

AUSTIN **ANNUAL**
2018 **CONFERENCE**
& SHOWPLACE

Optimizing Compliance and Asset Management with Technology

Asset Management Portal

Tim Morlan, Underwriter, Iowa Finance Authority



HFAs AT THE
CENTER

Overview - Beginning

- No internal process of collecting and saving property information
- No storage capability
- No ease of analysis
- Portfolio grew with ARRA projects in 2008/2009 and HOME program assignment in 2011
- Need for financial trends to improve future LIHTC QAPs
- IFA engaged McGladrey, LLP to help in developing the portal

Overview - Development

- Coding/Linking of software applications within IFA
 - Benedict Group Loans!
 - Loan number, type, balance, maturity date
 - AOD-MF
 - Project name, owner and management info, project characteristics
 - Physical and File findings
 - Testing by staff and two large management companies

AUSTIN 2018 ANNUAL CONFERENCE & SHOWPLACE

Project Dashboard

6/13/2018

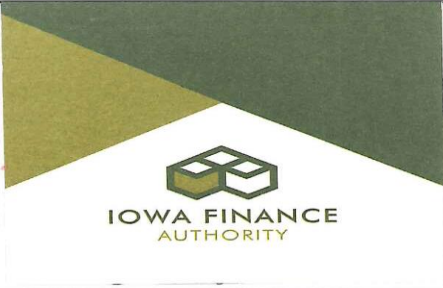
Asset Management (AM)

Project Dashboard

1 of 1 Find | Next

General Information

AOD MF Project Number
Project Name
Project Street Address
Project City
Project Zip Code
Project County
Owner Entity
Owner Name
Owner Email
Owner Phone
Management Company
Management Email



Tax Credit/Subsidy Information

LIHTC Type New Construction,
No Federal
Subsidy
LIHTC Number 00-21
TCAP (Yes or No) N
1602 (Yes or No) N
Section 8 (Yes or No) N

Analysis Data Points

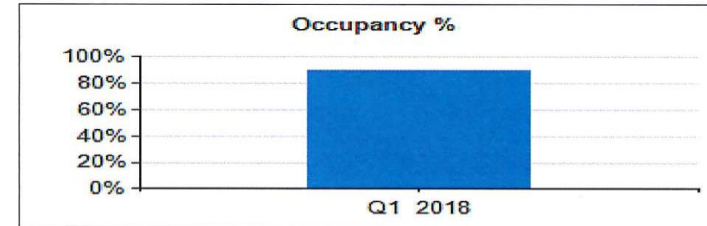
Number Units Occupied 28
Date of Current Analysis 6/12/2018
Replacement Reserve Balance \$105,305
Current Year Deposits to RR \$12,464
Operating Reserve Balance \$95,845
Loan Delinquency (days)
Loan Amendments
Must Pay Debt Service \$46,728
Physical Compliance Findings
File Compliance Findings
Amortization Expense \$0
Depreciation Expense
Interest Expense \$0
Total Expenses \$114,167
Total Income \$184,114

Indicator Type	Indicator Output	Status	Watchlist Points
Occupancy (Physical)	87.50	Watch List	15
Replacement Reserves (per unit per year)	\$206	Performing	0
Operating Reserves	7.15	Performing	0
Loan Status	0	Performing	0
DSCR	1.23	Performing	0
Physical Compliance Findings	0.00	Performing	0
File Compliance Findings	0.00	Performing	0
Report Submission Delinquency (Y/N)	N	Performing	0
Operating Expenses per unit	\$3,568	Performing	0
NOI Margin	37.99	Performing	0

Total Watch List Points	15
Watch List Status	Performing

Occupancy Trending Q1 2018

of units vacant 3
Occupancy % 90%



Project Notes

Modified On Modified By Note

Project Characteristics

Project Type New Construction
Housing Type Multifamily Residential
Targeted Population Other
Number of Units 32
Placed in Service Date 8/8/2002
Affordability Date 2/4/2023
Last Audit/Inspection Date 2017

Loan Information

Loan 1 Number 00-HM-422
Loan 1 Type HOME Program Loans
Loan 1 Balance \$612,942
Loan 1 Maturity Date 11/30/2022

Loan Information

Loan 2 Number
Loan 2 Type
Loan 2 Balance
Loan 2 Maturity Date

Loan Information

Loan 3 Number

Loan Information

Loan 4 Number

Information Obtained

- TCAP and Section 1602 projects – higher submission requirements
 - Quarterly financials, operating budgets, audits, insurance certificates, and tax returns
- Projects with IFA loans
 - Financial audits and insurance certificates
- Other LIHTC projects
 - Financial audits
- HOME projects
 - HOME rent increase requests
- Data entry – all projects
 - Monthly occupancy data
 - Financial data from audits
- Of projects required to submit audits, over 80% have uploaded the last two years

AUSTIN 2018 ANNUAL CONFERENCE & SHOWPLACE

Submission Uploads

6/6/2018

Asset Management (AM)

Submissions

Year: All Years

Action	Submission Type	Project Type	Special Indicators	Year	Due Date
Submit	HOME Rent Increase Request	ALL	HOME Project	2018	7/16/2018

Documents

[Upload Document](#)

Record Count: 9 Page 1 of 1

Title	Project Type	Fiscal Year	Document Type	Date Submitted	Date Type	Date	Due Date
2017 Annual Financials	Loan	2017	Annual Audit	4/9/2018	Effective Date	12/31/2017	
Insurance Certificate	Loan	0	Insurance Certificates	10/13/2017	Expiration Date	10/1/2018	
2016 Annual Financials	Loan	2016	Annual Audit	4/4/2017	Effective Date	12/31/2016	
Insurance Certificate	Loan	0	Insurance Certificates	10/24/2016	Expiration Date	10/1/2017	
Insurance Certificate	Loan	0	Insurance Certificates	4/26/2016	Expiration Date	10/1/2016	
2015 Annual Financials	Loan	2015	Annual Audit	3/9/2016	Effective Date	12/31/2015	
Insurance Certificate	Loan	0	Insurance Certificates	8/4/2015	Expiration Date	4/1/2016	
2014 Annual Financials	Loan	2014	Annual Audit	4/13/2015	Effective Date	4/13/2015	
Riverside Estates LP - 2013 Audit	N/A	N/A	Annual Audit	6/24/2014	Effective Date	6/24/2014	

AUSTIN 2018 ANNUAL CONFERENCE & SHOWPLACE

Occupancy Data Entry













6/6/2018

Asset Management (AM)

Occupancy Data Submittal

Changes last saved 04/17/2018 1:30:20 PM by COMMUNITY

Monthly Occupancy For 2018 (32 Units)

January 31, 2018:	<input type="text" value="30"/>	
February 28, 2018:	<input type="text" value="28"/>	
March 31, 2018:	<input type="text" value="28"/>	
April 30, 2018:	<input type="text"/>	
May 31, 2018:	<input type="text"/>	
June 30, 2018:	<input type="text"/>	
July 31, 2018:	<input type="text"/>	
August 31, 2018:	<input type="text"/>	
September 30, 2018:	<input type="text"/>	
October 31, 2018:	<input type="text"/>	
November 30, 2018:	<input type="text"/>	
December 31, 2018:	<input type="text"/>	

Save

Cancel

Financial Data Entry

6/6/2018

Asset Management (AM)

Financial Data Submittal

Changes last saved 04/26/2018 9:51:47 AM by IFA\tim.morlan

2017 Annual Financials2017 Replacement Reserve Balance: ?2017 Operating Reserve Balance: ?2017 Total Income: ?2017 Real Estate Taxes: ?2017 Total Expense: ?2017 Interest Expense: ?2017 Depreciation Expense: ?2017 Amortization Expense: ?2017 Current Year Deposits to
Replacement Reserves: ?2017 Must Pay Debt Service: ?

Benefits

- Ease of uploading and data entry by the property owners/managers
- Frees up e-mail space and time spent saving submittals
- Clarity in performing assessments/analysis of projects for loan restructures and workouts
- Compilation of reports
- Ability to gain knowledge applicable to the LIHTC and HOME programs
- Framework in place to identify risks/issues - Project Scorecard and Scoring Matrix

AUSTIN 2018 ANNUAL CONFERENCE & SHOWPLACE

Scoring Matrix

6/6/2018

Asset Management (AM)

Scoring Matrix Category Administration									
Data Point	Performing			Watch List			Work Out		
	From	To	Scoring Points	From	To	Scoring Points	From	To	Scoring Points
Occupancy	92.0000	100.0000	0.00	83.0000	92.0000	15.00	0.00	83.0000	50.00
Replacement Reserve	150.00	10,000,000,000.00	0.00	-1,000,000,000.00	149.00	10.00	-1,000,000,001.00	-1,000,000,001.00	0.00
Operating Reserve	2.00	10,000,000,000.00	0.00	-1,000,000,000.00	1.99	5.00	-1,000,000,001.00	-1,000,000,001.00	0.00
Loan Delinquency	0.00	45.00	0.00	46.00	89.00	20.00	90.00	1,000,000,000.00	50.00
Debt Service Coverage Ratio	1.1000	10,000,000,000.0000	0.00	0.9000	1.0999	15.00	-5.00	0.8999	40.00
Physical compliance findings	0.00	1.00	0.00	1.01	2.00	10.00	2.01	1,000,000,000.00	40.00
File compliance findings	0.00	0.15	0.00	0.15	0.50	10.00	0.50	1,000,000,000.00	40.00
Data Submitted	1.00	1.00	0.00	-1.00	-1.00	0.00	0.00	0.00	50.00
Operating Expense	-100,000.00	4,500.00	0.00	4,500.01	1,000,000,000.00	5.00	1,000,000,001.00	1,000,000,002.00	10.00
NOI/Revenue	20.0000	10,000,000,000.0000	0.00	0.0000	19.9999	10.00	-1,000,000,001.00	-0.0001	20.00

AUSTIN 2018 ANNUAL CONFERENCE & SHOWPLACE

Project Scorecard

6/6/2018

Asset Management (AM)

Project Scorecard

Data Point	Value	Unit of Measure	Watch List Points	Override Points	Category	Override Reason	Override Description
Occupancy	87.50	%	15	<input type="text"/>	Watch List	Please select ▼	<input type="text"/>
Replacement Reserve	\$205.67	per unit per year	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
Operating Reserve	7.15	# months debt service & operating expenses	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
Loan Delinquency	0	days late	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
Debt Service Coverage Ratio	1.23	ratio	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
Physical compliance findings	0.00	per reviewed units	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
File compliance findings	0.00	per reviewed files	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
Data Submitted	Yes	Yes/No	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
Operating Expense	\$3,567.72	per unit	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
NOI/Revenue	37.99	%	0	<input type="text"/>	Performing	Please select ▼	<input type="text"/>
Operating expenses minus taxes	2887.06	per unit		<input type="text"/>		Please select ▼	<input type="text"/>
Real estate taxes	680.66	per unit		<input type="text"/>		Please select ▼	<input type="text"/>
Score Total			15.00		Performing		

Contact Info

Tim Morlan, Underwriter
Iowa Finance Authority
515-725-4914
Tim.Morlan@iowa.gov



IOWA FINANCE
AUTHORITY