



Cora McCorvey, Executive Director

Performance Report for December 2011

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
December 2011**

Glendale AMP 1 –

Total Units 184

- ▶ Units Leased: 6
- ▶ Average Turnover: 27
 - Down Time: 2
 - Days Make Ready: 19
 - Days for Re-rental: 7
- ▶ Total Work Orders
 - 8 emergency work orders completed in 24 hours – 100%
 - 605 non emergency work orders completed – 99%
- ▶ **Occupancy Level: 98%**

Scattered Sites AMP 2 –

Total Units 736

- Units Leased: 16
- Average Turnover: 49
 - Down Time: 0
 - Days Make Ready: 18
 - Days for Re-rental: 28
- Total Work Orders
 - 8 emergency work orders completed in 24 hours – 100%
 - 464 non emergency work orders completed – 85%
- ▶ **Occupancy Level: 97%**

Asset Management Project (AMP) Report (Units Leased/Turnaround/Work Orders/Occupancy) December 2011

North AMP 3 – Headquarters: 315 Lowry Total Units 1296

Units Leased: 14

Average Turnover: 26

- Days Down Time: 6
- Days Make Ready: 13
- Days for Re-rental: 7

- Total Work Orders

- 23 emergency work orders completed in 24 hours – 100%
- 897 non emergency work orders completed – 95%

○ Occupancy Level: 99%

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

Units Leased: 16

Average Turnover: 16

- Days Down Time: 1
- Days Make Ready: 10
- Days for Re-rental: 6

- Total Work Orders

- 10 emergency work orders completed in 24 hours – 100%
- 606 non emergency work orders completed – 94%

○ Occupancy Level: 99%

Asset Management Project (AMP) Report (Units Leased/Turnaround/Work Orders/Occupancy) December 2011

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

- Units Leased: 30
- Average Turnover: 9
 - Days Down Time: 1
 - Days Make Ready: 3
 - Days for Re-rental: 5
- Total Work Orders
 - 22 emergency work orders completed in 24 hours – 100%
 - 588 non emergency 91%
- Occupancy Level: 98%

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

- Units Leased: 11
- Average Turnover: 21
 - Days Down Time: 5
 - Days Make Ready: 8
 - Days for Re-rental: 8
- Total Work Orders
 - 12 emergency work orders completed in 24 hours – 100%
 - 685 non emergency work orders completed – 87%
- Occupancy Level: 100%

Asset Management Project (AMP) Report (Units Leased/Turnaround/Work Orders/Occupancy) December 2011

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

- Units Leased: 10
- Average Turnover: 5
 - Days Down Time: 0
 - Days Make Ready: 1
 - Days for Re-rental: 4
- Total Work Orders
 - 22 emergency work orders completed in 24 hours – 100%
 - 454 non emergency work orders completed –91%

○ Occupancy Level: 100%

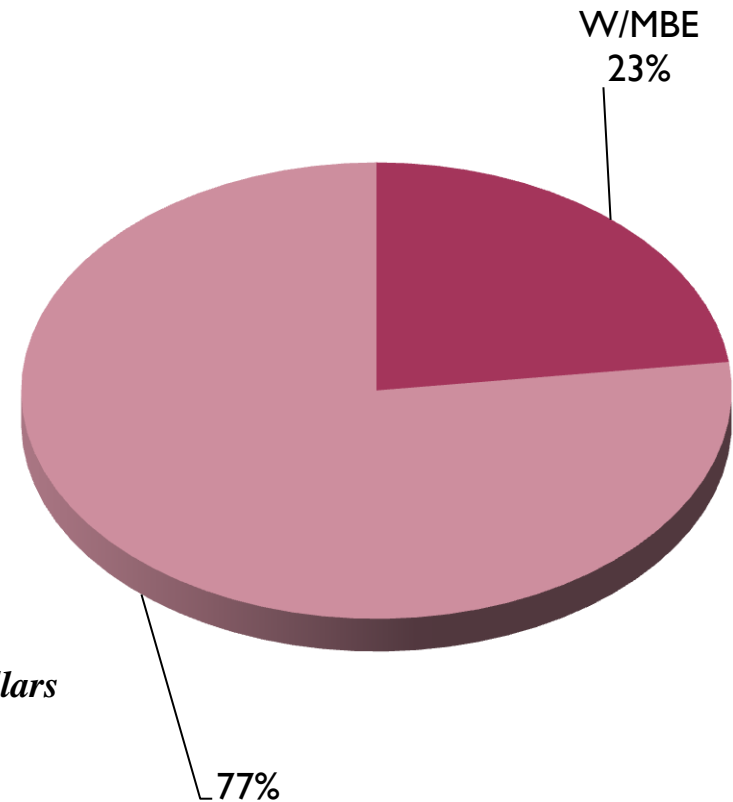
Procurement

MPHA Contracting Activity

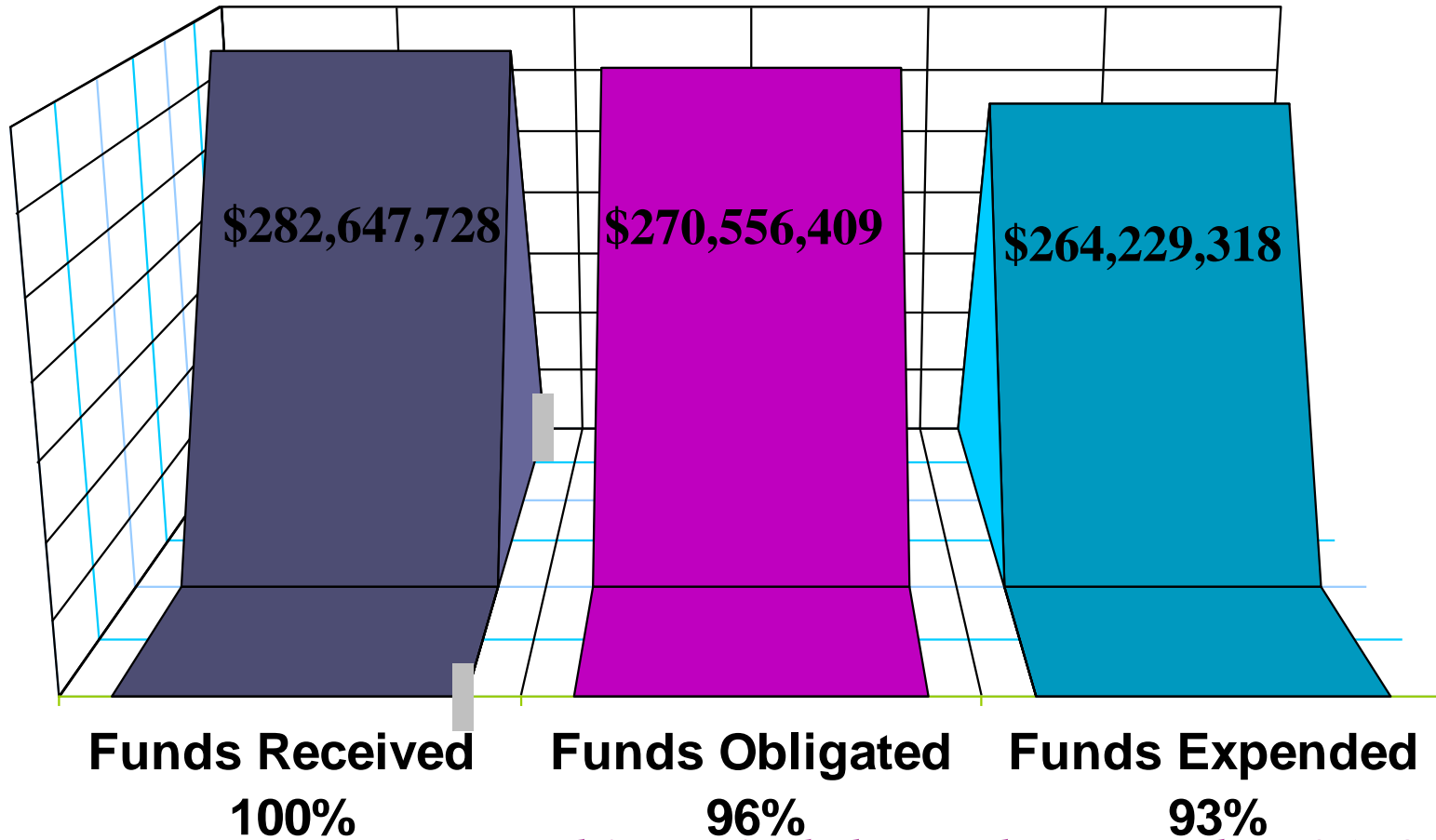
December 2011

W/MBE & Section 3 Participation Report

Section 3 Goal = 10% of Construction Contract Dollars
Construction Contracts Awarded = \$12,115,534
Section 3 Contracts Awarded = \$1,378,425
Section 3 Contract Participation = 11%

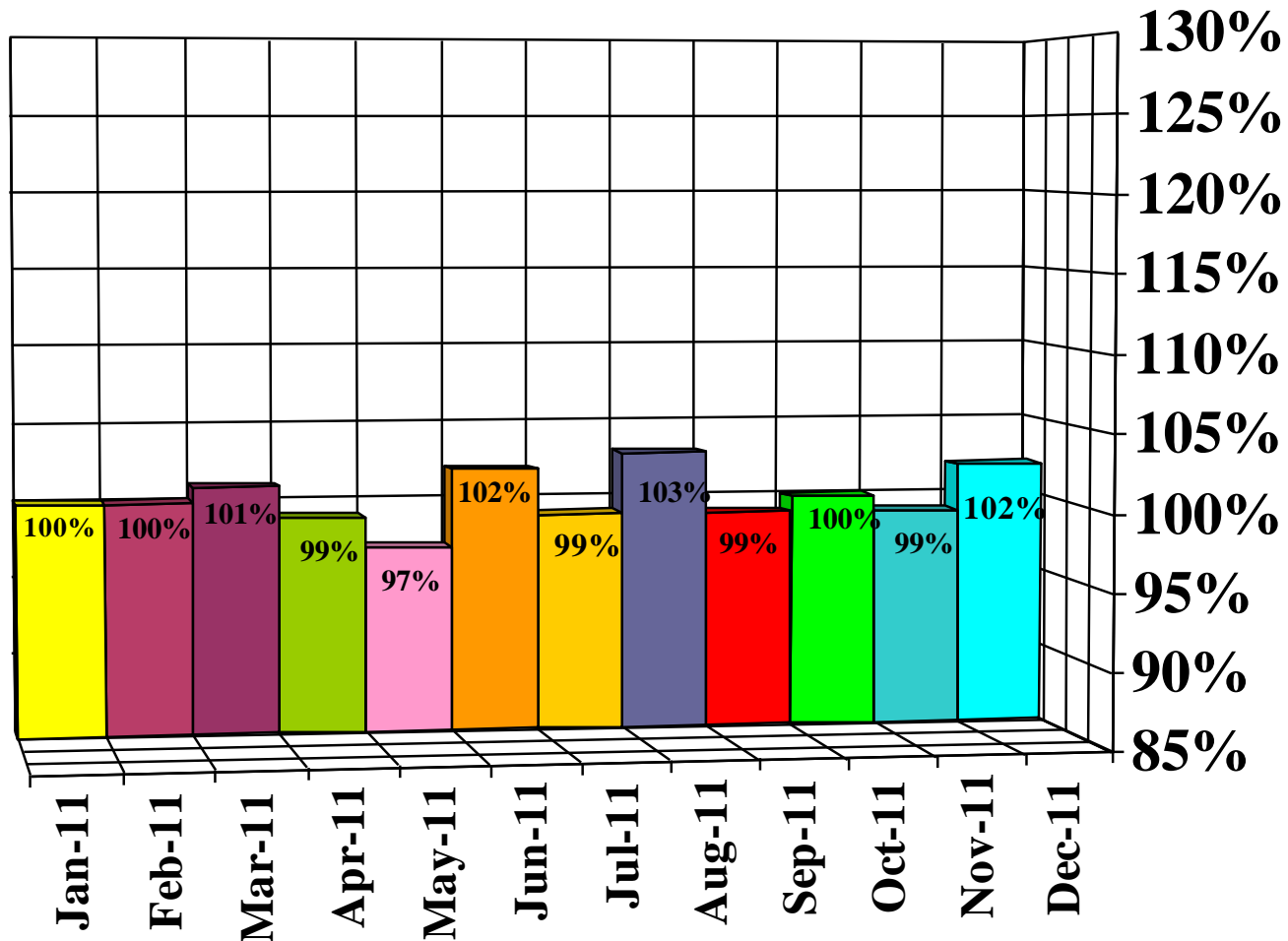


Facilities & Development Capital Fund Program Obligation & Expenditure Report



This period through December 31, 2011

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 (formerly known as Fremont Community Clinic)

ARRA

Capital Competitive Funds

December 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.

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

December 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.

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

December 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

December 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

December 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

December 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

December 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

Capital Fund - Competition Funds

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

• Capital Fund - Competition Funds

- Scattered Site Project Green Initiative

• Capital Fund –Formula Grant

- Capitalization Improvements

Types of Employment

Laborer

Peer Educator

Day Care

Admin. Support

Management Aid

Translators

Project Assistant

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) December 2011

▶ **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 has submitted its third 2011 quarterly M & V report which shows energy and water savings at the AMP level. Savings projections at this point indicate that Honeywell will meet its guarantee for 2011.

Finance

- ▶ MPHA's FY 2011 audit is underway and is expected to be completed in August 2011.
- ▶ 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 solidly within budgeted levels.

Housing Choice Voucher Program

MPHA Housing Choice Voucher Program Report to Board of Commissioners For DECEMBER 2011

MTW Funded Units (Excludes VASH & Mod Rehab)	November 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 December	# of Waitlist Applicants Issued and Searching in December	# of New Applicant Admissions In in December	# of Participant Move Lease ups in December
4579	4481	4556	99%	66	76	69	61
# of Applicant Annual Reexams Completed in December	2011 Fiscal Year (January - December)					HUD Funded Per Unit Cost (PUC) Of Voucher	Actual Per Unit Cost (PUC) Of Voucher in December
	HAP Budget Authority (12 months)		\$41,029,284	2011 FY Funding			
	HAP funded to date		\$41,029,284	12th mo into 2011 FY			
	HAP spent to date		\$41,202,630				
352	Variance		100%	% of HAP spent to Funded		\$727	\$733
# of Owners at Owner Workshop in December	# of HQS Inspections Completed in December	% of Units that Failed HQS (276) in December	# of Failed Units in Abatement for Noncompliance in December	Amount of HAP Withheld (Abatement) in December	# of HAP Contracts Canceled for HQS Noncompliance in December	# of Family Sufficiency (FSS) Participants as of December	% of FSS Participants with Escrow Accts in December
N/A	908	30%	18	\$14,821	9	83	41%
# of Mobility Vouchers Issued to Date	# of Mobility Vouchers Leased to date	Total # of Port out Families Billed for in December	Total # Port in Families Administered in December	Amount Collected from Repayment Agreements in December	FY Total to date Collected from Repayment Agreements	# of Applicants Remaining on Waitlist in December	# of Participants Terminated in December
51	15	279	306	\$6,289	\$114,025	10,243	59

The 4579 MTW funded vouchers excludes 112 MHOP conversion Vouchers and 25 Soft Subsidy Vouchers - still waiting for HUD Approval.

NOTE: VASH Vouchers for Homeless Veterans (205 vouchers) are excluded from Moving To Work Program Activities as is the the Moderate Rehabilitation Program which consists of 274 Units; ineligible for MTW.

Policy & Special Initiatives

Policy:

▶ **Moving To Work (MTW)**

- ▶ Submitted and Receive HUD Approval of 2012 MTW Plan
- ▶ Submitted Revised HUD 2010 MTW Report

▶ **Strategic Planning**

- ▶ Coordinate Feedback on Strategic Plan – Board Executive Committee and MPHA Executive Staff

▶ **HUD Conflict of Interest Policy**

- ▶ Worked with HUD to clarify ‘Conflict of Interest’ under Project Based Section 8 Regulation

▶ **Security**

- ▶ Researched Security Strategies and Funding for Public Housing Authorities

Policy & Special Initiatives

Special Initiatives

Development:

- ▶ Secured HUD Approval for HPSSC Development Budget Changes
 - ▶ Secured NMTC Extensions for Closeout of Heritage Park Senior Services Center
 - ▶ Draft Board Report Regarding Authorizations for Refinancing of Various Phase of Heritage Park.
 - ▶ Coordinated with United States Postal Services for 9 Digit Zip Codes for ARRA Partners

Policy & Special Initiatives

Special Initiatives:

Development

- ▶ Homeownership/Family Self Sufficiency (FSS):
 - ▶ MPHA has discontinued its Public Housing Family Self Sufficiency Program and is Phasing out its MTW Homeownership Programs except for the Lease To Own Program
 - ▶ 1 Family Approved for Homeownership Counseling – This Family and Those Remaining in Program Must Secure Mortgage and Purchase by June 30, 2012
 - ▶ Total Home Purchase since program inception 196

Policy & Special Initiatives

Special Initiatives:

Development

- ▶ Saving Home – Foreclosure Prevention Program:
 - ▶ One Family Continues to Participate in this Program
- ▶ Lease To Own:
 - ▶ Three Additional Families Were Approved for Lease To Own Program – Two Moved into Units in December – Total Lease To Own Participants – Seven
- ▶ MTW FSS- Homeownership (Participants Must Have Homeownership as a FSS Goal):
 - ▶ 25 Active Participants
 - ▶ MPHA will be Phasing Out Program for Current Participants Over Next Several Months

Policy & Special Initiatives

Special Initiatives:

Development

▶ **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:

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

Website Contacts:

- ▶ **MPHA had 18 Website Contacts Requesting Assistance with Housing in December**

MPHA's Website

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



www.mphaonline.org