



**Board of Commissioner's Meeting**  
Housing Authority City of Yuma  
420 South Madison Avenue Yuma, Arizona  
Minutes from November 15, 2011

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**Present**

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

**Absent**

Emilia Matos, M.D.  
David Haws, Commissioner

**Staff**

Howard Tang, Deputy Director  
Philip Steers, Finance Director  
Lupe 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 November 15, 2011 at 12:06p.m. in the HACY Boardroom.

**Approval of Board Minutes**

Dr. William Masland moved to approve the minutes of October 18, 2011, and Connie Jerpseth seconded the motion. The minutes were unanimously approved.

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**Executive Directors Report**  
**On The Cover**

**Salida Del Sol – The SHINE Program – Fall 2011**

More than 120 youth, 14 coaches, and several other volunteers pose with SHINE uniforms sponsored by The Optimist Club of Yuma. A total of approximately 182 youth, grades 2<sup>nd</sup> and 3<sup>rd</sup>, meet each Thursday afternoon to participate in various sport activities and character education lessons on the field. The Salida Del Sol Fall season 2011 began on October 6<sup>th</sup> and is projected to run through mid-December with a final day of Team Spirit and celebration to cap-off an exciting and new program; and will mark the first season of SHINE – Salida Del Sol.

**HACY Annual Goolish Feast**

HACY staff enjoyed an afternoon potluck “Goolish” feast in true Halloween tradition.

**General**

After mailing a much deliberated and delayed letter outlining a formal repayment agreement with Fannie Mae based on months of previous discussions, we learned...that (they) “are in the process of reviewing and seeking approval for (our) proposal”.

Section 8 Staff will begin to slowly and methodically reduce its historic lease-up efforts to maintain balance with our approved baseline number of unit vouchers. We have effectively utilized HAP over the past calendar year, and although we did not reduce our Restricted Net Assets (HAP) to the HUD recommended levels of 6-8% of annual HAP funding, we essentially reached capacity with HUD policy regarding calendar-year lease-up regulations. The regulations are currently being deliberated with the local HUD Field Office.

HACY received a \$190,000 3-year ROSS Grant for Casa Sierra Vista and is in the process of hiring a full-time staff member to provide “inspiration, empowerment, and celebration” of our elderly community at CSV.

HUD provided Fair Housing Training and Certification to key staff during a 3-day workshop in Phoenix.

### **Finance**

See Attached Financial Reports

### **Section 8 Program**

Section 8 currently has 1182 units under lease (103.9% Lease-up). There were various briefings completed, 11 vouchers issued, 48 outstanding vouchers, and 13 new contracts for the month of October. Staff completed 80 Annual Re-exams, 38 Interims, and 7 Unit Transfers. There were 32 Section 8 residents terminated from the Section 8 Program for various reasons. There were 127 unit inspections scheduled.

### **Public Housing / Property Management**

There were 4 move-outs from Public Housing in October. The average length of time to turnover a unit year-to-date is 2 days with an October average unit turnover rate of 1 day.

Staff has collected 96.4% of rent billed in October. The total Public Housing YTD delinquency is \$15,056 of which approximately \$9,062 (60.2%) is attributed to Unreported Income/Retro Rents – with Signed Promissory Notes in place.

### **Family Self-Sufficiency**

We currently have 314 active participants in the FSS Program with a total escrow balance of \$429,836. There were 5 families prequalified and actively looking for a home, 3 families under contract, and 0 families at closing/recording for homeownership opportunities. There were 0 homeownership closings in October. A YTD total of 3 homeowners were produced in 2011.

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

### **Maintenance**

There were 187 total work orders issued and 187 completed in the month of October. There were 5 emergency work orders of which 3 were completed after hours. 87% of work orders originated by HACY staff and 13% originated from residents. Maintenance completed turnover of 10 units.

### **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 expedited the process by sending a Proposed Settlement Letter to decision-makers at Fannie Mae. We were recognized and encouraged to remain patient.

#### 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 851 – Approval of Section 8 Revised Utility Allowance

T. Yreta moved to approve Resolution 851, and the motion was seconded by W. Craft. The motion to approve Resolution 851 was unanimously approved by the Board.

##### Resolution 852 – Approval of Public Housing Revised Utility Allowance

W.Masland moved to approve Resolution 852, and the motion was seconded by C. Jerpseth. The motion to approve Resolution 852 was unanimously approved by the Board.

##### Resolution 853 – Approval of Public Housing Maximum Rent Policy

C. Jerpseth moved to approve Resolution 853, and the motion was seconded by W. Craft. The motion to approve Resolution 853 was unanimously approved by the Board.

##### Resolution 854 – Approval of Public Housing Flat Rent Schedule

W.Masland moved to approve Resolution 854, and the motion was seconded by C. Jerpseth. The motion to approve Resolution 854 was unanimously approved by the Board

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Discussions – Connie Jerpseth would like to tour the properties.

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Call to the Public – No Comments

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Informational Items – No Comments

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**Announcements**- No Announcements

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**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 12:48 pm.

Respectfully submitted,

**Dated this 15<sup>th</sup> Day of November 2011**

**Attest:**

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

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**Michael Morrissey, Executive Director**