



**Cora McCorvey, Executive Director / CEO**

# Performance Report for February 2015

*Board of Commissioners Meeting -*

*April 22, 2015*

# THIS MONTH'S REPORT

- Asset Management Project (AMP Reports)
- Procurement
- Rent Collections
- Facilities and Development
- Finance
- Housing Choice Voucher Program
- Policy & Special Initiatives

**ASSET MANAGEMENT PROJECT (AMP) REPORT  
(UNITS LEASED/TURNAROUND/WORK ORDERS/OCCUPANCY)  
HEADQUARTERS: 2709 ESSEX ST. SE  
FEBRUARY 2015**

**Glendale AMP 1 –**

**Total Units 184**

- Units Leased: 1
- Average Turnover: 29
  - Down Time: 5
  - Days Make Ready: 16
  - Days for Re-rental: 8
- Total Work Orders
  - 1 emergency work order completed in 24 hours – 100%
  - 285 non emergency work orders completed – 95%

◦ **Occupancy Level: 99%**

**Scattered Sites AMP 2 –**

**Total Units 736**

- Units Leased: 8
- Average Turnover: 68
  - Down Time: 2
  - Days Make Ready: 34
  - Days for Re-rental: 32
- Total Work Orders
  - 6 emergency work orders completed in 24 hours – 100%
  - 433 non emergency work orders completed – 85%

◦ **Occupancy Level: 99%**

# ASSET MANAGEMENT PROJECT (AMP) REPORT (UNITS LEASED/TURNAROUND/WORK ORDERS/OCCUPANCY) FEBRUARY 2015

## North AMP 3 –

Headquarters: 315 Lowry  
Total Units 1296

Units Leased: 5

Average Turnover: 48

- Days Down Time: 3
- Days Make Ready: 42
- Days for Re-rental: 3
- Total Work Orders
  - 11 emergency work orders completed in 24 hours – 100%
  - 599 non emergency work orders completed – 79%

○ Occupancy Level: 98%

## Northeast AMP 4 –

Headquarters: 1815  
Central – Total Units 944

Units Leased: 12

Average Turnover: 21

- Days Down Time: 6
- Days Make Ready: 8
- Days for Re-rental: 7
- Total Work Orders
  - 2 emergency work orders completed in 24 hours – 100%
  - 671 non emergency work orders completed – 75%

○ Occupancy Level: 99%

# ASSET MANAGEMENT PROJECT (AMP) REPORT (UNITS LEASED/TURNAROUND/WORK ORDERS/OCCUPANCY) FEBRUARY 2015

## Hiawatha AMP 5 – Headquarters: 2123 – 16<sup>th</sup> – Total Units 886

- Units Leased: 11
- Average Turnover: 22
  - Days Down Time: 2
  - Days Make Ready: 15
  - Days for Re-rental: 6
- Total Work Orders
  - 8 emergency work orders completed in 24 hours – 100%
  - 378 non emergency 81%
- Occupancy Level: 99%

## Cedar AMP 6 – Headquarters: 1611 So. 6<sup>th</sup> – Total Units 895

- Units Leased: 8
- Average Turnover: 33
  - Days Down Time: 7
  - Days Make Ready: 22
  - Days for Re-rental: 5
- Total Work Orders
  - 10 emergency work orders completed in 24 hours – 100%
  - 486 non emergency work orders completed – 90%
- Occupancy Level: 99%

# ASSET MANAGEMENT PROJECT (AMP) REPORT (UNITS LEASED/TURNAROUND/WORK ORDERS/OCCUPANCY) FEBRUARY 2015

## Horn AMP 7 – Headquarters: 3121 Pillsbury – Total Units 937

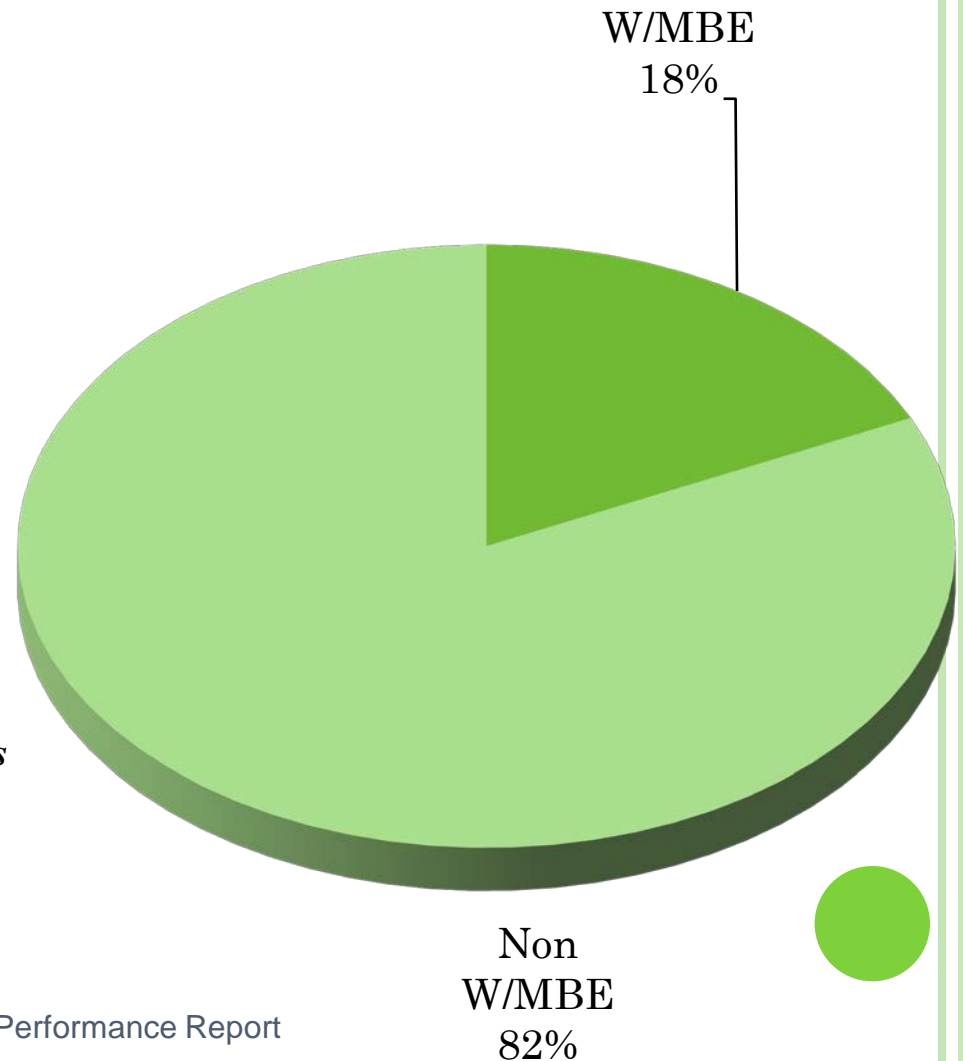
- Units Leased: 11
- Average Turnover: 25
  - Days Down Time: 5
  - Days Make Ready: 12
  - Days for Re-rental: 8
- Total Work Orders
  - 13 emergency work orders completed in 24 hours – 100%
  - 442 non emergency work orders completed – 81%
- Occupancy Level: 100%

# PROCUREMENT MPHA CONTRACTING ACTIVITY

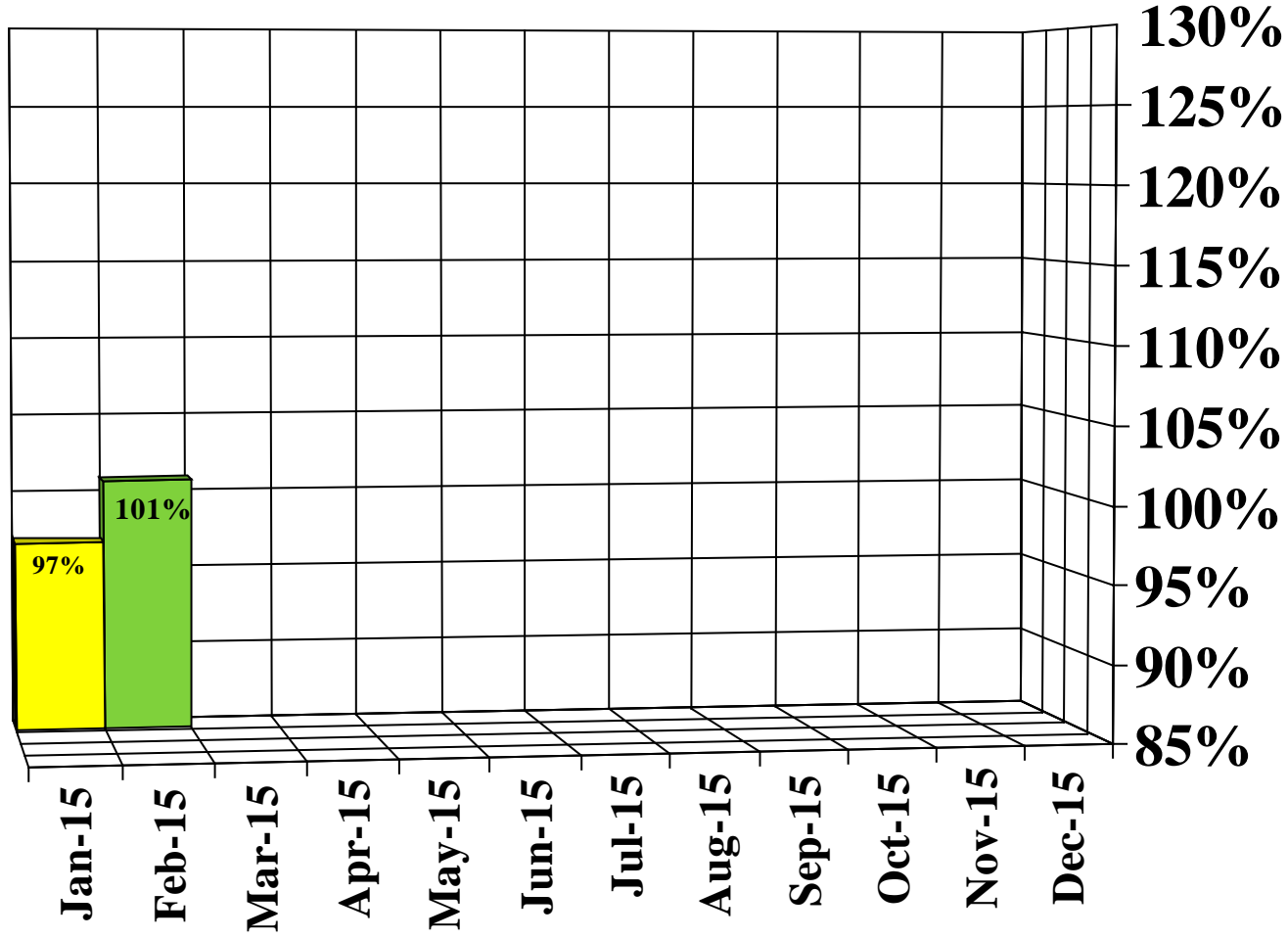
**February 2015**

## **W/MBE & Section 3 Participation Report**

*Section 3 Goal = 10% of Construction Contract Dollars*  
*Construction Contracts Payments = \$824,991*  
*Section 3 Contracts Payments = \$55,548*  
*Section 3 Contract Participation = 7%*

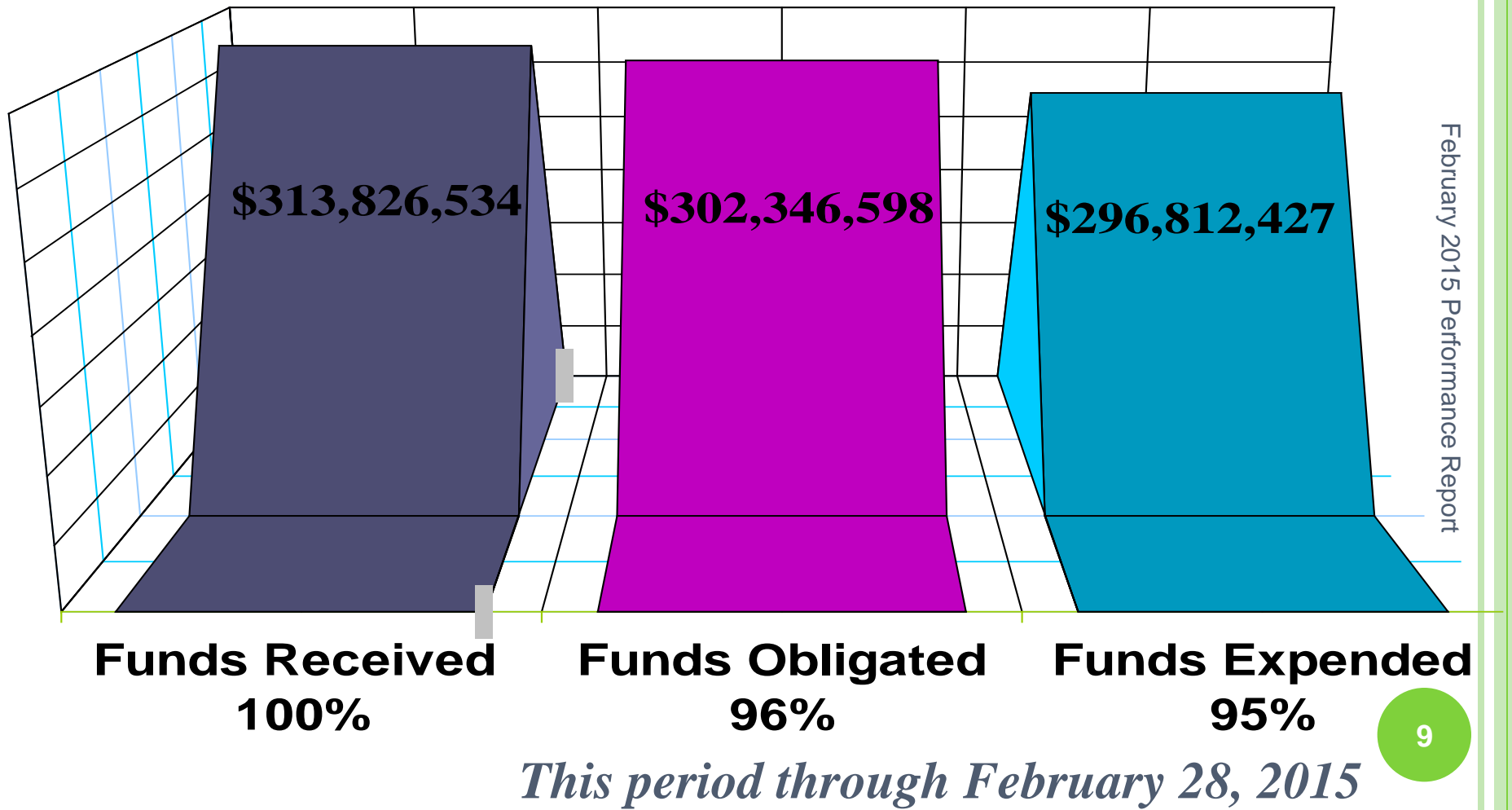


# RENT COLLECTIONS





# FACILITIES & DEVELOPMENT CAPITAL FUND PROGRAM OBLIGATION & EXPENDITURE REPORT



# FINANCE

- FY2014 financial results have been compiled and reported to HUD. Finance staff will summarize the results for the Board at an upcoming Board meeting.
- On January 15, 2015, the IRS provided a favorable determination on MPHA's 401 (a) Retirement Plan. A favorable determination means the IRS determined the Plan meets the requirements to qualify under IRC 401 (a) and the Plan participants can defer income taxes on the amounts contributed to the Plan and contributions grow tax-deferred until distributed from the plan.

# HOUSING CHOICE VOUCHER PROGRAM

## MPHA Housing Choice Voucher Program Report to Board of Commissioners

February 2015

MTW Funded Units (Excludes VASH, FUP, & Mod Rehab)	MTW Units Leased (Excludes VASH, FUP & Mod) In February	Average Number of Vouchers Leased to Year to Date	% Variance of units Leased to Funded	# of Participants Moving and Searching In February	# of New Applicants Issued and Searching In February	# of New Applicant Admissions In February	# of Participant Move Lease ups In February
4,407	4,533	4,536	103%	80	29	33	52

# of Applicant Annual Reexams Completed In February	2014 Fiscal Year (Jan - Dec)		MTW Funded Per Unit Cost (PUC) Of Voucher In February	Actual Per Unit Cost (PUC) Of Voucher In February	
	HAP Budget Authority (12 months)				\$36,913,032 2015 FY Funding
	HAP funded to date				\$6,152,172 2nd month of 2015
	HAP spent to date				\$5,854,376
387	Variance	95% of HAP spent to funded	\$698	\$645	

# of Owners at Owner Workshop In February	# of HQS Inspections Completed In February	% of Units that Failed HQS (160) In February	# of Failed Units in Abatement for Noncompliance In February	Total HAP Amount Recouped (Abatement) In February	# of HAP Contracts Canceled for HQS Noncompliance In February	# of Family Sufficiency (FSS) Participants Enrolled In February	% FSS Participants contributing to Escrow Accts In February
N/A	766	21%	7	\$7,841	2	43	55%

# of Mobility Voucher Families Out Searching	# of Mobility Vouchers Leased To date	Total # of Port out Families Billed for In February	Total # Port in Families Administered In February	Amount Collected from Repayment Agreements In February	FY Total <u>to date</u> Collected from Repayment Agreements	# of Applicants Remaining On Waitlist	# Participants EOP'd (End of Participation) In February
6	24	153	332	\$6,535	\$12,385	8,138	20

4407 is MPHA's MTW Authorized HCV Unit Baseline for FY 2014. Units leased will fluctuate each month but by close of Fiscal Year, the average number of families served for year should be 4407.  
 NOTE: VASH (225 Vouchers for Homeless Veterans) FUP (100 Family Unification Vouchers) and Moderate Rehabilitation (274 units) are not included in the 4407 baseline; they are ineligible for MTW. EOPs exclude Project Based Voucher Participants.

# POLICY & SPECIAL INITIATIVES

## Policy

- Moving To Work (MTW)
  - Attended National MTW Conference in Washington DC – Focus on Negotiations with HUD on MTW Extension
  - Received HUD Approval for 2015 MTW Plan
  - Developed Schedule for 2016 MTW Plan

# POLICY & SPECIAL INITIATIVES

## Special Initiatives

### Development:

- Section 8 and PSI Met with Alliance Housing to Discuss Soft Subsidy Initiative and Future Opportunities
- Faircloth Units
  - Continue Meeting with Heading Home Hennepin on Use of Faircloth Authority for MPHA's MTW Families Out of Shelter Development Project (HUD Approved as Part of 2015 MTW Plan)
  - Discussed Land Purchase Options with Beacon
  - Met with Affordable Housing Taskforce Excelsior to Discuss Development Options

# POLICY & SPECIAL INITIATIVES

## Special Initiatives

### Development:

#### ○ Lease To Own (LTO)

- Waiting list for Lease To Own Remains Open
- 18 Total Leased up Participates as of February 28, 2015
- 1 LTO Applicant Signed Lease in February
- 1 Current Resident Vacating in April – Moving Out of State
- Continuing Yearly Reviews of Lease To Own Residents for Match Saving Program Requirements
- 6 LTO Pre-applications Under Review

# POLICY & SPECIAL INITIATIVES

## Special Initiatives

Development:

- MHOP
  - PSI Staff continues to Work with Management Companies Providing Training, and Working to Get All Re-exams Up to Date
  - Working with MHOP Partner Resolving Management Challenge

# POLICY & SPECIAL INITIATIVES

## **Website Contacts:**

- MPHA Received and Responded to 91 Website Contacts Requesting Assistance with Housing in February



# POLICY & SPECIAL INITIATIVES

## Other:

- MPHA Annual Report and Calendar (Over 6000 delivered)
- Comprehensive Marketing Plan for Increasing Participation and Access to Heritage Park Senior Services Center (HPSSC)
  - Established Weekly Meetings with HPSSC, Facilities and Development and MPHA Staff on HPSSC marketing Plan Implementation
  - 6000 Fliers about MPHA Partnership with Y Distributed in Rent Statements
  - Met with Y to Discuss Marketing Plan and Develop Collaboration Strategy
  - Met with Neighborhood Health Source to Discuss Future Plans of Organization
- Collaborated with Facilities and Development, Low Rent Administration on Responding to HUD RFP for Security and Safety Grant
- Received Notice from Minnesota Housing Finance Agency of \$1.2 Million in Funding for Cedar's Development Project
- Continued Facilitating Agency Efforts Regarding MPHA Assumption of Benefits, Payroll and HRIS from City of Minneapolis
  - Met with HR and Health Partners – Planning Agency Health and Wellness Initiatives

# POLICY & SPECIAL INITIATIVES

## Other:

- Created Ad for MPHA to Publish in Spokesman-Recorder for Black History Month
- MPHA Website: Continued Working with IT on Redesign of Agency Website and HPSSC Web Page

# MPHA'S WEBSITE

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



[www.mphaonline.org](http://www.mphaonline.org)