

C Community Development Committee
Meeting date: April 19, 2010

ADVISORY INFORMATION

Date:	April 8, 2010
Subject:	Family Affordable Housing Program HUD Management Operations Certification
District(s), Member(s):	All
Policy/Legal Reference:	24 CFR, Part 902 Housing & Urban Development
Staff Prepared/Presented:	Beth Reetz (651) 602-1060 Terri Smith (651) 602-1187
Division/Department:	Community Development Division / Housing & Redevelopment Authority

Proposed Action

That the Metropolitan Council approve the submittal of the fiscal year end 2009 Public Housing Assessment System (PHAS) Management Operations Certification to the U.S. Department of Housing and Urban Development (HUD) as required by federal regulations.

Background

Effective January 1, 2010, the Metropolitan Council's federal public housing program, the Family Affordable Housing Program, was converted to the project based Section 8 program. However, for the Council's fiscal year 2009, the Family Affordable Housing Program (FAHP) is required to comply with the components under the Public Housing Assessment System (PHAS). PHAS was designed by HUD to assist in evaluating public housing units nationwide. Reporting for fiscal year 2009 will be the last time the Council will submit this certification.

Under PHAS, Housing authorities are evaluated based on four indicators: Physical Condition, Financial Condition, Management Operations and Resident Services and Satisfaction.

HUD completes the evaluation of physical condition, financial condition and resident satisfaction. Housing authorities complete the evaluation of management operations which includes evaluation in the following six (6) areas:

1. Vacant Unit Turnaround Time – Measures the average time it takes to turn around vacant units
2. Capital Fund – Evaluates the ability to administer HUD's capital funding programs
3. Work Orders – Examines the number of days it takes for work order completion
4. Annual Inspection of Dwelling Units and Systems – Measures success in completing annual inspection of units and systems in order to determine maintenance and modernization needs
5. Security – Evaluates performance in tracking crime-related problems and implementing strict and consistent applicant screening and evictions policies
6. Economic Self-Sufficiency – If funding is received, examines management of HUD-funded self-sufficiency programs

HUD requires a Board Resolution authorizing and approving the submittal of the fiscal year end 2009 Public Housing Assessment System (PHAS) Management Operations Certification to the U.S. Department of Housing and Urban Development (HUD).

Rationale

This is a requirement of the federal public housing regulations at 24 CFR, Part 902.

Funding

N/A

Known Support / Opposition

No known support or opposition.

METROPOLITAN COUNCIL
390 Robert Street North, St. Paul, Minnesota 55101
651/602/1000 TDD 651/602-0904

RESOLUTION NO. 2010-

RESOLUTION APPROVING THE SUBMITTAL OF THE PUBLIC HOUSING ASSESSMENT SYSTEM (PHAS) MANAGEMENT OPERATIONS CERTIFICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) AS REQUIRED BY 24 CFT PART 902

WHEREAS:

1. The Metropolitan Council's Family Affordable Housing Program (FAHP) is required to comply with the components under the Public Housing Assessment System (PHAS).
2. The Metropolitan Council is required to submit to HUD, under the PHAS, a Management Operations Certification.
3. The Department of Housing and Urban Development requires a resolution number as part of the HUD Management Operations Certification.

NOW, THEREFORE, BE IT RESOLVED BY THE METROPOLITAN COUNCIL

That the submittal of the PHAS Management Operations Certification to the Department of Housing and Urban Development is hereby approved.

Adopted this 28th day of April 2010.

Peter Bell, Chair

Pat Curtiss, Recording Secretary

Management Assessment for Public Housing Agencies

View/Print Full Submission

PHA Code : MN163 FYE : 12/31 Fiscal Year : 2009
 PHA Name : METROPOLITAN COUNCIL
 Submission Type : Submission Status : Draft

[Inbox](#) | [Unit Turnaround](#) | [Capital Fund](#) | [Work Orders](#) | [Annual Inspection](#) | [Security](#) | [Econ. Self-Suff](#)

Sub-Indicator 1: Vacant Unit Turnaround Time

ELEMENT	DESCRIPTION	AMOUNT
V12400	Total number of turnaround days.	1,670
V12500	Total number of vacancy days exempted for Capital Fund.	0
V12600	Total number of vacancy days exempted for other reasons.	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	17
V12800	Average number of calendar days units were in down time.	7.00
V12900	Average number of calendar days units were in make ready time.	39.00
V13000	Average number of calendar days units were in lease up time.	52.00
V13100	Average Unit Turnaround Days.	98.24

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Sub-Indicator 2: Capital Fund

ELEMENT	DESCRIPTION	AMOUNT
CF10000	Do you have any open Capital Fund programs(e.g. CGP, HOPE VI)(Y/N)? Open = any program that does not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	yes
Component 1:	Unexpended Funds Over Three Federal Fiscal Years (FFYs) Old	
CF10050	Total funds authorized over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$ 0.00
CF10100	Total funds expended over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$ 0.00
CF10200	Unexpended funds to be recaptured (enter dollar amt).	\$ 0.00
CF10300	Unexpended funds approved by HUD over 3 FFYs old	\$ 0.00

	(enter dollar amt).	
CF10400	Unexpended funds with time extensions due to reasons outside of PHA control (enter dollar amt).	\$ 0.00
CF10500	Adjusted total unexpended funds.	\$ 0.00
Component 2:	Timeliness of Fund Obligation	
CF11100	Total funds authorized for grants over 2 FFYs old.	\$ 0.00
CF11200	Total funds obligated over 2 FFYs old.	\$ 0.00
CF11300	Unobligated funds approved by HUD over 2 FFYs old (enter dollar amt).	\$ 0.00
CF11400	Unobligated funds with time extensions due to reasons outside of PHA control (enter dollar amt).	\$ 0.00
CF11500	Adjusted total unobligated funds.	\$ 0.00
Component 3:	Adequacy of Contract Administration	
CF11700	The date of last HUD/Army Corps of Engineers on-site inspection and/or audit related to contract administration (include A133 audit).	12/31/2008
CF11800	The number of findings related to contract administration.	0
CF11900	The number of findings related to contract administration that have been corrected by the PHA.	0
CF12000	The number of findings related to contract administration that the PHA is in the process of correcting.	0
Component 4:	Quality of the Physical Work	
CF12200	Date of last HUD/Army Corps of Engineers on-site inspection and/or audit related to quality of the physical work.	12/31/2008
CF12300	The number of findings related to the quality of the physical work.	0
CF12400	The number of findings related to the quality of the physical work that have been corrected by the PHA.	0
CF12500	The number of findings related to the quality of the physical work that the PHA is in the process of correcting.	0
Component 5:	Budget Controls	
CF12700	Total amount of Capital Funds expended during the PHA fiscal year being assessed.	\$ 379,697.00
CF12800	The amount of Capital Funds expended on approved work items not subject to budget revisions during the PHA fiscal year being assessed.	\$ 379,697.00
CF12900	The amount of Capital Funds expended under budget revisions with prior HUD approval during the PHA fiscal year being assessed.	\$ 0.00
CF13000	The amount of Capital Funds expended under budget revisions not requiring prior HUD approval during the PHA fiscal year being assessed.	\$ 0.00

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Sub-Indicator 3: Work Orders

ELEMENT	DESCRIPTION	AMOUNT
Component 1:	Emergency Work Orders	
W10000	Total number of emergency work orders.	43
W10100	Total number of emergency work orders completed / abated within 24 hours.	41
W10200	Percentage of emergency work orders completed / abated within 24 hours.	95.35%
Component 2:	Non-Emergency Work Orders	
W10500	Total number of non-emergency work orders.	1,494
W10600	Total number of calendar days it took to complete non-emergency work orders.	7,328
W10700	Average number of days PHA has reduced the time it takes to complete non-emergency work orders over the past three years.	
W10800	Average completion days.	4.90

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Sub-Indicator 4: Annual Inspection of Dwelling Units and Systems

ELEMENT	DESCRIPTION	AMOUNT
Component 1:	Annual Inspection of Dwelling Units	
A10000	The total number of ACC units.	150
A10100	The sum of units exempted where the PHA made two documented attempts to inspect and is enforcing the lease.	0
A10200	Vacant units exempted for Capital Fund.	0
A10300	Vacant units exempted for other reasons.	0
A10400	Total number of units inspected using the Uniform Physical Condition Standards (UPCS).	150
A10550	Total number of units inspected that did not require repairs.	37
A10600	The number of units where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	113
A10700	Adjusted units available.	150
A10800	Percent of units inspected by PHA.	100.00%
Component 2:	Annual Inspection of Systems Including Common Areas and Non-Dwelling Space	

A11100	Total number of projects.	1
A11200	Total number of projects exempted from the inspection of systems.	0
A11300	The total number of projects where all systems were inspected in accordance with the UPCS.	1
A11400	Total number of buildings.	150
A11500	Total number of buildings exempted from the inspection of systems.	0
A11600	Total number of buildings where all systems were inspected in accordance with the UPCS.	150
A11700	The number of buildings and projects where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	113
A11800	Percentage of projects inspected.	100.00%
A11900	Percentage of buildings inspected.	100.00%

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Sub-Indicator 5: Security

ELEMENT	DESCRIPTION	AMOUNT
Component 1:	Tracking and Reporting Crime-Related Problems	
S10000	The date that the Board adopted current policies to track crime and crime-related problems.	09/26/2007
S10100	The date that the PHA implemented the current procedures to track crime and crime-related problems.	09/26/2007
S10200	The date that the PHA implemented a current cooperative system for tracking and reporting crime to local police authorities.	09/26/2007
S10300	The number of crimes that the PHA can document it reported to local police authorities.	0
S10400	Percentage of developments where PHA can document it tracks crime and crime-related problems.	100.00%
Component 2:	Screening of Applicants	
S10500	The date the Board adopted current screening policies that reflect the applicable criteria.	09/26/2007
S10600	The date the PHA implemented current screening procedures that reflect the applicable criteria.	09/26/2007
S10700	PHA can document that current screening procedures result in successfully denying admission to applicants who meet the applicable criteria (enter Yes or No).	yes
S10800	The total number of applicants denied who met the applicable criteria	2
Component 3:	Lease Enforcement	

S10900	The date the Board adopted current eviction policies that reflect the applicable criteria.	09/26/2007
S11000	The date the PHA implemented current eviction procedures that reflect the applicable criteria.	09/26/2007
S11100	PHA can document that eviction screening procedures resulted in the evicting of residents who meet the applicable criteria (enter Yes or No).	yes
S11200	The total number of evictions as a result of the applicable criteria.	0
Component 4: Drug Prevention and/or Crime Reduction Program Goals		
S11350	The number of HUD-funded drug prevention and/or crime reduction programs.	0
S11450	The number of non HUD-funded drug prevention and/or crime reduction programs that the PHA requests to be assessed.	0
S11550	The number of documented program goals that are related to drug-prevention and/or crime reduction.	0
S11600	The number of goals the PHA can document it met under the implementation plans(s) for any and all of these programs.	0
S11700	Percentage of goals that the PHA can document it met under the implementation plans(s) for any and all of these programs.	0.00%

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Sub-Indicator 6: Economic Self-Sufficiency

ELEMENT	DESCRIPTION	AMOUNT
E10000	The number of HUD-funded economic self-sufficiency programs.	0
E10100	The number of non HUD-funded economic self-sufficiency programs that the PHA requests to be assessed.	0
E10200	The number of documented program goals that are related to economic self-sufficiency.	0
E10300	The number of goals the PHA can document it met under the implementation plan(s) for any and all of these programs.	0
E10400	Percentage of goals that the PHA can document it met under the implementation plan(s) for any and all of these programs.	0.00%

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Comments or Questions? Please go to [Technical Assistance Center](#) or [Contact MASS](#)