



Cora McCorvey, Executive Director / CEO

Performance Report for January 2012

Board of Commissioners Meeting

February 22, 2012

This Month's Report

- ▶ Asset Management Project (AMP Reports)
- ▶ Procurement
- ▶ Facilities and Development
- ▶ Rent Collections
- ▶ American Recovery & Reinvestment Act (Capital Competitive Funds)
- ▶ American Recovery & Reinvestment Act – Formula Funds
- ▶ Energy Savings Contracting (ESCO)
- ▶ Finance
- ▶ Housing Choice Voucher Program
- ▶ Policy & Special Initiatives

**Asset Management Project (AMP) Report
(Units Leased/Turnaround/Work Orders/Occupancy)
Headquarters: 2709 Essex St. SE
January 2012**

Glendale AMP 1 –

Total Units 184

- ▶ Units Leased: 2
- ▶ Average Turnover: 16
 - Down Time: 1
 - Days Make Ready: 8
 - Days for Re-rental: 8
- ▶ Total Work Orders
 - 2 emergency work orders completed in 24 hours – 100%
 - 130 non emergency work orders completed – 98%
- ▶ **Occupancy Level: 98%**

Scattered Sites AMP 2 –

Total Units 736

- Units Leased: 10
- Average Turnover: 23
 - Down Time: 1
 - Days Make Ready: 13
 - Days for Re-rental: 9
- Total Work Orders
 - 9 emergency work orders completed in 24 hours – 100%
 - 491 non emergency work orders completed – 85%
- ▶ **Occupancy Level: 97%**

Asset Management Project (AMP) Report (Units Leased/Turnaround/Work Orders/Occupancy) January 2012

North AMP 3 – Headquarters: 315 Lowry Total Units 1296

Units Leased: 20

Average Turnover: 10

- Days Down Time: 1
- Days Make Ready: 5
- Days for Re-rental: 4
- Total Work Orders
 - 17 emergency work orders completed in 24 hours – 100%
 - 1125 non emergency work orders completed – 98%

○ Occupancy Level: 100%

Northeast AMP 4 – Headquarters: 1815 Central – Total Units 944

Units Leased: 28

Average Turnover: 18

- Days Down Time: 1
- Days Make Ready: 4
- Days for Re-rental: 13
- Total Work Orders
 - 8 emergency work orders completed in 24 hours – 100%
 - 678 non emergency work orders completed – 97%

○ Occupancy Level: 99%

Asset Management Project (AMP) Report (Units Leased/Turnaround/Work Orders/Occupancy) January 2012

Hiawatha AMP 5 – Headquarters: 2123 – 16th – Total Units 886

- Units Leased: 40
- Average Turnover: 8
 - Days Down Time: 1
 - Days Make Ready: 3
 - Days for Re-rental: 5
- Total Work Orders
 - 19 emergency work orders completed in 24 hours – 100%
 - 364 non emergency 90%
- Occupancy Level: 99%

Cedar AMP 6 – Headquarters: 1611 So. 6th – Total Units 895

- Units Leased: 3
- Average Turnover: 51
 - Days Down Time: 3
 - Days Make Ready: 7
 - Days for Re-rental: 41
- Total Work Orders
 - 15 emergency work orders completed in 24 hours – 100%
 - 968 non emergency work orders completed – 94%
- Occupancy Level: 99%

Asset Management Project (AMP) Report (Units Leased/Turnaround/Work Orders/Occupancy) January 2012

Horn AMP 7 – Headquarters: 3 | 2 | Pillsbury – Total Units 937

- Units Leased: 11
- Average Turnover: 17
 - Days Down Time: 1
 - Days Make Ready: 4
 - Days for Re-rental: 13
- Total Work Orders
 - 5 emergency work orders completed in 24 hours – 100%
 - 664 non emergency work orders completed –97%

○ **Occupancy Level: 100%**

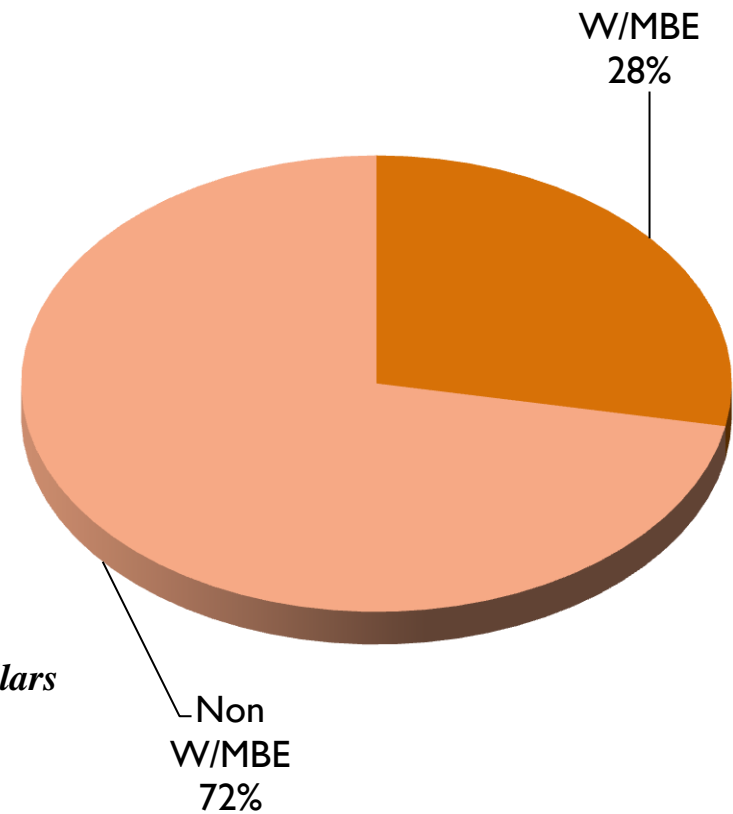
Procurement

MPHA Contracting Activity

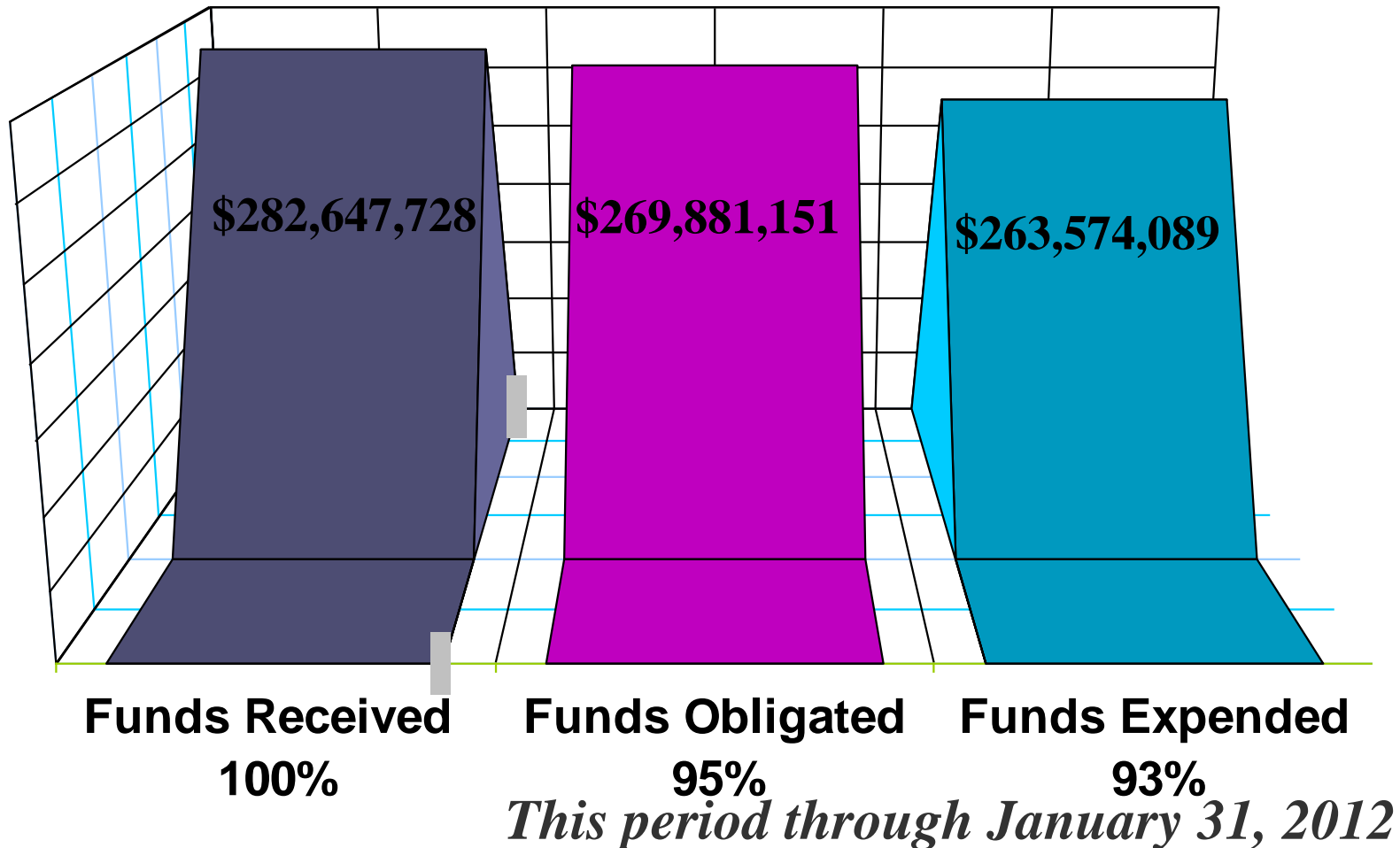
January 2012

W/MBE & Section 3 Participation Report

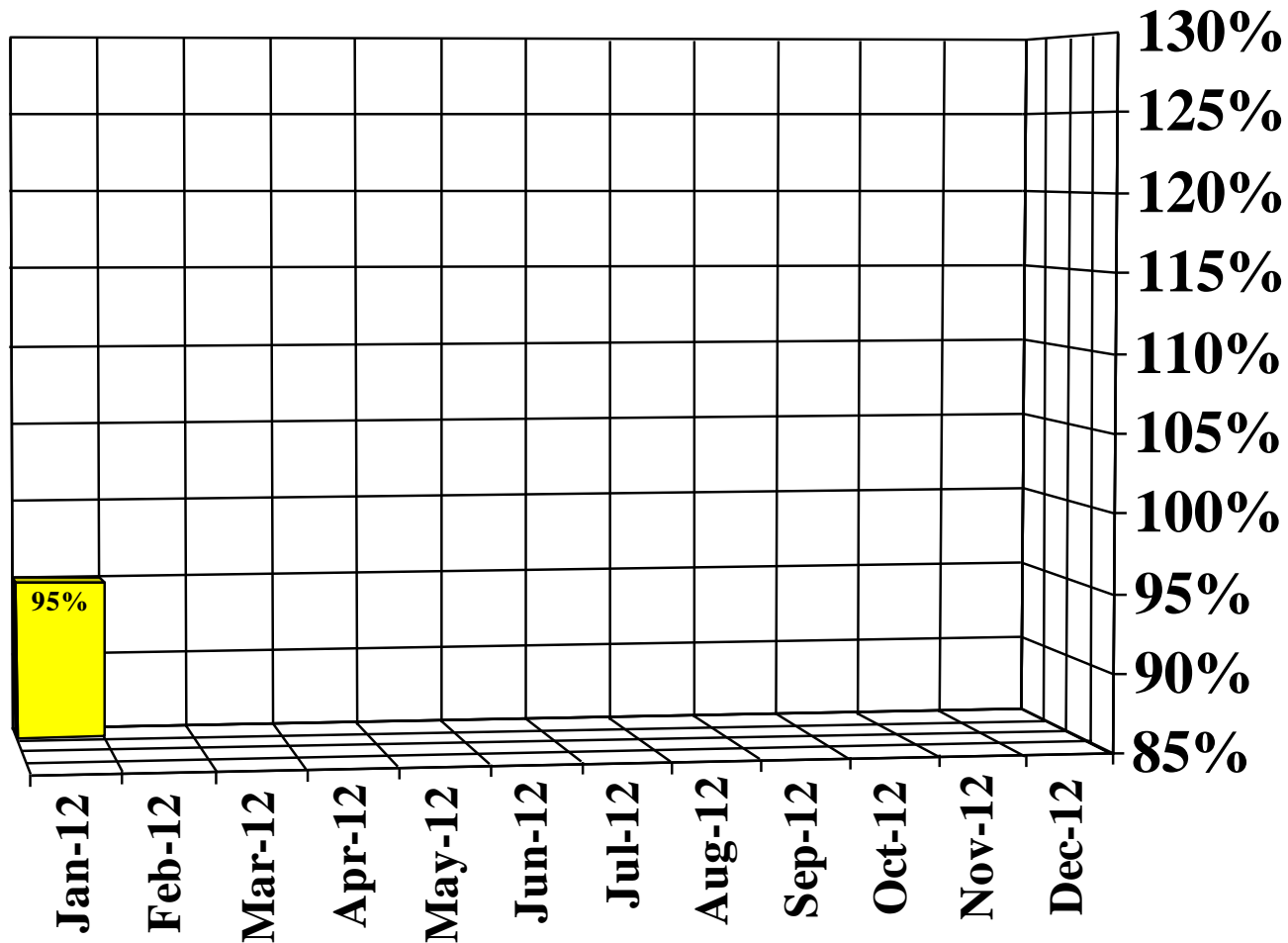
Section 3 Goal = 10% of Construction Contract Dollars
Construction Contracts Awarded = \$205,714
Section 3 Contracts Awarded = \$13,660
Section 3 Contract Participation = 7%



Facilities & Development Capital Fund Program Obligation & Expenditure Report



Rent Collections



ARRA

Capital Competitive Funds

MPHA Senior Center - CFRC Category I

- Purpose: To provide older adults who are MPHA and neighborhood residents access to quality health and wellness opportunities.

Details:

- ARRA Award Amount: \$10,439,784
Leveraged :
 - \$4,313,400 in NMTC Equity for the Senior Center
 - \$1,278,542 Replacement Housing Factor Funds
 - \$35,000 Energy Credits
 - \$ 390,900 TBRA (Tax Based Revitalization Act)*
 - \$167,500 ERF (Environmental Response Fund)*
 - * Leverage allocated between Senior Center & Memory Care Facility
- Core Service Providers Partners:
The Metropolitan YMCA, The Courage Center, Augustana Care Corporation and Neighborhood Health Source

ARRA

Capital Competitive Funds

January Updates:

- ▶ December - Pile caps poured, foundation walls completed, structural steel framing begins.
- ▶ January - Structural steel framing continues; second floor precast begins.
- ▶ February –Exterior walls in place, second floor and roof framing begin.
- ▶ March – November – Continuing construction by multiple trades
- ▶ December 8, 2011- achieved substantial completion with a Certificate of Occupancy provided by the City.
- ▶ January, 2012 – Final punch list in progress, O & M training scheduled for February 2012

ARRA

Capital Competitive Funds

Memory Care “Green” Initiative – CFRC Category 4 Option I

Purpose:

To provide older adults experiencing varying levels of assisted living needs and memory loss safe, quality housing.

Details:

- ARRA Award Amount: \$9,730,109
 - Leveraged: \$4,093,632 City of Minneapolis
 - \$872,234 MPHA COCC
 - \$25,000 Hennepin County ERF Grant
 - \$ 177,00 LCD Grant
 - \$120,000 Energy Credits
 - \$ 390,900 TBRA (Tax Based Revitalization Act) *
 - \$167,500 ERF (Environmental Response Fund)*
 - * Leverage allocated between Senior Center & Memory Care Facility
- “Green” initiative (solar and geothermal)

ARRA

Capital Competitive Funds

January Updates:

- ▶ December - All pile caps poured & foundation walls completed.
- ▶ January - First floor precast completed; wood framing begins.
- ▶ February – 1st and 2nd floor wood framing complete, starting 3rd floor.
- ▶ March- November – Continuing construction by multiple trades.
- ▶ December 8, 2011 – Achieved substantial completion with a Certificate of Occupancy provided by the City
- ▶ January, 2012 – Final punch list in process, O & M training scheduled for February, 2012.

ARRA

Capital Competitive Funds

Scattered Site Housing “Green” Initiative – CFRC Category 4 Option 2

Purpose:

- Energy and weatherization improvements to 722 scattered site homes.

Details:

- Award Amount: \$11,650,000

Leverage:	COCC reserves -	\$322,953
	ESCO with Honeywell -	<u>\$842,047</u>
		\$1,165,000

ARRA

Capital Competitive Funds

January Updates:	<u>GOAL</u>	<u>PROGRESS</u>
• Insulation	206	206/100%
• Water Heaters	367	367/100%
• Thermostats	722	722 /100%
• New windows	562	562/100%
• Furnaces	140	140/100%
• Boilers	34	34/100%
• Lighting	722	722/100%
• Ventilation	532	532 homes/100%
• Outlet Insulation	14	14/100%
• Insulation, water heaters, thermostats, new windows, furnaces, boilers and gas range installations are complete.		
• Substantial completion was achieved in December, 2011. Punch list in progress.		

** Additional units were funded with contingency/cost savings.

ARRA

Capital Fund - Formula Grant

January Update:

Purpose:

Capitalization improvements

Details:

ARRA Award Amount – \$18,254,000

September Updates:

Funds 100% obligated

Funds 100% expended

ARRA

Senior Center & Memory Care Diversity Participation

January Updates:

- ▶ Jobs Created - part time, temporary, etc.

New hires: 267 individuals

▶ W/MBE & Section 3 Participation	<u>Current</u>	<u>Goal</u>
Senior Center		
MBE	25.65 %	25%
WBE	10.34 %	10%
Section 3	10.69 %	10%
Memory Care		
MBE	23.71 %	25%
WBE	07.3 %	10%
Section 3	12.73%	10%

Contracted amount to date

Construction goals

Report organized by Project Goals

ARRA

Senior Center & Memory Care Diversity Participation

January Updates:

▶ Workforce Utilization Report	<u>Current</u>	<u>Goal</u>
Senior Center		
Minority	22.8 %	33%
Female	05.0 %	05%
Memory Care		
Minority	22.1 %	33%
Female	06.5 %	05%

ARRA

Scattered Site & Formula Grant Diversity

January Updates:

- Jobs Created - part time, temporary, etc.

Actual new hires to date: 157

W/MBE & Section 3 Participation	<u>Current</u>	<u>Goal</u>
MBE	25.15%	20%
WBE	09.56%	07%
Section 3	12.89%	10%

- ✓ Contracted amount to date
- ✓ Construction goals
- ✓ Report organized by goals

American Recovery Reinvestment Act MPHA Resident Employment Report

Project

Residents Employed

- ▶ Capital Fund - Competition Funds 1 PTE
Thomas T. Feeney Manor – Green Initiative
Senior Community Center
 - ▶ Capital Fund - Competition Funds 23 PTE
Scattered Site Project Green Initiative 1 FTE
 - ▶ Capital Fund –Formula Grant 153 PTE
Capitalization Improvements_ 1 FTE
- Total Number MPHA Residents Employed = 179 Individuals**

* PTE = \$200 month stipends and/or \$10 per hour

American Recovery Reinvestment Act MPHA Resident Employment Report

Project

Types of Employment

Capital Fund - Competition Funds

Laborer

- Thomas T. Feeney Manor – Green Initiative
- Heritage Park Senior Service Center

• Capital Fund - Competition Funds

Peer Educator

Day Care

Admin. Support

Management Aid

Translators

• Capital Fund –Formula Grant

Project Assistant

- Capitalization Improvements

Peer Educators

Flyer/Notice

Delivery/Training



American Recovery Reinvestment Act MPHA Resident Employment Report

Project	Amount Paid to MPHA Residents
<u>Capital Fund - Competition Funds</u>	
▶ Thomas T. Feeney Manor – Green Initiative	*NA
▶ Heritage Park Senior Services Center	
<u>Capital Fund - Competition Funds</u>	\$48,121
▶ Scattered Site Project Green Initiative	
<u>Capital Fund –Formula Grant</u>	
▶ Capitalization Improvements	<u>\$41,523</u>
Total Amount to MPHA Residents	\$89,499

Energy Savings Contracting (ESCO) January 2012

▶ Energy Performance Contract Summary

- August 26, 2009 – MPHA signed a \$33.6 million EPC with Honeywell (\$28.4 million in financed funds, \$5.2 million in capital funds)

▶ Energy Performance Implementation

- November 2009 – MPHA began monthly updates on the EPC to the Board.
- January 2010 – Construction and implementation of EPC began.
- EPC completion and closeout of financing executed on December 15, 2010.
- Guarantee savings period commenced January 1, 2011.
- EPC capital funded portion punch list has been completed.
- MPHA & Honeywell submitted to HUD the first annual Measurement and Verification (M & V) report. The report shows that Honeywell exceeded the guaranteed savings for the construction period of 2010.
- Honeywell is working on the annual M & V report for 2011 which will be submitted to MPHA before the end of February, 2012. Savings projections at this point indicate that Honeywell will meet its guarantee for 2011.

Finance

- ▶ Finance staff is working on closing the books for FY11 and early indications is that the Operating Fund and Central Office Cost center will be within budgeted levels.
- ▶ HUD has come out with their 2013 budget proposal. The Administration is proposing funding at 90% of the subsidy formula; approximately a \$2 million loss from the full amount. The Capital Fund is proposed at a 14% reduction from 2012 or \$1.5 million less for MPHA. That would fund the Capital Fund Program at \$9 million. The Section 8 voucher funding is proposed to be relatively stable from the 2012 levels with a 17% increase in Section 8 Administrative Fee funding from 2012.

Housing Choice Voucher Program

MPHA Housing Choice Voucher Program Report to Board of Commissioners For January 2012

MTW Funded Units (Excludes VASH & Mod Rehab)	January Units Leased with HAP (Excludes VASH & Mod Rehab)	Average Number of Vouchers Leased to Year to Date	% Variance of units Leased to Funded	# of Participants Moving and Searching in January	# of Waitlist Applicants Issued and Searching in January	# of New Applicant Admissions In January	# of Participant Move Lease ups in January
4421	4529	4529	102%	89	8	52	66
# of Applicant Annual Reexams Completed in January	2012 Fiscal Year (January - December)					MTW Funded Per Unit Cost (PUC) Of Voucher	Actual Per Unit Cost (PUC) Of Voucher in January
	HAP Budget Authority (12 months)		\$40,240,800 2012 FY Funding				
	HAP funded to date		\$3,353,400 1st mo into 2012 FY				
	HAP spent to date		\$3,454,715				
354	Variance		1.03 % of HAP spent to Funded			\$758	\$734
# of Owners at Owner Workshop in January	# of HQS Inspections Completed in January	% of Units that Failed HQS (288) in January	# of Failed Units in Abatement for Noncompliance in January	Average HAP Amount Withheld (Abatement) in January	# of HAP Contracts Canceled for HQS Noncompliance in January	# of Family Sufficiency (FSS) Participants Enrolled in January	% FSS Participants Contributing to Escrow Accts in January
N/A	949	30%	13	\$9,579.00	6	84	42%
# of Mobility Vouchers Issued in January	# of Mobility Vouchers Leased in January	Total # of Port out Families Billed for in January	Total # Port in Families Administered in January	Amount Collected from Repayment Agreements in January	FY Total to date Collected from Repayment in January	# of Applicants Remaining On Waitlist	# of Participants Terminated in January
59	18	269	341	\$9,153	\$9,153	10,206	36

4421 is MPHA's MTW Authorized HCV Unit Baseline for Fiscal Year 2012. (Units leased will fluctuate each month but by close of FY, the average number of families served should be 4421.)

NOTE: VASH (205 Vouchers for Homeless Veterans) FUP (100 Family Unification Vouchers) and Moderate Rehabilitation (274 units) are not included in the 4421 baseline; they are ineligible for MTW but all actions and activities are tracked.

Policy & Special Initiatives

Policy:

▶ **Moving To Work (MTW)**

- ▶ Consulted with HUD Regarding MPHA Budget Changes and MTW Impact

▶ **Strategic Planning:**

- ▶ Met with Project Team and Revised Draft Strategic Plan per Feedback by MPHA Board Executive Committee

▶ **Other:**

- ▶ Participated in MN Council Of Non-Profits Legislative Seminar

Policy & Special Initiatives

Special Initiatives:

▶ **Homeownership:**

- ▶ Revised Family Housing Fund Program Contract to Phase Out MPHA Homeownership Program
 - ▶ One New Family Enrolled – Total Counseled Since Inception 1040

▶ **Lease To Own:**

- ▶ Two Additional Families Were Approved for Lease To Own Program – One Family Declined and the Other Will Move In in February – Total Lease To Own Participants – Eight

Policy & Special Initiatives

Special Initiatives:

- ▶ **MPHA Tornado Disaster Response Actions**
 - ▶ MPHA Public Housing Repairs – Contracting
 - ▶ MPHA Contracted over \$640,000 in repairs
 - ▶ Over \$403,000 to Minority Owned Enterprises
 - ▶ Over \$ 44,000 to Women Owned Enterprises
 - ▶ Over \$179,000 to Other Contractors
 - ▶ Approximately 55.06% of All Contracts Awarded Were to Section 3 Firms

Policy & Special Initiatives

Special Initiatives:

▶ **MPHA Tornado Disaster Response Actions**

- ▶ Section 8 – Tornado Disaster Assistance Vouchers (TDVs)
 - ▶ MPHA has received 93 Referrals from Hennepin County
 - ▶ 44 applicants have been approved, issued a voucher
 - 19 Ported to Other Housing Authorities
 - 8 Were Leased Up with MPHA
 - 15 are currently searching
 - 2 Are No Longer Interested
 - ▶ 2 are in process
 - ▶ 47 Have Been Determined Ineligible for A Variety of Reasons Including: Unit Not Impacted by Storm, Criminal Histories, Providing False Information

Policy & Special Initiatives

Special Initiatives:

Development

▶ **Section 8 – Tornado Disaster Assistance Vouchers (TDVs)**

- ▶ MPHA has received 91 Referrals from Hennepin County
- ▶ 39 applicants have been approved, issued a voucher
 - ▶ 19 Ported to Other Housing Authorities
 - ▶ 8 Were Leased Up with MPHA
 - ▶ 24 are currently searching
 - ▶ 2 are in process
 - ▶ 48 Have Been Determined Ineligible for A Variety of Reasons Including: Unit Not Impacted by Storm, Criminal Histories, Providing False Information

Policy & Special Initiatives

Other:

- ▶ MPHA's New Website Went Live
- ▶ Submitted MPHA's Summer Youth STEP UP Grant to City
- ▶ Created Black History Month Ad for Spokesman/Recorder
- ▶ Coordinated Heritage Park Refinance Actions for MPHA Requirements

Website Contacts:

MPHA Had 63 Website Contacts Requesting Assistance with Housing in January – This Is Significantly Higher Than Past Months – MPHA’s New Website Was Designed to Make Communication Easier – Staff Will Continue to Monitor Requests

MPHA's Website

You can now view information about the Minneapolis Public Housing Authority on our Website.



www.mphaonline.org