



INDEPENDENCE HOUSING AUTHORITY

SECRETARY'S REPORT

August 2020

BOARD MEETING

A. General Operations

1. LIPH ACOP is being completely revised after IHA and LSHA went through the entire policy to match our policies together due to our agreement to handle each other's Informal Hearings. Due to surgical leave, the Executive Director did not get any of the revisions completed during the month of December.
2. HUD issued an application notice to apply for additional CARES ACT HAP funds due to extraordinary circumstances prior to the anticipated surgery date of the Secretary. The Secretary applied for the additional CARES ACT HAP Funds on 8/4/2020 and received notification on 8/28/2020 that IHA was approved for the additional CARES ACT HAP funds in the amount of \$819,740 which will be deposited into the Section 8 account in September.
3. Powell CWM was the winning bidder for the A&E Services contract for the next 3-5 years.
4. Jan Pro Cleaning Services was the winning bidder for the janitorial contract for Pleasant Heights to be cleaned 3 days per week.
5. Secured Parking has been completed at the end of August.
6. The Jobs Plus ADA Van was finally registered in August and once we get beyond the COVID-19 protocols and can begin working with the residents again, we will be able to utilize this van to take tenants to and from job interviews, etc.
7. The Independent Audit with Smith Marion & Co was completed at the end of July prior to the Secretary's surgery. The Secretary is in the process of writing the Management Discussion and Analysis for the Auditor's report and should be done in September and finalized and submitted to HUD and the Federal Audit Clearinghouse, which is not due until December.
8. After reviewing all of the IHA Audits from prior years, FYE 2015 ended with a LIPH and COCC Reserve Balance of \$1,186,370 and the FYE 2020 ended with a LIPH and COCC Reserve Balance of \$1,995,121. For the 1st time that I can see from bank records, we have over \$2.1 million in the bank for LIPH and COCC. I used 2015 as a baseline for when I came to IHA. I reviewed 2012 and the Reserve was over \$1,396,000 but went down through 2015.
9. Un-Restricted Reserve and Balance Summary for FYE 03/31/2021.
10. HCV Statistics for July and August 2020 (see enclosed)
11. LIPH Statistics for July and August 2020 (see enclosed)

B. Capital Fund Program Update

1. Otis Elevators is now completely done with the renovations to the elevators in both buildings. Administration decided to go ahead and bid out the replacement of the elevator doors for the 2 elevators in the 2 buildings. That was the only part of the original elevator contract that did not get replaced. The additional costs will be \$17,000 for all 4 elevators.
2. Fire Unit at 308 N. Leslie should be completed by October 9, 2020.
3. Southview Manor has been undergoing some insulating work on the water lines going up all 5 floors in both A and B buildings on the rear of the building. The lines have been condensating from the upper floors into the lower level units. This will be the third attempt to fix the condensation issues coming into the 1st floor units of 9 units total. We are investing about \$80,000+ on this round. When this building was built, it was not done correctly and now we are having to retrofit repairs. HUD actually built these two buildings in 1979/1980 and then turned the buildings over the IHA as a Turnkey project. But the construction was not monitored as it should have been and things were not done as they should have been to keep this from happening.

LIPH STATISTICS

Jul-20

Summary

Date	Vacancy	Lease Up	Category
7/1/20	7	0	Hocker Heights
7/1/20	16	1	Pleasant Heights
7/1/20	10	1	Southview Manor
7/31/2020	99.25%	50058 PIC Submission Rate for Annual Reexaminations <12 months	

Hocker Heights

	Received	Pending	Eligible	Selected
1 BR	1,941	78	10	0
2 BR	1,333	29	20	0
3 BR	654	9	20	0
4 BR	84	16	2	0
Totals	4,012	132	52	0

Pleasant Heights

	Received	Pending	Eligible	Selected
1 BR	1,969	83	10	0
2 BR	1,248	26	15	0
Totals	3,217	109	25	0

Southview Manor

	Received	Pending	Eligible	Selected
1 BR	1,999	83	10	0
2 BR	1,292	25	16	0
Total	3,291	108	26	0

LIPH STATISTICS

Aug-20

Summary

Date	Vacancy	Lease Up	Category
8/1/20	5	1	Hocker Heights
8/1/20	17	3	Pleasant Heights
8/1/20	5	1	Southview Manor
8/31/2020	99.40%	50058 PIC Submission Rate for Annual Reexaminations <12 months	

Hocker Heights

	Received	Pending	Eligible	Selected
1 BR	1,941	78	9	1
2 BR	1,333	29	20	0
3 BR	654	9	20	0
4 BR	84	16	2	0
Totals	4,012	132	51	1

Pleasant Heights

	Received	Pending	Eligible	Selected
1 BR	1,969	83	7	1
2 BR	1,248	26	15	0
Totals	3,217	109	22	1

Southview Manor

	Received	Pending	Eligible	Selected
1 BR	1,999	83	9	1
2 BR	1,292	25	16	0
Total	3,291	108	25	1

SECTION 8 STATISTICS			
Jul-20			Summary
Date			Category
7/1/20	1,647		Total Vouchers
7/1/20	1,511		Total Leased Vouchers
7/31/20	29		# of Vouchers Coming off Program
7/31/20	96.52%	50058 PIC Submission Rate for Annual Reexaminations < 12 months	

Waiting List	Received	Pending	Eligible	Selected
OBR	12	29	0	0
1 BR	235	36	16	0
2 BR	263	48	17	0
3 BR	134	29	5	0
4 BR	22	5	0	0
5 BR	1	0	0	0
6 BR	0	1	0	0
Total	667	148	38	0

SECTION 8 STATISTICS

Aug-20			Summary
Date			Category
8/1/20	1,647		Total Vouchers
8/1/20	1,508		Total Leased Vouchers
8/31/20	5		# of Vouchers Coming off Program
8/31/20	98.32%	50058 PIC Submission Rate for Annual Reexaminations < 12 months	

Waiting List	Received	Pending	Eligible	Selected
OBR	12	29	0	0
1 BR	235	36	16	0
2 BR	263	48	17	0
3 BR	134	29	5	0
4 BR	22	5	0	0
5 BR	1	0	0	0
6 BR	0	1	0	0
Total	655	118	38	0