



The City Council of the City of St. Charles welcomes you to its  
Regular Meeting of Tuesday, May 22, 2018 at 6:00 p.m.  
at 830 Whitewater Avenue, City Council Chambers, St. Charles, Minnesota.

ITEM	ACTION REQUESTED
1. Call to Order	
2. Pledge of Allegiance	
3. Approval of the Agenda	
4. Notices and Communications –	
5. Review of Financials	
6. Letter of Resignation-Marti Ellinghuysen	APPROVE
7. Advertise for Street Superintendent	APPROVE
8. Project Fine – June 10, 2018 event	INFORMATION

**UNSCHEDULED PUBLIC APPEARANCES:** Members of the audience may address any item not on the agenda. State Statute prohibits the City Council from discussing an item that is not on the agenda, but the City Council does listen to your concerns and has staff follow up on any questions you raise.

**ADJOURNMENT**



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**MEMORANDUM for the CITY COUNCIL of St. Charles for**  
**Tuesday, May 22, 2018**

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- 6. Letter of Resignation-Marti Ellinghuysen.** Please see the enclosed letter for consideration.
  
- 7. Advertise for Street Superintendent.** A posting for the open vacancy will be posted as soon as possible as it is our goal to have Mr. Ellinghuysen work with his replacement if possible.
  
- 8. Project Fine – June 10, 2018.** Please see the enclosed announcement for the June 10, 2018 event.



SOUTHERN MINNESOTA  
INITIATIVE FOUNDATION

525 Florence Avenue • PO Box 695 • Owatonna, MN 55060-0695  
PH 507.455.3215 • FAX 507.455.2098 • [smifoundation.org](http://smifoundation.org)

May 2018

Nick Koverman  
City of Saint Charles  
830 Whitewater Ave  
Saint Charles, MN 55972

Mr. Koverman and City Council,

Thank you for your generous support in 2018. Because of you, SMIF is able to change lives in southern Minnesota but we still need your help to move the needle on progress.

Did you know:

- **There is a 28% shortage of spaces available for child care in southern Minnesota.** This impacts not only families and children but also the workforce.
- **99.5% of businesses in Minnesota are considered small businesses.** This segment requires the most support to grow and prosper.
- **An estimated \$7 billion is going to transfer generations in southern Minnesota by 2030.** How is your community planning to capture these dollars?

SMIF is addressing these issues, but we need your continued support to help us assist our youngest residents, aspiring entrepreneurs and local community initiatives. Without you, we would not have been able to accomplish everything listed on the accompanying factsheet. This is only a small portion of what our donors have made possible.

Your support will change lives. **Please consider increasing your gift to \$2,000 in 2019 to keep this essential work in our region moving forward.** And as always, if you have any questions or concerns please feel free to reach out.

With sincere gratitude,

Tim Penny  
SMIF President & CEO

cc: June Reineke, Board Member



Your last gift of  
**\$1,500**  
allowed SMIF to invest  
**\$30,000**

into your community!  
(Winona County ROI: \$1 donated =  
\$20 invested)





SOUTHERN MINNESOTA  
INITIATIVE FOUNDATION

Collaborating for Regional Vitality

# Winona County Investments

We envision southern Minnesota as a prosperous and growing region with vibrant communities, innovative and successful economies, and engaged and valued citizens. To achieve this vision, Southern Minnesota Initiative Foundation, a regional development and philanthropic organization, fosters economic and community vitality in 20 counties of southern Minnesota through a culture of collaboration and partnership.

For every donation of  
from Winona County

\$1

=

\$20

is invested back  
into Winona County  
communities.\*

\*Includes grants, loans & programming

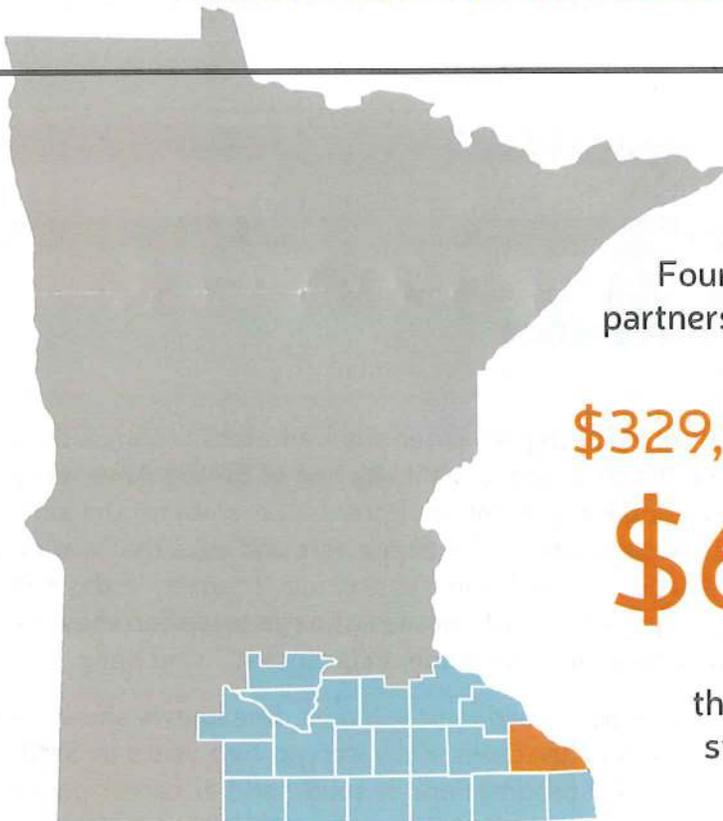
## 39 LOANS

\$1.8 million to Winona County entrepreneurs

## 214 GRANTS

\$1.9 million to support community initiatives

***\$5 million invested annually to the 20 counties of  
south central and southeastern Minnesota***



Since 1986, Southern Minnesota Initiative Foundation has leveraged local investments & partnerships to create a stronger **Winona County**:

**\$329,000** in local donations to SMIF

# \$6.8 million

invested by SMIF in Winona County through grants, loans, and programming for stronger kids, businesses and communities

## A MESSAGE FROM SEMMCHRA'S EXECUTIVE DIRECTOR

2017 was a good year for SEMMCHRA. We had the opportunity to partner with Southeast Minnesota Barrier Free Housing Corporation. They own two (2) – 14-unit complexes called Cooperidge, located in Red Wing and Wapasa, located in Winona. This private, non-profit provides affordable housing for the elderly and disabled individuals and families since 1988. We entered into a contract with them to manage both these properties beginning on July 1, 2017.

SEMMCHRA served 953 families through its affordable rental programs. We continued to provide deferred and low interest rehabilitation loans to single family owners, sold 15 single family lots and worked with developers to build affordable single-family homes.

Goodhue County Board of Commissioners approved an additional \$100,000 of SEMMCHRA's 2018 Levy to establish a Goodhue County Housing Trust Fund. This money will help provide dollars to fill the gap to develop single family and multi family housing. These dollars are expected to be available on July 1, 2018.

SEMMCHRA also developed several measures to streamline systems to save dollars. The top three were maintenance efficiencies, automated the rental rehab process to paperless along with implementing paperless processes using Adobe Sign in our application and verification of our Rental Programs. I commend our staff for continuing to develop new ideas and procedures that streamline our processes, saving valuable and limited resources to help people throughout our service area.

Congress approved the 2018 Budget and was signed off by the President. We received an increase across the board what was a welcoming surprise. The President did say that he would not sign a bill like 2018 again, so it is important to continue to contact your Congressional Representatives of the importance of these already limited resources.

Remember, we all make America great!

Joseph P. Wheeler



### Senator Tina Smith

St. Paul Office  
60 Plate Boulevard East  
Suite 220  
St. Paul, MN 55107  
651-221-1016  
[www.smith.senate.gov](http://www.smith.senate.gov)

### Representative Tim Walz

527 1/2 South Front Street  
Mankato, MN 56001  
507-388-2149  
[www.walz.house.gov](http://www.walz.house.gov)

### Senator Amy Klobuchar

1200 Washington Avenue South  
Room 250  
Minneapolis, MN 55415  
612-727-5220  
[www.klobuchar.senate.gov](http://www.klobuchar.senate.gov)

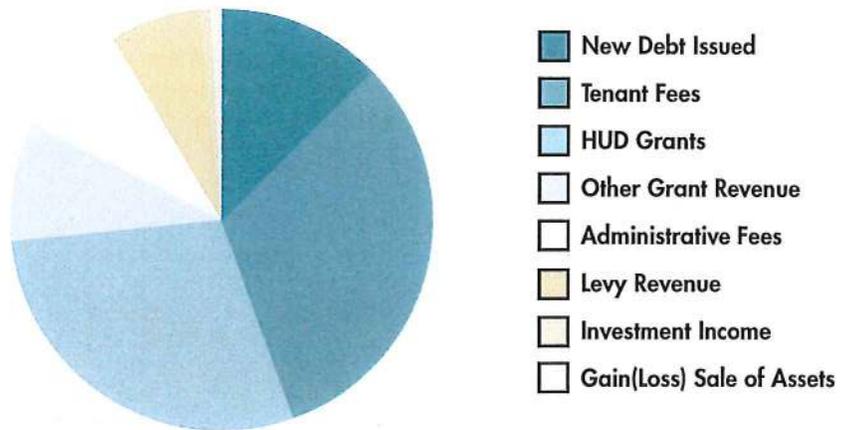
### Representative Jason Lewis

2805 Cliff Road  
Suite 200  
Burnsville, MN 55337  
651-846-2120  
[www.jasonlewis.house.gov](http://www.jasonlewis.house.gov)

2017  
RETURN ON INVESTMENT

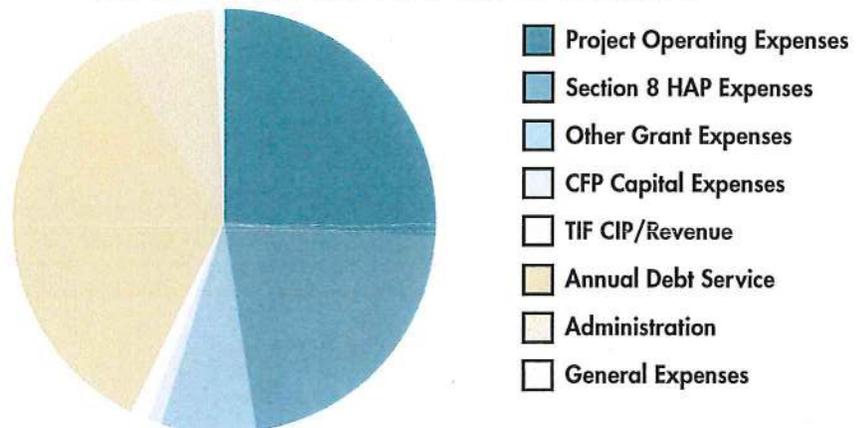
Revenue	\$3,409,562
Levy	\$511,825
Return on Investment	\$6.66

## 2017 OPERATING PROGRAM FUNDING



Tenant Fees	\$2,379,385	32.1%
HUD Grants	\$2,123,851	28.7%
New Debt Issued	\$935,000	12.6%
Other Grant Revenue	\$672,919	9.1%
Administrative Fees	\$668,986	9.0%
Levy Revenue	\$511,825	6.9%
Investment Income	\$73,636	1.0%
Gain(Loss) Sale of Assets	\$43,032	0.6%
<b>Total</b>	<b>\$7,408,634</b>	<b>100.00%</b>

## 2017 OPERATIONAL EXPENDITURES



Annual Debt Service Payments	\$2,477,162	33.7%
Project Operating Expenses	\$1,926,110	26.2%
Section 8 HAP Expenses	\$1,585,016	21.5%
Administration	\$611,185	8.3%
Other Grant Expenses	\$532,402	7.2%
CFP Capital Expenses	\$72,930	1.0%
TIF CIP/Revenue	\$102,074	1.4%
General Expenses	\$49,394	0.7%
<b>Total</b>	<b>\$7,356,273</b>	<b>100.00%</b>



**Southeastern Minnesota  
Multi-County Housing  
and Redevelopment Authority**

134 East Second Street  
Wabasha, MN 55981  
Ph: 651-565-2638  
Fax: 651-565-3836  
[www.semmchra.org](http://www.semmchra.org)

Monday, May 14, 2018

Marti Ellinghuysen  
310 Northern Valley Drive  
St. Charles, MN 55972

City of St. Charles  
830 Whitewater Avenue  
St. Charles, MN 55972

Kyle and City Administration:

Please accept this as my formal letter of resignation as Street Superintendent with the City of St. Charles. If you will allow me, I would like to assist you in the next two months. My final day of employment will be Friday, July 13, 2018.

I have appreciated the opportunity to work for the City for the past eighteen and half years. Thank you for the opportunities you have provided for me.

Best regards,

A handwritten signature in cursive script that reads "Marti Ellinghuysen".

Marti Ellinghuysen

You are cordially invited to

*Project*  *FINE's*

*Annual Taste of International  
Cuisine Fundraiser*

*Journey  
to the  
Caribbean*

*June 10, 2018, 4:30pm-7:00pm  
Lourdes Hall, 457 Gould Street  
Silent Auction (cash or checks please)*

*Funds raised will be used to support our mission: to  
strengthen and enrich our community by facilitating the  
integration of people who are ethnically diverse.*