



Board of Commissioner's Meeting
Housing Authority City of Yuma
420 South Madison Avenue Yuma, Arizona
Minutes from October 18, 2011

Present

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

Absent

William Craft, Commissioner
David Haws, Commissioner

Staff

Philip Steers, Finance Director
Lupe Lewis, Administration and Human Resource Manager

Preliminaries

A Regular Board Meeting of the Housing Authority City of Yuma was held on October 18, 2011 at 12:01p.m. in the HACY Boardroom.

Approval of Board Minutes

Dr. William Masland moved to approve the minutes of September 20, 2011, and Connie Jerpseth seconded the motion. The minutes were unanimously approved.

Executive Directors Report
On The Cover

Optimist Club Donation of \$2000 for The SHINE Program – Salida Del Sol

Members of the Optimist Club of Yuma facilitated a “Fill er Up” raffle to raise money to help fund The SHINE Program’s 2011 fall season at Salida Del Sol. The OCY raised \$2000 for program equipment, uniforms, snack and beverage.

New Hire

Jesus Roldan joined HACY on 09/19/2011 as Ross Coordinator / SHINE Program Manager. Prior to joining HACY, he worked with the city of Somerton as Parks and Recreation Director for 5 years and with YPIC as Resume Writer/Eligibility for 2 years. He has experience playing various sports and has been coaching several sports for more than 16 years. Jesus is a certified umpire and coach. He is married and has 3 sons and 1 beautiful daughter. Jesus loves coaching, playing, and umpiring baseball.

General

As we have discussed in the past, the recommendation by Fannie Mae representatives to offset the approximate \$1.5M debt with a one-time payment of \$50,000 by December 31, 2011 has been submitted to the proper authority. However, to date, final approval of this recommendation has not been issued. Therefore, after consultation with a third party referred to us by our Auditor, HACY proposes to expedite the process by sending a Proposed Settlement Letter to the appropriate decision-makers at Fannie Mae. This Letter was drafted in consultation with a third party consultant with years of experience in Auditing and Finance Management in the Public Housing Industry. Additionally, this third party helped to facilitate a similar previous Settlement Agreement with Fannie Mae and the Chattanooga Housing Authority. We are seeking authorization from the HACY Board of Commissioners to send the letter and continue to negotiate on HACY's behalf to reach a Settlement Agreement in the amount of \$50,000 or less as may be determined by Fannie Mae. Please see Draft Proposed Settlement Letter.

Howard and I attended the Public Housing Authority Directors Association (PHADA) Annual Legislative Conference in Washington D.C. this past month. We completed the last two of ten courses required for Certification in the PHADA / Rutgers University Executive Directors Education Program (EDEP). Graduation is scheduled for January 2012. Additionally, we had the opportunity to listen to Shawn Donovan, Secretary of HUD and meet with Sandra Henriquez, Assistant Secretary of HUD. We discussed issues facing Congress regarding severe cuts in both the Public Housing Operating Subsidy and Section 8 Admin Fee. Due to the volatility of these subjects, we were unable to discuss the role/future of Community Service Programs that enhance the quality of life in our low-income communities.

HACY received a certification from HUD identifying a final score of 100% for the Section 8 Management Assessment Program (SEMAP) Fiscal Year Ending 2011. Our overall performance rating is that of a High Performer. See attached certification from HUD.

I met with Diane Umphress, Executive Director of Amberly's Place and Steve Moore, City Attorney to discuss plans for Amberly's Place to develop a Thrift Store, therefore needing to acquire additional square footage of available commercial space. During this meeting I had an opportunity to inform both parties that due to concerns regarding federal funding of housing programs, HACY is proposing to charge rent for (Amberly's Place) usage of space at 1350 Colorado Street. I informed both parties that I was in discussion with the HACY Board of Directors and would hold off on charging for space until our next Fiscal Year. The lease amount for the space utilized was not discussed, but I stated that it would be fair and reasonable and pending Board approval.

Finance

See Attached Financial Reports

Section 8 Program

Section 8 currently has 1197 units under lease (105.2% Lease-up). There were various briefings completed, 14 vouchers issued, 47 outstanding vouchers, and 22 new contracts for the month of September. Staff completed 106 Annual Re-exams, 41 Interims, and 13 Unit Transfers. There were 35 Section 8 residents terminated from the Section 8 Program for various reasons. There were 118 unit inspections scheduled.

Section 8 Staff continues to focus on over-leasing for the next few months to effectively utilize HAP. This effort will be reduced by end of year, since HAP reserve is nearing recommended level.

Public Housing / Property Management

There were 5 move-outs from Public Housing in September. The average length of time to turnover a unit year-to-date is 2 days with a September average unit turnover rate of 6 days.

Staff has collected 93.1% of rent billed in September. The total Public Housing YTD delinquency is \$18,679 of which approximately \$9,762 (52.3%) is attributed to Unreported Income/Retro Rents – with Signed Promissory Notes in place.

Family Self-Sufficiency

We currently have 307 active participants in the FSS Program with a total escrow balance of \$478,045. There were 4 families prequalified and actively looking for a home, 0 families under contract, and 0 families at closing/recording for homeownership opportunities. There were 2 homeownership closings in September. A YTD total of 2 homeowners were produced in 2011.

See attached FSS Program Reports for more detail on Program Summary/Activities.

Maintenance

There were 211 total work orders issued and 211 completed in the month of September. There were 12 emergency work orders of which 2 were completed after hours. 89% of work orders originated by HACY staff and 11% originated from residents. Maintenance completed turnover of 9 units.

The previously proposed APS solar panel project at 100 units of Public Housing was recently reduced to just 18 units due to limited remaining funding. Due to their location, the 18 units identified in this project are subject to review and approval by the Historic District Board of Commissioners. However, because each of these homes is of recent/modern construction (post 1982) it is projected that there will be a finding of “No Historic Properties Affected.”

The public housing unit that sustained severe fire damage late this summer will soon undergo rehabilitation, as the Bozrah Construction Company (lowest bidder) was awarded a contract of approximately \$55,000. The City of Yuma insurance representative provided approval.

Arizona Housing Development Corporation (AHDC)

Fannie Mae

The recommendation by Fannie Mae representatives to offset the approximate \$1.5M debt with a one-time payment of \$50,000 by December 31, 2011 has been submitted to the proper authority. To date, final approval of recommendation has not been issued. After consultation with a third party referred to us by our Auditor, HACY proposes to expedite the process by sending a Proposed Settlement Letter to decision-makers at Fannie Mae.

Eldorado Lot Split

Our Attorney in collaboration with Dahl Robins is still working with the City of Yuma to approve a Lot Split of Eldorado – Phase One and Phase Two. The Lot Split is necessary to legally identify and separate the parcel (Phase II) for purchase and sale. A community meeting with the Eldorado HOA is necessary to facilitate this process, and therefore will soon be scheduled.

Resolutions – Resolution 850 – Acceptance of Fannie Mae Proposed Settlement Letter
W.Masland moved to approve Resolution 850, and the motion was seconded by C. Jerpseth. The motion to approve Resolution 850 was unanimously approved by the Board.

Discussions – No Discussion

Call to the Public – No Comments

Informational Items – No Comments

Announcements- No Announcements

Executive Session – No Executive Session

Adjournment -

W. Masland moved to adjourn the regular meeting and C. Jerpseth seconded the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned at 12:55 pm.

Respectfully submitted,

Dated this 18th Day of October 2011

Attest:

James Allen, Chairman or William Masland M.D., Vice-Chairman

Michael Morrissey, Executive Director