

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL**REPORT TO COMMISSIONERS****FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR****REGARDING** RAD-PBRA Surplus Cash Transfer**DATE** July 28, 2021

Staff requests Board approval to transfer \$6,000,000 in surplus cash from the Agency's RAD-PBRA Projects to the Central Management Office Business Activities fund. As explained below, this is much less than the full amount the PHA is eligible to transfer out of the Projects.

However, transferring only that much would enable staff to address the immediate cash needs to complete the Front Hi-Rise plumbing project, while preserving sufficient cash balances across all Projects until stable and consistent cash flow from operating revenue sources is established.

HUD allows project owners to make surplus cash distributions from any former Low Income Public Housing (LIPH) property that converted to Project-Based Rental Assistance (PBRA) through HUD's Rental Assistance Demonstration program, after year-end audited or certified financial statements demonstrate the availability of surplus cash. Staff submitted the PHA's owner-certified Annual Financial Statements (AFS) through HUD's online portal by the June 30, 2021 deadline. The AFS calculations showed that the total amount of surplus cash available for distribution during the next fiscal period, across all projects, was \$22,089,991. (The surplus cash amounts for each project are shown on the attached spreadsheet [Line 3], along with the proposed surplus cash draw [Line 8].) HUD staff will review the AFS submissions, but no additional documentation or HUD approval is required for the PHA to complete the transfer.

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A summary of the proposed surplus cash movement follows:

Surplus Cash Withdrawal From	Amount	Purpose
Project 1 – McDonough Homes	\$2,500,000	Front Modernization
Project 3 – Edgerton, Iowa, Wilson Hi-Rises	\$2,000,000	Front Modernization
Project 8 – Dunedin, Cleveland, Montreal Hi-Rises	\$1,500,000	Front Modernization; Business Activities Contingency Fund
TOTAL Surplus Cash Withdrawal	\$6,000,000	

Surplus cash distributions are not considered program or project funds, meaning they are unrestricted in nature and can be used for any purpose. As explained to the Board during the FY 2022 Operating Budget presentations in March 2021, upon Board approval surplus cash will be moved from the RAD-PBRA Projects to the Central Management Office Business Activities Fund to fully segregate the funds and avoid any concerns with commingling of restricted and unrestricted funds. They will be held in reserve until needed to support the Management Office or any Project’s cash needs, or for other purposes approved by the Board in the future. As stated above, staff expect to use a substantial amount of the proposed transfer almost immediately, to support the plumbing modernization work at Front Hi-Rise.

Staff are proposing a fiscally conservative approach and not recommending transferring the full available amount during this fiscal period. This is due in part to significant events, described below, that are affecting the cash flow to Projects in the current year. Taking a conservative approach to transferring surplus cash this year also supports long-term financial planning, to ensure there are sufficient funds available for the future needs of each Project. In addition, staff are recommending eliminating the previously approved “development reserve” transfer from the

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Projects to further conserve cash. This approach is consistent with the 20 year financial pro forma which calls for a very modest capital expense of \$896,733 in year two. (See attached). In other words, this is a year to build Project savings accounts by conserving cash at the Project level.

Another significant factor influencing this recommendation is that the funding from the Federal Home Loan Bank of Des Moines (FHLBDM) for modernization projects like the Front Hi-Rise plumbing replacement are not up-front grants, paid in advance of the work. Instead they require the PHA to pay the bills as the work is done, and then receive reimbursement once the work is completed and verified by FHLBDM staff. Therefore the projects with approved FHLBDM funding show the commitment to pay off short-term loans from the PHA's central bank account (Central Office Cost Center/COCC; Line 5 on the attached spreadsheet). FHLBDM reimbursement can take several months after completion of the work. Currently the COCC account has \$4,155,056 in outstanding reimbursements (receivables), which is creating a cash flow concern in that account as well. As part of the surplus cash evaluation, the total available surplus cash has been reduced by the amount necessary to "pay-off" these balances from the Project cash accounts to the COCC. Once the reimbursement from FHLBDM is received it will be Project cash.

As discussed in another report on this meeting's agenda, the balance of unpaid rents due to the PHA from current tenants continues to increase each month. The total balance due at the time of drafting this report is \$1,093,198, including all unpaid rent and tenant service charges. (The numbers in the Rent Recovery report differ slightly due to different reporting dates.) This elevated receivable balance negatively impacts current year cash flow and requires the PHA to rely on cash reserves to pay for day-to-day operations. Two rental payment assistance programs

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(RentHelpMN and Zero Balance Project) described in the separate report are available to tenants experiencing financial hardships, but they are in the early stages of implementation so are not currently providing much help to the PHA’s cash flow. Staff continue to closely monitor uncollected rent and its impact on operational cash flow. Tenant payments due:

Project	Tenant Accounts Receivable Balance
Project 1 – McDonough Homes	\$ 274,482
Project 2 – Hamline-Front-Seal Hi-Rises	\$ 85,334
Project 3 – Edgerton-Iowa-Wilson Hi-Rises	\$ 121,479
Project 4 – Roosevelt Homes	\$ 161,531
Project 5 – Mt Airy Homes & Hi-Rise/Valley	\$ 174,085
Project 6 – Exchange-Wabasha Hi-Rises	\$ 69,012
Project 7 – Ravoux-Central-Neill Hi-Rises	\$ 87,576
Project 8 – Dunedin-Montreal-Cleveland Hi-Rise	\$ 119,699
TOTAL from All Projects	\$ 1,093,198

In addition to reductions in cash from tenant rent, we are also experiencing delays in Housing Assistance Payment (HAP) subsidy payments from HUD for the RAD-PBRA Projects. Currently the PHA is owed approximately \$4,675,000 from HUD across all Projects. As with rental income, this receivable balance negatively impacts current year cash flow and requires daily operations to rely on Project cash reserves. Local HUD staff are aware of the negative impact this delay is having on our daily operations and they are working with HUD’s Voucher Processing staff to expedite voucher processing and payment. A summary of the subsidy amounts due to the PHA follows:

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Project	Estimated HAP Payment Due From HUD
Project 1 – McDonough Homes	\$ 810,000
Project 2 – Hamline-Front-Seal Hi-Rises	\$ 555,000
Project 3 – Edgerton-Iowa-Wilson Hi-Rises	\$ 500,000
Project 4 – Roosevelt Homes	\$ 600,000
Project 5 – Mt Airy Homes & Hi-Rise/Valley	\$ 1,500,000
Project 6 – Exchange-Wabasha Hi-Rises	\$ 120,000
Project 7 – Ravoux-Central-Neill Hi-Rises	\$ 340,000
Project 8 – Dunedin, Montreal & Cleveland Hi-Rise	\$ 250,000
TOTAL from All Projects	\$ 4,675,000

In response to the unexpected reduction in current year cash flow, staff will undertake a thorough review of the FY 2022 RAD-PBRA Operating Budgets to evaluate the current and projected cash positions of each Project, and to ensure that budgeted operating and capital expenditures will not exceed the Project’s “cash on hand”. This may result in a recommendation at the August Board meeting to revise the budget by reducing expenditures for one or more Projects. Fortunately the PHA has maintained rigorous fiscal discipline over the years, resulting in operating cash levels that allow us to make calculated decisions in response to this cash flow challenge.

JMG/LTS/AJH/FAH

Attachments: FY 2021 Surplus Cash Distribution Recommendation
RAD-PBRA Financing Plan Twenty-Year Pro-Forma
RAD-PBRA FY 21 Plan to Actual Pro-Forma

St Paul Public Housing
Surplus Cash Analysis

Line #		Project 1 McDonough	Project 2 Hamline	Project 3 Edgerton	Project 4 Roosevelt	Project 5 Mt Airy	Project 6 Exchange	Project 7 Ravoux	Project 8 Dunedin	TOTAL
1	AFS Calculated Surplus Cash	5,998,059.00	296,681.00	3,714,429.00	1,180,796.00	3,401,021.00	1,127,346.00	2,250,072.00	4,388,169.00	22,356,573.00
2	Excess Rent (Jan 21 - Mar 21) *	62,242.00	10,205.00	12,597.00	35,681.00	85,231.00	18,680.00	27,423.00	14,523.00	266,582.00
3	Adjusted Surplus Cash	5,935,817.00	286,476.00	3,701,832.00	1,145,115.00	3,315,790.00	1,108,666.00	2,222,649.00	4,373,646.00	22,089,991.00
4	Actual Operating Bank Cash (7/14/21 balance)	4,198,562.51	741,700.32	4,394,384.36	1,297,575.16	1,838,149.39	1,390,456.86	2,725,087.87	4,293,035.93	20,878,952.40
5	Short Term Loan Due To COCC (07/14/2021 balance) **		(1,000,000.00)				(680,652.24)	(1,273,364.23)	(1,201,039.66)	(4,155,056.13)
6	Bank Cash After Loan Payoff ***	4,198,562.51		4,394,384.36	1,297,575.16	1,838,149.39	709,804.62	1,451,723.64	3,091,996.27	16,982,195.95
7	Maximum Surplus Cash Draw to Business Activities (bank account balance if less than adjusted surplus cash)	4,198,562.51	-	3,701,832.00	1,145,115.00	1,838,149.39	709,804.62	1,451,723.64	3,091,996.27	16,137,183.43
8	Proposed Surplus Cash Draw	2,500,000.00		2,000,000.00					1,500,000.00	6,000,000.00
9	Operating Cash Due From COCC ****	2,000,000.00				1,500,000.00			1,500,000.00	5,000,000.00
10	Tenant Accounts Receivable Balance	274,481.61	85,334.27	121,478.68	161,531.48	174,085.15	69,011.90	87,575.97	119,698.92	1,093,197.98
11	Subsidy Payments Outstanding (approximate, based on prior month payments)	810,000.00 3 months May - July	555,000.00 3 months May - July	500,000.00 2 months June - July	600,000.00 3 months May - July	1,500,000.00 5 months March - July	120,000.00 1 month July	340,000.00 2 months June - July	250,000.00 1 month July	4,675,000.00

* Excess Rent is rent charged over Project contract rent. This cash must stay in Project.

** Short Term Loan Due To COCC for FHLBDM, MHFA loan related work

*** Proposed "payoff" of loan from Project funds. Have the Project carry the short term loan activity until funds received from external funding sources

**** These cash balances must be moved to Projects in FY 22. G/L already includes these balances; COCC bank account did not have enough cash at 3/31 to complete conversion transfer

