Performance Report for January 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
Glendale AMP 1 –
Total Units 184
- Units Leased: 0
- Average Turnover: 0
  - Down Time: 0
  - Days Make Ready: 0
  - Days for Re-rental: 0
- Total Work Orders
  - 0 emergency work order completed in 24 hours – 100%
  - 367 non emergency work orders completed – 85%
- Occupancy Level: 99%

Scattered Sites AMP 2 –
Total Units 736
- Units Leased: 10
- Average Turnover: 29
  - Down Time: 3
  - Days Make Ready: 21
  - Days for Re-rental: 5
- Total Work Orders
  - 9 emergency work orders completed in 24 hours – 100%
  - 375 non emergency work orders completed – 81%
- Occupancy Level: 99%
North AMP 3 –
Headquarters: 315 Lowry
Total Units 1296
Units Leased: 9
  Average Turnover: 36
  Days Down Time: 2
  Days Make Ready: 22
  Days for Re-rental: 12
- Total Work Orders
  18 emergency work orders completed in 24 hours – 100%
  771 non emergency work orders completed – 65%
- Occupancy Level: 98%

Northeast AMP 4 –
Headquarters: 1815 Central – Total Units 944
Units Leased: 8
  Average Turnover: 14
  Days Down Time: 2
  Days Make Ready: 6
  Days for Re-rental: 6
- Total Work Orders
  9 emergency work orders completed in 24 hours – 100%
  954 non emergency work orders completed – 78%
- Occupancy Level: 100%
Hiawatha AMP 5 – Headquarters: 2123 – 16th – Total Units 886
- Units Leased: 8
- Average Turnover: 15
  - Days Down Time: 4
  - Days Make Ready: 6
  - Days for Re-rental: 5
- Total Work Orders
  - 14 emergency work orders completed in 24 hours – 100%
  - 438 non emergency 79%
- Occupancy Level: 100%

Cedar AMP 6 – Headquarters: 1611 So. 6th – Total Units 895
- Units Leased: 9
- Average Turnover: 26
  - Days Down Time: 5
  - Days Make Ready: 17
  - Days for Re-rental: 5
- Total Work Orders
  - 18 emergency work orders completed in 24 hours – 100%
  - 765 non emergency work orders completed – 87%
- Occupancy Level: 99%
Horn AMP 7 –
Headquarters: 3121 Pillsbury – Total Units 937
- Units Leased: 4
- Average Turnover: 12
  - Days Down Time: 5
  - Days Make Ready: 4
  - Days for Re-rental: 3
- Total Work Orders
  - 17 emergency work orders completed in 24 hours – 100%
  - 566 non emergency work orders completed – 77%
- Occupancy Level: 100%
PROCUREMENT MPHA CONTRACTING ACTIVITY

January 2015

W/MBE & Section 3 Participation Report

Section 3 Goal = 10% of Construction Contract Dollars
Construction Contracts Payments = $469,000
Section 3 Contracts Payments = $16,858
Section 3 Contract Participation = 4%

January 2015 Performance Report
RENT COLLECTIONS

January 2015 Performance Report
Facilities & Development Capital Fund Program Obligation & Expenditure Report

This period through January 31, 2015

Funds Received 100%
Funds Obligated 96%
Funds Expended 94%
FINANCE

- Staff is working on closing out the FY14 financial activity and will provide a presentation to the Board this Spring on FY14 results.

- MPHA Audit Committee held an entrance meeting with the Minnesota State Auditor on February 5th.
### Housing Choice Voucher Program

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

**January 2015**

<table>
<thead>
<tr>
<th>MTW Funded Units (Excludes VASH, FUP, &amp; Mod Rehab)</th>
<th>MTW Units Leased (Excludes VASH FUP &amp; Mod) In January</th>
<th>Average Number of Vouchers Leased to Year to Date</th>
<th>% Variance of units Leased to Funded</th>
<th># of Participants Moving and Searching In January</th>
<th># of New Applicants Issued and Searching In January</th>
<th># of New Applicant Admissions In January</th>
<th># of Participant Move Lease ups In January</th>
</tr>
</thead>
<tbody>
<tr>
<td>4,407</td>
<td>4,529</td>
<td>4,529</td>
<td>103%</td>
<td>49</td>
<td>31</td>
<td>22</td>
<td>36</td>
</tr>
</tbody>
</table>

**# of Applicant Annual Reexams Completed In January**

- 2014 Fiscal Year (Jan - Dec) HAP Budget Authority (12 months) $36,913,032 2015 FY Funding
- 1st month of 2015 (PUC)
- MTW Funded Per Unit Cost (PUC)
- Of Voucher
- In January

<table>
<thead>
<tr>
<th># of Applicants</th>
<th>Variance</th>
<th>Of HAP spent to funded</th>
</tr>
</thead>
<tbody>
<tr>
<td>400</td>
<td>98%</td>
<td>$698</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th># of Owners at Owner Workshop Completed In January</th>
<th># of HQS Inspections Completed In January</th>
<th>% of Units that Failed HQS (223) In January</th>
<th># of Failed Units in Abatement for Noncompliance In January</th>
<th>Total HAP Amount Recouped (Abatement) In January</th>
<th># of HAP ContractsCanceled for HQS Noncompliance In January</th>
<th># of Family Sufficiency (FSS) Participants Enrolled In January</th>
<th>% FSS Participants contributing to Escrow Accts In January</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1039</td>
<td>22%</td>
<td>21</td>
<td>$12,946</td>
<td>4</td>
<td>43</td>
<td>55%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th># of Mobility Voucher Families Out Searching</th>
<th># of Mobility Voucher Vouchers Leased To date</th>
<th>Total # of Port out Families Billed for In January</th>
<th>Total # Port in Families Administered In January</th>
<th>Amount Collected from Repayment Agreements In January</th>
<th>FY Total to date Collected from Repayment Agreements</th>
<th># of Applicants Remaining On Waitlist</th>
<th># Participants EOP’d (End of Participation) In January</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>28</td>
<td>144</td>
<td>313</td>
<td>$5,850</td>
<td>$5,850</td>
<td>8,349</td>
<td>20</td>
</tr>
</tbody>
</table>

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.
Special Initiatives

Development:

- **Heritage Park - MHOP**
  - Submitted Voluntary Conversion Application to HUD
  - Congress Increased RAD Units from 60,000 to 185,000 and MPHA’s Application has Preliminary Approval – CHAP to MPHA is March
  - Continued Training for MHOP and Heritage Park Staff on Public Housing Compliance Requirements per Regulatory and Operating Agreements
**Policy & Special Initiatives**

**Special Initiatives**

**Development:**
- Continued Meetings with Heading Home Hennepin on use of Faircloth Authority for MPHA’s MTW Families Out of Shelter Development Project

**Lease To Own (LTO):**
- Waiting List for Lease To Own remains open
- Three Pre-applications rejected due to insufficient income – Five New Pre-applications received and under review
- Seventeen total Leased Up Participants as of January 31, 2015
- One Current Resident Vacating in April – Moving Out of State
- Continuing Yearly Reviews of Lease To Own Residents for Match Saving Program Requirements

**MHOP**

**PSI Staff Continues to Work with Management Companies Providing Training, and Working to get all Re-exams up to date**
POLICY & SPECIAL INITIATIVES

Website Contacts:

- MPHA Received and Responded to 81 Website Contacts Requesting Assistance with Housing in January
**Policy & Special Initiatives**

**Other:**

- MPHA Annual Report and Calendar (Published)
- Comprehensive Marketing Plan for Increasing Participation and Access to Heritage Park Senior Services Center (HPSSC)
  - Transferred MPHA Marketing Specialist to Policy and Special Initiatives Department
  - Established Weekly Meetings with HPSSC, Facilities and Development and MPHA Staff on HPSSC Marketing Plan Implementations
- Began Recruiting for MPHA/City Partnership on Summer Youth Employee Program (STEP UP)
- Continued Facilitating Agency Efforts Regarding MPHA Assumption of Benefits, Payroll and HRIS from City of Minneapolis
- 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