



To: Section 8 Property Owners/Managers
From: Section 8 Management Staff
Date: June 1, 2017
Subject: Section 8 Updates and Reminders

We hope this update finds you all doing well during this summer rental season. We wanted to take this opportunity to update and remind of you a few things within this busy time of year.

1. **INSPECTION TECHNOLOGY UPDATE!** We are excited to introduce electronic, handheld inspections! If you have a portal account, you will be able to log-in and review failed items on your units just two days after the inspection takes place. Please contact Marek Kopec at (651)298-5083 with any questions. *(See the reverse for information on how to sign up for the portal.)*
2. **INSPECTION STAFFING UPDATE!** Welcome Pat Rucci, who started with us in January—and welcome Joseph Bjorklund, who started with us in May! We are now fully staffed in inspections, and hope to get those initial inspection wait-times shortened up even further. *(Please see attached for current staff contact information.)*
3. **RENT SETTING REMINDER!** We have been working to be careful stewards of taxpayer dollars. Please know that with the large increase of our payment standards for January 1st, we have not been able to automatically grant rent amounts right up to that payment standard level. However, we are typically able to approve 3% rent increases, but only once every twelve months. To better support a special rent request outside of those parameters, please submit three (3) comparable units with rental amounts to support the rent level you are seeking. *(Please see attached for current Payment Standard information.)*
4. **NEW WEBSITE!** Our website has had a facelift, and we welcome you to check it out! The owner information page can be found at <http://www.stpha.org/section-8/section-8-owner>.

Thank you for making Section 8 a great partnership! Please contact us if there is anything we can do for you.

Sincerely,

Dominic

Sandy

Marek

Cynthia





ARE YOU USING THE “PARTNER PORTAL” AND “DIRECT DEPOSIT”?

New PHA Services for Property Owners Participating in the Housing Choice Voucher Program (Section 8) – NOW AT NO COST TO OWNERS!

The St. Paul Public Housing Agency (PHA) has two new tools for property owners who participate in the Housing Choice Voucher Program (Section 8), that provide better communications and easier financial transactions. After an initial test period, the PHA is now making both the Partner Portal and Direct Deposit available to property owners at no charge. To encourage as many owners and managers as possible to utilize these time-saving tools, the PHA is waiving the enrollment fee stated in the original announcements.

(Owners who already agreed to pay the enrollment fee will not be assessed.)

WHAT?

- The online **Partner Portal** gives participating owners 24/7 access to information about their payments from the PHA (past and upcoming), inspections, program news, etc.
- **Direct Deposit** of PHA payments is available to all owners who enroll in the Partner Portal.
- You can access the **Partner Portal** at <https://stpaul.partnerinhousing.com> to read the User Agreement and enroll. Property owners/landlords and management companies that are now registered with the PHA can then access the pages of the website with their data (owner and tenant information, unit addresses, etc.).
- When enrolling in the **Partner Portal**, users accept the User Agreement that appears during the log-in process. **Direct Deposit** may begin after the owner/manager enrolls online to use the Partner Portal, executes the direct deposit user agreement, submits the necessary information to the PHA (by fax, email or U.S. Mail) and is approved.

WHAT DOES IT COST?

- There is no fee for using the **Partner Portal** or **Direct Deposit**.

WHAT CHOICES DO I HAVE?

- Enroll in the Partner Portal online and sign up for Direct Deposit; *OR*
- Enroll in the Partner Portal online, but keep getting paper checks instead of using Direct Deposit; *OR*
- Do nothing - Continue to rely on paper checks and communications. (But why would you want to do that?)

For more information, please go to <https://stpaul.partnerinhousing.com> or call or Ying Moua at 651-298-5105 or email her at ying.moua@stpha.org . Ying’s fax is 651-292-6649.

SECTION 8 STAFF ASSIGNMENTS - JUNE 2017

The following staff persons are responsible for Section 8 participants whose last names begin with the corresponding letters:

HOUSING CHOICE VOUCHER (HCV) PROGRAM CURRENT PARTICIPANTS:

| | |
|----------------------------|---|
| A - BROWN R | JEAN HAUSLADEN (651-298-5098) – HCV Specialist jean.hausladen@stpha.org |
| BROWN S - EDWARDS R | ADAM SWENSON (651-298-5100) – HCV Specialist adam.swenson@stpha.org |
| EDWARDS S - HINES M | TERRI GINDORFF (651-298-5096) – HCV Specialist terri.gindorff@stpha.org |
| HINES N - LAMB L | JOSHUA MADES (651-298-5099) – HCV Specialist joshua.mades@stpha.org |
| LAMB M - MOS | CINDY COOK (651-298-5092) – HCV Specialist cindy.cook@stpha.org |
| MOT - ROSS K | KARA YOUNG (651-298-5102) – HCV Specialist kara.young@stpha.org |
| ROSS L - T | KANG HER – (651-298-5097) – HCV Specialist kang.her@stpha.org |
| U - Z | SUE XIONG (651-298-5103) – HCV Specialist sue.xiong@stpha.org |

CASELOAD FOR SPECIAL PROGRAMS

(PROJECT BASED; FUP; VASH; MARY HALL; BOOTH BROWN; PRESERVATION; SHELTER + CARE)

| | |
|---------------------------|--|
| A - LARM | CAROL JERDE (651-298-5094) – HCV Specialist carol.jerde@stpha.org |
| LARN - Z | JO MURPHY (651-298-5101) – HCV Specialist jo.murphy@stpha.org |
| Portability Intake | 651-298-5090 – Portability Fax # 651-292-6411 portability@stpha.org |

JONATHAN TURNER-BARGEN (651-298-5265) – HCV Specialist - Intake – jonathan.turner-bargen@stpha.org - Manages Waiting List, Project-Based, and Portability applicants from the intake process through their initial lease-up on the Program. Also works with FUP and Shelter + Care.

ASHLEY ADAM (651-292-6095) – HCV Specialist - Intake – ashley.adam@stpha.org - Manages Waiting List, Project-Based, & Portability applicants from the intake process through their initial lease-up on the Program. Also works with Mary Hall, Booth Brown & VASH.

ANNE SINNER (651-298-5227) – HCV Specialist – Intake – anne.sinner@stpha.org

YING MOUA (651-298-5105) - Control Technician – ying.moua@stpha.org - Handles property ownership, owner address changes, and Section 8 check processing.

Inspections General Fax #: (651-292-6423) Inspections General E-mail: section8.inspections@stpha.org

MAREK KOPEC (651-298-5083) - Assistant Section 8 Programs Manager (Inspections) - marek.kopec@stpha.org – Works specifically with Section 8 inspection issues, questions, and concerns.

KATIE ASHTON (651-298-5087) - Inspection Scheduler – section8.inspections@stpha.org

JOSEPH BJORKLUND (651-298-5081) – Housing Inspector – joseph.bjorklund@stpha.org

GINO NITTI (651-298-5084) - Housing Inspector – gino.nitti@stpha.org

PATRICK RUCCI (651-298-5268) - Housing Inspector – patrick.rucci@stpha.org

DOMINIC MITCHELL (651-292-6191) - Section 8 Programs Manager – dominic.mitchell@stpha.org - Oversees the Section 8 Program and its staff. Liaisons with PHA's legal team.

SANDY BORNDAL (651-298-5080) - Assistant Section 8 Programs Manager (Occupancy) – sandy.borndale@stpha.org - Supervises the Housing Choice Voucher Specialists and oversees the ongoing management of the caseload assignments.

CYNTHIA YUEN (651-292-6034) - Assistant Section 8 Programs Manager (Intake) – cynthia.yuen@stpha.org - Supervises the HCV Specialist - Intake team for all applicants to the program. FSS Coordinator; works with FSS participants

PUBLIC HOUSING AGENCY

SAINT PAUL

555 Wabasha Street • Suite 300
 Saint Paul, Minnesota 55102
 651-298-5158 • Fax 651-292-7917
 Hearing Impaired – Minnesota Relay: 7-1-1

Section 8 Housing Choice Voucher Payment Standards

EFFECTIVE - December 1, 2016 (new/movers)

EFFECTIVE - February 1, 2017 (annuals)

| | | |
|-----------|----|------|
| 0 BEDROOM | \$ | 694 |
| 1 BEDROOM | \$ | 854 |
| 2 BEDROOM | \$ | 1073 |
| 3 BEDROOM | \$ | 1438 |
| 4 BEDROOM | \$ | 1684 |
| 5 BEDROOM | \$ | 1934 |
| 6 BEDROOM | \$ | 2189 |

SECTION 8 EXISTING HOUSING

ALLOWANCES FOR TENANT-FURNISHED UTILITIES AND OTHER SERVICE

EFFECTIVE – November 23, 2016

M= Multiple Dwelling (Includes Low-Rise Bldgs. (4 or less stories) and High Rise Bldgs. (5 or more stories)

T/D= Townhouse/Duplex (Includes Semi-Detached, Bungalows and Rowhouses)

SF= Single Family Home

| UTILITY/ APPLIANCE | 0-BR | 1-BR | | | 2-BR | | | 3-BR | | | 4-BR | | | 5-BR | 6-BR |
|--|------|------|-----|----|------|-----|-----|------|-----|-----|------|-----|-----|------|------|
| | | M | T/D | SF | M | T/D | SF | M | T/D | SF | M | T/D | SF | | |
| HEATING Gas District Energy Electric | 33 | 35 | 47 | 64 | 59 | 69 | 90 | 67 | 86 | 100 | 94 | 101 | 114 | 138 | 152 |
| | 23 | 42 | 42 | 53 | 61 | 61 | 72 | 66 | 66 | 82 | 84 | 84 | 100 | 89 | 93 |
| | 24 | 31 | 63 | 79 | 42 | 72 | 123 | 58 | 80 | 119 | 67 | 91 | 130 | 140 | 144 |
| COOKING Gas Electric | 5 | 6 | | | 11 | | | 13 | | | 14 | | | 15 | 16 |
| | 7 | 8 | | | 13 | | | 15 | | | 17 | | | 19 | 21 |
| OTHER ELECTRIC | 14 | 22 | | | 35 | | | 45 | | | 50 | | | 52 | 58 |
| WATER HEATING Gas District Energy Electric | 8 | 9 | | | 17 | | | 21 | | | 25 | | | 27 | 31 |
| | 7 | 14 | | | 21 | | | 21 | | | 30 | | | 30 | 33 |
| | 11 | 13 | | | 21 | | | 25 | | | 32 | | | 42 | 45 |
| WATER & SEWER | 25 | 35 | 49 | 49 | 40 | 53 | 53 | 45 | 62 | 62 | 50 | 75 | 75 | 83 | 97 |
| TRASH COLLECTION | 10 | 10 | 23 | 23 | 10 | 23 | 23 | 10 | 23 | 23 | 10 | 23 | 23 | 25 | 25 |
| RANGE | 4 | 4 | | | 4 | | | 4 | | | 4 | | | 4 | 4 |
| REFRIGERATOR | 5 | 5 | | | 5 | | | 5 | | | 5 | | | 5 | 5 |