



BOARD OF COMMISSIONERS
MONTHLY BUSINESS MEETING

APRIL 28, 2021

9:00 A.M.

W. ANDREW BOSS BUILDING
555 N. WABASHA ST.

I. ROLL CALL

II. MISSION MOMENT

III. INTRODUCTION OF NEW STAFF:

IV. APPROVAL OF MEETING MINUTES: MARCH 10, 2021; MARCH 17, 2021;
MARCH 24, 2021

V. REVIEW OF BILLS AND COMMUNICATIONS: BANK REGISTERS FOR
MARCH 2021

VI. UNFINISHED BUSINESS

VII.A. NEW BUSINESS CONSENT ITEMS

The following items are considered to be routine or non-controversial and will be approved in one motion, without discussion. If a Board member or other meeting attendee wishes to discuss a particular item, that person should inform the Chair and the item will be moved to the Discussion portion of the agenda.

1. RESOLUTION IN RECOGNITION OF DEDICATED SERVICE BY CURT KLINE
2. RESOLUTION IN RECOGNITION OF DEDICATED SERVICE BY PATTY MINEHAN
3. RESOLUTION IN RECOGNITION OF DEDICATED SERVICE BY GY CHAJILI
4. SALARY FOR NEW ASSISTANT IT MANAGER: REQUEST TO EXCEED THE 75TH PERCENTILE OF THE D61 PAY RANGE

VII.B. NEW BUSINESS DISCUSSION ITEMS

1. RENEW HEALTHPARTNERS MEDICAL AND DENTAL INSURANCE POLICIES
2. PROJECT-BASED VOUCHER (PBV) OFFERING

3. REVISION TO THE PURCHASING POLICY; INCREASE MICRO PURCHASING LIMIT
4. APPLICATIONS FOR FEDERAL HOME LOAN BANK OF DES MOINES (FHLBDM) GRANTS; 2021 COMPETITIVE AFFORDABLE HOUSING PROGRAM: ELEVATOR MODERNIZATION AT IOWA, EDGERTON AND RAVOUX HI-RISES
5. CAPITAL FUND PROGRAM: 2020 AND 2021 CFP BUDGET REVISIONS; FFY 2020 – FFY 2024 CFP FIVE YEAR ACTION PLAN REVISIONS; AGENCY PLAN REVISION

VIII. INFORMATIONAL ITEMS

- A. PHA 101 PRESENTATION – ROOSEVELT HOMES
- B. ST. PAUL DISTRICT ENERGY NEWS; THE WAVE – MARCH 2021; ENGINEERING SUPPORT SAVES PHA TIME AND MONEY
- C. EMPLOYEE TURNOVER REPORT FOR FISCAL YEAR 2021
- D. COMMISSIONERS SCHOLARSHIP FUND FY 2021
- E. FY2021 AFFIRMATIVE ACTION ACCOMPLISHMENTS AND FY 2022 AFFIRMATIVE ACTION WORKFORCE GOALS
- F. FISCAL YEAR 2021 EXECUTIVE DIRECTOR’S DISCRETIONARY SALARY INCREASE REPORT: AFSCME EMPLOYEES
- G. FISCAL YEAR 2021 EXECUTIVE DIRECTOR’S DISCRETIONARY SALARY INCREASE REPORT: S&C EMPLOYEES
- H. PLUMBING MODERNIZATION AT FRONT HI-RISE; CONTRACT NO. 21-056; CHANGE ORDER NO. 4
- I. UPDATE ON HI-RISE COVID-19 VACCINATION CLINICS
- J. MINORITY, WOMEN AND DISABLED BUSINESS QUARTERLY REPORT
- K. MINNESOTA REVENUE RECAPTURE PROGRAM
- L. QUARTERLY MANAGEMENT REPORT: MARCH 2021
- M. REPORT OF COLLECTION LOSS WRITE-OFFS FOR FISCAL YEAR 2021
- N. HUD PUBLICATION MARCH 2021: A GUIDE TO PUBLIC HOUSING REPOSITIONING FOR MEDIUM AND LARGE PUBLIC HOUSING AUTHORITIES (PHAs)



RESOLUTION NUMBER 21-4/28-01

**RESOLUTION IN RECOGNITION OF
DEDICATED SERVICE**

By

CURT KLINE

Whereas, Curt Kline served the people of Saint Paul as an employee of the Public Housing Agency of the City of Saint Paul (PHA) for almost 25 years beginning September 26, 1996 until his retirement on May 10, 2021; and

Whereas, he provided distinguished service in many ways, including the following:

- Hired as the PHA’s Database Coordinator in 1996, Curt was promoted to Business Systems Analyst in 2002 and Assistant Information Technology Manager in 2005, demonstrating exceptional knowledge, skills and abilities in the IT field.
- He mastered the operational details of both Low Income Public Housing and Section 8, creating reports to help staff manage and measure performance, which helped earn ongoing “High Performer” ratings from HUD under PHAS and SEMAP.
- Working with staff, he designed the Management Control Module that combined components of different software applications, allowing managers to quickly review management and maintenance data, police reports, and pictures of PHA properties.
- Curt helped direct two major business software conversions, undertaking each task with his characteristic diligence and attention to detail, taking personal responsibility for the quality of the final product. He became the consummate “concierge” for the PHA’s industry-specific software.
- He demonstrated an exceptional ability to relate to people, with his keen sense of humor, interest in travel and people, and his empathy for others.
- Throughout his long tenure with the PHA, Curt demonstrated his commitment to the Agency’s mission, residents and community by serving with professionalism and a consistent pursuit of excellence in all aspects of his work, which made him an invaluable member of the Finance Department.

NOW THEREFORE BE IT RESOLVED, that we, the Board of Commissioners of the Public Housing Agency of the City of Saint Paul, on behalf of the Board, the staff, and residents, do recognize and hereby acknowledge with deep appreciation, respect, and admiration for the services provided to the Agency and community by Curt Kline and we wish him well in his retirement.

April 28, 2021



Resolution Number 21-04/28-02

**RESOLUTION IN RECOGNITION OF
DEDICATED SERVICE**

By

PATTY MINEHAN

Whereas, Patty Minehan served the Saint Paul Public Housing Agency and its residents for over 23 years, from April 15, 1998 until her retirement on May 3, 2021; and

Whereas, she provided distinguished service in many ways, including the following:

- Patty Minehan began her PHA employment in 1998 as a Human Services Coordinator, a role she thrived in throughout her PHA career. As an HSC she helped hi-rise residents who were struggling with housekeeping, pest control and conflict resolution, to help them maintain their tenancy; and she advocated for employment opportunities for residents.
- Patty represented the PHA in various social service networks, serving on the CHSP Professional Assessment Committee (PAC) and working collaboratively with the Ramsey County Crisis Team, providing referrals to the Metro State Nursing School Clinic.
- She volunteered for every opportunity to help hi-rise residents and her co-workers, including coordinating resident flu clinics, as well as Thanksgiving and Christmas meals; and working with the Ramsey County Elections Office on voting processes at hi-rises.
- Over the years, she built strong, positive working relationships with residents, their families, case workers, and an array of PHA staff to ensure that residents' needs were met. She always took pride in her communication and teamwork with her colleagues to help residents achieve successful tenancies.
- Throughout her PHA career, Patty demonstrated her commitment to the Agency's mission, residents and community by serving with professionalism and a consistent pursuit of excellence in all aspects of her work, which made her an invaluable member of the Resident Services Department. In all these ways, Patty contributed to the Agency's exemplary record that includes ongoing High Performer ratings from HUD, adding to the PHA's national reputation for outstanding administration of affordable housing programs.

NOW THEREFORE BE IT RESOLVED, that we, the Board of Commissioners of the Public Housing Agency of the City of Saint Paul, on behalf of the Board, the staff, and residents, do recognize and hereby acknowledge with deep appreciation, respect, and admiration for the services provided to the Agency and community by Patty Minehan and we wish her well in her retirement.

April 28, 2021



RESOLUTION NUMBER 21-04/28-06

**RESOLUTION IN RECOGNITION OF
DEDICATED SERVICE**

By

Gy Chajili

WHEREAS, Gy Chajili served the people of Saint Paul as a Commissioner of the Saint Paul Public Housing Agency (PHA) from October 24, 2018 until March 24, 2021; and

WHEREAS, he provided distinguished service in many ways, including the following:

- As a resident of Dunedin Terrace, he brought a first-hand familiarity with resident issues and concerns to the Board's deliberations.
- He advised the Commissioners on issues that were important to family residents and to the Resident Councils, drawing on his years of leadership in the Dunedin Resident Council and the City-Wide Resident Council.
- He faithfully attended Board meetings, respected and supported staff and his fellow Commissioners, and gave full and fair consideration to all matters brought before the Board.
- Gy volunteered to attend national conferences to increase his knowledge of affordable housing issues and to share his experiences as a PHA Resident Commissioner with other housing leaders from around the country.
- During his service as a Commissioner, he demonstrated his commitment to the PHA's mission and to the Agency's Commissioners, staff and residents.

NOW THEREFORE BE IT RESOLVED, that we, the Board of Commissioners of the Saint Paul Public Housing Agency, on behalf of the Board, the staff, and residents, do recognize and hereby acknowledge with deep appreciation and respect the service provided to the Agency and the community by Gy Chajili.

April 28, 2021

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** Salary for New Assistant IT Manager:
Request to Exceed the
75th Percentile of the D61 Pay Range**DATE** April 28, 2021

Staff recommends Board approval to increase the salary for Mr. Shatdal (Sam) Kamal, the new Assistant Information Technology (IT) Manager, from \$50.83 per hour to \$54.59 per hour, effective April 29, 2021. That salary would be higher than the 75th percentile of the D61 band/grade/subgrade of the Supervisory & Confidential (S&C) Policies and therefore would require Board approval. Mr. Kamal, who is in the process of relocating from Miami, accepted the PHA's offer of employment and began working remotely on April 15, 2021 at the hourly rate of \$50.83 per hour, which represents the 75% percentile (Step 15) of the D61 pay range. At that time staff explained to him that we would recommend Board approval of the higher rate of \$54.59 per hour (Step 19 of the D61 pay range; about 7% higher than Mr. Kamal's starting wage). As explained below, staff is recommending the higher salary based on Mr. Kamal's extensive credentials and experience, and the competitive market for highly-qualified IT professionals.

Thirteen applications were received in response to the Agency's posting on Neogov.com. Six applicants did not meet the minimum qualifications for the position. Out of the remaining seven applications, six applicants were invited to progress to an initial interview. Initial interviews focused on the technical skills of the position and were conducted and reviewed by a panel that included the Finance Director/Controller, the Contract Virtual Chief Information Officer (VCIO), the current Assistant IT Manager, and a Business Systems Analyst. The second round

of interviews focused on administrative skills and were conducted and reviewed by a panel that included the General Counsel/Deputy Executive Director, the Resident Services Director, two Resident Services Senior Managers, and a Housing Choice Voucher Programs Assistant Manager. Mr. Kamal was the top scoring applicant in both interviews, and received the highest score on the In-basket test for the position.

Mr. Kamal holds two Master's degrees, one in Physics and a second in Business Administration with a concentration in Management Information Systems. Since August 2000 Mr. Kamal has been the Director of Information Technology (IT) for Image Photo Service, an international cruise concessionaire, where he was responsible for technology and communications for offices in Miami and the Caribbean. The department Mr. Kamal is responsible for provides IT support for over 600 office workers, as well as 45 cruise ships. During his interview, Mr. Kamal spoke in detail about his very broad range of IT experience, including his 22 years of IT management experience, and his direct hands-on IT experience in the areas of networking, security, telecommunications, support, workforce planning, budgeting and project management.

Starting Mr. Kamal at a salary of \$54.59 per hour is commensurate with his education and extensive experience, and allows the PHA to be competitive with other employers looking to fill similar positions.

JMG/LTS/RPM/ANH

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** Renew HealthPartners
Medical and Dental
Insurance Policies**DATE** April 28, 2021

Staff recommends Board approval to renew the contract with HealthPartners for the Agency's medical and dental insurance policies effective July 1, 2021 to June 30, 2022. As explained below there would be no change in the premiums for either policy. Staff is recommending that the Agency's medical insurance plan continue to include the four levels of coverage (Basic Plan, Standard Plan, Premium Plan and High Deductible Plan). Staff also requests Board approval of the medical insurance premium costs of the Basic, Standard, Premium and High Deductible Plan options, and the dental insurance premium costs shown below. Both the medical and dental insurance plans include in-network and out-of-network coverage.

MEDICAL INSURANCE

In March 2021 HealthPartners notified PHA staff that there would be no increase for medical insurance rates effective July 1, 2021. In February 2020, the Agency issued a Request for Proposals (RFP) for medical and dental insurance. HealthPartners proposed a 1.9% decrease in 2020 and a rate cap of 12% for 2021 and 2022 respectively. On April 22, 2020, the Board approved the Agency entering into a contract for medical insurance with HealthPartners.

The proposed 0% increase in medical insurance costs for July 1, 2021 is an anomaly. Health insurance premium rates are typically based on the previous calendar year's claim costs. Given that the PHA's agreement with HealthPartners began on July 1, 2020, HealthPartners could only base their 2021 proposal on claims costs for the period of July 1, 2020 through December 31,

2020. If HealthPartners had based their look-back period on claims costs for the entirety of calendar year 2020, the proposed renewal rate would have been closer to the 12% rate cap for 2021.

With no increase in the premium amounts starting July 1, 2021, the rates for the HealthPartners Basic Plan, Standard Plan, Premium Plan and High Deductible Plan will remain as follows, with the Board’s approval:

High Deductible Plan	SINGLE	TWO-PARTY	FAMILY
Current and Proposed Total Premium	\$757.54	\$1,468.66	\$1,969.36

Basic Plan	SINGLE	TWO-PARTY	FAMILY
Current and Proposed Total Premium	\$840.74	\$1,629.96	\$2,185.66

Standard Plan	SINGLE	TWO-PARTY	FAMILY
Current and Proposed Total Premium	\$899.46	\$1,743.80	\$2,338.32

Premium Plan	SINGLE	TWO-PARTY	FAMILY
Current and Proposed Total Premium	\$937.64	\$1,817.82	\$2,437.56

With various levels of coverage offered, employees can choose the one that best fits their financial and medical insurance needs. The co-payment for doctors’ office visits remains at \$20; and the co-payment for prescription drugs remains at 20% of the cost, with a minimum cost to the employee of \$10 and a maximum of \$25. Emergency room visits are covered 100% after a \$55 copayment for the Standard Plan.

DENTAL INSURANCE

The rates for dental insurance effective July 1, 2021 also remain the same. HealthPartners guaranteed in its 2020 contract proposal that there would be no premium increase for a second year renewal. The table below shows the HealthPartners Dental Insurance premium amounts effective July 1, 2021:

Employees (30+ hours / week)

	SINGLE	SINGLE + 1	FAMILY
Current Total and Proposed Premium	\$40.74	\$81.56	\$106.94

AMOUNT PAID BY AGENCY AND BY EMPLOYEE

The PHA's share of medical insurance premium costs starting July 1, 2021 will increase by 3.5% for all employees represented by the following groups:

- City Employees' Union Local 363; and
- Supervisory and Confidential Employees (S&C Group).

The Board approved this provision in the 2019 Agreement with Local 363, as well as in the S&C Policies, both of which were approved in 2018. The PHA will negotiate with AFSCME for medical insurance premium cost sharing for the new AFSCME agreement beginning June 1, 2021.

This will be the eleventh consecutive year the PHA has increased its portion towards employee medical insurance by 3.5%. This strategy was originally approved by the Board in 2011, with the intent of leveling out its annual cost increases rather than changing each year as premiums changed by varying amounts.

The current agreements with the Local 363 and S&C employee groups for dental insurance state that the PHA contributes the full monthly premium cost for single coverage for all eligible regular full time employees, and pays 60% of the monthly premium cost for dependent coverage for all eligible full time employees who qualify for and are enrolled in the plan.

The amounts the PHA pays toward employee medical and dental insurance premiums were included in the Operating Budget approved by the Board on March 24, 2021.

With the Board's approval of the recommended renewals with HealthPartners, as well as the new premium costs, an open enrollment period will be offered to employees to provide them the opportunity to choose between the four medical insurance plan options (Basic Plan, Standard Plan, Premium Plan and High Deductible), as well as make any needed changes to their dental insurance coverage.

ANH/MGB/AAG

Attached: History of PHA Health Insurance Increases

HISTORY OF PHA HEALTH INSURANCE INCREASES

YEAR	PREMIUM INCREASE	PHA INCREASE	EMPLOYEE INCREASE
2021	0%	3.5%	Varies by option and type
2020	-1.9%	3.5%	Varies by option and type
2019	10%	3.5%	Varies by option and type
2018	9%	3.5%	Varies by option and type
2017	-3%	3.5%	Varies by option and type
2016	0%	3.5%	Varies by option and type
2015	0%	3.5%	Varies by option and type
2014	5%	3.5%	Varies by option and type
2013	12%	3.5% plus PHA to contribute one time only – 7/1/2013 – 6/30/2014 an additional \$100 per month for FT employees and \$75 per month for PT employees	Varies by option and type
2012	7.2%	3.5%	Varies by option and type
2011	0%	3.5%	Varies by option and type
2010	9%	9%	Varies by option and type
2009	13%	12%	Varies by option and type
2008	7%	2.5%	Varies by option and type
2007	7.5%	7.5%	Varies by option and type
2006	7.13%	7.13%	Varies by option and type
2005	0%	0%	Varies by option and type
2004	5.27%	4.99%	6.41% (\$330/60% dependent coverage)
2003	9.71%	5.82%	28.06% (\$315/60% dependent coverage)
2002	8.2%	8.2%	(\$315/60% dependent coverage)
2001	15.4%	15.4%	(\$295/60% dependent coverage)
2000	24.33%	24.33%	(\$255/60% dependent coverage)
1999	20%	20%	(\$245/60% dependent coverage)
1998	5.12%	5.12%	(\$225/60% dependent coverage)
1997	9.9%	9.9%	(\$215/60% dependent coverage)
1996	6%	6%	(\$215/60% dependent coverage)
Average Increase	7.15% /26 years	6.78% /26 years	

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

REPORT TO COMMISSIONERS

**FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR**

REGARDING Project-Based Voucher (PBV)
Offering

DATE April 28, 2021

Staff recommends Board approval of Resolution No. 21-04/28-04 to offer up to 40 Project-Based-Vouchers (PBVs) in Minnesota Housing’s 2021 Consolidated Request for Proposals (RFP), with up to 20 additional vouchers offered exclusively for Veteran Affairs Supportive Housing (VASH) PBV units for homeless veterans. Minnesota Housing (Finance Agency; MHFA) published the full Consolidated RFP on April 14, 2021, with an “intent to apply deadline” of May 20, 2021. With the Board’s approval, Minnesota Housing would add the PHA’s PBV offering to the RFP.

On November 28, 2018 (after a five-year pause since the last PBV offering) the Board approved offering up to 300 PBVs over the following five years. Pursuant to that decision, the Agency offered vouchers in both 2019 and 2020; and subsequently the Board approved awarding a total of 220 PBVs as follows:

- 105 vouchers were awarded to six developers for PBV use on January 22, 2020; and
 - 115 vouchers were awarded to four developers for PBV use on January 27, 2021.
- (Details about each award are explained below.)

In 2018 the Board also approved PBV policy revisions that incorporated substantial stakeholder input and regulatory changes authorized by a change in federal law (the Housing Opportunity Through Modernization Act of 2016; “HOTMA”). Among other policy changes in 2018, the

Board approved staff’s recommendation to establish the following four voucher categories, with separate selection criteria for each category¹:

- Mixed-Income Affordable Housing
- Supportive Housing for the Homeless
- VASH – Veterans Affairs Supportive Housing for Homeless Veterans
- FUP – Family Unification Project.

Accordingly, the PHA offered and awarded the following specific PBV types and numbers:

2019 RFP (January, 2020 Award)			
PBV Voucher Type	Number of Vouchers Offered in 2019	Number of Vouchers Applied For in 2019	Number of Vouchers Awarded 1/22/2020
Mixed-Income Affordable Housing	50	35	35
Supportive Housing for the Homeless	50	87	50
Veteran Affairs Supportive Housing	25	20	20
TOTALS	125	142	105

In 2020 the Board approved adding “Affordable Housing for the Elderly” as a fifth category.

¹ Federal regulations require PHAs to establish selection criteria for awarding project-based-vouchers, and to evaluate project proposals based on those criteria. The process must be open and competitive.

2020 RFP (January, 2021 Award)			
PBV Voucher Type	Number of Vouchers Offered in 2020	Number of Vouchers Applied For in 2020	Number of Vouchers Awarded 1/27/2021
120 Vouchers Offered (without categorical requirements)	120	-	-
Mixed-Income Affordable Housing	-	21	21
Supportive Housing for the Homeless	-	42	34
Veteran Affairs Supportive Housing	-	-	-
Affordable Housing for the Elderly	-	60	60
TOTALS	120	123	115

Limits on PBV Program Size: HUD regulations allow a housing agency to project-base up to 20% of its vouchers, subject to some exceptions explained below. Currently the PHA has awarded 723 PBVs (14.7% of 4,929 vouchers). The 20% limit would allow the PHA to award approximately 263 more vouchers for project-based assistance, up to a total of 986 PBVs. However, HOTMA authorized exceptions that would allow the Agency to project-base up to 30% of the HCVs for certain uses.² The 30% limit would raise the PHA’s cap to 1,479 PBVs, or 756 more than the current total.

Staff believe that as the demand for PBVs has begun to stabilize, this offering is still large enough to create additional affordable housing that is needed now, while continuing to reserve vouchers for community needs in the years to come. Staff hope that offering additional VASH

² The three exceptions categories are

- Homeless (as defined by HUD)
- Supportive housing for persons with disabilities and/or elderly persons
- Projects located in low-poverty areas as defined by HUD.

vouchers for PBV use would incentivize developers to create more housing opportunities dedicated to veterans, to help achieve the State's goal of ending veteran homelessness. The PHA continues to receive additional allocations of VASH vouchers from HUD, almost annually, even though our allocation has never been fully utilized. Therefore offering more VASH vouchers for PBV use can be a way to create more housing opportunities for homeless veterans without reducing the number of vouchers that are available for new referrals from the VA.

As in the most recent PBV offerings, project owners and developers seeking PBVs would select the category that is most applicable to their project, and respond specifically to the relevant selection criteria. This would allow staff to weigh the separate demand in each category, along with evolving community needs, prior to recommending an award for the Board's approval.

Timeline: As required by current HUD rules, the PHA will also obtain approval from HUD before publicly announcing the availability of additional PBVs. The PHA Board-approved policy³ states that the Agency solicits all PBV applications through Minnesota Housing's Consolidated RFP. If the proposer is also applying for funding from Minnesota Housing, the PHA can rely on the State agency's determination of financial viability and consistency with Minnesota's stated affordable housing goals.

Project owners/developers requesting PBVs still must submit narrative or documentary responses to satisfy the published selection criteria, similar to the two previous PBV offering cycles. Staff would review and assess the proposals according to our selection criteria, but would not recommend final approval to the Board until Minnesota Housing has announced their awards.

³ Admission and Occupancy Policies for the Section 8 Housing Choice Voucher Programs (also called the Section 8 Administrative Plan)

At that point, staff would then advance any final proposals to the Board for ultimate consideration and approval.

Activity	Estimated Date
Board Approval of Offering	April 28, 2021
Request HUD Approval	April 28, 2021
MHFA Consolidated RFP Advertising	May 5, 2021
MHFA Applications Due	July 15, 2021
MHFA Board Approves Applications	December, 2021
Staff Recommendation to PHA Board for Specific Project Approval	January, 2022

DJM/FAH

Attachments:

- Resolution No. 21-4/28-04
- Bar Chart: Utilization of VASH Vouchers
- Bar Chart: History of Voucher Awards since 2011

**PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL
RESOLUTION NO. 21-4/28-04
OFFERING PROJECT-BASED VOUCHERS**

WHEREAS, the Public Housing Agency of the City of Saint Paul (PHA) has undertaken to provide decent, safe and sanitary housing for families pursuant to Section 8 of the United States Housing Act of 1937, as amended (42 USC 1437, et seq.); and

WHEREAS, the PHA currently administers a Section 8 Housing Choice Voucher (HCV) Program, including a Project-Based Voucher (PBV) Program, for which the guiding policies are set forth in the Admission and Occupancy Policies for the Section 8 Housing Choice Voucher Program, dated February 23, 2000, as amended; and

WHEREAS, the PHA's goals for its PBV program include the following:

1. To contribute to the upgrading and long-term viability of the area's housing stock.
2. To increase the supply of affordable housing and location choice for very low-income households.
3. To integrate housing and supportive services such as education, case management, job training, and day care to help families and individuals achieve stability and self-reliance.
4. To promote the coordination and leveraging of resources of public, semi-public, or non-profit agencies with compatible missions.
5. To support the City of St. Paul's affordable housing goals.
6. To assist the State of Minnesota and Ramsey County and the City of St. Paul with their plans to end homelessness, by providing rental subsidies to supportive housing and other projects that are designed to house persons experiencing homelessness; and

WHEREAS, the PHA currently has 4,929 vouchers authorized by its Consolidated Annual Contributions Contract (ACC) with HUD; and

WHEREAS, the PHA currently has 723 Housing Choice Vouchers under contracts as Project-Based Vouchers (PBVs), providing rental assistance for supportive housing and for affordable housing in mixed income properties; and

WHEREAS, the PHA is authorized to commit up to 20 percent of its authorized HCVs for use as PBVs, and an additional 10 percent (total 30 percent) if the additional units fall into one or more of the following categories:

- Homeless (as defined by HUD)
- Supportive housing for persons with disabilities and/or elderly persons
- Projects located in low-poverty areas as defined by HUD; and

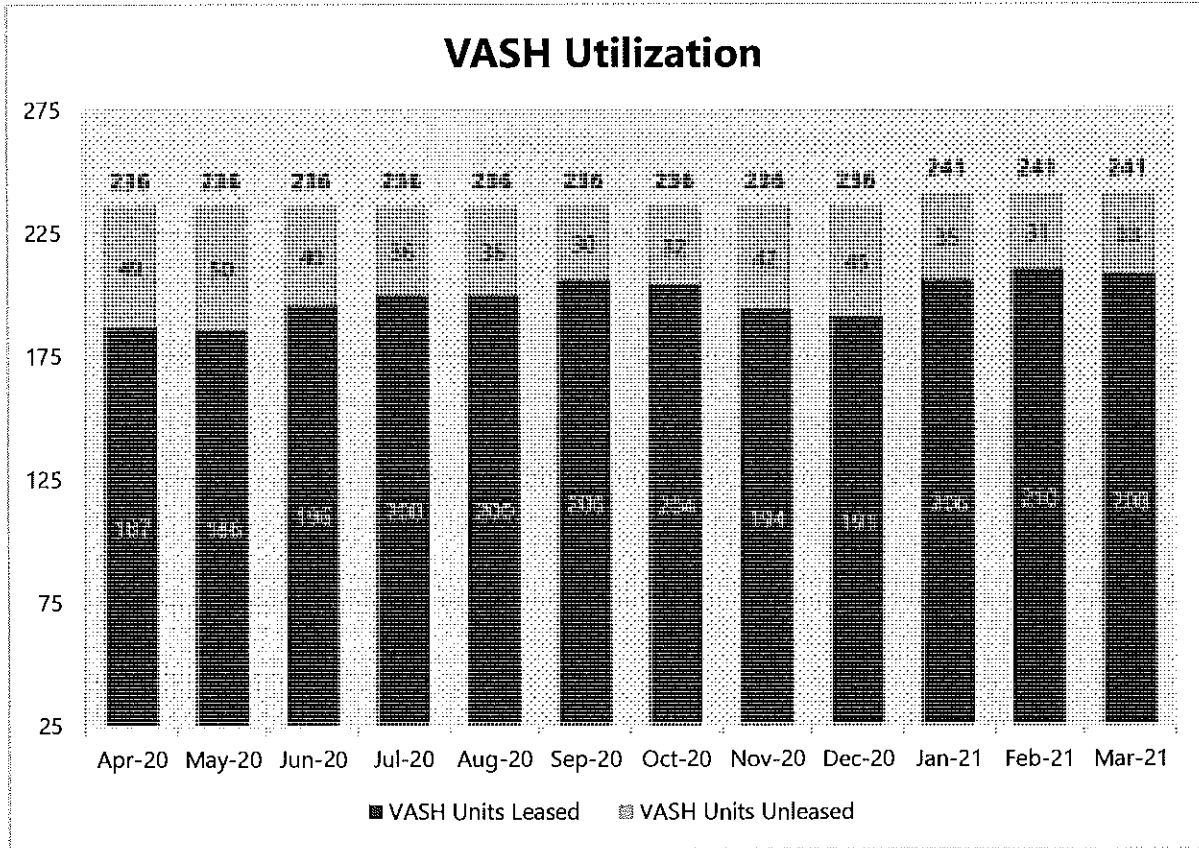
WHEREAS, staff has recommended offering 40 more HCVs for PBV use in Minnesota Housing's 2021 Consolidated Request for Proposals (RFP), with up to 20 additional vouchers offered exclusively for Veteran Affairs Supportive Housing (VASH) PBV units for homeless veterans;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Public Housing Agency of the City of Saint Paul as follows:

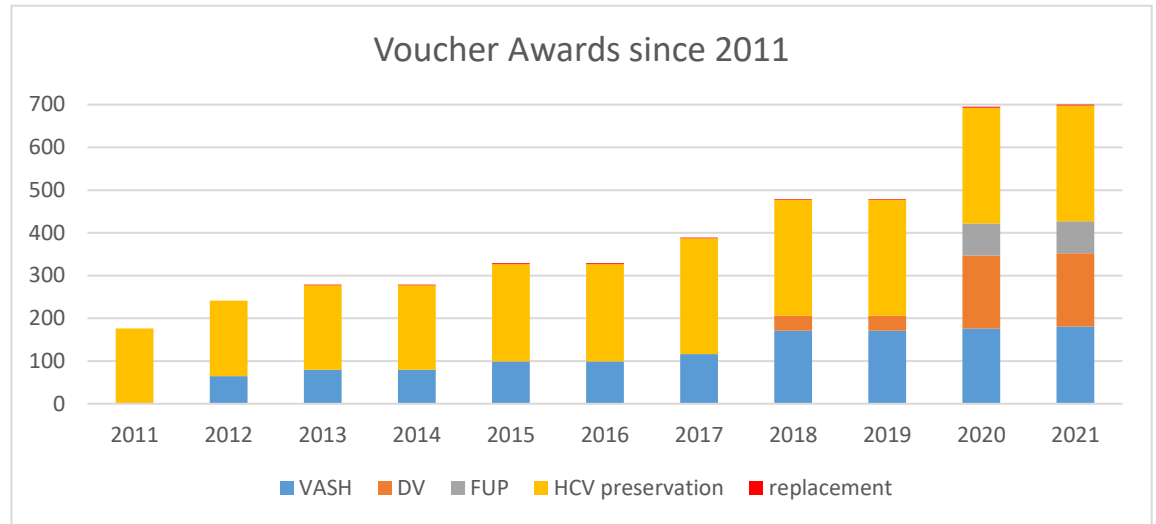
1. The PHA will offer up to 40 PBVs and 20 Veteran Affairs Supportive Housing PBVs in Minnesota Housing's 2021 Consolidated Request for Proposals; and
2. The Executive Director (or his designee) is authorized to carry out all actions to complete this action; and
3. The Agency Plan is amended accordingly.

VASH Utilization

Veterans Affairs Supportive Housing (VASH) vouchers serve homeless veterans. As of March 31, 2021, the PHA has been awarded a total of 241 VASH vouchers. The utilization rate for these vouchers does not factor into the SEMAP utilization rate.



calendar	awards	
year	annual	cumulative
2011	176	176
2012	65	241
2013	38	279
2014	0	279
2015	50	329
2016	0	329
2017	60	389
2018	90	479
2019	0	479
2020	216	695
2021	5	700



PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** Revision to the Purchasing Policy;
Increase Micro Purchasing Limit**DATE** April 28, 2021

Staff recommends Board approval to amend the Purchasing Policy to increase the upper limit for making small purchases without seeking competitive quotes (“micro purchasing”) from \$3,000 to \$10,000, for all non-construction purchases.

The \$10,000 limit for micro purchasing is allowed by both HUD and Minnesota statutes and regulations. The higher limit would allow the Agency to streamline routine or small purchases up to \$10,000 by requiring only one quotation or proposal, reducing the staff time required for each purchase. The higher threshold will also allow better targeting of M/W/DBE and Section 3 businesses that help achieve the PHA’s contracting goals. The Purchasing Policy and Purchasing Procedures Manual always require every purchase to be executed by two staff (one to request the purchase and one to approve it), which ensures that two different employees have determined that the purchase is necessary and the price is reasonable.

Non-competitive purchases requiring Davis-Bacon wage determinations will remain at the \$2,000 threshold, as required by federal law. Staff’s recommendation includes applying the \$10,000 limit to individual purchases made utilizing Agency charge accounts. (No change is proposed in the current policy provision that states charge accounts “shall have a maximum cumulative amount of \$99,999.99 per fiscal year”.)

All contracts for supplies and services above the micro purchasing limit are subject to the following safeguards:

- 1.) All purchases above \$2,000 (Davis-Bacon) or \$10,000 (all other purchases) will be reviewed by the Contracting Officer (currently Tim Braun) to ensure that they comply with all PHA purchasing policies and procedures, as well as laws and regulations. Compliance review includes a cost analysis and/or price reasonableness determination by staff, checking HUD's list of debarred contractors, and confirming that all other required steps have been completed.
- 2.) The Contracting Officer provides annual training for all staff members who have purchasing authority. The Contracting Officer also provides procurement guidance throughout the year.

In the last two fiscal years staff from all departments have made over 90 routine or small purchases that could have been streamlined by the higher limit for micro purchasing. Purchases that could be directed to M/W/DBE and Section 3 business include:

- Engineering services for hi-rise exterior repair to Buildings Consulting Group (MBE);
- Purchase electrical supplies, lightbulbs, switches from B&L Electric Supply (MBE);
- Purchase moving services for smaller jobs from Class Act Moving (WBE, Section 3);
- Purchase staff training from Nan McKay (WBE);
- Purchase hardware supplies from Bredemus Hardware (WBE);
- Purchase lead and asbestos testing services from Legend Technical Services (WBE);
- Purchase bid document download and advertising from Northstar Imaging (DBE, Section 3);
- Purchase snow blowers from Reed's Sales and Services (MBE, WBE).

The full Purchasing Policy is attached, with proposed new language double-underlined and deletions ~~interlined~~. It was last amended on January 27, 2016 to raise the formal purchasing threshold from \$50,000 to \$100,000 and to adopt new federal regulations on procurement (2 CFR Sec. 200.317 – 200.326 replacing previous regulations 24 CFR Sec. 85.36)

TDA/TDB/FAH

Attachment: Purchasing Policy with Proposed Revisions Highlighted

PURCHASING POLICY:

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

Every purchase, rental or lease of services, supplies, materials, equipment, construction, alteration, repair, maintenance, or demolition of PHA property shall be in accordance with this policy. The purpose of this policy is to assure that purchases are made in a fair and impartial manner and that the PHA will obtain quality workmanship, materials, supplies, and services that best meet PHA needs in the most cost effective manner possible. Best efforts shall be made to meet PHA goals regarding contracting with business enterprises owned by members of HUD-defined minority groups, women and persons with disabilities (MBE's, WBE's and DBE's). To the greatest extent feasible, the PHA will also award contracts to qualified contractors and vendors that create employment and business opportunities for participants in PHA housing programs and other qualified low- and very low-income persons, and that otherwise comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

All PHA purchasing shall be in accordance with 2 CFR Sec. 200.317-200.326, Federal, State, and HUD regulations, and approved PHA purchasing procedures. Where there are discrepancies in regulations or procedures, the more restrictive shall apply. Where there are discrepancies in dollar amounts, this policy shall apply. Dollar amounts indicated are exclusive of any applicable sales tax and freight charges.

A Price Analysis shall be conducted on all fixed price purchases, and a Cost Analysis shall be conducted on all negotiated purchases. Additionally, for PIH contracts (Scattered Sites), the forms HUD-5369, 5369-A, 5369-B, 5369, 5370, 5370-C, and 51915-A, which contain all HUD-required clauses and certifications for contracts of more than \$100,000.00, as well as any forms/clauses as required by HUD for small purchases, shall be used in all corresponding solicitations and contracts issued by the PHA. For HUD Multifamily contracts (PHA properties other than Scattered Sites), forms produced by the PHA and approved by HUD Multifamily shall be used in all corresponding solicitations and contracts issued by the PHA.

For Single Purpose Contract, those which are awarded for services to be performed by a single trade, such as plumbing or carpet laying, a minimum of 51% of the labor is required to be performed by the Contractor's own personnel. This requirement is intended to prevent the award of contracts to "construction managers" or "brokers." This requirement must be specifically stated in all applicable bid documents.

I. PURCHASING METHODS

A. Small Purchases:

1. Charge Accounts:

Purchases for amounts up to \$4,999.99 \$9,999.99 may be made utilizing PHA charge accounts. Charge accounts shall be established using the non-competitive proposal method of purchasing, and shall have a maximum cumulative amount of \$99,999.99 per fiscal year. Terms and conditions of each charge account must be approved by the Contracting Officer.

2. Purchase Order:

- a) Purchases up to \$1,999.99 when Davis Bacon Wage Determination is used, or up to \$2,999.99 \$9,999.99 for all other supplies and services, may be made by purchase order,

without competition, if the price is considered reasonable and purchases are distributed among qualified sources.

- b) Purchases in amounts between \$2,000.00 and \$14,999.99 when Davis Bacon Wage Determination is used; and amounts between ~~\$3,000.00~~ \$10,000.00 and \$14,999.99 for all other supplies and services, may be made by purchase order, following informal documented solicitation of a minimum of three competitive oral or written quotations.
- c) Purchases in amounts between \$15,000.00 and \$99,999.99 may be made by purchase order, following informal documented solicitation of a minimum of three competitive written quotations responding to written requirements provided to each bidder.

B. Competitive Sealed Bids:

- 1. Purchases in amounts up to \$99,999.99 may be made by sealed bid.
- 2. Purchases in amounts of \$100,000.00 or more must be made by sealed bid.
- 3. All requests for sealed bids for amounts of \$100,000.00 or more must be publicly advertised, opened, read and recorded, all in accordance with PHA and HUD procedures. The PHA reserves the right to reject any or all bids or to re-advertise.
- 4. Purchases may be made, (and PHA receipt of sealed bid is not required) under Joint or Cooperative Purchasing Agreements where other Minnesota public bodies have received sealed bids to establish the purchasing terms. (See II. Purchasing Approval)

C. Competitive Proposals:

The competitive proposal method of purchasing shall be used under any of the following circumstances:

- 1. To purchase the services of consultants including architect, engineer, testing, real estate, computer, training, design, surveying, title, legal, summons, banking, etc.
- 2. For equipment leasing.
- 3. When the use of sealed bids is inappropriate.

Under the competitive proposal method of purchasing:

- a) Solicitation of multiple proposals is not required for purchases of up to \$1,999.99 when Davis Bacon Wage Determination is used, or up to ~~\$2,999.99~~ \$9,999.99 for all other supplies and services.
- b) Informal documented solicitation of a minimum of three written proposals is required for purchases between \$2,000.00 and \$99,999.99 when Davis Bacon Wage Determination is used; and amounts between ~~\$3,000.00~~ \$10,000.00 and \$99,999.99 for all other supplies and services.
- c) Public issuance of a request for proposals is required for purchases of \$100,000.00 or more.
- d) Proposals must be evaluated on the basis of factors identified in the request for proposals. Proposals for consulting services may be evaluated on the basis of related experience, ability to provide timely service, professional qualifications, past performance, proposer's status as a Minority- and/or Women-Owned Business Enterprise (MBE or WBE), or a business owned by a Person with a Disability (DBE), other affirmative action efforts, Section 3 efforts and

cost. Additional evaluating factors may be added as needed, depending on the purchase being made.

D. Non-Competitive Proposals:

The non-competitive proposal method of purchasing may be used under any of the following circumstances:

1. If an emergency exists which permits no delay.
2. If only one source of supply is available.
3. If inadequate response is received to a competitive solicitation.
4. If HUD approves the use of non-competitive proposals.
5. If equipment repair is required and the cost of taking apart and reassembling the equipment is a significant part of the cost of repair.
6. In order to establish the terms and conditions of a credit or charge account for small purchases.

Under the non-competitive proposal method of purchasing:

- a) Written justification must be provided for purchases between \$2,000.00 and \$99,999.99 when Davis Bacon Wage Determination is used; and between ~~\$3,000.00~~ \$10,000.00 and \$99,999.99 for all other supplies and services; and must be approved in writing by the Contracting Officer.
- b) Emergency purchases of \$50,000.00 or more require the approval of the Executive Director.
- c) The PHA Board must be informed of purchases of \$15,000.00 or more.

E. Prohibited Contract Types

In accordance with 2 CFR Sec. 200.323(d), the use of the following types of contracts is prohibited:

1. Cost-plus-percentage-of-cost.
2. Cost-plus-percentage-of-construction-cost.

II. PURCHASING APPROVAL:

All purchases of \$100,000.00 or more require the approval of the PHA Board of Commissioners except as stated below. All purchases of less than \$100,000.00 require the approval of the Executive Director or the Contracting Officer or other staff as designated by the Executive Director.

Staff is authorized to make the following types of purchases that may total \$100,000.00 or more annually, without Board approval when they are essential to PHA operations:

- A. Purchases made under Joint or Cooperative Purchasing Agreements where other Minnesota public bodies have received sealed bids to establish the purchasing terms. Staff shall report annually to the Board on the total amount expended under each such contract, if \$100,000.00 or more;
- B. Utilities, including fuel oil;
- C. Telephones, cellular phones, computer connections, and automatic-response communication lines connected to nurse's call stations, fire command stations and elevators.

D. Postage

The PHA Board of Commissioners must be informed of changes or amendments to contracts that (cumulatively) result in an addition of \$100,000.00 or more, or 25% or more of the original contract amount (whichever is less). Changes or amendments to contracts that result in an addition of \$100,000.00 or more for any single work item require PHA Board approval.

III. CONTRACT ADMINISTRATION:

The PHA shall maintain a system of contract administration designed to ensure that contractors perform in accordance with their contracts. These systems shall provide for inspection of supplies, services, or construction, as well as monitoring contractor performance, status reporting on major projects including construction contracts, and similar matters.

IV. RECORD RETENTION:

Complete documentation regarding any purchase, such as proposals, bids, quotations, evaluations, etc., shall be preserved in the Agency files according to PHA procedures and HUD regulations. The PHA shall retain all significant and material documentation and records concerning all procurements for a period of three years after final payment and all matters pertaining to the contact are closed. If any claims or litigation are involved, the records shall be retained until all issues are satisfactorily resolved.

V. ETHICS IN PUBLIC CONTRACTING

The PHA's Board of Commissioners has approved separate Policies on Conflicts of Interest for Commissioners and Staff, which include the Agency's policies on ethics in contracting and procurement. Those policies are incorporated into this Purchasing Policy by reference.

VI. PURCHASING PROCEDURES:

The Executive Director or designee is authorized to issue rules and directives in the form of Purchasing Procedures as may be deemed necessary to implement this policy.

VII. PROCUREMENT/CONTRACT PROTEST PROCEDURES:

It is PHA policy to resolve all contractual issues informally and without litigation. Disputes will not be referred to HUD unless all administrative remedies have been exhausted. When appropriate, a mediator may be used to help resolve differences.

The Executive Director or designee is authorized to issue procedures for protesting procurement and contracting disputes.

Approved by the PHA Board of Commissioners January 19, 1994.

Revisions approved:

December 17, 1997
February 23, 2000
July 26, 2000
November 22, 2000
December 17, 2008
February 25, 2009

May 27, 2009
August 26, 2009
February 24, 2010
January 27, 2016
April 28, 2021 Proposed

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** Applications for Federal Home Loan Bank
of Des Moines (FHLBDM) Grants;
2021 Competitive Affordable Housing Program:
Elevator Modernization at Iowa,
Edgerton and Ravoux Hi-Rises**DATE** April 28, 2021

Staff recommends Board approval of Resolution No. 21-4/28-03 authorizing staff to apply for three grants of up to \$750,000 each from the Federal Home Loan Bank of Des Moines (FHLBDM) under its 2021 Affordable Housing Program (AHP), for elevator modernization projects at Iowa, Edgerton and Ravoux Hi-Rises. The total request for all three projects would be \$2,250,000.

The Board's approval would also authorize the PHA to accept the grants, if awarded, including executing all required documents and providing all necessary reports to the FHLBDM. The final applications are due by May 31, 2021 and selections are expected to be announced in December.

The FHLBDM approved two of the PHA's three AHP applications in 2019, awarding two separate grants for \$1,000,000 and \$800,000 (\$1.8 million total) for the Front Hi-Rise Plumbing and Boiler Replacement project, and the Cleveland Hi-Rise Elevator Modernization project. The PHA submitted three AHP applications in 2020 (for elevator modernization and other modernization projects) but the FHLBDM did not fund any of those requests.¹

To meet the FHLBDM timetable, staff is currently going through the technical assistance phase of this year's application process, receiving feedback on the applications and any changes to the overall process.

¹ FHLBDM staff noted that our applications were complete and all scored well, obtaining the maximum points possible for our agency and project type, but the average score for funded projects that year was higher than in previous years.

Unlike many other grant-makers, the FHLBDM welcomes grant requests that propose to pay the full cost of a capital improvement, up to this year's \$750,000 grant maximum. Matching funds are not required. In fact, FHLBDM representatives said the PHA's applications do not score much higher when the PHA does commit to match the FHLBDM grant with other funds.

The PHA is not eligible to apply for another FHLBDM grant at a PHA property/site that has already received one in the past. The purpose of the grants remains the same, to help the PHA make urgently-needed capital improvements at PHA-owned affordable housing properties. The elevator modernization projects are priority needs identified in the PHA's 20-year Capital Needs Assessment. Staff hired Elevator Advisory Group in 2018 to survey the condition of all the PHA elevators. Their report recommended modernizing the elevators at these hi-rises due to age and controller obsolescence.

Since the FHLBDM requires a grant applicant to partner with a bank that is a member of the FHLBDM, staff will again ask Bremer Bank, BankCherokee and Sunrise Banks to be the PHA's partners on these applications. Staff will inform the Board which bank is partnering on which application(s) at a future Board meeting.

If awarded, the FHLBDM grants would provide a welcome supplement to the PHA's HAP funding under RAD-PBRA. Staff will continue to seek outside funding from the FHLBDM and other potential sources.

TDA/BNF

Attachments: Resolution No. 21-4/28-03
Summary of Previous Loan and Grant Awards

**SAINT PAUL PUBLIC HOUSING AGENCY
RESOLUTION NO. 21-4/28-03**

**AUTHORIZATION TO ACCEPT GRANTS FROM
FEDERAL HOME LOAN BANK OF DES MOINES
FOR CAPITAL IMPROVEMENT PROJECTS**

WHEREAS, the Public Housing Agency of the City of Saint Paul (PHA) administers affordable housing programs under contracts with the U.S. Department of Housing and Urban Development (HUD), with a current total of 4,273 units; and

WHEREAS, there is a large unfunded need to make capital improvements to the PHA-owned properties, which provide safe, affordable, quality housing for very-low income families in Saint Paul; and

WHEREAS, there is a critical need to modernize the elevators at the Iowa, Edgerton and Ravoux Hi-Rises; and

WHEREAS, the PHA does not receive sufficient funding from HUD's RAD HAP payments to keep pace with the capital needs of PHA-owned properties; and

WHEREAS, the Federal Home Loan Bank of Des Moines (FHLBDM) makes subsidies and grants available to public housing agencies for capital improvements through its competitive Affordable Housing Program (AHP); and

WHEREAS, staff has requested approval by the Board of Commissioners to submit applications for FHLBDM AHP subsidies and grants, in partnership with banks that are members of the FHLBDM (requests pending), as follows:

- a. Iowa Hi-Rise Elevator Modernization, \$750,000
- b. Edgerton Hi-Rise Elevator Modernization, \$750,000
- c. Ravoux Hi-Rise Elevator Modernization, \$750,000.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Public Housing Agency of the City of St. Paul, as follows:

1. Staff is authorized to submit applications to the Federal Home Loan Bank of Des Moines (FHLBDM) for subsidies and grants under the FHLBDM's Affordable Housing Program as listed above; and
2. The Executive Director, or his duly authorized agent, is authorized to execute all documents required to accept any subsidies and grants which may be approved by the FHLBDM in response to these applications, and to execute any other documents and provide information that the FHLBDM may require to expend the grant.



LOANS & GRANTS

Economically Disadvantaged Housing Challenge Program (EDHC)
 Publicly Owned Housing Program (POHP) (forgiven)
 Affordable Housing Program (AHP) (forgiven)

Minnesota Housing Finance Agency (MHFA)
 Federal Home Loan Bank Des Moines (FHLBDM)

lending institution		type of grant	commitment	work type	location	amount	awarded	received
MHFA		POHP	20	modernization	Dunedin	825,000	10/28/12	07/15/14
MHFA		EDHC	30	new construction	Roosevelt	540,000	10/25/12	12/15/14
MHFA		EDHC	30	new construction	Mt. Airy	360,000	11/07/13	12/07/15
MHFA		POHP	20	modernization	Dunedin	1,200,000	02/19/15	03/22/16
MHFA		EDHC	30	new construction	McDonough	1,080,000	10/23/14	05/16/17
FHLBDM	Sunrise Bank	AHP	15	plumbing	Valley	500,000	12/15/16	02/09/18
FHLBDM	Sunrise Bank	AHP	15	plumbing	Montreal	750,000	12/14/17	12/21/18
MHFA		POHP	20	modernization	Dunedin	1,000,000	05/02/18	
FHLBDM	Bremer Bank	AHP	15	elevator	Exchange	750,000	12/14/18	
FHLBDM	Sunrise Bank	AHP	15	elevator	Neill	750,000	12/14/18	
FHLBDM	Bank Cherokee	AHP	15	elevator	Dunedin	750,000	12/14/18	
FHLBDM	Sunrise Bank	AHP	15	elevator	Central	750,000	12/14/18	
MHFA		POHP	20	plumbing/boiler	Front	1,000,000	05/03/19	
FHLBDM	Sunrise Bank	AHP	15	plumbing/heating	Front	1,000,000	12/12/19	
FHLBDM	Bank Cherokee	AHP	15	elevator	Cleveland	800,000	12/12/19	
					MHFA	6,005,000		
					FHLBDM	6,050,000		
						<u>12,055,000</u>		

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

REPORT TO COMMISSIONERS

FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR

REGARDING Capital Fund Program:
2020 and 2021 CFP Budget Revisions;
FFY 2020 – FFY 2024 CFP
Five Year Action Plan Revision;
Agency Plan Revision

DATE April 28, 2021

Staff requests Board approval of Resolution No. 21-4/28-05 approving the following budgets and amending the Agency Plan accordingly:

1. Initial 2021 Capital Fund Program (CFP) grant budget;
2. Revisions to the 2020 CFP grant budget; and
3. Revisions to the CFP Five Year Action Plan for Federal Fiscal Years 2020 – 2024 (FFY 2020 – 2024).

These revisions are mostly routine, adjusting amounts in budget line items but not changing the total amount of the grants. Staff has presented many similar recommendations to the Board throughout past years, to keep the approved budgets in line with CFP spending and shifting work items in response to the properties' needs. This report is different in two respects:

1. The 2021 CFP grant (\$1,489,634) is the first one that HUD awarded for only the one group of dwelling units that remains in the Low Income Public Housing (LIPH) program, the 418 single family homes and duplex units in the scattered sites (AMP 9). The 2020 CFP grant (\$12,510,526) was based on the entire LIPH portfolio of 4,273 units in nine AMPs (Asset Management Projects) before the RAD conversion.
2. The recommended 2020 CFP budget revision includes the “transfer to operations” of \$303,070 (approximately 25% of AMP 9’s share of the 2020 CFP grant) from the CFP grant budget to the FY 2022 AMP 9 LIPH Operating Budget for Scattered Sites, as approved by the Board on March 24, 2021. This CFP revision implements that Board action. HUD requires the transfer to operations to be shown in an approved CFP Five Year Action Plan.* The reason for the transfer to operations is further explained below.
3. The recommended 2020 CFP budget revision also includes the transfer of \$120,000 from the CFP budget to the COCC budget, which was approved on March 24, 2021. As staff

* The Annual Contributions Contract (ACC) amendment for CFP grants states that “[T]he PHA may use no more than 25 percent [of the CFP grant] for [operating] activities ... only if the PHA’s HUD-approved Five Year Action Plan provides for such use

explained in presenting the COCC budget, HUD regulations allow up to 10% of each yearly CFP grant to be used for the costs of administering the CFP grant (management office functions).

Both the CFP funds and the associated work activities are being transferred to the FY 2022 AMP 9 LIPH Operating Budget for Scattered Sites, as approved on March 24, 2021. The uses of the CFP funding for capital improvements continue to be consistent with the draft CFP budget and draft CFP Five Year Action Plan staff discussed with residents in 2020 and presented at the Agency Plan public hearing in November 2020.

Staff will use the 2021 AMP 9 Capital Fund grant to continue to rehabilitate and modernize the scattered site homes and duplexes. Exterior modernization work will include roofing replacement or repairs, window and siding replacements, brick and stucco repairs, concrete sidewalk and bituminous driveway replacements and landscaping improvements (not necessarily all at the same sites). Interior modernization work will include electrical system upgrades and furnace/boiler replacements. Painting, flooring and kitchen and bath upgrades will continue to be performed on vacant units as needed. Staff will continue to prepare CFP grant budget revisions (amendments to the Agency Plan) for AMP 9 Scattered Sites for the current grants, as well as any subsequent grants.

Maintenance and Resident Services staff conduct regular inspections of the scattered site units to visually assess, document, and perform any immediate repair needs. Staff also maintains an internal capital needs evaluation for larger repair needs of the properties and contracts for repairs as CFP grant funding is available. In response to the Board's request for a more formal and comprehensive capital needs assessment, staff contracted with a consultant firm to prepare a more extensive capital needs assessment (CNA) of these properties. This assessment has recently been completed and will be presented to the Board at the May business meeting. The

CNA will assist staff with planning and allocating current and future resources as well as provide valuable information for staff and the Board in relation to future asset repositioning opportunities.

Transfer to Operations. As stated above, the recommended 2020 CFP budget revision includes a \$303,070 “transfer to operations” (approximately 25% of AMP 9’s share of the 2020 CFP grant) from the CFP grant budget to the FY 2022 AMP 9 LIPH Operating Budget for Scattered Sites, as approved by the Board on March 24, 2021. In recent years a number of expenses that should be considered “operating” in nature (for example, preparation of vacant units for rental) have been included in the Capital Fund budgets. To bring the PHA’s processes more in line with HUD’s preferred method of accounting, those expenses were included in the FY 2022 LIPH Operating Budget that was approved on March 24, 2021, along with the CFP funds to pay for them.

Current CFP regulations allow up to 25% of each yearly grant be used for operations.

The table below shows the most recent CFP grant amounts, the dates when the PHA gained access to the funds (when HUD signed the amendments to the Annual Contributions Contract/ACC) and the timelines for expenditure. HUD extended the deadlines for obligating and expending capital funds by one year, for all open CFP grants, after the passage of the CARES Act in March 2020. The dates in the table below reflect this extension. The PHA has routinely met or exceeded all of HUD’s regular goals for timely obligation of CFP grant funds (90% obligated within 24 months) and expenditure (grants fully expended within 48 months), so the extended deadlines may not be needed here.

Staff expects to close out the 2018 and 2019 CFP grants later this calendar year.

	2018 CFP Funds	2019 CFP Funds	2020 CFP Funds	2021 CFP Funds
Grant Amount	\$11,177,209	\$11,692,490	\$12,510,526	\$1,489,634
ACC Date	5/29/2018	4/16/2019	3/12/2020	2/23/2021
Percent Obligated	99.8% (3/1/21) Met 90% Goal by 5/28/2021	98.9% (3/1/21) Met 90% Goal by 4/15/2022	88.6% (3/1/21) Meet 90% Goal by 3/11/2023	Initial Budget – 4/1/21 Meet 90% Goal by 2/22/2023
Percent Expended	99.4% (3/1/21) Goal: 100% by 5/28/2023	98.4% (3/1/21) Goal: 100% by 4/15/2024	Initial Budget – 4/1/20 Goal: 100% by 3/11/2025	Initial Budget – 4/1/21 Goal: 100% by 2/22/2025

TDA/BNF/AJH/FAH

Attachments: Resolution No. 21-4/28-05
 Summary Spreadsheets of CFP Grant Budgets

**PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL
RESOLUTION NO. 21-4/28-05**

**CAPITAL FUND PROGRAM (CFP) BUDGETS: REVISIONS FOR 2020 AND 2021 CFP
BUDGET; REVISED FIVE YEAR ACTION PLAN FOR FFY 2020 - 2024.**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has awarded the Public Housing Agency of the City of Saint Paul (PHA) the following grants:

1. FFY 2020 Capital Fund Program Grant No. MN46P00150120
2. FFY 2021 Capital Fund Program Grant No. MN46P00150121

WHEREAS, HUD requires the PHA to establish a budget for the expenditure of funds under each grant provided under the Capital Fund Program, Replacement Housing Fund Program; and

WHEREAS, HUD requires the PHA to establish a Five Year Action Plan for the expenditure of Capital Fund Program funds; and

WHEREAS, staff has recommended approval of the attached draft revisions to the Capital Fund Program, Replacement Housing Fund Program, and Revised Capital Fund Program Five Year Action Plan:

1. Original Budget for the FFY 2021 Capital Grant Program Grant No. MN46R00150121;
2. March 1, 2021 Budget Revision for the FFY 2020 Capital Grant Program Grant No. MN46P00150120; and
3. Revised Capital Fund Program Five Year Action Plan FFY 2020 through FFY 2024; and

WHEREAS, the Board of Commissioners finds that these CFP grant budgets and Revised Five Year Action Plan are necessary and appropriate to comply with HUD requirements and to best serve the needs of PHA residents;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Public Housing Agency of the City of Saint Paul as follows:

1. The budgets listed above and the Revised CFP Five Year Action Plan listed above are approved as presented;
2. Staff is authorized to execute and submit all required documents relating to these grants and budget revisions;
3. The Agency Plan is amended accordingly; and
4. Pursuant to HUD notice dated January 11, 1990, the PHA certifies that no employee is serving in a variety of positions that will exceed 100 percent of his or her work time.

Part I: Summary (PHA Account #'s)

PHA Name: Public Housing Agency of the City of St. Paul (PHA CFP Account Numbers without 1480 (EPIC))	FFY of Grant: 2020
	FFY of Grant Approval: 2020

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement 3/1/2021
 Performance and Evaluation Report for Period Ending: 3/1/2021
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Actual Cost					
		Budget Revision January 4, 2021	Budget Revision February 1, 2021	Budget Revision March 1, 2021	%	Obligated March 1, 2021	Expended March 1, 2021
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 25% of AMP 9 Funds)	\$ -	\$ -	\$ 303,070	2.42%	\$ -	\$ -
3	1408 Management Improvements	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
4	1410 Administration (may not exceed 10% of line 22)	\$ -	\$ -	\$ 120,000	0.96%	\$ -	\$ -
5	1411 Audit	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
6	1415 Liquidated Damages	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
7	1430 Fees and Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
8	1440 Site Acquisition	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
9	1450 Site Improvement	\$ -	\$ -	\$ 10,000	0.08%	\$ -	\$ -
10	1460 Dwelling Structures	\$ 1,421,506	\$ 1,421,506	\$ 988,436	7.90%	\$ -	\$ -
11	1465.1 Dwelling Equipment—Nonexpendable	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
12	1470 Nondwelling Structures	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
13	1475 Nondwelling Equipment	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
14	1485 Demolition	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
15	1492 Moving to Work Demonstration	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
16	1495.1 Relocation Costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
17	1499 Development Activities	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
18a	1501 Collateralization or Debt Service Paid by the PHA	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
18ba	9000 Collateralization of Debt Service Paid Via System of Direct Payment	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
20	1503 CFP for RAD Rental Assistance Payments	\$ 11,089,020	\$ 11,089,020	\$ 11,089,020	88.64%	\$ -	\$ -
21	1504 CFP to RAD Initial Deposit to Replacement Reserve	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
22	Amount of Annual Grant: (sum of lines 2 – 19)	\$ 12,510,526	\$ 12,510,526	\$ 12,510,526	100.00%	\$ -	\$ -
23	Amount of line 20 Related to LBP Activities						
24	Amount of line 20 Related to Section 504 compliance						
24	Amount of line 20 Related to Security – Soft Costs						
25	Amount of Line 20 Related to Security – Hard Costs					\$ -	\$ -
26	Amount of line 20 Related to Energy Conservation Measures					\$ -	\$ -

Signature of PHA Executive Director _____ Date _____

Part I: Summary (HUD EPIC 1480 Numbers)

PHA Name: Public Housing Agency of the City of St. Paul (HUD CFP Account Numbers with 1480 - EPIC)	FFY of Grant: 2020 FFY of Grant Approval: 2020
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement 3/1/2021
 Performance and Evaluation Report for Period Ending: 3/1/2021 Final Performance and Evaluation Report

Line No.	Summary by Development Account					Total Actual Cost	
		Budget Revision January 4, 2021	Budget Revision February 1, 2021	Budget Revision March 1, 2021	%	Obligated March 1, 2021	Expended March 1, 2021
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 25% of AMP 9 Funds)	\$ -	\$ -	\$ 303,070	2.42%	\$ -	\$ -
3	1408 Management Improvements	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
4	1410 Administration (may not exceed 10% of line 22)	\$ -	\$ -	\$ 120,000	0.96%	\$ -	\$ -
5	1411 Audit				0.00%		
6	1415 Liquidated Damages				0.00%		
7	1430 Fees and Costs				0.00%		
8	1440 Site Acquisition				0.00%		
9	1450 Site Improvement				0.00%		
10	1460 Dwelling Structures				0.00%		
11	1465.1 Dwelling Equipment—Nonexpendable				0.00%		
12	1470 Nondwelling Structures				0.00%		
13	1475 Nondwelling Equipment				0.00%		
13a	1480 General Capital Activity	\$ 1,421,506	\$ 1,421,506	\$ 998,436	7.98%	\$ -	\$ -
14	1485 Demolition				0.00%		
15	1492 Moving to Work Demonstration				0.00%		
16	1495.1 Relocation Costs				0.00%		
17	1499 Development Activities				0.00%		
18a	1501 Collateralization or Debt Service Paid by the PHA				0.00%		
18ba	9000 Collateralization of Debt Service Paid Via System of Direct Payment				0.00%		
19	1502 Contingency (may not exceed 8% of line 20)				0.00%		
20	1503 CFP for RAD Rental Assistance Payments	\$ 11,089,020	\$ 11,089,020	\$ 11,089,020	88.64%	\$ -	\$ -
21	1504 CFP to RAD Initial Deposit to Replacement Reserve	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
22	Amount of Annual Grant: (sum of lines 2 – 19)	\$ 12,510,526	\$ 12,510,526	\$ 12,510,526	100.00%	\$ -	\$ -
23	Amount of line 20 Related to LBP Activities						
24	Amount of line 20 Related to Section 504 compliance						
25	Amount of line 20 Related to Security – Soft Costs					0	0
26	Amount of Line 20 Related to Security – Hard Costs					\$ -	\$ -
27	Amount of line 20 Related to Energy Conservation Measures					\$ -	\$ -

Signature of PHA Executive Director _____ Date _____

Part II: Supporting Pages (PHA Acct #'s & HUD EPIC 1480 #'s)											
PHA Name:		Grant Type and Number							FFY of Grant: 2020		
Public Housing Agency of the City of St. Paul		Capital Fund Program Grant No. MN46P00150120 Replacement Housing Factor Grant No: NA							FFY of Grant Approval: 2020		
Development Number	General Description of Major Work Categories	Dev. Acct No.	Dev. Acct No.	Quantity	Acct. Number is 60X / 720...	January 4, 2021 Revision	February 1, 2021 Revision	March 1, 2021 Revision	Total Actual Cost		
Name/HA-Wide Activities		PHA Acct. #	HUD EPIC Acct #						Funds Obligated March 1, 2021	Funds Expended March 1, 2021	
McDonough Homes	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$1,819,384	\$1,819,384	\$1,819,384	\$1,819,384	\$1,819,384	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 501 Subtotal						\$1,819,384	\$1,819,384	\$1,819,384	\$1,819,384	\$1,819,384	
Front, Hamline & Seal Hi-Rises	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$1,312,205	\$1,312,205	\$1,312,205	\$1,312,205	\$1,312,205	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 502 Subtotal						\$1,312,205	\$1,312,205	\$1,312,205	\$1,312,205	\$1,312,205	
Iowa, Wilson & Edgerton Hi-Rises	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$1,515,487	\$1,515,487	\$1,515,487	\$1,515,487	\$1,515,487	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 503 Subtotal						\$1,515,487	\$1,515,487	\$1,515,487	\$1,515,487	\$1,515,487	
Roosevelt Homes	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$945,217	\$945,217	\$945,217	\$945,217	\$945,217	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 504 Subtotal						\$945,217	\$945,217	\$945,217	\$945,217	\$945,217	
Mt. Airy, Valley Hi-Rises & Mt. Airy Homes	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$1,842,567	\$1,842,567	\$1,842,567	\$1,842,567	\$1,842,567	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 505 Subtotal						\$1,842,567	\$1,842,567	\$1,842,567	\$1,842,567	\$1,842,567	
Exchange & Wabasha Hi-Rises	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$712,853	\$712,853	\$712,853	\$712,853	\$712,853	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 506 Subtotal						\$712,853	\$712,853	\$712,853	\$712,853	\$712,853	
Central, Neill & Ravoux Hi-Rises	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$1,306,014	\$1,306,014	\$1,306,014	\$1,306,014	\$1,306,014	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 507 Subtotal						\$1,306,014	\$1,306,014	\$1,306,014	\$1,306,014	\$1,306,014	
Cleveland, Montreal & Dunedin Hi-Dunedin Terrace	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$1,615,741	\$1,615,741	\$1,615,741	\$1,615,741	\$1,615,741	
	CFP funds to RAD Replacement Reserve	1504	1504	LS	NA	\$0	\$0	\$0	\$0	\$0	
Amp 508 Subtotal						\$1,615,741	\$1,615,741	\$1,615,741	\$1,615,741	\$1,615,741	
McDonough Homes 12-Plex	CFP funds to RAD Rental Assistance Payments	1503	1503	LS	NA	\$19,552	\$19,552	\$19,552	\$19,552	\$19,552	
Amp 513 Subtotal						\$19,552	\$19,552	\$19,552	\$19,552	\$19,552	
Scattered Site Homes + Duplexes	Scattered site interior modernization on vacancy	1460	1480	40 DU	40-350-01-509-3-146000-641	\$500,000	\$500,000	\$0	\$0	\$0	
	Scattered site exterior modernization on vacancy	1460	1480	40 DU	40-350-01-509-3-146000-639	\$881,506	\$881,506	\$0	\$0	\$0	
	AMP 9 Site Improvement - Interior Work	1460	1480	40 DU	40-350-01-509-3-146000-XXX			\$237,109	\$0	\$0	
	AMP 9 Site Improvement - Exterior Work	1460	1480	40 DU	40-350-01-509-3-146000-XXX			\$711,327	\$0	\$0	
	AMP 9 Site Improvement - SiteWork	1450	1480	10 DU	40-350-01-509-3-145000-XXX			\$10,000	\$0	\$0	
	Construction Administration - salaries	1460	1480	LS	40-425-01-509-3-146000-001	\$30,000	\$30,000	\$30,000	\$0	\$0	
	Construction Administration - benefits	1460	1480	LS	40-425-01-509-3-146000-009	\$10,000	\$10,000	\$10,000	\$0	\$0	
	Transfer to Operations (25%)	1406	1406	LS	N/A			\$303,070	\$0	\$0	
	Management Fees (10%)	1410	1410	LS	N/A			\$120,000	\$0	\$0	
	Amp 509 Subtotal						\$1,421,506	\$1,421,506	\$1,421,506	\$0	\$0
	Contingency		1502		lump sum	40-350-01-5xx-0-150200-000				\$0	\$0
FFY 2020 Total CFP						\$12,510,526	\$12,510,526	\$12,510,526	\$11,089,020	\$11,089,020	
Balance						\$0	\$0	\$0	\$1,421,506	\$1,421,506	
									88.64%	88.64%	

Part I: Summary (PHA Account #'s)

PHA Name: Public Housing Agency of the City of St. Paul (PHA CFP Account Numbers without 1480 (EPIC))	FFY of Grant: 2021 FFY of Grant Approval: 2021
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement
 Performance and Evaluation Report for Period Ending: 3/1/2021 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Actual Cost			
		Original Budget April 1, 2020	%	Obligated March 1, 2021	Expended March 1, 2021
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 25% of line 22)	\$ 372,408	25.00%	\$ -	\$ -
3	1408 Management Improvements	\$ -	0.00%	\$ -	\$ -
4	1410 Administration (may not exceed 10% of line 22)	\$ 120,000	8.06%	\$ -	\$ -
5	1411 Audit		0.00%	\$ -	\$ -
6	1415 Liquidated Damages		0.00%	\$ -	\$ -
7	1430 Fees and Costs		0.00%	\$ -	\$ -
8	1440 Site Acquisition		0.00%	\$ -	\$ -
9	1450 Site Improvement	\$ 10,000	0.67%	\$ -	\$ -
10	1460 Dwelling Structures	\$ 987,226	66.27%	\$ -	\$ -
11	1465.1 Dwelling Equipment—Nonexpendable		0.00%	\$ -	\$ -
12	1470 Nondwelling Structures		0.00%	\$ -	\$ -
13	1475 Nondwelling Equipment		0.00%	\$ -	\$ -
14	1485 Demolition		0.00%	\$ -	\$ -
15	1492 Moving to Work Demonstration		0.00%	\$ -	\$ -
16	1495.1 Relocation Costs		0.00%	\$ -	\$ -
17	1499 Development Activities		0.00%	\$ -	\$ -
18a	1501 Collateralization or Debt Service Paid by the PHA		0.00%	\$ -	\$ -
18ba	9000 Collateralization of Debt Service Paid Via System of Direct Payment		0.00%	\$ -	\$ -
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	0.00%	\$ -	\$ -
20	1503 CFP for RAD Rental Assistance Payments	\$ -	0.00%	\$ -	\$ -
21	1504 CFP to RAD Initial Deposit to Replacement Reserve	\$ -	0.00%	\$ -	\$ -
22	Amount of Annual Grant: (sum of lines 2 – 19)	\$ 1,489,634	100.00%	\$ -	\$ -
23	Amount of line 20 Related to LBP Activities				
24	Amount of line 20 Related to Section 504 compliance				
24	Amount of line 20 Related to Security – Soft Costs				
25	Amount of Line 20 Related to Security – Hard Costs			\$ -	\$ -
26	Amount of line 20 Related to Energy Conservation Measures			\$ -	\$ -

Signature of PHA Executive Director _____ Date _____

Part I: Summary (HUD EPIC 1480 Numbers)

PHA Name: Public Housing Agency of the City of St. Paul (HUD CFP Account Numbers with 1480 - EPIC)	FFY of Grant: 2021
	FFY of Grant Approval: 2021

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement
 Performance and Evaluation Report for Period Ending: 3/1/2021 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Actual Cost			
		Original Budget March 1, 2021	%	Obligated March 1, 2021	Expended March 1, 2021
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 25% of line 22)	\$ 372,408	25.00%	\$ -	\$ -
3	1408 Management Improvements	\$ -	0.00%	\$ -	\$ -
4	1410 Administration (may not exceed 10% of line 22)	\$ 120,000	8.06%	\$ -	\$ -
5	1411 Audit		0.00%		
6	1415 Liquidated Damages		0.00%		
7	1430 Fees and Costs		0.00%		
8	1440 Site Acquisition		0.00%		
9	1450 Site Improvement		0.00%		
10	1460 Dwelling Structures		0.00%		
11	1465.1 Dwelling Equipment—Nonexpendable		0.00%		
12	1470 Nondwelling Structures		0.00%		
13	1475 Nondwelling Equipment		0.00%		
13a	1480 General Capital Activity	\$ 997,226	66.94%	\$ -	\$ -
14	1485 Demolition		0.00%		
15	1492 Moving to Work Demonstration		0.00%		
16	1495.1 Relocation Costs		0.00%		
17	1499 Development Activities		0.00%		
18a	1501 Collateralization or Debt Service Paid by the PHA		0.00%		
18ba	9000 Collateralization of Debt Service Paid Via System of Direct Payment		0.00%		
19	1502 Contingency (may not exceed 8% of line 20)		0.00%		
20	1503 CFP for RAD Rental Assistance Payments		0.00%	\$ -	\$ -
21	1504 CFP to RAD Initial Deposit to Replacement Reserve		0.00%	\$ -	\$ -
22	Amount of Annual Grant: (sum of lines 2 – 19)	\$ 1,489,634	100.00%	\$ -	\$ -
23	Amount of line 20 Related to LBP Activities				
24	Amount of line 20 Related to Section 504 compliance				
25	Amount of line 20 Related to Security – Soft Costs			0	0
26	Amount of Line 20 Related to Security – Hard Costs			\$ -	\$ -
27	Amount of line 20 Related to Energy Conservation Measures			\$ -	\$ -

Signature of PHA Executive Director Date

Part II: Supporting Pages (PHA Acct #'s & HUD EPIC 1480 #'s)									
PHA Name:		Grant Type and Number					FFY of Grant: 2021		
Public Housing Agency of the City of St. Paul		Capital Fund Program Grant No. MN46P00150121					FFY of Grant Approval: 2021		
		Replacement Housing Factor Grant No: NA							
Development Number	General Description of Major Work Categories	Dev. Acct No.	Dev. Acct No.	Quantity			Total Actual Cost		
Name/HA-Wide Activities		PHA Acct. #	HUD EPIC Acct #		Acct. Number is 721...	Original Budget March 1, 2021	Funds Obligated March 1, 2021	Funds Expended March 1, 2021	
Scattered Site	AMP 9 Site Improvement - Interior Work	1460	1480	40 DU	40-350-01-509-3-146000-XXX	\$236,806	\$0	\$0	
Homes +	AMP 9 Site Improvement - Exterior Work	1460	1480	40 DU	40-350-01-509-3-146000-XXX	\$710,420	\$0	\$0	
Duplexes	AMP 9 Site Improvement - SiteWork	1450	1480	10 DU	40-350-01-509-3-145000-XXX	\$10,000	\$0	\$0	
	Construction Administration - salaries	1460	1480	LS	40-425-01-509-3-146000-001	\$30,000	\$0	\$0	
	Construction Administration - benefits	1460	1480	LS	40-425-01-509-3-146000-009	\$10,000	\$0	\$0	
	Transfer to Operations (25%)	1406	1406	LS	N/A	\$372,408	\$0	\$0	
	Management Fees (10%)	1410	1410	LS	N/A	\$120,000	\$0	\$0	
	Amp 509 Subtotal					\$1,489,634	\$0	\$0	
				lump sum	40-350-01-5xx-0-150200-000	\$0	\$0	\$0	
	Contingency	1502							
	FFY 2021 Total CFP					\$1,489,634	\$1,489,634	\$0	\$0
					Balance	\$0	\$1,489,634	\$0	\$0

0.00% 0.00%

Capital Fund Program Five-Year Action Plan

Part I: Summary

(2020 thru 2024)

PHA Name		<input checked="" type="checkbox"/> Original 5-Year Plan (Rev. March 1, 2021) <input type="checkbox"/> Revision No:			
Public Housing Agency of the City of St. Paul					
A. Development Number/Name/HA-Wide	Year 1 FFY Grant: 2020 PHA FY: 2021	Work Statement for Year 2 FFY Grant 2021 PHA FY: 2022	Work Statement for Year 3 FFY Grant: 2022 PHA FY: 2023	Work Statement for Year 4 FFY Grant: 2023 PHA FY: 2024	Work Statement for Year 5 FFY Grant: 2024 PHA FY: 2025
	Annual Statement	Annual Statement			
B. Physical Improvements subtotal	\$ 998,436	\$ 997,226	\$ 650,000	\$ 650,000	\$ 650,000
C. Management Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
D. PHA-Wide Non-Dwelling Structures and Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
E. Administration	\$ 120,000	\$ 120,000	\$ 100,000	\$ 100,000	\$ 100,000
F. Other (RAD)	\$ 11,089,020	\$ -	\$ -	\$ -	\$ -
G. Operations	\$ 303,070	\$ 372,408	\$ 250,000	\$ 250,000	\$ 250,000
H. Demolition	\$ -	\$ -	\$ -	\$ -	\$ -
I. Development	\$ -	\$ -	\$ -	\$ -	\$ -
J. Capital Fund Financing Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
K. Total CFP Funds	\$ 12,510,526	\$ 1,489,634	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
L. Total Non-CFP Funds	\$ -	\$ -	\$ -	\$ -	\$ -
M. Grant Total	\$ 12,510,526	\$ 1,489,634	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Amp 501 / 513	\$ 1,838,936				
McDonough Homes & 12-Plex					
Amp 502	\$ 1,312,205				
Hamline, Front, Seal Hi-Rises					
Amp 503	\$ 1,515,487				
Iowa, Edgerton, Wilson Hi-Rises					
Amp 504	\$ 945,217				
Roosevelt Homes					

A. Development Number/Name/HA-Wide	Year 1 FFY Grant: 2020 PHA FY: 2021	Work Statement for Year 2 FFY Grant 2021 PHA FY: 2022	Work Statement for Year 3 FFY Grant: 2022 PHA FY: 2023	Work Statement for Year 4 FFY Grant: 2023 PHA FY: 2024	Work Statement for Year 5 FFY Grant: 2024 PHA FY: 2025
Amp 505	\$ 1,842,567				
Mt. Airy (Hi-Rise and Family), Valley Hi-Rise					
Amp 506	\$ 712,853				
Wabasha, Exchange Hi-Rises					
Amp 507	\$ 1,306,014				
Neill, Ravoux, Central Hi-Rise					
Amp 508	\$ 1,615,741				
Cleveland, Montreal, Dunedin Hi-Rises					
Amp 509	\$ 998,436	\$ 997,226	\$ 650,000	\$ 650,000	\$ 650,000
Scattered Site Homes, Central and West Side Duplexes					
Amp 510	\$ -	\$ -			
Central Office Cost Center					
Agency Wide	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Management	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	\$ 120,000	\$ 120,000	\$ 100,000	\$ 100,000	\$ 100,000
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Operations	\$ 303,070	\$ 372,408	\$ 250,000	\$ 250,000	\$ 250,000
CFP Funds Listed for 5-year planning	\$ 12,510,526	\$ 1,489,634	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000

