
Fees - Legal	$ -	$ -	$ -	$ 1,259.00	$ -	$ -	$ -	$ 43.50	$ -	$ -	$ -	$ -	$ 1,302.50
Legal Fees - Business Entity	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,986.60	$ -	$ -	$ 1,986.60
TOTAL Professional, Permits and tax expenses	$ -	$ 986.00	$ -	$ 1,259.00	$ -	$ -	$ -	$ 43.50	$ -	$ 1,986.60	$ -	$ 110.00	$ 4,385.10
Tax and insurance expenses													
Property Tax	$ -	$ -	$ (225.12)	$ -	$ 1,596.80	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,226.09	$ 2,597.77
Insurance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,074.50	$ 6,074.50	$ 6,074.50	$ 6,074.50	$ 2,457.56	$ 26,755.56
TOTAL Tax and insurance expenses	**$ -**	**$ -**	**$ (225.12)**	**$ -**	**$ 1,596.80**	**$ -**	**$ -**	**$ 6,074.50**	**$ 6,074.50**	**$ 6,074.50**	**$ 6,074.50**	**$ 3,683.65**	**$ 29,353.33**
TOTAL Operating Expenses	$ 16,171.76	$ 21,493.04	$ 8,555.95	$ 20,619.65	$ 17,244.47	$ 17,426.93	$ 30,221.20	$ 27,890.67	$ 22,942.19	$ 23,179.82	$ 57,961.47	$ 22,732.25	$ 286,439.40
TOTAL OPS EXPENSES	**$ 16,171.76**	**$ 21,493.04**	**$ 8,555.95**	**$ 20,619.65**	**$ 17,244.47**	**$ 17,426.93**	**$ 30,221.20**	**$ 27,890.67**	**$ 22,942.19**	**$ 23,179.82**	**$ 57,961.47**	**$ 22,732.25**	**$ 286,439.40**
NET Ops Income (Loss)	**$ 38,935.74**	**$ 45,459.98**	**$ 38,761.81**	**$ 34,424.32**	**$ 48,460.64**	**$ 37,800.36**	**$ 22,504.09**	**$ 27,840.21**	**$ 34,382.53**	**$ 32,916.72**	**$ 7,023.78**	**$ 43,467.09**	**$ 411,977.27**
NET INCOME (LOSS)	**$ 38,935.74**	**$ 45,459.98**	**$ 38,761.81**	**$ 34,424.32**	**$ 48,460.64**	**$ 37,800.36**	**$ 22,504.09**	**$ 27,840.21**	**$ 34,382.53**	**$ 32,916.72**	**$ 7,023.78**	**$ 43,467.09**	**$ 411,977.27**

Budget Comparison
Public Housing HRA
Month = Jan 2025
Book = Accrual ; Tree = MutiFamily New

ACCOUNT	Jan 2025	Jan 2025	Jan 2025	2025	2025	2025
Ops Income or Loss	**Actual**	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**
OPERATING INCOME						
Residential Income						
Rent-Residential	$ 21,643.00	$ 24,750.00	$ (3,107.00)	$ 21,643.00	$ 24,750.00	$ (3,107.00)
Tenant Based Subsidy	$ 42,764.00	$ 34,120.00	$ 8,644.00	$ 42,764.00	$ 34,120.00	$ 8,644.00
Other Income						
Miscellaneous Income	$ 1,714.16	$ -	$ 1,714.16	$ 1,714.16	$ -	$ 1,714.16
Pet Fee	$ 30.00	$ -	$ 30.00	$ 30.00	$ -	$ 30.00
Bank Interest	$ 48.18	$ 35.00	$ 13.18	$ 48.18	$ 35.00	$ 13.18
Total Other Income	**$ 1,792.34**	**$ 35.00**	**$ 1,757.34**	**$ 1,792.34**	**$ 35.00**	**$ 1,757.34**
TOTAL Residential Income	**$ 66,199.34**	**$ 58,905.00**	**$ 7,294.34**	**$ 66,199.34**	**$ 58,905.00**	**$ 7,294.34**
TOTAL OPERATING INCOME	**$ 66,199.34**	**$ 58,905.00**	**$ 7,294.34**	**$ 66,199.34**	**$ 58,905.00**	**$ 7,294.34**
OPS EXPENSES						
Operating Expenses						
Payroll expenses						
Pass thru Payroll - Corporate	$ 2,500.00	$ 2,500.00	$ -	$ 2,500.00	$ 2,500.00	$ -
TOTAL Payroll expenses	**$ 2,500.00**	**$ 2,500.00**	**$ -**	**$ 2,500.00**	**$ 2,500.00**	**$ -**
Utilities						
Electricity	$ 228.30	$ 150.00	$ (78.30)	$ 228.30	$ 150.00	$ (78.30)
Water and Sewer	$ 285.83	$ 175.00	$ (110.83)	$ 285.83	$ 175.00	$ (110.83)
Gas	$ 314.81	$ 100.00	$ (214.81)	$ 314.81	$ 100.00	$ (214.81)
Trash Disposal	$ 180.09	$ 185.00	$ 4.91	$ 180.09	$ 185.00	$ 4.91
TOTAL Utilities	**$ 1,009.03**	**$ 610.00**	**$ (399.03)**	**$ 1,009.03**	**$ 610.00**	**$ (399.03)**
Office Expenses						
Computer	$ -	$ -	$ -	$ -	$ -	$ -
Dues & Subscriptions	$ 361.66	$ 15.00	$ (346.66)	$ 361.66	$ 15.00	$ (346.66)
TOTAL Office Expenses	**$ 361.66**	**$ 15.00**	**$ (346.66)**	**$ 361.66**	**$ 15.00**	**$ (346.66)**
Maintenance expenses						
Supplies - Maintenance	$ -	$ 350.00	$ 350.00	$ -	$ 350.00	$ 350.00
Repairs & Maintenance - Building	$ 4,162.30	$ 4,200.00	$ 37.70	$ 4,162.30	$ 4,200.00	$ 37.70
Extraordinary Maintenance	$ 6,138.61	$ 4,000.00	$ (2,138.61)	$ 6,138.61	$ 4,000.00	$ (2,138.61)
Grounds/Lawn Care	$ -	$ -	$ -	$ -	$ -	$ -
Pest Control	$ -	$ 450.00	$ 450.00	$ -	$ 450.00	$ 450.00
Snow Removal	$ -	$ 2,000.00	$ 2,000.00	$ -	$ 2,000.00	$ 2,000.00
Fire Prevention & Maintenance	$ -	$ 100.00	$ 100.00	$ -	$ 100.00	$ 100.00
Purchased Services-Maintenance	$ 667.00	$ 300.00	$ (367.00)	$ 667.00	$ 300.00	$ (367.00)
TOTAL Maintenance expenses	**$ 10,967.91**	**$ 11,400.00**	**$ 432.09**	**$ 10,967.91**	**$ 11,400.00**	**$ 432.09**
Miscellaneous expenses						
Administrative Expense	$ 1,000.00	$ 1,000.00	$ -	$ 1,000.00	$ 1,000.00	$ -
Bank Fees	$ 100.00	$ -	$ (100.00)	$ 100.00	$ -	$ (100.00)
Interest Expense	$ -	$ 10.00	$ 10.00	$ -	$ 10.00	$ 10.00
TOTAL Miscellaneous expenses	**$ 1,100.00**	**$ 1,010.00**	**$ (90.00)**	**$ 1,100.00**	**$ 1,010.00**	**$ (90.00)**
Management expense						
Management Fees	$ 3,000.00	$ 3,000.00	$ -	$ 3,000.00	$ 3,000.00	$ -
TOTAL Management expense	**$ 3,000.00**	**$ 3,000.00**	**$ -**	**$ 3,000.00**	**$ 3,000.00**	**$ -**

Professional, Permits and tax expenses						
Licenses & Permits - Admin	$ 110.00	$ 350.00	$ 240.00	$ 110.00	$ 350.00	$ 240.00
Fees - Legal	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL Professional, Permits and tax expenses	$ 110.00	$ 350.00	$ 240.00	$ 110.00	$ 350.00	$ 240.00
Tax and insurance expenses						
Property Tax	$ 1,226.09	$ 1,226.09	$ -	$ 1,226.09	$ 1,226.09	$ -
Insurance	$ 2,457.56	$ 2,200.00	$ (257.56)	$ 2,457.56	$ 2,200.00	$ (257.56)
TOTAL Tax and insurance expenses	**$ 3,683.65**	**$ 3,426.09**	**$ (257.56)**	**$ 3,683.65**	**$ 3,426.09**	**$ (257.56)**
TOTAL Operating Expenses	$ 22,732.25	$ 22,311.09	$ (421.16)	$ 22,732.25	$ 22,311.09	$ (421.16)
TOTAL OPS EXPENSES	**$ 22,732.25**	**$ 22,311.09**	**$ (421.16)**	**$ 22,732.25**	**$ 22,311.09**	**$ (421.16)**
NET Ops Income (Loss)	**$ 43,467.09**	**$ 36,593.91**	**$ 6,873.18**	**$ 43,467.09**	**$ 36,593.91**	**$ 6,873.18**
NET INCOME (LOSS)	**$ 43,467.09**	**$ 36,593.91**	**$ 6,873.18**	**$ 43,467.09**	**$ 36,593.91**	**$ 6,873.18**

Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Thomas Furman - ED
THROUGH:	David Wanberg, Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Resolution 2025-03 Funding change from HCI to Three Rivers

BACKGROUND:
The Housing and Redevelopment Authority (HRA) has been a committed supporter of the Mobile Home Rehabilitation Initiative, a program originally administered by Healthy Community Initiative (HCI). The HRA has funded the program since June 2023, by awarding $55,000 in funding for this program each year for two years ($110,000), then recently awarded another $60,000 each year scheduled to be distributed in June 2025 and June 2026.

HCI has decided to transition the administration of the Mobile Home Rehabilitation Initiative to Three Rivers, a well-established organization with experience in housing and community development programs. Given this shift, the HRA must pass a resolution to officially transfer the previously approved funding from HCI to Three Rivers to ensure the continued success of the initiative.

This resolution will maintain the program's mission and objectives while allowing Three Rivers to seamlessly take over administration, ensuring that mobile home residents continue to receive the necessary rehabilitation support.

REQUESTED ACTION:
Review, discuss, and approve the resolution is agreed upon.

ATTACHMENTS:
1. Email to Thomas Furman - From HCI

2. Resolution 2025-03 Transfer Funding from HCI to Three Rivers

Outlook

Faribault HRA, contract, Mobile Home Rehab, HCI-to-Three Rivers

From Sandy Malecha <sandy@healthycommunityinitiative.org>
Date Tue 2/18/2025 9:15 AM
To Thomas Furman <tfurman@ci.faribault.mn.us>; Jeremy Emmi <jemmi@threeriverscap.org>; Sandy Malecha <sandy@healthycommunityinitiative.org>

1 attachment (20 KB)
Healthy+Community+Initiative_Profit+and+Loss+Detail - 2025-02-18T091129.168.xlsx;

Hello Tom,

I hope this finds you well!

I am pleased to share that Three Rivers Community Action will be taking on leadership of Rice County's Mobile Home Rehabilitation Initiative, including employment of the Mobile Home Rehabilitation Coordinator (Jansen Gonzalez). Jansen's start date with Three Rivers is Monday, February 24th. We are working this week to pull together communications pieces to announce this shift with community partners and community members. Three Rivers plans to bill back to HCI to cover Jansen's time working with mobile home rehab in Faribault, which we will pay from our remaining City of Faribault HRA funds (please refer to the P&L statement attached, which shows activity).

I am writing for two reasons:

1) To clarify impacts to HCI's current contract with the Faribault HRA, which is still being spent down; and,

2) To ensure that the contract the HRA approved for continuing the financial partnership for another two years can be executed directly with Three Rivers Community Action.

Please let me and Jeremy know if there would be a good time to meet by Zoom or in person to further discuss impacts to the contracts, Tom!

We are extremely grateful for the Faribault HRA's partnership and support - it has truly made a huge impact on our ability to serve families, and we're excited about this shift in the program's structure to provide more support and stability for the Mobile Home Coordinator role.

Thank you,
Sandy Malecha
Healthy Community Initiative
612-702-3992
sandy@healthycommunityinitiative.org

HOUSING AND REDEVELOPMENT AUTHORITY OF FARIBAULT, MINNESOTA

Resolution #2025-03

APPROVE THE TRANSFER OF FUNDING FOR THE MOBILE HOME REHABILITATION INITIATIVE FROM HEALTHY COMMUNITY INITIATIVE (HCI) TO THREE RIVERS COMMUNITY ACTION, INC.

WHEREAS, the Housing and Redevelopment Authority (HRA) of Faribault is committed to supporting initiatives that improve housing conditions and quality of life for residents of mobile homes; and

WHEREAS, the HRA previously approved funding in the amount of $55,000 in June 2023 and $55,000 in June 2024 to Healthy Community Initiative (HCI) for the administration of the Mobile Home Rehabilitation Initiative; and

WHEREAS, the HRA has additionally approved $60,000 in funding to support the continuation of the Mobile Home Rehabilitation Initiative for 2025 and $60,000 for 2027; and

WHEREAS, HCI has determined that the administration of the Mobile Home Rehabilitation Initiative will be transitioned to Three Rivers Community Action, Inc.; and

WHEREAS, Three Rivers Community Action, Inc. has the capacity, experience, and resources to effectively administer the program in alignment with the HRA's goals; and

WHEREAS, it is necessary to formally authorize the transfer of the approved funding from HCI to Three Rivers Community Action, Inc. to ensure uninterrupted continuation of the program;

NOW, THEREFORE, BE IT RESOLVED, that the Housing and Redevelopment Authority of Faribault hereby authorizes the transfer of the previously approved funding for the Mobile Home Rehabilitation Initiative from Healthy Community Initiative (HCI) to Three Rivers Community Action, Inc.; and

BE IT FURTHER RESOLVED, that the HRA authorizes its Executive Director to take all necessary steps to facilitate the transfer and execution of agreements to support the continued success of the Mobile Home Rehabilitation Initiative.

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Adopted: March 10, 2025

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ATTEST:

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Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Thomas Furman - ED
THROUGH:	David Wanberg, Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Resolution to Change Bylaws

BACKGROUND:
Last month the HRA talked about changing the By-laws, specifically Article 4: Section 5, by removing "The Executive Director of the HRA shall be the Community Development Director of the City of Faribault."

Section 5. Powers and Duties of the Executive of Director
The Executive Director shall be considered a staff person of the HRA and not a member or an officer of the HRA Board. ~~The Executive Director of the HRA shall be the Community Development Director of the City of Faribault.~~ The position of Executive Director shall be approved by HRA resolution. ~~In the absence of a Community Development Director, an Interim Executive Director shall be approved by HRA resolution based on a recommendation by the City of Faribault City Administrator.~~ The Executive Director shall supervise all HRA staff; serve as staff liaison to the HRA, or appoint a designee(s) to be the liaison to the HRA; sign resolutions and other official documents approved by the HRA that require the signature of the Executive Director; assist in the development of meeting agendas; and see that all actions of the HRA are properly taken and carried out.

REQUESTED ACTION:
Approve the new ByLaws as presented.

ATTACHMENTS:
1. By-laws revised 2025

Housing and Redevelopment Authority of Faribault, Minnesota

BYLAWS

ARTICLE I THE AUTHORITY

Section 1. Name of the Authority

The name of the Authority shall be the "Housing and Redevelopment Authority of Faribault, Minnesota" and is herein referred to as the "HRA".

Section 2. Seal of the Authority

The seal of the HRA shall be in the form of a circle and shall bear the name of the HRA and the date of its organization.

Section 3. Office of the Authority

The offices of the HRA shall be located at Faribault City Hall, 208 NW First Avenue, Faribault, Minnesota.

ARTICLE II POWERS AND DUTIES

The HRA is a body corporate and politic, governed by the HRA Board, and shall have all the powers and duties afforded under Minnesota Statutes, Chapter 469, Economic Development, Housing and Redevelopment Authorities, as amended.

ARTICLE III BOARD MEMBERSHIP

Section 1. Board Membership and Appointments

The HRA Board shall consist of seven (7) voting members, who shall be residents of the City of Faribault, Minnesota. Board membership shall be comprised of one (1) Faribault City Council member and six (6) at-large members. One of the at-large members can also be a City Council member. At no time shall there be more than two (2) City Council members on the HRA Board.

HRA Board members shall be appointed by the Mayor of the City of Faribault, with the approval of the Faribault City Council, upon recommendation of the City Council's Joint Committee.

HRA Board members must be appointed in accordance with the requirements of the Code of Federal Regulations, Title 24, part 964, as amended.

Section 2. Term of Office

The term of office of any HRA Board member serving at-large shall be five (5) years. The City Council's HRA Board representative shall serve for one (1) year with board membership reviewed on an annual basis by the City Council. HRA Board members may serve a maximum of three (3) consecutive five (5) year terms for a total of fifteen (15) years. Thereafter, any HRA Board member may re-apply for additional terms after a one (1) year absence from the HRA Board.

HRA Board members shall serve until a successor is appointed and qualified but not longer than ninety (90) days after the members term has expired.

Section 3. Compensation of Board Members

HRA Board members may receive necessary expenses and compensation pursuant to Minnesota Statutes, Section 469.011, subdivision 4, as amended.

Section 4. Meeting Attendance

It shall be the duty of each HRA Board member to attend all regular and special meetings of the HRA and to attend each subcommittee meeting to which a member is appointed. Attendance of HRA members shall be entered in the minutes of each meeting.

HRA Board members shall attend at least two thirds (2/3) of all regularly scheduled meetings during the HRA's fiscal year. Failure of an HRA Board member to meet these minimum attendance requirements may constitute grounds for removal from the HRA Board.

Section 5. Board Vacancies

The Mayor with the approval of the City Council shall fill vacancies occurring on the HRA Board, other than through expiration of term of office, for the remainder of the original term of the vacated position.

Section 6. Resignations

Resignations shall be submitted in writing to the Mayor and the City Council, a minimum of sixty (60) days prior to the effective date of the resignation.

Section 7. Removal of Board Members

An HRA Board member may be removed by the Mayor and the City Council for inefficiency, neglect of duty, or misconduct in office in accordance with Minnesota Statutes, Section 469.010, as amended.

ARTICLE IV OFFICERS

Section 1. Election of Officers

The HRA Board, at its regularly scheduled monthly meeting in February of each fiscal year, shall elect to office from its membership, a Chairperson and a Vice-Chairperson / Secretary. Each officer shall hold office for one (1) year.

Section 2. Term of Officers

An HRA Board member may serve a maximum of three (3) consecutive one (1) year terms to any one (1) office. After completing three (3) terms in any one (1) office, the Board member must wait one (1) year before serving in that office again.

Section 3. Powers and Duties of Chairperson

The Chairperson shall preside at meetings of the HRA Board; call special meetings; establish committees, appoint committee members and select committee chairpersons; sign minutes, resolutions, and other official documents adopted or approved by the HRA Board that require the signature of the Chairperson; assist in the development of meeting agendas; and see that all actions of the HRA are properly taken and carried out.

Section 4. Powers and Duties of Vice-Chairperson / Secretary

The Vice-Chairperson / Secretary shall perform all duties of a Secretary for the HRA. During the absence, disability, or disqualification of the Chairperson, the Vice-Chairperson / Secretary shall exercise all the powers and duties of the Chairperson.

Section 5. Powers and Duties of the Executive of Director

The Executive Director shall be considered a staff person of the HRA and not a member or an officer of the HRA Board. The position of Executive Director shall be approved by HRA resolution. The Executive Director shall supervise all HRA staff; serve as staff liaison to the HRA, or appoint a designee(s) to be the liaison to the HRA; sign resolutions and other official documents approved by the HRA that require the signature of the Executive Director; assist in the development of meeting agendas; and see that all actions of the HRA are properly taken and carried out.

Replacement of Officers

Section 6. In the event that either the office of Chairperson or Vice-Chairperson / Secretary becomes vacant, a replacement officer shall be elected at the next regularly scheduled meeting to serve out the balance of the original term of the vacated office.

Temporary Absence and Appointments

Section 7. In the event of the temporary absence, disability, or disqualification of the Vice-Chairperson / Secretary, the Chairperson may appoint another member to serve temporarily in this capacity and to assume during this temporary period all the powers and duties of the office as may be immediately necessary to carry out the duties of the Vice-Chairperson / Secretary.

ARTICLE V MEETINGS

Section 1. Regular Meetings

Regularly scheduled meetings of the HRA shall be held on the second Monday of every month commencing at 6 o'clock p.m. in the Faribault City Hall, 208 NW First Avenue, Faribault, Minnesota.

An alternate meeting date, time, and place may be fixed by the HRA Board.

A schedule of HRA monthly meetings shall be kept on file at its offices pursuant to Minnesota Statutes, Section 13D.04, Notice of Meetings, as amended.

Section 2. Special and Emergency Meetings

An additional or special meeting shall be held upon the call of the Chairperson; upon request of at least three (3) of the HRA Board members; or upon request of the Faribault City Council. The Chairperson shall fix the date, place, and time of a special meeting. Such meetings shall be held in compliance with the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Ch. 13D, as amended).

In the event that an emergency situation, the Executive Director of the HRA or his or her designee is hereby granted authority to make decisions for the HRA Board without calling a special meeting. The Executive Director shall notify the Chairperson of the emergency situation as soon as possible and the Chairperson shall in-turn notify the other HRA Board members, if possible, of the emergency. An emergency meeting shall be held in compliance with the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Ch. 13D, as amended).

Section 3. Meeting Notice

Adequate notice of all HRA Board meetings shall be given to encourage attendance by HRA Board members and other interested persons and to meet all requirements of the law. All meeting notices shall comply with the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Section 13D.04, as amended).

All HRA meetings shall be open to the public as required by the Minnesota Open Meeting Law (Minnesota Statutes, Section 13D.01, as amended).

Section 4. Quorum Requirements

In order for the HRA to meet, act or transact business, a quorum of the HRA Board must be present. A quorum is a majority of HRA Board members in office at any time as defined in Minnesota Statutes, Section 469.011, subdivision 1, as amended.

Section 5. Voting Requirement and Procedures

A. Requirements. The concurring vote of a majority of the quorum shall be necessary for any formal action by the HRA.

B. Procedure. Voting shall be by voice vote. A vote by roll call may be taken at the discretion of the Chairperson or upon request of any HRA Board member. In the event of a roll call vote, the Chairperson shall vote on each matter, but shall always vote last. The vote of each HRA Board member shall be recorded.

Section 6. Conflict of Interest

Any HRA Board member or HRA employee who has a financial interest in any matter that is before the HRA shall publicly state the nature of said interest, excuse himself or herself from participation in the discussion or any decision making process regarding the matter, and comply with the requirements of Minnesota Statutes, Section 469.009, as amended.

Section 7. Robert's Rules of Order

Robert's Rules of Order shall be followed by the HRA in all cases not otherwise provided for herein.

The HRA Board may at any time waive the Rules through a majority vote of a quorum of the members present.

Section 8. Public Comment

All citizen comments, written and oral, relating to an agenda item shall be presented to the HRA Board upon its consideration of such agenda item.

The public shall be allowed to participate in the discussion of an agenda item upon recognition by the Chairperson at the appropriate time during the meeting and in accordance with Robert's Rules of Order.

Section 9. Minutes of Meetings

The minutes shall be approved at the next regular meeting by formal action of the HRA Board. The minutes shall then become part of the permanent records of the HRA. The unapproved minutes shall be prepared and distributed to the HRA Board members at the following month's meeting.

ARTICLE VI COMMITTEES

Section 1. Establishment of Committees

At any regular or special meeting of the HRA, the Chairperson may establish such committees and give them charge of responsibilities as necessary and appropriate to assist the HRA in carrying out its powers and duties.

If directed by a majority vote of the HRA Board, the Chairperson shall establish a committee for a stated purpose.

Section 2. Committee Appointments

The Chairperson shall appoint committee members and select the chairperson there of and, as necessary, appoint members as replacements to fill vacancies, to add to a committee size, or to provide temporary replacement for an absent member.

HRA Board members may submit, and the Chairperson will consider, for appointment the names of prospective members of any committee.

The Chairperson may appoint non-members of the HRA Board to any committee, and those appointees shall have the right to participate and vote in such committee.

Section 3. Committee Procedures

A. Each committee may establish such rules and regulations governing its procedure as it deems necessary, or as directed by the HRA Board.

B. Each committee shall make timely reports of its findings and recommendations to the HRA Board. Committee reports shall be presented to the HRA Board by a committee member who voted with the prevailing side of such committee on the subject of the report.

C. All committee meetings shall be subject to the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Ch. 13D, as amended).

D. HRA Board members serving on any committee shall not be bound at any HRA meeting to vote in accordance with the member's vote on the same question in the committee.

ARTICLE VII MEETING AGENDAS

Section 1. Order of Agenda Items

The Executive Director of the HRA shall prepare HRA Board meeting agendas with input from the Chairperson. Items shall be placed on the agenda in the following order. The order of agenda items may be rearranged at the discretion of the Chairperson, with the approval of the HRA Board, to expedite the meeting.

a) Call to Order;

b) Approval of Minutes;

c) Program Reports;

d) Property Reports;

e) Items from Staff; and/or HRA Board members; and

f) Adjournment.

Section 2. Distribution of Agendas

Staff shall make every reasonable effort to prepare and distribute to HRA Board members, a final agenda for all regular and special meetings at least five (5) days prior to the scheduled meeting.

Section 3. Posting of Agendas

Except as limited by Minnesota Statutes, Section 13D.04, and Article V of these Bylaws, the agenda for HRA meetings shall be posted for public viewing at the offices of the HRA at least five (5) days prior to the meeting.

ARTICLE VIII AMENDMENT OF BYLAWS

The bylaws may be amended at any meeting of the HRA by the concurring vote of a majority of the HRA Board members, provided that written notice of said proposed amendments is provided to each Board member at least fourteen (14) days prior to the meeting.

ARTICLE IX EFFECTIVE DATE OF BYLAWS

These bylaws shall be in effect immediately upon their adoption.

ADOPTED AND APPROVED by the Housing and Redevelopment Authority of the City of Faribault, Minnesota this 10th day of March 2025.

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Colin Maltbe, Chairperson

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Travis McColley, Vice Chairperson/Secretary

Attest:

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Thomas Furman, Executive Director

Request for Action

TO:	Faribault Housing & Redevelopment Authority
FROM:	Thomas Furman - ED
THROUGH:	David Wanberg, Director of Community and Economic Development
MEETING DATE:	March 10, 2025
SUBJECT:	Director's Report and Update

BACKGROUND:
Updates on a few topics and activities that are germane to the HRA. Verbal report only.

REQUESTED ACTION:
No required action.

ATTACHMENTS: