

**HOPKINS HRA  
SPECIAL MEETING AGENDA  
Monday, March 16, 2026  
6:30 pm**

- I. **CALL TO ORDER**
- II. **ADOPT AGENDA**
- III. **CONSENT AGENDA**
  1. Approve the minutes of the March 3, 2026 regular meeting.
  2. Approve the authorization of write-off of uncollectible debt from past public housing residents.
- IV. **PUBLIC HEARINGS**
  1. 2026 Public Housing Operating Budget
  2. 2026 Capital Funds Program
- V. **NEW BUSINESS**
- VI. **ADJOURN**

**HOPKINS HOUSING AND REDEVELOPMENT AUTHORITY  
REGULAR MEETING PROCEEDINGS  
MONDAY, MARCH 3, 2026**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins Housing and Redevelopment Authority was held on Tuesday, March 3, 2026 at 6:30 p.m. in the Council Chambers at City Hall, 1010 1<sup>st</sup> Street South.

Board Chairperson Hanlon called the meeting to order with board members Ben Goodlund, Brian Hunke, Aaron Kuznia and Heidi Garrido attending. Others attending included City Manager Mike Mornson and City Clerk Amy Domeier.

**ADOPT AGENDA**

**Motion** by Goodlund. **Second** by Kuznia.

**Motion** Adopt the Agenda.

**Ayes: Goodlund, Kuznia, Hunke, Garrido, Hanlon.**

**Nays: None.**

**CONSENT AGENDA**

**Motion** by Garrido. **Second** by Hunke.

**Motion** Approve Consent Agenda.

1. Approve minutes from the February 2, 2026 HRA Meeting.
2. Approve disbursements through February 25, 2026.

**Ayes: Goodlund, Kuznia, Hunke, Garrido, Hanlon.**

**Nays: None.**

**NEW BUSINESS**

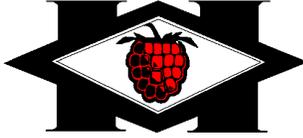
None.

**ADJOURNMENT**

There being no further business to come before the HRA and upon a motion by Hunke, second by Kuznia, the meeting was unanimously adjourned at 6:31 p.m.

Respectfully Submitted,

Kristine Kostuck, Administrative Assistant



CITY OF HOPKINS

Department  
HRA

## HRA Report 2026-03

To: Honorable Chair and Board Members  
Mike Mornson, City Manager

From: Muse Mohamed, Executive Director

Date: March 16<sup>th</sup> 2026

Subject: Write-off of Uncollectible Tenant Accounts

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### **RECOMMENDED ACTION**

**MOTION TO** adopt Resolution 562, authorizing the HRA staff to write off bad debts as uncollectible

### **OVERVIEW**

The HRA currently has 8 tenant accounts with outstanding balances deemed uncollectible. These accounts are associated with previous residents who vacated Dow Towers between 2024 – 2025 due to relocation, death or transitioning to long term care. In order to close these accounts and properly reconcile the financial records for the fiscal year ending March 31<sup>st</sup> 2026, The HRA board must adopt a resolution authorizing the removal of these balances from the books.

### **PRIMARY ISSUE TO CONSIDER**

- What is the total dollar amount to be written off?
  - A total of \$11,979.97 will be written off across 8 tenant accounts
- Can the HRA still attempt to collect the debt from the former residents?
  - The HRA will pursue collection of outstanding tenant debts exceeding \$25.00 by filing claims through the Minnesota Revenue Recapture program. This program allows Housing Authorities to recover delinquent balances by intercepting state income and property tax refunds. The program has been an effective tool for returning recoverable funds to the HRA.

### **SUPPORTING INFORMATION**

- Resolution 562

**HOUSING AND REDEVELOPMENT AUTHORITY  
IN AND FOR THE CITY OF HOPKINS**

**HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 562**

**RESOLUTION AUTHORIZING THE WRITE OFF OF UNCOLLECTIBLE DEBT FROM  
PAST PUBLIC HOUSING RESIDENTS**

**WHEREAS**, The Housing and Redevelopment Authority In and For the City of Hopkins, Minnesota, (the "Authority") desires to clear the books by writing off several tenant account as uncollectible; and

**WHEREAS**, The Authority, will file a claim with the State of Minnesota Revenue Department of Revenue for all debts exceeding \$25.00; and

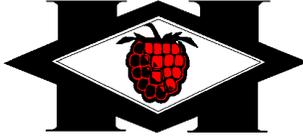
**NOW THEREFORE BE IT RESOLVED**, that the Authority Board of Commissioners hereby authorizes the write off uncollectible debt from tenant account(s) 100.00,406.00, 506.00, 509.00, 510.00, 606.00, 607.00, 711.00, equaling \$11,979.97

Adopted by the HRA Commissioners this 16<sup>th</sup> day of March, 2026.

By: \_\_\_\_\_  
Patrick Hanlon, Board Chair

ATTEST:

\_\_\_\_\_  
Muse Mohamed, Executive Director



CITY OF HOPKINS

Name of Dept.  
HRA

## HRA Report 2026-01

To: Honorable Chair and Board Members  
Mike Mornson, City Manager

From: Muse Mohamed, Executive Director

Date: March 16<sup>th</sup>, 2026

Subject: Public Housing Operating Budget

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### **RECOMMENDED ACTION**

**MOTION TO** Approve Resolution 560, approving the Operating Budget for period beginning on April 1<sup>st</sup> 2026

With approval of this motion, staff will complete the operating budget documents and make them available to the United States Department of Housing and Urban Development (HUD) for their review, adjustment and approval.

### **OVERVIEW**

Each year the HRA is required by HUD to develop and approve a budget for the operation of the 76 units of Hopkins HRA-owned Public Housing at Dow Towers. HUD currently distributes an operating subsidy based on the calendar year rather the HRA fiscal year. In addition to preparing the fiscal year budget, HUD annually requests the submission of the Operating Subsidy Calculation.

For 2026, we will receive operating subsidy funding from HUD to assist in the general operations at Dow Towers. Currently, we are anticipating receiving approximately 85 percent of eligible operating subsidy.

The Operating Budget is for our use as a guide during our budget year; however, HUD requires the budget to be reviewed and approved by resolution. Code of Federal Regulations 24 CFR 903.17 requires Housing Authorities to conduct a public hearing to discuss the plan and invite public comments.

### **SUPPORTING INFORMATION**

- HRA Resolution 560

**PHA Board Resolution**

Approving Operating Budget

OMB No. 2577-0026

(exp. 6/30/2022)

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Real Estate Assessment Center (PIH-REAC)**

Previous editions are obsolete form HUD-52574 (08/2005) Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality

PHA Name: HOPKINS HOUSING AUTHORITY PHA Code: MN078

PHA Fiscal Year Beginning: 4/1/2026 Board Resolution Number: 560

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certification and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budgets *(for COCC and all Projects)* approved by Board resolution on: \_\_\_\_\_
- Operating Budget submitted to HUD, if applicable, on: \_\_\_\_\_
- Operating Budget revision approved by Board resolution on: \_\_\_\_\_
- Operating Budget revision submitted to HUD, if applicable, on: \_\_\_\_\_

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operating of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.325.

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:

Previous editions are obsolete

HUD-52574 (06/2019)

Operating Budget

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

"OMB Approval No. 2577-0026 (exp. 9/30/2006)

See page four for instructions and Public reporting burden statement

a. Type of Submission <input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.: _____		b. Fiscal Year Ending 03/31/27	c. No. of months (check one) <input checked="" type="checkbox"/> 12 mo. <input type="checkbox"/> Other (specify) _____	d. Type of HUD assisted project(s)	
e. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA) HOPKINS HOUSING AUTHORITY				01	<input checked="" type="checkbox"/> PHA/IHA-Owned Rental Housing
f. Address (city, State, zip code) 1010 1ST STREET HOPKINS, MN 55343				02	<input type="checkbox"/> IHA Owned Mutual Help Homeownership
g. ACC Number C-942				03	<input type="checkbox"/> PHA/IHA Leased Rental Housing
h. PAS/LOCCS Project No. MN078001 22M				04	<input type="checkbox"/> PHA/IHA Owned Turnkey III Homeownership
i. HUD Field Office MINNEAPOLIS				05	<input type="checkbox"/> PHA/IHA Leased Homeownership
j. No. of Dwelling Units 76	k. No. of Unit Months Available 912	m. No. of Projects ONE			

Line No.	Acct. No.	Description (1)	Actual	<input checked="" type="checkbox"/> Estimates	Requested Budget Estimates			
			Last Fiscal Yr. 3/31/25	<input type="checkbox"/> or Actual	PHA/IHA Estimates		HUD Modifications	
			PUM (2)	Current Budget yr. 3/31/26 PUM (3)	PUM (4)	Amount (to nearest \$10) (5)	PUM (6)	Amount (to nearest \$10) (7)
Homebuyers Monthly Payments for:								
010	7710	Operating Expense				0.00		
020	7712	Earned Home Payments				0.00		
030	7714	Nonroutine Maintenance Reserve				0.00		
Operating Receipts								
070	3110	Dwelling Rental	375.64	381.46	365.22		333,085	
080	3120	Excess Utilities	5.23	4.93	4.93		4,500	
090	3190	Nondwelling Rental		0.00	0.00		0	
100	Total	Rental Income (sum of lines 070, 080, and 090)	380.87	386.39	370.16		337,585	
110	3610	Interest on General Fund Investments	0.00	0.00	0.00		0	
120	3690	Other Income	11.48	2.74	2.74		2,500	
130	Total	Rental Income (sum of lines 100, 110, and 120)	392.35	389.13	372.90		340,085	
Operating Expenditures - Administration:								
140	4110	Administrative Salaries	145.73	138.43	138.43		126,250	
145	411045	Administrative Benefits	11.53	14.27	14.27		13,010	
150	4130	Legal Expense	7.12	4.39	4.39		4,000	
160	4140	Staff Training	2.35	2.74	2.74		2,500	
170	4150	Travel	2.14	0.55	0.55		500	
180	4170	Accounting Fees	4.01	4.93	4.93		4,500	
190	4171	Auditing Fees			0.00		0	
200	4190	Office Expense	17.51	13.98	13.98		12,750	
200	4192	Advertising & Marketing	0.07	0.27	0.27		250	
200	4194	Other Admin Expense	10.03	1.64	1.64		1,500	
210	Total	Administrative Expense (sum of line 140 thru line 200)	200.49	181.20	181.21		165,260	
Tenant Services:								
220	4210	Salaries			0.00		0	
225	421045	Tenant Services Benefits			0.00			
230	4220	Recreation, Publications and Other Services			0.00			
240	4230	Contract Costs, Training and Other			0.00			
250	Total	Tenant Services Expense (sum of lines 220, 230, and 240)	0.00	0.00	0.00		0	
Utilities:								
260	4310	Water	8.30	13.71	13.71		12,500	
270	4320	Electricity	54.64	40.57	40.57		37,000	
280	4330	Gas	37.85	20.83	20.83		19,000	
290	4340	Fuel			0.00		0	
300	4390	Other Utilities Expense	20.23	18.64	18.64		17,000	
310	4391	Garbage Removal	17.37	13.16	13.16		12,000	
320	Total	Utilities Expense (sum of line 260 thru line 310)	138.39	106.91	106.91		97,500	
					0.00			

Name of PHA/IHA  
**HOPKINS HOUSING AUTHORITY**

Fiscal Year Ending  
**03/31/27**

Line No.	Acct. No.	Description (1)	Actual	<input checked="" type="checkbox"/> Estimates	HUD Modifications				
			Last Fiscal Yr.	or Actual					
			3/31/25	Current Budget Yr. 3/31/26	PUM (4)	Amount (to nearest \$10) (5)	PUM (6)	Amount (to nearest \$10) (7)	
			PUM (2)	PUM (3)					
Ordinary Maintenance and Operation:									
330	4410	Labor	111.48	106.23	113.46		103,480		
335	441045	Maintenance Benefits	48.65	22.25	22.81		20,800		
340	4420	Materials	43.49	21.93	21.93		20,000		
350	4430	Misc contract Costs	11.55	14.25	14.25		13,000		
350	4432	Heating & Cooling Contracts	10.48	0.00	0.00		0		
350	4433	Snow Removal Contracts			0.00		0		
350	4434	Elevator Maintenance Contracts	6.61	7.46	7.46		6,800		
350	4435	Landscape & Grounds Contracts	6.96	1.10	1.10		1,000		
350	4436	Unit Turnaround Contracts	21.75	4.39	4.39		4,000		
350	4437	Electrical Contracts	0.35	2.74	2.74		2,500		
350	4438	Plumbing Contracts	22.53	2.19	2.19		2,000		
350	4439	Extermination Contracts	6.40	4.39	4.39		4,000		
350	4440	Janitorial Contracts	0.54	0.00	0.00		0		
350	4441	Routine Maintenance Contracts	8.31	0.00	0.00		0		
360		Total Ordinary Maintenance & Operation Expense (lines 330 to 350)	299.10	186.93	194.71		177,580		
General Expense:									
410	4510	Insurance - Property	20.12	24.12	24.12		22,000		
410	4511	Insurance - Liability	3.95	0.00	0.00		0		
410	4512	Insurance - Work Comp		4.93	4.93		4,500		
410	4513	Insurance - Other			0.00		0		
420	4520	Payments in Lieu of Taxes	12.12	13.98	13.16		12,005		
430	4530	Terminal Leave Payments			0.00				
450	4570	Collection Losses	9.26	0.55	0.55		500		
460	4590	Other General Expense			0.00				
470		Total General Expense (sum of lines 410 to 460)	45.45	43.58	42.77		39,005		
480		Total Routine Expense (sum of lines 210, 250, 320, 360, 400, and 470)	683.43	518.62	525.60		479,345.25		
550		Total Operating Expenditures (sum of lines 500 and 540)	683.43	518.62	525.60		479,345.25		
Prior Year Adjustments:									
560	6010	Prior Year Adjustments Affecting Residual Receipts	7.94		0.00				
Other Expenditures:									
570		Deficiency in Residual Receipts at End of Preceding Fiscal Yr.			0.00				
580		Total Operating Expenditures, including prior year adjustments and other expenditures (line 550 plus or minus line 560 plus line 570)	691.37	518.62	525.60		479,345		
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)	(299.02)	(129.49)	(152.70)		(139,260)		
HUD Contributions:									
600	8010	Basic Annual Contribution Earned-Leased Projects:Current Year			0.00				
610	8011	Prior Year Adjustments - (Debit) Credit			0.00				
620		Total Basic Annual Contribution (line 600 plus or minus line 610)	0.00	0.00	0.00		0		
630	8020	Contributions Earned-Op. Subsidy-Cur. Yr.(before year-end adj)	285.10	297.82	249.81		227,830		2025 Subsidy letter
640		Mandatory PFS Adjustments (net):			0.00				
650		Other (specify): CF OPERATIONS			0.00				
660		Other (specify):			0.00				
670		Total Year-End Adjustments/Other (plus or minus lines 640 thru 660)	0.00	0.00	0.00		0		
680	8020	Total Operating Subsidy-current year (line 630 plus or minus line 670)	285.10	297.82	249.81		227,830		
690		Total HUD Contributions (sum of lines 620 and 680)	285.10	297.82	249.81		227,830		
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690) Enter here and on line 810	(13.92)	168.33	97.12		88,570		

Name of PHA/IHA HOPKINS HOUSING AUTHORITY		Fiscal Year Ending 03/31/27	
		Operating Reserve	PHA/IHA Estimates
		Part I - Maximum Operating Reserve - End of Current Budget Year	HUD Modifications
740	2821	PHA/IHA-Leased Housing - Section 23 or 10(c) 50% of Line 480, column 5, form HUD-52564	

		Part II-Provision for and Estimated or Actual Operating Reserve at Fiscal Year End	
780		Operating Reserve at End of Previous Fiscal Year - Actual for FYE (date):	
790		Provision for Operating Reserve - Current Budget Year (check one) <input checked="" type="checkbox"/> Estimated for FYE <input type="checkbox"/> Actual for FYE	
800		Operating Reserve at End of Current Budget Year (check one) <input checked="" type="checkbox"/> Estimated for FYE <input type="checkbox"/> Actual for FYE	N/A
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE Enter Amount from line 700	0
820		Operating Reserve at End of Requested Budget Year Estimated for FYE (Sum of lines 800 and 810)	0
830		Cash Reserve Requirement- 25 % Of line 480	0

Comments

PHA / IHA Approval

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Field Office Approval

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Civil Rights Certification**  
*(Qualified PHAs)*

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
**OMB Approval No. 2577-0226**  
**Expires 09/30/2027**

**Civil Rights Certification**

**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan," of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 04/2026, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), the Violence Against Women Act (34 U.S.C. § 12291 *et seq.*), and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Violence Against Women Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. The PHA will affirmatively further fair housing in compliance with the Fair Housing Act, 24 CFR § 5.150 *et seq.*, 24 CFR § 903.7(o), and 24 CFR § 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR § 5.151). Pursuant to 24 CFR § 903.15(c)(2), a PHA's policies are designed to reduce the concentration of tenants and other assisted persons by race, national origin, and disability. PHA policies include affirmative steps stated in 24 CFR § 903.15(c)(2)(i) and 24 CFR § 903.15(c)(2)(ii). Furthermore, under 24 CFR § 903.7(o), a PHA must submit a civil rights certification with its Annual and 5-year PHA Plans, except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document. The PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

HRA OF HOPKINS, MINNESOTA

MN078

PHA Name

PHA Number/HA Code

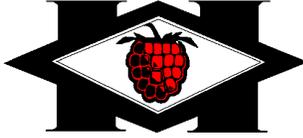
I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802)

Name of Executive Director: <b>MR Muse Mohamed</b>		Name of Board Chairman: <b>Patrick Hanlon</b>	
Signature:	Date:	Signature:	Date:

This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.



CITY OF HOPKINS

Department  
HRA

## HRA Report 2026-02

To: Honorable Chair and Board Members  
Mike Mornson, City Manager

From: Muse Mohamed, Executive Director

Date: March 16<sup>th</sup>, 2026

Subject: 2026 Capital Fund Program

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### **RECOMMENDED ACTION**

**MOTION TO** Approve Resolution 561 authorizing the acceptance and use of the 2026 Capital Funds.

### **OVERVIEW**

The HRA has been notified of the upcoming availability of the 2026 Annual Capital Fund. The exact funding allocation for 2026 has not been announced or finalized by United States Department of Housing and Urban Development (HUD).

Consistent with recent federal budget patterns, the HRA is projecting that Congress may appropriate level funding comparable to prior years. This projection is used primarily for planning purposes.

HRA staff have identified priority capital improvement areas to address agency needs including fire safety enhancements, security improvements, interior dwelling improvements, and completion of a RAD feasibility study.

Approval of this resolution will authorize the HRA to accept Capital Fund program funding from HUD once the award is officially announced to Housing Authorities nationwide.

### **SUPPORTING INFORMATION**

- Resolution 561

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 561**

**RESOLUTION AUTHORIZING ACCEPTANCE AND USE OF  
2026 CAPITAL FUNDS**

**WHEREAS**, the Housing and Redevelopment Authority in and For the City of Hopkins, Minnesota, (the "Authority") operates a Low Rent Public Housing Program; and

**WHEREAS**, the Authority and the Department of Housing and Urban Development will enter into a capital funding ACC Amendment for Fiscal Year 2026 for the purpose of carrying out capital activities at Dow Towers; and

**NOW THEREFORE BE IT RESOLVED**, that the Authority of the Board of Commissioners hereby authorizes the Authority to accept an estimated amount of \$118,177 in the Capital Fund Program and authorizes the use of such funds

Adopted this 16th day of March 2026

By: \_\_\_\_\_  
Patrick Hanlon, Board Chair

ATTEST:

\_\_\_\_\_  
Muse Mohamed, Executive Director

Capital Fund Program - Five-Year Action Plan

Status: Draft

Approval Date:

Approved By:

Part I: Summary						
PHA Name : HRA OF HOPKINS, MINNESOTA		Locality (City/County & State)				
PHA Number: MN078		<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No: )		
A.	Development Number and Name	Work Statement for Year 1 2026	Work Statement for Year 2 2027	Work Statement for Year 3 2028	Work Statement for Year 4 2029	Work Statement for Year 5 2030
	DOW TOWERS (MN078000001)	\$118,177.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2026	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	DOW TOWERS (MN078000001)			\$118,177.00
ID0000050	Upgrade Fire Alarm System and Install new Fire Sprinkler System(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System,Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm)	The fire safety system at Dow Towers is a high-priority life-safety asset. Hopkins HRA prioritizes infrastructure and building system integrity and will focus its limited Capital Fund resources on addressing these critical improvements until larger reinvestment opportunities become available.		\$61,325.00
ID0000055	RAD Conversion Feasibility Study – Dow Towers(RAD (1503))	Hopkins HRA will explore the feasibility of a Rental Assistance Demonstration (RAD) conversion for Dow Towers as part of its long-term preservation strategy. Funds may be used to procure professional services to evaluate conversion options, financial feasibility, and programmatic implications.		\$15,000.00
ID0000056	Security Improvements(Non-Dwelling Interior (1480)-Security)	Install security camera systems in common and stairwells areas to enhance resident safety, deter unauthorized activity, and improve overall site security monitoring. The project will evaluate optimal camera placement throughout interior common areas, including corridor intersections and high-traffic zones, to ensure adequate coverage while maintaining resident privacy considerations. Modern, networked surveillance technology may be utilized to support long-term maintenance, monitoring capability, and system reliability. Coordination with security professionals and applicable privacy requirements will be observed during implementation.		\$15,000.00
ID0000057	Lighting Improvement(Non-Dwelling Exterior (1480)-Lighting)	Exterior lighting improvements will be completed to enhance visibility and safety in key service areas of the property. New or upgraded lighting fixtures will be installed near the waste trash bin enclosure, company vehicle parking areas, and around the building life safety generators. These improvements are intended to improve nighttime visibility, support maintenance operations, and enhance overall site security.		\$9,000.00
ID0000058	Operations(Operations (1406))	Contracts costs including garbage removal, elevator maintenance, exterminating services, plumbing and hearing repairs, copier maintenance, grounds contract, and repairs contract. Utilities including gas, water, sewer, and electric. Property, liability, and workman's comp insurance. Janitor and cleaning supplies including glass cleaner, tile/floor cleaner, towels and office supplies, postage and advertising. Telephone and internet services. Health Insurance, employee benefits and wages. Asbestos and lead based paint will be addressed when found.		\$16,852.00



<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
2		2027		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	DOW TOWERS (MN078000001)			\$100,000.00
ID0000051	Upgrade fire alarm system and install sprinkler system(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System,Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm)	The fire safety system at Dow Towers is a high-priority life-safety asset. Hopkins HRA prioritizes infrastructure and building system integrity and will focus its limited Capital Fund resources on addressing these critical improvements until larger reinvestment opportunities become available.		\$100,000.00
	Subtotal of Estimated Cost			\$100,000.00





