



**Board of Commissioner's Meeting**  
Housing Authority City of Yuma  
420 South Madison Avenue; Yuma, Arizona  
Minutes from September 15, 2009

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**Present**

Emilia Matos, M.D., Vice-Commissioner  
James Allen, Commissioner  
Ryan Hengl, Commissioner  
Michael Morrissey, Executive Director / Secretary

**Absent**

William Craft, Commissioner  
Veronica Casillas, Resident Commissioner

**Staff**

Howard Tang, Deputy Director  
Philip Steers, Finance Director  
Lupe S. Lewis, Administration and Human Resource Manager

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**Preliminaries**

A Regular Board Meeting of the Housing Authority City of Yuma was held on September 15, 2009 at 12:04 p.m. in the HACY Boardroom.

**Approval of Board Minutes**

No approval of minutes due to last meeting not meeting quorum.

**Executive Directors Report**

**On The Cover**

**First Annual FSS Graduation Celebration**

The Housing Authority of the City of Yuma held its first Annual Family Self-Sufficiency Graduation Ceremony to acknowledge the hundreds of families whom have benefited from this program. Gregorio Ambriz was one of the graduates in attendance and he thanked the program for helping his family achieve both employment and homeownership goals. More than 15 recent graduates were in attendance, in addition to FSS Advisory Board members and HACY staff. In the last five years, HACY graduated 88 families from the Section 8 FSS Program, 51 families from the Public Housing FSS Program, and provided 41 families with homeownership opportunities. In addition, we helped to increase family income, reduce need for welfare, achieve economic independence and enhance education. HACY thanks the Yuma Sun and the Bajo El Sol for coverage of the event. See attached.

**General**

HUD recently confirmed that the Housing Authority of the City of Yuma's Streamlined Annual PHA Plan submission for the PHA Fiscal Year (2009) beginning July 1, 2009 is approved.

Raul Mendoza, Howard Tang, and I attended the Annual Weed and Seed State Conference at the Attorney General's Office in Phoenix this past month. We were asked to make a presentation at this conference, and had the opportunity to share The SHINE Program story to a room full of Weed and Seed participants, facilitators and contributors. The presentation was well received and generated further interest in and support of The SHINE Program. We are currently gearing up to initiate the program once again beginning in October, and we are collaborating with the City to enhance the program through the addition of the Drug Education for Youth Program.

HACY Staff began the effort to administer Special Vouchers through the Family Unification Program (25 Vouchers) and Cenpatico (12 Vouchers), thus enhancing our mission by increasing affordable rental opportunities to an additional 37 families in need within the City of Yuma. These Special Vouchers are assigned specifically for those youth aging out of the Foster Care System and for others with Mental Illness. Needed social services are available through a collaborative relationship with Child Protective Services / Department of Economic Security and local mental health providers, such as Excel and Horizon Human Services.

**Due to lack of quorum we sent out resolutions via fax:** Board Resolutions 794 and 795 – Authorization to Submit HUD SEMAP and PHAS Self Assessment to the Department of Housing and Urban Development were approved by majority vote determined via fax communications during the month of August. This process was utilized due to an August deadline for HUD submission and lack of quorum at the August Board Meeting.

Keith Simmonds respectfully submitted his resignation as Chairman of the Board of the Housing Authority of the City of Yuma, effective Friday, August 21, 2009. We truly appreciate his years of support and contributions to the success of our agency, and wish him well in his future endeavors.

## **Finance**

See Attached Financial Reports

## **Section 8 Program**

Section 8 currently has 1073 units under lease (95.55% Lease-up). There were 2 briefings completed, 15 vouchers issued, 18 outstanding vouchers, and 11 new contracts for the month of August. Staff completed 70 Annual Re-exams, 91 Interims, and 17 Unit Transfers. There were 12 Section 8 residents terminated from the Section 8 Program for various reasons. There were 118 unit inspections scheduled. Program is currently under leased due to depleting reserves.

## **Public Housing / Property Management**

There were two move-outs from Public Housing in August. Both move-outs provided notice. The average length of time to turnover a unit year-to-date is 2 days with an August average unit turnover rate of 2 days.

Staff has collected 91.95% of rent billed in August. The total Public Housing YTD delinquency is \$8,698 of which approximately \$5,104 (58.7%) is attributed to Unreported Income/Retro Rents.

### **Family Self-Sufficiency**

We currently have 231 active FSS participants with a total escrow balance of \$523,401. There are 2 families pre-qualified for mortgages ranging from \$110,000 to \$125,000. There is one family at closing with a mortgage of \$119K and one family under review with a mortgage of \$110K. There are a total of seven homeowners produced YTD in 2009.

### **Maintenance**

There were 194 total work orders issued and 179 completed in the month of August. Of these, there were 7 emergency work orders with 7 issued after hours. 81% of work orders originated by HACY staff and 19% originated from residents. Maintenance completed turnover of 8 units.

Maintenance is making continual progress with use of Recovery Act Capital Funds, and is in the process of preparing for seal and overlay pavement of several parking lots and replacement of VCT tile in 25 units. Additionally, Maintenance is utilizing Capital Funds 2007 for Desert Landscaping and Capital Funds 2008 for the replacement of a maintenance vehicle and playground improvements. All Capital Funds Projects go out to bid.

### **Eldorado**

All activity regarding Eldorado continues to remain at a standstill as we await HUD's recommendation on how to proceed with a workout plan to repay debt incurred.

### **Finance**

- Regarding expenses currently under budget in all categories.
- Section 8 continues bringing in higher revenue than anticipated.
- All areas remain on budget with the exception of HAP.

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**Discussions** – Mr. Morrissey stated that we currently have two vacancies on the Board of Commissioners. Two individuals have shown interest in joining HACY’s board. A nomination for offices should occur once the two positions have been filled. Finance committee meeting will continue on the Thursday before the monthly board meeting.

**Resolutions** – No Resolutions

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**Call to the Public** – No Comments

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**Informational Items** – No Comments

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**Executive Session** – Board broke for brief executive session.

**Adjournment**

R. Hengl moved to adjourn the regular meeting and J. Allen seconded the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned at 1:00 pm.

Respectfully submitted,

Dated this 15<sup>th</sup> Day of September 2009

Attest:

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Keith Simmonds, Chairman or Emilia Matos, Vice-Chairman

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Michael Morrissey, Executive Director