



# **NOTICE AND AGENDA**

**June 24, 2015**

**REGULAR MEETING OF THE MINNEAPOLIS PUBLIC HOUSING AUTHORITY IN AND FOR THE CITY OF MINNEAPOLIS WILL BE HELD AT 1:30 P.M. AT 1001 WASHINGTON AVENUE NORTH, MINNEAPOLIS, MINNESOTA**

The Tenant Advisory Committee will meet at 12:00 Noon, same date and place

**Commissioners:**

- F. Clayton Tyler, Chair**
- Charles T. Lutz, Vice Chair**
- Daisy Nguyen, Secretary**
- Tom DeAngelo, Commissioner**
- Cara Letofsky, Commissioner**
- Dorothy Robinson, Commissioner**
- Hon. James Rosenbaum, Commissioner**
- Berra Toka, Commissioner**

**GENERAL:**

- Roll Call
- Approval of Agenda
- Minutes of Regular Meeting of May 27, 2015

**TENANT ADVISORY COMMITTEE – TAC Chairperson Comments**

**DISCUSSION:**

1. Labor Contract Settlement - Laborers (Dennis Goldberg, DED / COO)

**RECEIVE AND FILE:**

- Monthly Performance Report for May 2015 (Cora McCorvey, Executive Director / CEO)
- Memorandum to the Board of Commissioners "MPHA Affiliate of the Year for 2015 - National Association of Minority Contractors" (Cora McCorvey, Executive Director / CEO)
- Presentation of Rebate Checks from Xcel Energy and CenterPoint Energy (Cora McCorvey, Executive Director / CEO)



**PUBLIC HEARING:**

Proposed Amendments to MPHA's 2015 Moving To Work Plan (Bob Boyd, Director of Policy & Special Initiatives)

**Next Regular Meeting:**

**Wednesday, July 22, 2015 - 1:30p.m.  
1001 Washington Avenue North  
Minneapolis, MN 55401**

***Notice:*** *A portion of this meeting may be closed to the public pursuant to Minnesota Statutes Section 13D.03 or 13D.05.*



**MINUTES OF A REGULAR MEETING OF THE  
MINNEAPOLIS PUBLIC HOUSING AUTHORITY  
IN AND FOR THE CITY OF MINNEAPOLIS  
May 27, 2015**

The Minneapolis Public Housing Authority in and for the City of Minneapolis met in a regularly scheduled meeting at 1:30 P.M. on May 27, 2015, at 1001 Washington Avenue North, Minneapolis, Minnesota, the date, time, and place established for the holding of such meeting.

**Roll Call:**

The Chair called the meeting to order, the following members of the Board being present:

Charles T. Lutz	Acting Chair
Daisy Nguyen	Secretary
Tom DeAngelo	Commissioner
Cara Letofsky	Commissioner
Dorothy Robinson	Commissioner
Berra Toka	Commissioner

The following members of the Board were absent:

F. Clayton Tyler	Chair
Hon. James Rosenbaum	Commissioner

The following others were also present:

Cora McCorvey	Executive Director / CEO
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The Chair declared the presence of a quorum.

**Approval of Agenda:**

Commissioner Letofsky moved approval of the proposed agenda. The motion was seconded by Commissioner DeAngelo. Upon a voice vote, the Chair declared the motion carried.

**Approval of Minutes:**

The Minutes of the Regular Meeting of April 22, 2015, were presented for approval. Commissioner Letofsky moved the minutes be accepted as presented. The motion was seconded by Commissioner DeAngelo. Upon a voice vote, the Chair declared the motion carried.



**Item No. 1: Heating System Upgrades at 1717 Washington Avenue N.E.**

After a brief presentation by staff and discussion, Commissioner Robinson moved approval of the recommendation set forth in the Report. Commissioner Nguyen seconded the motion. Upon a voice vote, the Chair declared the motion carried. [See Document No. 2015-15]

**Receive and File Items:**

The following items were received and filed by the Board:

- The Monthly Performance Report for April 2015. [See Document No. 2015-16]

**Adjournment:**

There being no further business to come before the meeting, and upon a motion duly made and seconded, the meeting was adjourned at 1:35 p.m.

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Secretary of the Board of Commissioners

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Date These Minutes Approved



June 24, 2015

Agenda Item 1

## REPORT TO THE COMMISSIONERS

**FROM:** Cora McCorvey, Executive Director / CEO

**SUBJECT:** Labor Contract Settlement – Laborers

**Previous Directives:** A labor contract settlement was last reached with City Employees Union, Local No. 363, LIUNA, AFL-CIO in April 2014 for the one-year period ending March 31, 2015. That settlement increased base rates of pay by three percent for all bargaining unit employees.

**Resident Association Notification:** This Report will be discussed with the Tenant Advisory Board (TAC) immediately prior to the Board's June 24, 2015 meeting.

**Impact on MPHA Budget:** This settlement will increase the Agency's annual base payroll by \$104,068 effective April 1, 2015, the budgeted amount. Similar increases in the Agency's annual base payroll will be required on April 1, 2016 and April 1, 2017. The proposed settlement also continues to provide parity with all other MPHA bargaining units with regard to health insurance plan benefits and premium contributions as well as all other benefit plans.

**Affirmative Action Compliance:** Not applicable.

**RECOMMENDATION:** It is recommended that the Board of Commissioners (1) Approve the proposed three-year collective bargaining agreement with City Employees Union, Local Union No. 363, LIUNA, AFL-CIO which includes provisions for the increased base wage rates described by this Report, and (2) Authorize the Executive Director to enter into a collective bargaining agreement with City Employees Union, Local Union No. 363, LIUNA, AFL-CIO that includes those provisions.

**Background Information:** City Employees Union, Local Union No. 363, LIUNA, AFL-CIO, represents 70 MPHA employees in custodial, building maintenance, and related job classifications. The collective bargaining agreement between MPHA and Local No. 363 expired on March 31, 2015. The collective bargaining representatives of the Parties (Dennis A. Goldberg, Mary Boler, Susan Norby, and Anthony Rowe for the Agency) reached a tentative agreement on the terms and provisions of a new three-year collective bargaining agreement on

June 18, 2015. Staff has been advised that the Parties' tentative agreement has been ratified by the Union's voting membership. It is now presented to the Board of Commissioners for final approval.

The terms of the proposed Agreement are summarized below:

**1. Term of New Agreement**

Three years effective April 1, 2015 and running through March 31, 2018

**2. General Increase in Wage Rates**

Increase wage rates by 3.0% across-the-board in all job classifications and steps on each of the following effective dates:

April 1, 2015

April 1, 2016

April 1, 2017

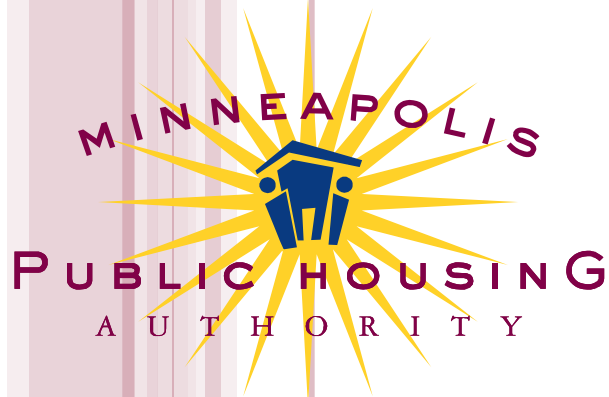
**3. Pay Progressions**

Effective April 1, 2015 and thereafter, employees in the Service and Maintenance Specialist job classification (SMS) who have at least five (5) years of SMS experience as of each April 1 will be advanced to the Senior SMS wage rate. This pay progression presently requires seven (7) years of experience.

**4. On-Call, After Hours Pay**

Effective as soon as possible and practical after final approval of the Agreement by both Parties, and thereafter, the Agency will adopt the same on-call, after-hours compensation plan previously approved by the Board in recent settlements with the Carpenters' and Operating Engineers' bargaining units. Employees who are assigned on-call, after hours duty will be paid thirty-five dollars (\$35.00) per day for each week day on call, and forty-five dollars (\$45.00) per day for each weekend day or holiday on call.

This Report was prepared by Dennis A. Goldberg, Deputy Executive Director / COO. For further information, please contact Mr. Goldberg at 612-342-1204 or [dgoldberg@mplspha.org](mailto:dgoldberg@mplspha.org).



Cora McCorvey, Executive Director / CEO

# Performance Report for May 2015

*Board of Commissioners Meeting -*

*June 24, 2015*

**EQUAL EMPLOYMENT OPPORTUNITY  EQUAL HOUSING OPPORTUNITY**

# 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  
MAY 2015**

**Glendale AMP 1 –  
Total Units 184**

- Units Leased: 1
- Average Turnover: 22
  - Down Time: 1
  - Days Make Ready: 12
  - Days for Re-rental: 9
- Total Work Orders
  - 1 emergency work order completed in 24 hours – 100%
  - 181 non emergency work orders completed – 99%

◦ **Occupancy Level: 99%**

**Scattered Sites AMP 2 –  
Total Units 736**

- Units Leased: 4
- Average Turnover: 26
  - Down Time: 3
  - Days Make Ready: 11
  - Days for Re-rental: 12
- Total Work Orders
  - 2 emergency work orders completed in 24 hours – 100%
  - 652 non emergency work orders completed – 87%

◦ **Occupancy Level: 99%**

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

## North AMP 3 –

Headquarters: 315 Lowry  
Total Units 1296

Units Leased: 37

Average Turnover: 40

- Days Down Time: 4
- Days Make Ready: 21
- Days for Re-rental: 12
- Total Work Orders
  - 11 emergency work orders completed in 24 hours – 100%
  - 1538 non emergency work orders completed – 83%

○ Occupancy Level: 98%

## Northeast AMP 4 –

Headquarters: 1815  
Central – Total Units 944

Units Leased: 22

Average Turnover: 19

- Days Down Time: 2
- Days Make Ready: 5
- Days for Re-rental: 14
- Total Work Orders
  - 4 emergency work orders completed in 24 hours – 100%
  - 546 non emergency work orders completed – 85%

○ Occupancy Level: 100%

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

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

- Units Leased: 10
- Average Turnover: 26
  - Days Down Time: 4
  - Days Make Ready: 9
  - Days for Re-rental: 13
- Total Work Orders
  - 12 emergency work orders completed in 24 hours – 100%
  - 361 non emergency 83%

○ Occupancy Level: 98%

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

- Units Leased: 7
- Average Turnover: 28
  - Days Down Time: 4
  - Days Make Ready: 14
  - Days for Re-rental: 11
- Total Work Orders
  - 12 emergency work orders completed in 24 hours – 100%
  - 428 non emergency 87%

○ Occupancy Level: 100%

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

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

- Units Leased: 8
- Average Turnover: 28
  - Days Down Time: 3
  - Days Make Ready: 14
  - Days for Re-rental: 11
- Total Work Orders
  - 10 emergency work orders completed in 24 hours – 100%
  - 496 non emergency work orders completed – 72%
- Occupancy Level: 100%

# PROCUREMENT MPHA CONTRACTING ACTIVITY

**May 2015**

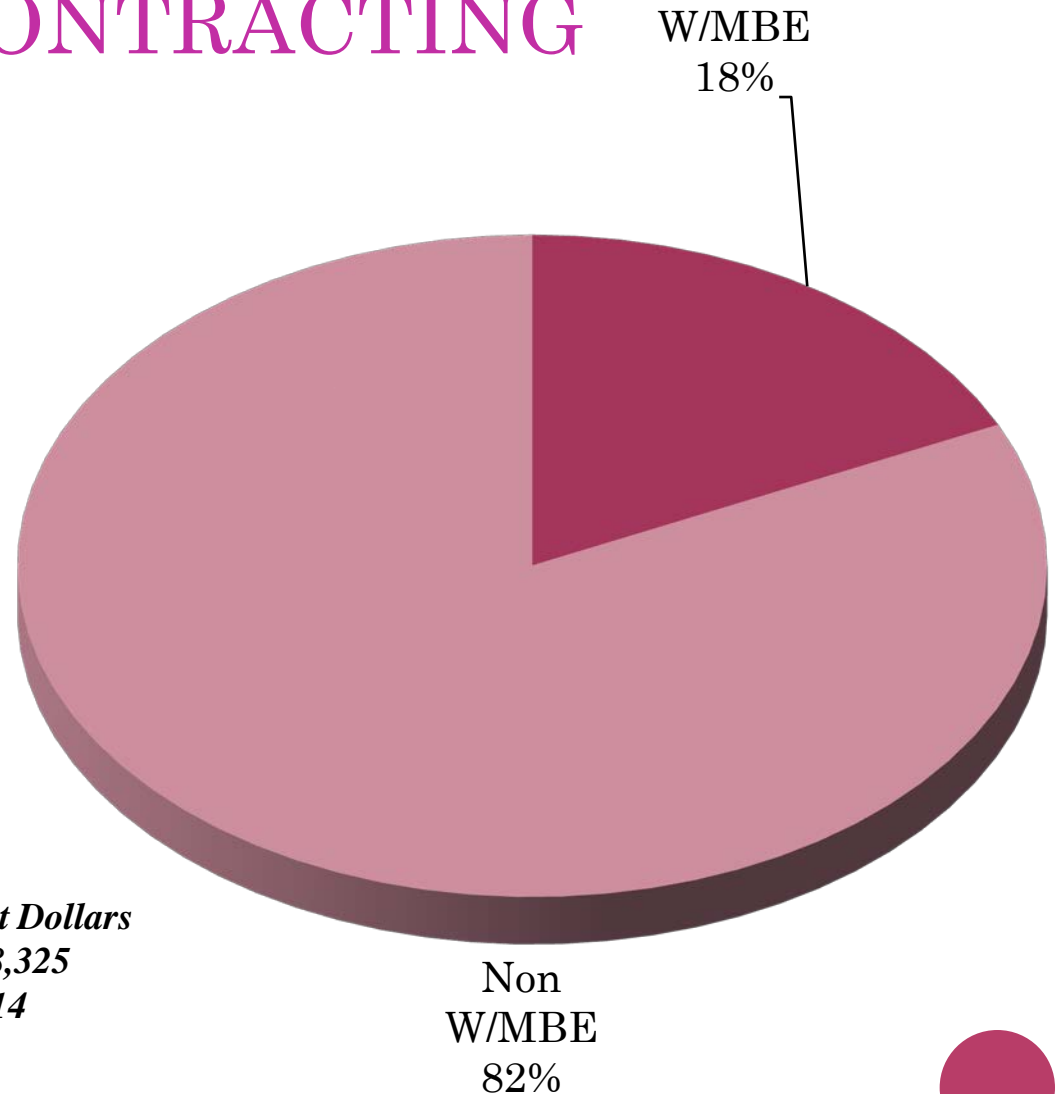
## **W/MBE & Section 3 Participation Report**

*Section 3 Goal = 10% of Construction Contract Dollars*

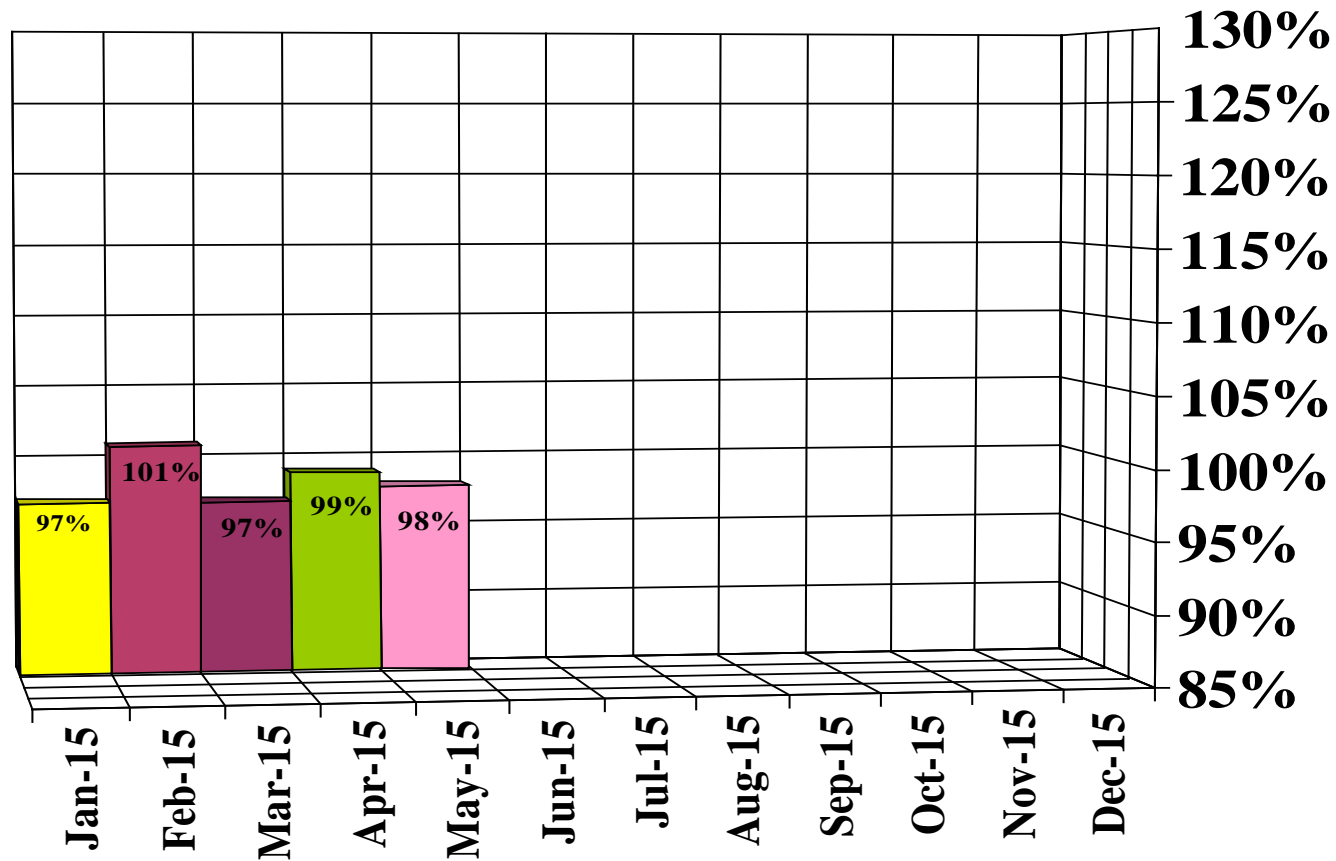
*Construction Contracts Payments = \$2,168,325*

*Section 3 Contracts Payments = \$124,414*

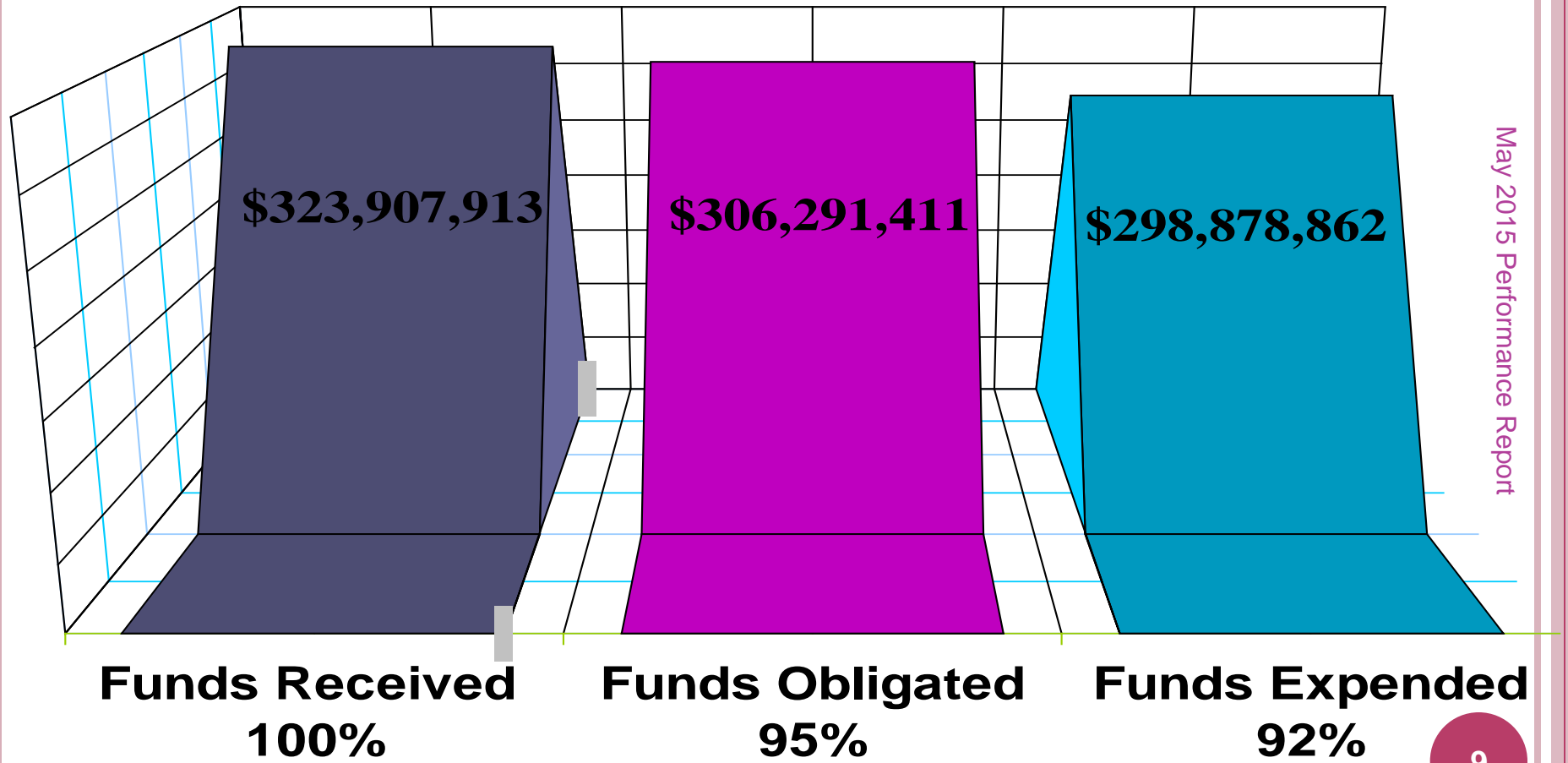
*Section 3 Contract Participation = 6%*



# RENT COLLECTIONS



# FACILITIES & DEVELOPMENT CAPITAL FUND PROGRAM OBLIGATION & EXPENDITURE REPORT



May 2015 Performance Report

*This period through May 31, 2015*

The left side of the slide features a series of vertical stripes in various shades of purple and magenta. Overlaid on these stripes are several solid-colored circles of different sizes, also in shades of purple and magenta, arranged in a cluster.

## AREA-WIDE ELECTRICAL SYSTEMS IMPROVEMENTS





## PROJECT HIGHLIGHTS

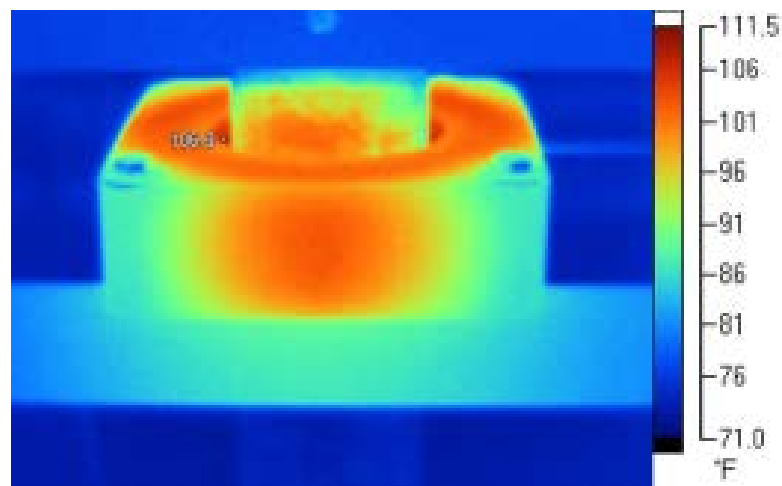
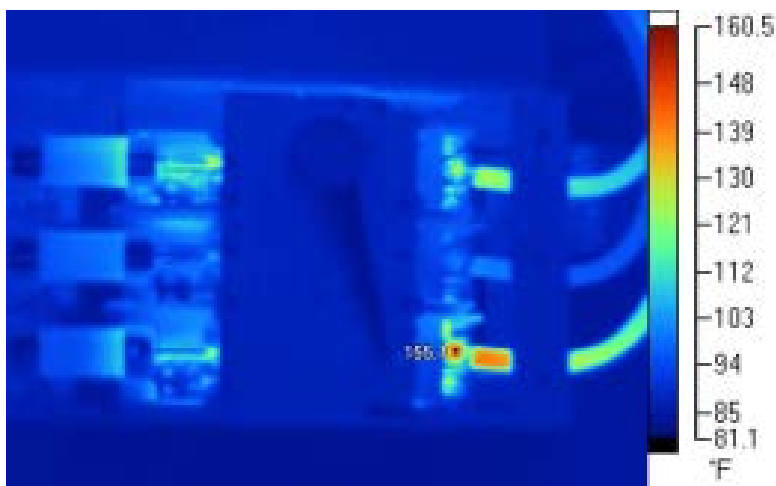
MPHA is conducting an in-depth analysis of highrise electrical switch gear and emergency generators. The purpose of the assessment is to:

- Identify and correct underperforming switch gear components
- Determine emergency generator capacity for powering components beyond life-safety

- Power supply enters a building through its electrical switchgear. Switchgear transfers power to various building breaker panels and then on to building electrical components. Nearly all main switchgear is original to our buildings. Proper preventive maintenance can help us avoid failures and extend the life of these systems.



# INFRARED SWITCHGEAR SCANS



# EMERGENCY GENERATORS





AMP	Project	Address	Date	Full load Test	Amperage Load	Generator Capacity	All Boiler Pumps	Heating circulating pumps	Water Heaters	How many water heaters?	Domestic CW Pumps/Circulation	Domestic HW Pumps/Circulation	Main Heat Loop & Glycol System Pumps	Fire Pump/Jockey Pump	Boiler Room Sump Pumps	Emergency Hall/Exit Lights	Laundry Room Lights	Elevator Penthouse Lights	Lighting in Electrical/Mechanical Rooms	Lobby Lights	Electrical Panel Light	Management Office Lights	Penthouse Lights	Hallway HVAC (Fan)	Roof exhaust (Bathroom) Fans	Laundry Make-Up Air	Air Handling Unit	Make-up Air	Elevator Room A/C Unit	Community Room A/C	Key Tag System	Air Compressor-Remove?	Honeywell Jace Panel	Entryway Unit Heater	Commercial Kitchen Range Hood Exhaust	Surveillance DVR's	Entryguard					
Priority Designation																																										
	2-96	1001 Washington	5/14/15	Y		275 KW	Y	Y	Y	1	N	Y	Y	N/A	N/A	N/A	Y	Y	Y	Y	Y	Y	Y	Y	Y	N/A	Y	Y	Y	N/A	N/A	Y	Y	N	Y	Y	N	Y	Y			
3	2-23	315 Lowry Ave N	ELEV MOD	N		150 kw	Y		Y		Y				Y		Y																									
3	2-37	1314 44th Ave N	5/28/14	Y	100	400 kw	Y	Y	Y	Y/5	N/A	Y	Y	N/A	Y	N/A	Y	Y	Y	N	Y	Y	Y	N	Y	N	N	N	N	N	N	N	N	N/A	Y	N	N	N				
3	2-42	314 Hennepin	5/22/14	Y	50	400 kw	N	N	N	0	N	N	N	N	N	N	Y	P	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N/A	N					
3	2-25	600 18th Ave N	5/28/14	Y	550	250 kw	Y	Y	Y	Y/4	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y				
3	2-26	1710 Plymouth	5/22/14	Y	40	80 kw	Y	Y	N	0	N	N	Y	N	N/A	Y	Y	Y	N	Y	Y	Y	N	Y	N	N	N	N	N	N	N	N	Y	Y	N	N/A	N					
3	2-50	350 Van White	5/29/14	Y	120	250 kw	Y	Y	Y	0	Y	Y	Y	N/A	N/A	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	N	N	N	N	N/A	N/A	N	N	N					
3	2-3	800 5th Ave N	ELEV MOD	N		200 kw	Y		Y		Y				Y		Y																									
3	2-29	901 4th Ave N	5/29/14	Y	112	100 kw	Y	N	Y	0	N/A	N	Y	N	N	N/A	Y	Y	N	Y	Y	Y	N/A	Y	Y	N	Y	Y	Y	N	N/A	N	N	N	N	N/A	N/A	N				
4	2-35	1815 Central	7/23/14	Y	50	175 kw	Y	Y	Y	ALL	N	Y	Y	Y	N/A	N/A	Y	Y	N	Y	Y	Y	Y	Y	N	Y	N	N	N	Y		N	N	N	Y	N	Y	N	?	Y	Y	
4	2-32	1717 Washington	ELEV MOD			175 kw																																				
4	2-33	828 Spring St NE	5/12/14	Y	WC	150 kw	Y	Y	N	N	N	N	Y	N	N/A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	N	N	Y				
4	2-10	311 University	5/21/14	Y	25	80 kw	Y	Y	Y	2/2	N/A	N	Y	N/A	N/A	N/A	Y	Y	N	N	Y	N	N	Y	N	N	N	N	N	N	N	N	N	Y	Y	Y	Y	Y	N/A	N/A	Y	
4	2-21.4	1206 2nd St NE	5/21/14	Y	25	100 kw	N	N	Y	0/2	Y	N	Y	N/A	N/A	N/A	Y	Y	N	Y	Y	Y	Y	Y	N	N/A	N	Y	N	N	N	N	N	N	Y	Y	Y	Y	Y	N/A	N/A	Y
5	2-24	1707 3rd Ave S	5/7/14	Y	WC	127 kw	Y	Y	N	6	Y	N	Y	N	N	N/A	Y	Y	N	Y	Y	N	Y	Y	N	Y	Y	N	Y	N/A	N/A	N	N	Y	N	Y	N/A	Y	Y	N	N	N
5	2-9C	1700 E 22nd St E	4/14/14	Y	WC	275 kw	N	Y	Y	2	N/A	Y	Y	N	N	N/A	Y	Y	N	Y	Y	Y	Y	Y	N	Y	Y	N	Y	N	N/A	N	N	Y	N	Y	Y	N/A	Y	N	N	W/C
5	2-9B	2121 16th Ave S	4/14/14	Y	WC	275 kw	N/A	Y	Y	2	N/A	Y	Y	N/A	N/A	N/A	Y	N	Y	Y	Y	Y	Y	Y	Y	N	Y	N	N/A	N	N	Y	N	Y	Y	N/A	N/A	N	N	W/C		
5	2-34B	2433 5th Ave	4/15/14	Y	WC	100 kw	N/A	N	N	2	N	N	N	N/A	N/A	N/A	Y	N	Y	Y	Y	Y	N/A	Y	N	N	N	N	N	N	N	N	N	N	N	Y	Y	N/A	N	N	N	
5	2-34A	2419 5th Ave	4/15/14	Y	WC	100 kw	P#5	Y	N	4	N	N	N	N/A	N/A	N/A	Y	Y	Y	N	Y	Y	Y	Y	Y	N	N	N	N	N/A	N	N	N	N/A	Y	Y	Y	N	N	N		
5	2-18I	2533 1st Ave	5/8/14	Y	WC	125 kw	Y	Y	Y	3	Y	Y	N	N/A	N/A	N/A	Y	Y	N	N/A	P	N	N	N	N	N	N/A	N	N	N/A	N/A	Y	Y	N/A	N	Y	Y	N/A	Y	N	N	N
5	2-9A	2019 16th Ave S	4/14/14	Y	WC	275 kw	Y	Y	Y	2	N/A	Y	Y	N/A	N/A	N/A	Y	Y	N	Y	Y	Y	Y	Y	Y	N	N	N	N/A	N	N	N	N	Y	Y	Y	N/A	N/A	N	N	W/C	
5	2-19	1920 4th Ave S	4/15/14	Y	WC	135 kw	Y	Y	Y	5	N	N	P	N/A	N/A	Y	Y	Y	N	Y	Y	N	Y	N	N	N	Y	N	N/A	N	P	Y	N	Y	N	N/A	Y	N	N/A	Y		
2-34A Number 5 boiler is the only one that runs on the generator      2-19 No glycol pump for lower      2-19 MUA upper yes and lower no																																										
6	2-6B	620 Cedar	4/2/14	Y	WC	100 kw	Y	Y	N	2	N/A	Y	N/A		Y	Y	Y	Y	Y	Y	Y	Y	N/A	N	Y	N	Y	N	N/A	N	N	Y	N	Y	Y	Y	P	N	WC	WC		
6	2-6C	1611 S 6th	4/2/14	Y	WC	250 kw	Y	Y	N	2	N/A		N/A		Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	N	N	N	N/A	N	N	N	N	Y	N	Y	P	N	WC	WC		
6	2-6A	1627 S 6th	4/2/14	Y	WC	250 kw	Y	Y	Y	3	N/A	Y	Y		Y	Y	Y	Y	Y	Y	Y	Y	N/A	N	Y	N	N	N	N/A	N	N	N	N	Y	Y	Y	P	N	WC	WC		
6	2-30	630 Cedar	3/28/14	Y	70-55	100 kw	Y	Y	N	6	Y	N	Y	N	N	Y	Y	Y	Y	Y	Y	Y	N	N	Y	N	N/A	P	Y	Y	N	Y	Y	Y	Y	Y	N/A	N	N	N		
6	2-16	1515 Park Ave S	4/14/14	Y	WC	175 kw	Y	Y	Y	4	Y	Y	Y	N	N/A	N/A	Y	Y	Y	Y	Y	Y	P	Y	Y	P	Y	N	N	N	N	Y	N	Y	Y	Y	Y	N	N	WC		
6	2-8A	1212 S 9th	4/2/14	Y	WC	150 kw	Y	N	N	2	N/A	Y	Y	N		N/A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N/A	N	Y	Y	N	Y	Y	N/A	P	N/A	WC	WC	
6	2-8B	1225 S 8th	4/2/14	Y	WC	175 kw	Y	N	N	2	N/A	Y	Y	N		N/A	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N/A	N	Y	Y	N	Y	Y	Y	N/A	P	N/A	WC	WC		
Elevator recall panel is not on the generator at 630 Cedar. It is interconnected to the fire panel but powered from a common electrical receptacle that is not powered off an emergency circuit.																																										
7	2-14	1415 E 22nd	4/16/14	Y	WC	300 kw	Y	Y	N	2	N/A	N	Y	Y	N/A	N/A	Y	Y	N	Y	Y	P	N	Y	P	N	N	Y	Y	Y	N	Y	N	Y	Y	Y	Y	N	N/A	Y		
7	2-31A	3121 Pillsbury	5/14/14	Y	WC	80 kw	N	Y	N	3	N	N	P	N/A	W/C	N/A	Y	Y	Y	Y	Y	Y	N/A	Y	Y	N	P	Y	Y	Y	N	N	Y	Y	Y	N/A	N/A	N	N/A	N		
7	2-31B	115 W 31st	5/15/14	Y	WC	125 kw	Y	Y	N	3	N	N	P	Y	N	Y	Y	Y	Y	Y	Y	P	P	Y	Y	N	N/A	Y	Y	Y	N	N	N	Y	Y	N	Y	Y	N	N/A	N	
7	2-31C	3110 Blaisdell	5/15/14	Y	WC	125 kw	N/A	Y	N	3	N	N	P	N/A	N	N/P	Y	Y	Y	N	N	P	N/A	Y	Y	N	P	N	N	N	N	N	N	Y	Y	N/A	N/A	N	N	Y		
7	2-36	2121 Minnehaha	5/8/14	Y	WC	125 kw	Y	Y	Y	3	N/A	Y	P	P	N/A	N/A	Y	Y	N	Y	Y	P	P	P	P	P	P	P	P	N	N	N	N	Y	N	N/A	Y	N	N/A	Y		
7	2-17	2728 E Franklin	4/16/14	Y	WC	125 kw	Y	Y	Y	6	Y	Y	Y	P	N	Y	Y	Y	N	Y	Y	Y	Y	Y	N	Y	Y	P	Y	N/A	N/A	N	P	Y	N	Y	N	Y	N	W/C		

May 2015 Performance Report

## FINANCE

- MPHA has implemented ACH (Electronic) payments for all Section 8 landlords starting in July. The change provides a reliable, timely, and convenient way to pay Section 8 landlords. Landlords are also able to view payment and inspection history on the web (owners portal).
- MPHA has contracted for an independent consultant to perform a data security assessment. The consultants have completed their on-site work and a final assessment report is expected by the end of June. The assessment will be used to set work prioritizes on the most critical vulnerabilities.
- The Public Housing Operating Budget is showing results within the Board approved budget limits through May. The Central Office Cost Center budget is currently within the Board approved limits but staff is assessing whether RAD consulting and legal costs may require a budget revision.



# HOUSING CHOICE VOUCHER PROGRAM

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

May 2015

MTW Funded Units (Excludes VASH, FUP, & Mod Rehab)	MTW Units Leased (Excludes VASH FUP & Mod) In May	Average Number of Vouchers Leased to Year to Date	% Variance of units Leased to Funded	# of Participants Moving and Searching In May	# of New Applicants Issued and Searching In May	# of New Applicant Admissions In May	# of Participant Move Lease ups In May
4,407	4,563	4,572	104%	72	6	15	27
# of Applicant Annual Reexams Completed In May	2014 Fiscal Year (Jan - Dec)					MTW Funded Per Unit Cost (PUC) Of Voucher	Actual Per Unit Cost (PUC) Of Voucher In May
	HAP Budget Authority (12 months)		\$36,913,032 2015 FY Funding				
	HAP funded to date		\$15,380,430 6th month of 2015				
	HAP spent to date		\$15,030,737				
407	Variance		98% of HAP spent to funded			\$698	\$674
# of Owners at Owner Workshop In May	# of HQS Inspections Completed In May	% of Units that Failed HQS (231 ) In May	# of Failed Units in Abatement for Noncompliance In May	Total HAP Amount Recouped (Abatement) In May	# of HAP Contracts Canceled for HQS Noncompliance In May	# of Family Sufficiency (FSS) Participants Enrolled In May	% FSS Participants contributing to Escrow Accts In May
4	*2047	31%	24	\$15,400	1	38	32%
# of Mobility Vouchers in Intake or Out Searching	# of Mobility Vouchers Leased To date	Total # of Port out Families Billed for In May	Total # Port in Families Administered In May	Amount Collected from Repayment Agreements In May	FY Total <u>to date</u> Collected from Repayment Agreements	# of Applicants Remaining On Waitlist	# Participants EOP'd (End of Participation) In May
15	22	171	378	\$6,796	\$34,165	**5325	18

4407 is MPHA's MTW Authorized HCV Unit Baseline for FY2015. 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. \* Includes All Reinspections \*\*Beginning 2015, Waitlist is being periodically purged.

# POLICY & SPECIAL INITIATIVES

## Policy

- Moving to Work (MTW)
  - MTW Conference Call with MTW Executive Directors on MTW Extension Negotiations with HUD
  - Conference Call with HUD on MTW Extension Requirements
    - Clarification of Serving Substantially the Same Number of Families
    - HUD 90% of Housing Assistance Payment (HAP) Requirement
    - Revisions to MTW Agreement Attachments A,C and D
  - Facilitated Resident Advisory Board (RAB) – Identified Guiding Principles and RAB Priorities



# POLICY & SPECIAL INITIATIVES

## Special Initiatives

### Development:

#### ○ Heritage Park

- Implemented Steps for MPHA's RAD Conversion for Heritage Park
  - Published Request for Quote for Legal Services for RAD Conversion of Heritage Park Public Housing Units to Project Based Rental Assistance
  - Continued Communications with McCormack Baron Salazar on Implementation of RAD

#### ○ Glendale

- Worked with Executive Administration and Facilities and Development to Identify Next Steps and Timeline for Submission of RAD Application for Glendale Family Development

# POLICY & SPECIAL INITIATIVES

## Special Initiatives

### Development:

#### ○ Glendale

- Faircloth Units:
  - Continued Meetings with Heading Home Hennepin on Use of Faircloth Authority for MPHA's MTW Families Out of Shelter Development Project

#### ○ Other

- Submitted MPHA MTW Draft Initiatives to HUD Regarding MPHA Partnership with Beacon Interfaith Housing Collaborative and Better Futures Minnesota on Possible Development Initiatives for Persons Exiting Prison, Youth Supportive Housing Initiative and Section 8 Project Base Initiatives for Families out of Shelter, Including Youth Parents

# POLICY & SPECIAL INITIATIVES

## Special Initiatives

### Development:

- Lease To Own (LTO):
  - Waiting List for Lease to Own Remains Open
  - 17 Total Leased Up Participants as of April 30, 2015
  - 2 LTO Pre-Applications Reviewed – 2 Referred to Leasing Department for Public Housing Eligibility Review
  - Staff Working with Management Company on Home Owner Association Budget Issues
  - Staff Working with Participants on Saving and Mortgage Readiness Issues
- MHOP
  - PSI Staff Continues to Work with Management Companies Providing Training, and Working to Get All Re-exams Up to Date
  - Continuing to Work with MHOP Partner Resolving Management Challenges

# POLICY & SPECIAL INITIATIVES

## Website Contacts

- MPHA Received and Responded to 106 Website Contacts Requesting Assistance with Housing in May

# MPHA's WEBSITE

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



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



June 24, 2015

**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

**FROM:** Cora McCorvey, Executive Director / CEO

**SUBJECT:** MPHA Affiliate of the Year for 2015 - National Association of Minority Contractors

MPHA has been awarded the Affiliate of the Year Award by the local chapter of the National Association of Minority Contractors (NAMC). MPHA has won this award multiple times in recent years. This award recognizes MPHA's efforts to provide the tools and resources that strengthened minority contractors' ability to compete for contracts and successfully participate in the bidding process.

The Upper Midwest Chapter (NAMC-UM) is part of the National Association of Minority Contractors, a nonprofit trade association established in 1969 to address the needs and concerns of minority contractors. NAMC-UM was established in 1984, and serves Minnesota, North Dakota, South Dakota and Iowa. NAMC-UM's membership includes general contractors, subcontractors, architects, engineers, manufacturers, professionals, suppliers, associations, and state and local governmental organizations.

Although the Affiliate of the Year Award does not directly acknowledge the efforts of any individual, I would like to recognize Ben Jackson's continual efforts to promote MPHA's contracting goals.



**June 19, 2015**

**MEMORANDUM**

**TO: MPHA Board of Commissioners**

**FROM: Cora McCorvey, Executive Director / CEO**

**SUBJECT: Public Hearing - Amendments to the MPHA 2015 Moving To Work (MTW) Plan**

The MPHA Board of Commissioners will be hosting a Public Hearing at its June 24, 2015 meeting to revise the Agency's 2015 MTW Plan. The three MTW Plan amendments under consideration are summarized below:

**Proposed Amendment 1**  
**Shelter to Home: Activity 1 - 2015**

MPHA designed a Shelter to Home MTW initiative that was adopted as part of the Agency's 2015 MTW Plan. Under this initiative, MPHA would use its "Faircloth" ACC authority to provide subsidy, if the Agency is successful in securing capital funds to develop additional public housing.

This initiative is off to a very slow start. Securing sufficient capital funds for this type of development is limited and, once secured, time to develop and ready the projects could take years.

There is a critical need to bring this initiative forward as soon as possible however. The City-County initiative to end homelessness has made significant progress in developing housing for homeless single adults, but there are over 1,800 family units behind the targeted objective to establish permanent affordable housing for families coming out of shelter. Homeless shelters for families with children are currently overcrowded and inadequate. Thus, families remain in shelter longer, blocking other needy families with children from being housed.

Staff is proposing to amend the Agency's 2015 MTW Plan to permit MPHA to project base up to fifty (50) vouchers with non-profit housing providers in the City of Minneapolis. The access to this housing would be restricted to families in shelter, identified through Hennepin County's HMIS Case Management System, and referred to the affordable housing project. MPHA would issue a Request for Proposals (RFP) for these specialized vouchers and invite affordable housing providers and developers to respond.

This activity could have an immediate and long-term impact on homeless families and free up a backlog in the City's emergency family shelter program. Some of these vouchers could be set aside for a project that would provide housing support for homeless youth who themselves have children.

## **Proposed Amendment 2**

### **Reintegration of Offenders (“Prison to Home”): Activity 2 - 2015**

This program anticipates a partnership between Beacon, Better Futures, and MPHA. It focuses on training, employment, family unification, and housing assistance to men coming out of prison. Through this collaborative, MPHA will provide vouchers, Beacon will provide housing, and Better Futures will provide work experience, training and employment opportunities for program participants. These partner organizations will also provide various social and supportive services that will help these program participants reunify their families and establish civic pride and healthy ties to their communities.

MPHA's role would be to provide housing assistance. Such housing and programming has been identified as a critical need in the community and is something our Agency has been looking to engage in for several years. This is also a HUD priority and could serve as a national model.

A site for this new development has already been identified in the North Loop area. It has neighborhood and City Council member support. Funding for the development, however, is still a work in process. MPHA's MTW Plan would be amended to provide forty (40) sponsor-based vouchers which would be administered through the partnership between Better Futures and Beacon on behalf of program participants. Upon completion of construction, the sponsor-based dollars would transition to project-based vouchers. This approach would allow MPHA to make a commitment that would enable this project to receive a higher score in final funding from various funding sources.

## **Proposed Amendment 3**

### **Permanent Supportive Housing for Youth: Activity 3 - 2015**

The City of Minneapolis has a significant need for permanent supportive housing for homeless youth. This issue is not unique to Minneapolis; nationwide, homeless youth are sleeping on the streets or in shelters that are not much safer than the streets. The most recent report from Wilder Research estimates that in Minneapolis, young people make up "nearly half of the 14,000 homeless people on any given day". Project for Pride in Living (PPL) is working with YouthLink to build a new supportive housing community that will provide housing for forty-six (46) homeless youth, ages 18-23. MPHA has received a formal request, along with a project description, from PPL for twelve (12) project-based vouchers. PPL is in the process of securing funding to develop this supportive housing.

YouthLink and PPL are skilled and successful in providing educational support, job training and other supportive service activities. They are asking MPHA to partner with them by utilizing its MTW authority to provide twelve (12) sponsor-based vouchers to support this initiative. Utilizing the sponsor-based approach, MPHA would contract with PPL and/or YouthLink to administer the subsidy on behalf of the homeless youth. YouthLink would also provide supportive services. When PPL and YouthLink complete construction on the building, the sponsor-based dollars would transition to project-based vouchers. This approach would allow MPHA to make a commitment that would enable this project to achieve a higher score in PPL and Youth Link's funding proposals.