

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

November 16, 2021

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 **November 16, 2021**, 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)

Connie Jerpseth, Chair
Glen Moss, Vice-Chair
James Allen, Commissioner
David Haws, Commissioner

Chris Harmon, Commissioner
Liz Laster, Commissioner
Melissa Lovett, Resident Commissioner

II. Agenda

1. Minutes from June 15, 2021

III. Reports

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

Resolution No. 981: Approval to Renew Executive Employment Agreement

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, Interim Deputy Director, 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 June 15, 2021

Present

Connie Jerpseth, Chair
Glendon Moss, Vice-Chairman
David Haws, Commissioner
Chris Harmon, Commissioner
Melissa Lovett, Resident/Commissioner
Michael Morrissey, Executive Director/Secretary

Absent

Jim Allen, Commissioner
Liz Laster, Commissioner

Staff

Maria Moreno, Interim Deputy Director
Raquel Sodari, Finance Manager

Preliminaries

A Monthly Board Meeting of the Housing Authority City of Yuma was held on June 15, 2021, at 12:11 pm at the Mesa Heights Community Resource Center.

Approval of Board Minutes

D. Haws moved to approve the minutes of May 18, 2021, and G. Moss seconded the motion. The minutes were unanimously approved.

Executive Director's Report

SHINE Mentor – Taking the Lead for STEM Camp

SHINE Mentors have the opportunity to get a head start on community service hours this summer. Savannah, a third year Mentor from Cibola High School, offered to run a STEM (Science, Technology, Engineering, and Math) program within our Summer Camp. Savannah created her own flyer, which SHINE posted on Facebook to promote the exciting projects. STEM Camp will be available to all age groups. Most projects include safe household items and simple instructions to spark an interest in science and recreate the experiments at home. Savannah is a busy student and member of Performance Band, GATE (Gifted and Talented Education), Academic Decathlon, Cibola's Volunteer Club, she is Vice President of Raider Tutoring Club, and is a SHINE Tutor. Savannah wants to be an Environmental Scientist and hopes to inspire others to become interested in science.

We are excited and grateful to have a SHINE Mentor be deeply involved in school and give back to the community and the SHINE Boys and Girls Center.

Amberly's Place Hosted Mandated Training

Program Staff and SHINE Volunteers attended a Mandated Reporter training facilitated by Amberly's Place. The Yuma Police Department participated in the presentation.

General

We are making significant progress in the computer conversion process, but have much to address and implement over the next 18 months. We are in the process of developing a plan for efficient and effective use of critical systems over the next three to five years.

We received the Pilkington Construction Company's revised quote to begin construction of the Magnolia Avenue Home Project for persons with SMI, and submitted to AHCCCS for review. We received tentative approval, but need to update our application and budget for confirmation.

The City of Yuma approved our application for continued funding of the Tenant Based Rental Assistance program, and we will receive an additional \$250,000 for operations in 2022.

We have met with several Continuum of Care agencies to develop a network and the partnership needed to administer the Emergency Housing Voucher Program.

We await the Casa Sierra Vista Board of Directors' approval to engage with a local attorney to assist with the real estate transaction of this unique HUD 2020 property. HUD has provided no useful guidance.

We received a summary report from UPCS Inspectors regarding their recent on-site inspection of all owned and managed properties throughout our portfolio. UPCS Inspectors noted there was "an improvement in several areas since the last inspection" and confirmed that this was substantial when you factor that access to units was limited in 2020 due to pandemic restrictions. In addition, they recognized marked improvement in the condition of fire safety systems, industry standard repairs, housekeeping, litter and landscaping. We have areas for improvement related to concrete work, erosion, storm drains, fencing, and playground equipment. This work will be reviewed and prioritized for repair.

We will reconnect with the City of Yuma to review the application process in positioning AHDC as a Community Housing Development Organization (CHDO). Project is on-hold until year-end.

The HACY Home located at 433 S. 1st Avenue targeted to develop "La Tienda" is currently under review for emphasis on providing behavioral health services for low-income residents and their families. We are struggling with commitment to strengthen employment training and opportunities or focus on developing healthy families and community through partnerships with local social service and faith-based providers.

Five qualified families pursuing homeownership for the first time recently received approval for down payment assistance of \$22,000 each through the WISH Program facilitated by our HACY FSS Program Staff. A recent news article in the Yuma Sun highlighted the program's success over the last few years. See attached.

The City of Yuma approved The SHINE Program's CDBG application for \$60,000. The grant will cover salaries to support the Shining Families Pilot Program. The Program will benefit HACY residents that participate in the Family Self-Sufficiency Program that are in need of childcare. SHINE will work with HACY's Community Service Department to enroll families and provide additional supportive services for the entire family. Together, the FSS Program and the Shining Families Program will improve finances, education, provide training opportunities, improve relationships and communication within the family, reduce stress, and overall build stronger families for our community.

See attached Mesa Heights CRC Report for more detail on Program Summary and Activities.

See attached Casa Sierra Vista Report for more detail on Program Summary and Activities.

See attached SHINE Program Report for more detail on Program Summary and Activities.

Section 8 Program

Section 8 currently has 1463 units under lease (101% Lease-up). There were 4 briefings completed, 51 vouchers issued, 74 outstanding vouchers, and 3 new (RAD) contracts for the month. Staff completed 106 Annual Re-Exams, 51 Interims, and 5 Unit Transfers. There were 8 Section 8 residents terminated from the Section 8 Program for various reasons. There were 68 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 27 days.

Staff collected 98% of rent billed this month. The total HACY Housing YTD delinquency is \$1,238 of which approximately \$0 is attributed to Unreported Income/Retro Rents – with Signed Promissory Notes in place.

Maintenance

There were 193 total work orders issued and 173 completed this month. There were 33 emergency work orders of which 0 were completed after hours. Maintenance completed turnover of 2 units.

Community Services

We currently have 251 active participants in the FSS Program. There was 1 home-ownership closing this month – YTD total of 1 homeowners were produced in 2021.

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

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

Resolutions – No Resolutions

Discussions – Board Meeting will reconvene in the month of September.

Call to the Public – No Comments

Announcements – No Announcements

Executive Session – No Executive Session

Adjournment

C. Harmon moved to adjourn the regular meeting and D. Haws second the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned 12:42 at pm.

Respectfully submitted,

Dated this 15th Day of June, 2021

Attest:

Connie Jerpseth, Chair or, Glendon Moss Vice-Chairman

Michael Morrissey, Executive Director

Executive Director's Report

Board of Commissioner's Meeting

November 16, 2021

On The Cover

Halloween Festival at SHINE

SHINE hosted its first Haunted House during this year's Halloween Party. The Community Services Department helped decorate the Haunted House, covering an entire room in black table cloths, spider webs, skeletons, spooky lights, and bats. We also had a Mystery Box where anyone that was brave enough could insert their hand and guess what was in the box; the surprise was candy! Coaches helped with back yard games, handed out candy, and served nachos all while dressed as a pirate, fairies, and monsters. Coaches voted for the best kids' costume and the kids voted for the best coach costume. Coach Alexis, who dressed up as a Unicorn Fairy, received the most votes and won a Texas Road House gift card.

Veteran Stand-Down Event

FSS Team in partnership with the HACV VASH program hosted a booth at the Veterans Stand-Down event to bring awareness of our housing programs for veterans. HACV/FSS raffled three bicycles to the veterans in attendance. The event had a good turnout, and many people visited the booth to obtain information for them and for homeless veterans they know.

General

We continue our journey with Yardi Systems. We've made remarkable improvement, but have much more to learn and incorporate into the day-to-day operations. We plan to install a Kiosk in the Main Lobby and go live with this technology after the holidays. We continue with software and technology upgrades to enhance performance and operations, and will implement a plan of action to go paperless in the upcoming year.

Pilkington Construction Company began construction of the Magnolia Avenue Project (3 units) for persons with SMI. Earthwork is complete.

We continue to exceed our Section 8 Program lease-up goals. The minimal percent of units we over-lease will be pulled from our zero-rent families, thus reducing impact on HAP. HUD is aware of the issue, and we have the funds to support any additional HAP burden.

We met with the City of Yuma Neighborhood Services Division to review our CDBG application requesting \$250K for the “Prosperity Business and Learning Center.” The PBLC will provide business-centered workshops for our city’s low-income families to assist with higher education, career development, and business planning. It will be a center for networking and resource sharing. Successful “graduates” of our program will compete for micro-loans to assist with their education, career, and business goals. We plan to rehabilitate the HACY Home to provide state-of-the-art facilities for networking, training and education. We have design plans available. Cost estimates range between \$250K and \$500K to complete.

We had two Maintenance staff retire in the past few months, and after a very lengthy and difficult recruitment process for quality candidates, we found comparable replacement.

The SHINE Boys and Girls Center was recognized by the U.S. Department of Housing and Urban Development for its best practices and noted as a key success for providing childcare for essential workers during the pandemic. We facilitated a presentation in partnership with the City of Yuma to 700 participants of a HUD sponsored housing forum. See attached.

The Yuma Rotary Club agreed to sponsor (3) SHINE Mentor Leader students for the upcoming Rotary Youth Leadership Award (RYLA) retreat in January.

We will reconnect with the City of Yuma to review the application process in positioning AHDC as a Community Housing Development Organization (CHDO). Project is under discussion.

See attached Mesa Heights CRC Report for more detail on Program Summary and Activities.

See attached Casa Sierra Vista Report for more detail on Program Summary and Activities.

See attached SHINE Program Report for more detail on Program Summary and Activities.

Section 8 Program

Section 8 currently has 1521 units under lease (105% Lease-up). There were 0 briefings completed, 0 vouchers issued, 27 outstanding vouchers, and 4 new (RAD) contracts for the month. Staff completed 134 Annual Re-Exams, 85 Interims, and 12 Unit Transfers. There were 16 Section 8 residents terminated from the Section 8 Program for various reasons. There were 19 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 33 days.

Staff collected 89% of rent billed this month. The total HACY Housing YTD delinquency is \$7,109 of which approximately \$0 is attributed to Unreported Income/Retro Rents – with Signed Promissory Notes in place.

Maintenance

There were 82 total work orders issued and 82 completed this month. There were 19 emergency work orders of which 0 were completed after hours. Maintenance completed turnover of 2 units.

Community Services

We currently have 234 active participants in the FSS Program. There were 0 home-ownership closings this month – YTD total of 3 homeowners were produced in 2021.

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

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