



Board of Commissioner's Meeting
Housing Authority City of Yuma
420 South Madison Avenue; Yuma, Arizona
Minutes from December 16, 2008

Present

William Masland, M.D., Chairman
Keith Simmonds, Vice-Chairman
Emilia Matos, M.D., Commissioner
Veronica Casillas, Resident Commissioner
Ryan Hengl, Commissioner
James Allen, Commissioner
Michael Morrissey, Executive Director / Secretary

Absent

William Craft, Commissioner

Staff

Philip Steers, Finance Director
Lupe Smith, Senior Section 8 Housing Specialist

Preliminaries

A Regular Board Meeting of the Housing Authority City of Yuma was held on December 16, 2008 at 12:01p.m. in the HACY Boardroom.

Approval of Board Minutes

K. Simmonds moved to approve the minutes of November 18, 2008, and E. Matos seconded the motion. The minutes were unanimously approved.

**Executive Directors Report
On The Cover**

Happy Holidays

The HACY office windows were recently adorned with a variety of festive holiday paintings. Cecilio Molina and his wife, Frances, spent many hours on their own time sharing their artistic talent and holiday spirit. Most of their window paintings are found on dividers throughout this packet. We truly appreciate their contributions to improving our office during this great season. Additionally, staff decorated our office space to share in the holiday spirit.

General

Philip Steers, Howard Tang and I attended an Operating Subsidy training in Phoenix hosted by HUD. The training provided education and insight on low rent operating subsidy calculations. This turns out to be a very difficult and complicated process.

Raul Mendoza and I met with folks from the City of Yuma Neighborhood Services Department and representatives of the Carver Park Neighborhood Weed and Seed Program. We learned of available grant money for neighborhood programs, and pitched an idea to provide after school sports activities for youth of the Carver Park neighborhood – of which many of them are our residents and program participants. This program would be co-ed softball for youth in grades 6th thru 12th. We received a welcoming response and preliminary approval of our program ideas and budget request. This program will not generate income but will benefit the community as well as public relations.

Raul, Howard and I also met with a gang unit detective from the City of Yuma Police Department to share ideas and resources to aid in helping reduce the prevalence of gang-related crimes and violence in our neighborhoods. This is a pressing issue with growing concern. This meeting turned out to be very productive. HACY will now start reporting all incident to the gang unit.

I was recently interviewed by Dave Nash and aired on the City of Yuma's "Outlook" TV show. I had an opportunity to share information about programs and services provided by the Housing Authority City of Yuma.

I met with Tony Reyes, Executive Director – Comite De Bien Estar – to discuss potential opportunities in property management and community development activity. Tony was very receptive to establishing a collaborative relationship. Mr. Reyes stated that he has some funding available and may be able to work collaboratively with HACY. No details are available at this moment.

HACY formed a Technology Committee to analyze existing systems, determine future needs, and ensure availability of adequate resources. We are considering a computer systems/software conversion to upgrade program capability and data availability. Research is underway.

Finance

See Attached Financial Reports

Section 8 Program

Section 8 currently has 1139 units under lease (101.5% Lease-up). There were 2 briefings completed, 4 vouchers issued, 7 outstanding vouchers, and 14 new contracts for the month of November. Staff completed 167 Annual Re-exams, 66 Interims, and 12 Unit Transfers. There were 19 Section 8 residents terminated from the Section 8 Program for various reasons. There were 83 unit inspections scheduled. Regarding lease up Section 8 will have to decrease units

leased below 1122 to meet the 98% to 100% average for this fiscal year. Use of HAP funds and lease up must be balanced carefully to ensure that we meet all requirem

Public Housing / Property Management

There were 7 move-outs from Public Housing in November. Three move-outs provided notice, one resident passed away, one unit transfer, one was due to lease violations, and one unit was abandoned. The average length of time to turnover a unit year-to-date is 2 days with a November average unit turnover rate of 2 days.

Staff is aggressively working with residents to recover all monies owed. Staff has collected 96.1% of rent billed in November. The total Public Housing YTD delinquency is \$13,242 of which approximately \$9,936 is attributed to Unreported Income/Retro Rents.

Family Self-Sufficiency

We currently have 258 active FSS participants with a total escrow balance of \$557,067. There are 3 families pre-qualified for mortgages ranging from \$110,000 to \$145,000. There were 7 homeowners produced YTD in 2008.

Staff continues to work on a HUD grant with support from Child Protective Services. Grant will offer additional vouchers for affordable rental housing opportunities for youth aging-out of the foster care system.

Dr. Masland inquired about the additional vouchers for youth aging-out of the foster care system.

Mr. Morrissey stated that they are 18 month vouchers that will allow them to apply for permanent Section 8 Vouchers. Services are to be provided by Child Protective Services. Sandra Nunez will be added to the next Board Meetings Agenda to discuss this program in detail.

Staff assisted Crossroads Mission with their annual Thanksgiving event.

FSS participants attended an AWC sponsored Family Night Program and were provided with information on numerous career opportunities. Additionally, FSS participants attended the YPIC and Goodwill career and job fairs.

Maintenance

There were 168 total work orders issued and 168 work orders completed in the month of November. Of these, there were 18 emergency work orders with 17 issued after hours. 71% of work orders originated by HACY staff and 29% originated from residents. Maintenance staff completed turnover of 7 units. A high number of work orders related to City of Yuma units due to the condition they were in.

Exterior repairs on the adjacent property continue after several delays.

Eldorado

The Arizona Housing Development Corporation voted to discontinue effort to complete construction of Eldorado Phase II, due to unfavorable financing proposals. An effort is underway to sell the land allocated for Phase II and develop an exit strategy to resolve associated debt. Currently we have a buyer in place, but are negotiating a refund of impact fees and permit fees. The City has around \$150,000 in permit and impact fees. The buyer of El Dorado wants this resolved before purchasing the land.

Finance Report

- Financially HACY is still doing well for this fiscal year in both programs.
- Conventional Housing continues on target for all expenses.
- Administrative Salaries are over due to additional staff.
- Section 8 continues to receive a higher administrative fee than anticipated.
- Housing Assistance is also over spending due to lower family incomes.

Dr. Masland entertained a motion that we thank Cecilio and Frances Molina for their hard work painting the HACY building.

K. Simmonds moved to approve the motion, and the motion was seconded by E. Matos. The motion to thank Cecilio and Frances Molina was approved by the Board.

Resolutions

Resolution 782 Public Housing Account Receivable Write-Offs

Comments / Summary regarding Resolution 782

- Due to unpaid rent.
- \$4900 in total write offs.

Dr. Masland inquired if write offs are trending upward.

Philip stated that they are trending downward. This is based on historical data.

J. Allen moved to approve Resolution 782, and the motion was seconded by R. Hengl. The motion to approve Resolution 782 was approved by the Board.

Discussions – No Discussions.

Call to the Public – No Comments

Informational Items – Christmas Party is this Friday, so hopefully all board members can make it. No Informational Items

Executive Session – No Executive Session

Adjournment

K. Simmonds 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 12:42 pm.

Respectfully submitted,

Dated this 16th Day of December 2008

Attest:

William Masland, M.D., Chairman, or Keith Simmonds, Vice-Chairman

Michael Morrissey, Executive Director