



**Board of Commissioner's Meeting**  
Housing Authority City of Yuma  
420 South Madison Avenue Yuma, Arizona  
Minutes from December 21, 2010

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**Present**

William Craft, Commissioner  
Connie Jerpseth, Commissioner  
Emilia Matos, M.D.  
William Masland, M.D., Commissioner  
Teresa Yreta, Resident Commissioner  
Michael Morrissey, Executive Director / Secretary

**Absent**

Ryan Hengl, Chairman  
James Allen, Vice-Chairman Commissioner

**Staff**

Howard Tang, Deputy Director  
Lupe Smith, Administration and Human Resource Manager

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**Preliminaries**

A Regular Board Meeting of the Housing Authority City of Yuma was held on December 21, 2010 at 12:05 p.m. in the HACY Boardroom.

**Approval of Board Minutes**

W. Craft moved to approve the minutes of November 16, 2010, and C. Jerpseth seconded the motion. The minutes were unanimously approved.

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**Executive Directors Report**

**On The Cover**

**CityLINK and SHINE Program Volunteers**

Youth Leader, Esmelda, and her sister, Camilla, serve others at the MLK Center on Thanksgiving Day. Esmelda is a SHINE Program graduate and was selected to participate in the CityLINK Youth Mentor and Leadership Program. She earned the coaches' respect and program points toward graduation as she selflessly completed her community service project on Thanksgiving Day. Camilla is a participant of the SHINE Program and a future prospect for CityLINK.

**General**

Philip and I are diligently working on a strategy to revitalize AHDC (Component Unit of HACY) to include services, such as; Property Management, Development, and Community Service/Programs to diversify the corporation and develop revenue generating opportunities. The revitalization effort will include a Strategic Planning session with the AHDC Board to solicit ideas and involvement.

HACY Staff has completed and submitted 2/4 HUD Notices of Funding Availability designed for the FSS Program (Public Housing and Section 8 Programs), Resident Opportunity for Self Sufficiency, and the Family Unification Program. We are on target to meet the deadline for the two outstanding NOFA's.

HACY received \$3000 from the Yuma Community Foundation to supplement the CityLINK Youth Leadership and Mentor Program.

The City of Yuma is sponsoring a training (free of charge) on January 20, 2011 at City Hall – City Council Chambers from 1PM to 8PM for Executive Staff and Board Members. The training presented by Elizabeth Hill from the Arizona State Ombudsman Office will focus on Public Record and Open Meeting Laws. Please see attached email and flyer for more information and RSVP details.

## **Finance**

See Attached Financial Reports

## **Section 8 Program**

Section 8 currently has 1137 units under lease (99.9% Lease-up). There were 6 briefings completed, 57 vouchers issued, 82 outstanding vouchers, and 23 new contracts for the month of November. Staff completed 51 Annual Re-exams, 50 Interims, and 14 Unit Transfers. There were 15 Section 8 residents terminated from the Section 8 Program for various reasons. There were 107 unit inspections scheduled.

Section 8 Staff continues to focus on over-leasing units by approximately 60 vouchers for the next few months to effectively utilize reimbursed HAP.

## **Public Housing / Property Management**

There were 5 move-outs from Public Housing in November. The average length of time to turnover a unit year-to-date is 3 days with a November average unit turnover rate of 2 days.

Staff has collected 91% of rent billed in November. The total Public Housing YTD delinquency is \$19,660 of which approximately \$12,874 (66%) is attributed to Unreported Income/Retro Rents – with Signed Promissory Notes in place.

## **Family Self-Sufficiency**

We currently have 261 active participants in the FSS Program with a total escrow balance of \$428,559. There were two families prequalified and actively looking for a home, and 0 families at closing/recording for homeownership opportunities. There were no homeownership closings in November. A YTD total of 11 homeowners were produced.

FSS Staff continue to assist Section 8 Program and Public Housing Staff on various projects. See attached FSS Program Reports for more detail on Program Summary/Activities.

## **Maintenance**

There were 219 total work orders issued and 185 completed in the month of November, including carry-overs from the previous month. Of these, there were 14 emergency work orders of which 12 were

completed after hours. 78% of work orders originated by HACY staff and 22% originated from residents. Maintenance completed turnover of 9 units.

Subcontractors (DMS Roofing) completed replacement of 50/100 roofs.

APS subcontractors completed energy efficiency improvements of 100 Public Housing Units.

**Eldorado**

HACY re-entered into contract with ERA Real Estate to sell the available land at Eldorado Phase II.

Mr. Morrissey reviewed financial report with the Board. FSS funding is anticipated in March. He asked that the board allow HACY to keep the FSS staff until March to reduce future hiring expenses. We may ask staff to take 1 day furlough until funding is received. The board will be notified of grant application results.

**Resolutions** – No Resolutions

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**Discussions** – Two board member terms that have officially expired. Dr. William Masland would like to extend his term. William Craft would like to extend his term as well.

Jim Allen’s term is up as of next month, we will follow up with him regarding an extension.

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**Call to the Public** – No Comments

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**Informational Items** – No Comments

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**Announcements**- Dr. Matos is back for good.

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**Executive Session** – No Executive Session

**Adjournment**

C. Jerpseth moved to adjourn the regular meeting and E. Matos seconded the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned at 12:36 pm.

Respectfully submitted,

**Dated this 21st Day of December 2010**

**Attest:**

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**Ryan Hengl, Chairman or James Allen, Vice-Chairman**

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**Michael Morrissey, Executive Director**