

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

March 18, 2025

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 **March 18, 2025** 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)

Glendon Moss, Chairman
James Allen, Vice-Chairman
Connie Jerpseth, Commissioner
David Haws, Commissioner

Chris Harmon, Commissioner
Liz Laster, Commissioner
Katrina Lozano, Resident Commissioner

II. Agenda

1. Minutes from February 18, 2025.

III. Reports

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

IV. Resolutions

1. N/A

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

VI. Call to the Public

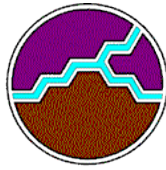
VII. Announcements

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, 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 February 18, 2025

Present

Jim Allen, Vice-Chairman
Chris Harmon, Commissioner
Connie Jerpseth, Commissioner
Liz Laster, Commissioner
Katrina Lozano, Resident Commissioner
Michael Morrissey, Executive Director/Secretary

Absent

Glendon Moss, Chairman
David Haws, Commissioner

Staff

Howard Tang, Deputy Director- Finance and Property Management
Raquel Sodari, Director of Compliance & Information Systems
Maria Moreno, Deputy Director- Administration, Programs & Services

Preliminaries

A Monthly Board Meeting of the Housing Authority City of Yuma was held on February 18, 2025 at 12:10 pm at HACY board room.

Approval of Board Minutes

C. Jerpseth moved to approve the minutes of January 21, 2025 and C. Harmon seconded the motion. The minutes were unanimously approved.

Executive Director's Report

On The Cover

2025 FSS Graduate

Marlene Jaimez, a recent graduate of the FSS program, earned an escrow savings of approximately \$9,000. During her time in the program, she secured full-time employment and obtained a certificate specializing in eyebrow artistry. Marlene aspires to launch her own business with this certification to boost her income and to further improve her credit.

SHINE Intergenerational Program Activity

The SHINE Intergenerational Program features monthly activities that connect elderly residents from Casa Sierra Vista and Mesa Heights with children from our SHINE Afterschool Program. These engaging activities encourage communication and interaction. The children frequently visit our CSV property, while occasionally, our elderly residents enjoy field trips to local SHINE centers. This unique experience promotes a sense of companionship, paving the way for lasting and impactful relationships for both generations.

General

This month's Board Meeting serves as our Annual Board of Commissioner's Meeting, and we will be nominating Commissioners to serve as Chairman and Vice-Chairman of the HACY Board of Commissioners. City Council will need to approve our recommendations.

We continue to improve Yardi Systems, and are working through an action plan to strengthen utilization of the system, streamline operations, improve customer service, and reduce costs.

We are moving forward with our "paperless" efforts, and will be installing a workstation in the lobby to assist residents with electronic filing when needed. Kiosks have been removed and iPads were recently purchased.

We are working with Pilkington Construction Company to revise recently increased costs to construct 16 units of affordable housing on Magnolia Avenue. We hope to Secure City Council approval to build by April.

After a brief delay in construction, due to FHB and COY requirements and processing, we continue to make progress with the development of 6-units of affordable housing on Arizona Avenue. We hope to have eligible families residing in the units by July 1st.

We received written approval from HUD for AHDC to purchase Casa Sierra Vista. Shortly, thereafter we completed the transaction and closed a loan with FHB to secure the property.

We identified several units with traces of mold at the Mesa Heights Pueblos. We will address the issue with COY to determine a course of action to remediate.

We received updated pricing based on revised plans for the construction of our Prosperity Business and Learning Center, and are currently reviewing costs with Yuma Valley Contractors. Based on our Financial Auditor's recommendation, it seems we will need to facilitate an RFP to ensure the revised pricing is "Fair and Right."

We continue to work with the Yuma School District One, the Arizona Business and Education Coalition (ABEC) and the Southwest Technical Education District of Yuma (STEDY) with support from the Pilkington Construction Company and Chris Thompson Architects to build a Tiny Home (Casita) to be placed on-site at 1015 West Second Street (YNDO property).

We continue to work with HUD Financial Analysts and their Funding Shortfall team to determine total funding shortage and projected reimbursement.

We completed the Annual Financial Audit for FYE 2024. We await Auditor's report.

We will begin work on Budget Revisions FYE 2025 and Budget Proposals for FYE 2026.

As a result of an upcoming retirement in a key leadership position, we have reorganized staff and are currently seeking an Accounting Specialist to assist Finance in strengthening operations.

See attached Reports for more detail on Program Activities, Services, and Accomplishments.

Section 8 Program

Section 8 currently has 1,428 units under lease (98% Lease-up). There were 2 briefings completed, 64 vouchers issued, 18 outstanding vouchers, and 3 new (RAD) contracts for the month. Staff completed 56 Annual Re-Exams, 12 Interims, and 6 Unit Transfers. There were 4 Section 8 residents terminated from the HCV Program for various reasons.

HACY Housing / Property Management

There were 4 move-outs from HACY Housing this month. Staff collected 95% of rent billed. The HACY Housing YTD delinquency is \$6,460.

Maintenance

There were 214 total work orders completed and 97 remain open. Maintenance completed turnover of 7 units. A total of 110 HQS/Annual/Move-in Inspections were completed.

Community Services

We currently have 240 active participants in the FSS Program. There were 0 home-ownership closings this month. We have 0 homeowners year-to-date.

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

Resolutions – C. Harmon moved to approve Resolution 1009 Approval of Recommendation for City Council to Appoint Chairman, and L. Laster second the motion.

L. Laster moved to approve Resolution 1010. Approval of Recommendation for City Council to Appoint Vice-Chairman, and C. Harmon second the motion.

Discussions – No Discussions

Call to the Public – No Comments

Announcements – No Announcements

Executive Session – No Executive Session

Adjournment

C. Jerpseth moved to adjourn the regular meeting and C. Harmon seconded the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned at 12:46 pm.

Respectfully submitted,

this 18th Day of February, 2025

Attest:

Glendon Moss, Chairman or, James Allen Vice-Chairman

Michael Morrissey, Executive Director

Executive Director's Report

Board of Commissioner's Meeting

March 18, 2025

On The Cover

February FSS Graduate

Ms. Hernandez completed her FSS Program goals, secured full-time employment, enrolled in a degree program, and purchased a vehicle that will provide the needed transportation to help keep her life on track for continued success.

Mesa Heights "Beautification Award"

The Mesa Heights Apartments was awarded a Certificate of Appreciation from the City of Yuma Clean and Beautiful Commission. They were extremely impressed with our maintenance and landscaping efforts at the property and commented on many years of success and high quality.

General

We continue to improve Yardi Systems, and are working through an action plan to strengthen utilization of the system, streamline operations, improve customer service, and reduce costs. We are moving forward with our "paperless" efforts, and will be installing a workstation in the lobby to assist residents with electronic filing when needed.

We signed a construction contract with the Pilkington Construction Company to develop 16 units of affordable housing on Magnolia Avenue. We hope to secure City Council approval for grant funding at their upcoming meeting on April 2, 2025.

We continue to make progress with the development of 6-units of affordable housing on Arizona Avenue. Due to recent delays, the final construction date was moved to mid-August. As a result, we hope to have eligible families residing in the units by September 1st.

We are working with the COY to develop a plan to remediate mold and asbestos at the Pueblos. We received approval to remove the existing wooden fence and to construct a block wall.

We are working with Chris Thompson to facilitate an RFP for the construction of the Prosperity Business and Learning Center. An advertisement will be posted soon, and all bids will be due by mid-May. We hope to begin construction by end of June.

We continue to work with the Yuma School District One, the Arizona Business and Education Coalition (ABEC) and the Southwest Technical Education District of Yuma (STEDY) with support from the Pilkington Construction Company and Chris Thompson Architects to build a Tiny Home (Casita) to be placed on-site at 1015 West Second Street (YNDO property).

We are working with Foothills Bank to transfer all finance accounts with Washington Federal to the Foothills Bank. We met recently to work through details of their available services, applicable fees, and an agreeable transfer schedule. We will also work with their community investment team to discuss funding opportunities for affordable housing and our business and learning center.

The COY Engineering Department concluded “there is not a speeding concern” at the Mesa Heights Apartments. As a result, they did not authorize use of speed bumps on the roadway.

We continue to work with HUD Financial Analysts and their HAP Funding Shortfall team to determine total funding shortage and projected reimbursement. We are expecting to receive \$55K soon and an additional \$370K in the near future.

We completed the Annual Financial Audit for FYE 2024. We await Auditor’s report.

We have begun work on Budget Revisions FYE 2025 and Budget Proposals for FYE 2026. Additionally, we are working on our HUD Admin, Programs, and Five-Year Annual Plans. We will have these available for review and approval at our April Board Meeting.

We are still seeking an Accounting Specialist to assist Finance in strengthening operations.

We plan to schedule the HACY Property Tour during our Board Meeting on May 20, 2025. We anticipate a one-hour tour of various sites, followed by a lunch meeting at the main office.

See attached Reports for more detail on Program Activities, Services, and Accomplishments.

Section 8 Program

Section 8 currently has 1,432 units under lease (98% Lease-up). There was 1 briefing completed, 1 vouchers issued, 51 outstanding vouchers, and 5 new (RAD) contracts for the month. Staff completed 55 Annual Re-Exams, 24 Interims, and 11 Unit Transfers. There were 6 Section 8 residents terminated from the HCV Program for various reasons.

HACY Housing / Property Management

There was 1 move-out from HACY Housing this month. Staff collected 100% of rent billed. The HACY Housing YTD delinquency is \$3,093.

Maintenance

There were 266 total work orders completed and 67 remain open. Maintenance completed turnover of 3 units. A total of 138 HQS/Annual/Move-in Inspections were completed.

Community Services

We currently have 240 active participants in the FSS Program. There were 0 home-ownership closings this month. We have 0 homeowners year-to-date.

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