

# PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

**REPORT TO COMMISSIONERS**

**FROM** JON M. GUTZMANN  
EXECUTIVE DIRECTOR

**REGARDING** INFORMATIONAL REPORT  
Waiting List Opening for  
Multifamily Housing

**DATE** February 22, 2023

On Tuesday, January 31, 2023 staff publicly announced that the PHA will begin accepting online applications for Multifamily Housing apartments and townhomes in all bedroom sizes (units with 0-5 bedrooms) starting Wednesday, March 1, 2023 and continuing until further notice. Staff widely advertised this waiting list opening by publishing a legal notice in the St. Paul Pioneer Press, featuring the waiting list opening in a PHA e-newsletter, posting the announcement prominently on the PHA website, [www.stpha.org](http://www.stpha.org), and sending email announcements to over 100 community organizations. HousingLink also posted the announcement on its heavily-used website, [www.HousingLink.org](http://www.HousingLink.org), and will announce the opening in its e-newsletter. HUD regulations allow opening and closing waiting lists as an administrative procedure, without formal Board approval.

As explained in the announcement (attached), applications received between 8:00 AM on March 1, 2023 and 11:59 PM on March 7, 2023 will be randomly sorted. Applications received after March 7, 2023 will be sorted by the date and time received.

The PHA has maintained separate waiting lists for Multifamily and Public Housing since the RAD conversion was completed on January 1, 2020. The Multifamily waiting list for hi-rise apartments and townhomes in the family housing developments has been closed since September 28, 2021. While there are 4,167 applicants remaining on the Multifamily waiting list across all bedroom sizes, the combined list for efficiency and one bedroom apartments is nearly depleted, with 241 applicants remaining as of February 14, 2023. Reopening ensures that the

PHA will maintain a sufficient supply of applicants for Multifamily apartments and townhomes in all bedroom sizes.

As with other recent waiting list openings, applications for Multifamily units will be submitted online. Applicants may request an alternative method as a reasonable accommodation for a person with a disability.

CB/LF

Attachments: Multifamily Waiting List Opening Announcement  
Charisse Brown Email to Staff on the MF WL Opening