

**NOTICE AND AGENDA OF ANNUAL BOARD MEETING OF THE
HOUSING AUTHORITY CITY OF YUMA**

May 21, 2019

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Housing Authority Board of Commissioners and to the general public that the Housing Authority of the City of Yuma will hold a meeting open to the public on **May 21, 2019**, beginning at 12:00 PM in the Boardroom at 420 South Madison Avenue, Yuma, Arizona. As indicated in the following agenda, the Housing Authority City of Yuma may vote to go into Executive Session, which will not be open to the public, to discuss certain matters.

I. Call to Order (Roll Call)

Liz Laster, Chair

Connie Jerpseth, Vice-Chair

James Allen, Commissioner

David Haws, Commissioner

Chris Harmon, Commissioner

Glendon Moss, Commissioner

Brenda Buenrostro, Resident Commissioner

II. Agenda

1. Minutes from April 16, 2019

III. Reports

1. Executive Director's Report by Michael Morrissey – Executive Director
2. Finance Report by Howard Tang – Deputy Director

IV. Resolutions

1. N/A

V. Discussions – (No vote or action will be taken on discussion items)

VI. Call to the Public

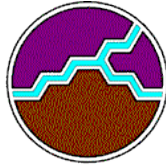
VII. Announcements

VIII. Executive Session

Executive Session for legal, real estate, and personnel matters, of any agenda item - Pursuant to A.R.S. 38-431.03-Section A (1), (3), (4), and (7).

IX. Adjournment

In accordance with the Americans With Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 (Section 504), the City of Yuma does not discriminate on the basis of disability in the admission of or access to, or treatment or employment in, its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in city programs, activities, or services contact: Maria Moreno, Director of Administration and Community Services, HACY, 420 S. Madison Ave, Yuma, AZ 85364 (928) 782-3823, ext. 132.



Board of Commissioner's Meeting
Housing Authority City of Yuma
420 South Madison Avenue Yuma, Arizona

Minutes from April 16th, 2019

Present

Liz Laster, Chair
Connie Jerpseth, Vice-Chair
David Haws, Commissioner
Glendon Moss, Commissioner
Chris Harmon, Commissioner
Brenda Buenrostro, Resident Commissioner
Michael Morrissey, Executive Director/Secretary

Absent

James Allen, Commissioner

Staff

Violeta Rodriguez, Section 8 Manger
Howard Tang, Deputy Director of Finance and Operations
Maria Moreno, Director of Administration and Services

Preliminaries

A Monthly Board Meeting of the Housing Authority City of Yuma was held on April 16th, 2019 at 12:11 pm in the HACY board Room.

Approval of Board Minutes

G. Moss moved to approve the minutes of March 19th, 2019, and D. Haws seconded the motion. The minutes were unanimously approved.

On The Cover

Somerton 1st Annual Military and Veteran Expo

HACY FSS Staff and Veteran Liaison participated in this inaugural event.

SHINE Centers – Day at Harkins Theater

Several SHINE youth embarked on a heroic adventure at the movies!

General

The City of Yuma's City Council voted unanimously to appoint Liz Laster as Chair and Connie Jerpseth as Vice-Chair of the Housing Authority City of Yuma's Board of Commissioners. Additionally, Chris Harmon was re-appointed as Board Member. We are thankful for their continued commitment, leadership and service.

Three Board Member terms will expire this coming year, and we hope all members will choose to renew their terms.

Finance and key agency staff worked to complete Annual Budget – Revisions and Proposals, Contract Renewals, and Program Updates for Board review and approval.

We finalized a deal with our investment partner, Boston Capital, to purchase the Carver Park Townhomes for \$1,350,000. We are currently working through the closing process.

We are still working on the RFP to secure a builder to construct 3 single-family homes needed for affordable rental housing for persons with serious mental illness. We are also working simultaneously on the AHCCCS Housing Application for New Construction in order to secure the funding needed for the development of these homes. We hope to have the RFP out to public by end of May. The Housing Application will follow later in the coming Fiscal Year.

We are working with the City of Yuma's Neighborhood Services Department to secure funding to make improvements to 15 city-owned apartments on Arizona Avenue. These needed improvements are in line with ongoing revitalization efforts in the Mesa Heights Neighborhood.

We are working with a HUD-Certified REAC Inspector to inspect all HACY owned and managed units. We plan to conduct this third-party inspection annually, as it is a great opportunity to look at our entire portfolio with no bias. In addition to receiving a detailed inspection report, we've incorporated a training module to ensure all property management and maintenance staff is up to date with HUD regulations and acceptable industry standard repairs.

We facilitated our Annual Staff Meeting to discuss the Emergency Response Plan, Fair Housing and Sexual Harassment Training. We also focused on improving Customer Service.

We received word from Arizona Western College that they have agreed to implement a Certificate in Organizational Leadership. They will include me in the process to determine appropriate course material prior to submitting to their curriculum committee for final approval.

SHINE Mentor Leaders are working on this year's Capstone Project for their Final in Fundamentals of Management. This year's theme is a Kickball Tournament and Family Fun Festival. It will be hosted in partnership with Gila Vista Junior High School. The event will take place on Saturday, May 11, 2019.

Section 8 Program

Section 8 currently has 1522 units under lease (105% Lease-up). There were 0 briefings completed, 0 vouchers issued, 18 outstanding vouchers, and 2 new (RAD) contracts for the month. Staff completed 135 Annual Re-Exams, 68 Interims, and 6 Unit Transfers. There were 15 Section 8 residents terminated from the Section 8 Program for various reasons. There were 89 unit inspections.

HACY Housing / Property Management

There were 2 move-outs from HACY Housing this month. The average length of time to turnover a unit year-to-date is 35 days.

Staff has collected 98% of rent billed this month. The total HACY Housing YTD delinquency is \$959 of which approximately \$0 is attributed to Unreported Income/Retro Rents – with Signed Promissory Notes in place.

Community Services

We currently have 304 active participants in the FSS Program. There was 1 home-ownership closing this month – YTD total of 2 homeowners were produced in 2019.

See attached Community Service Report for more detail on Program Summary/Activities.

Maintenance

There were 68 total work orders issued and 54 completed this month. There were 0 emergency work orders of which 0 were completed after hours. Maintenance completed turnover of 3 units.

End of Report - Respectfully Submitted by: Michael Morrissey, Executive Director.

Resolutions –

Resolution 960 – Approval of the 2019 Annual PHA Plan

Resolution 961 – Approval of RAD Housing, Section 8 Program, and Local FYE June 30, 2019 Budget Revisions

Resolution 962 – Approval of FYE June 30, 2020 Budget Proposals

Resolution 963 – Approval of Revision to the Admin Plan

Resolution 960 – C. Harmon moved to approve and B. Buenrostro seconded the motion.

Resolution 961 – C. Jerpseth to approve and D. Haws seconded the motion.

Resolution 962 – G. Moss moved to approve and D. Haws seconded the motion.

Resolution 963 – C. Harmon moved to approve C. Jerpseth and seconded the motion.

Discussions – No Discussion

Call to the Public – No Comments

Announcements – No Board Meeting for December

Executive Session – No Executive Session

Adjournment

C. Jerpseth moved to adjourn the regular meeting and D. Haws seconded the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned at 12:48 pm.

Respectfully submitted,

Dated this 16th day of April, 2019

Attest:

Liz Laster, Chair or Connie Jerpseth, Vice-Chair

Michael Morrissey, Executive Director