



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

Minutes from August 15, 2023

**Present**

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

**Absent**

Jim Allen, Vice-Chairman  
Moses Suniga, Resident Commissioner

**Staff**

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

**Preliminaries**

A Monthly Board Meeting of the Housing Authority City of Yuma was held on August 15, 2023 at 12:101pm at HACY board room.

**Approval of Board Minutes**

C. Jerpseth moved to approve the minutes of May 16, 2023 and L. Laster seconded the motion. The minutes were unanimously approved.

**Executive Director's Report**

**On The Cover**

Community Service Team at the 2023 AZNAHRO Conference

The Community Services team attended the AZ NAHRO conference in Chandler, AZ. The two-day conference was filled with seminars and professional development workshops to train and reenergize our community service team. The conference offered a variety of sessions that covered the many facets of our housing industry. The conference also hosted a social event that gave the team the opportunity to network and build relationships with other housing authority staff to exchange ideas and provide support.

## Summer Fun with All SHINE Water Day

The team provided support to our SHINE afterschool program over the summer in two all-site field trips! For the first event, we had the pleasure of taking the children to the Valley Aquatic Center. For many of the children, it was their first time at this aquatic center. The children had a blast going down the water slides and especially showing off their skills on the diving board! After their swim, the children ate pizza and snacks to end the day. Our second field trip consisted of lunch and gaming at Chuck E. Cheese and finished with a little exercise at the Get Air trampoline park. It was a wonderful and rewarding day.

## **General**

We continue to improve Yardi Systems, and are working through an action plan with Yardi representatives to strengthen utilization of the system, streamline operations, improve customer service, and reduce costs. Key staff will attend an upcoming training seminar to learn more about system operations and its potential.

We are working with PCC on a construction timeline for 3 units of affordable housing on Maple Avenue for SMI. We are working through a recently discovered issue with parking, which may result in design changes needed for COY approval.

The City of Yuma recently confirmed that our previous award of HOME-ARP funding for Magnolia Gardens increased to the full amount of \$2.3M. Additionally, they will provide approximately \$565K in HOME and CHDO funding to supplement the construction costs of sixteen units of affordable housing for victims of domestic violence. We negotiated rates and terms for a construction loan with Foothills Bank. We are also working with the COY to increase current density to allow for more units and future development on location.

We received a Development Agreement from the COY to transfer ownership of city-owned property on 18<sup>th</sup> Street and Arizona Avenue for the construction of affordable rental housing on location. The Mesa Heights Village will consist of 3 duplexes and provide housing opportunities for families experiencing or at-risk of homelessness and/or domestic violence. We negotiated rates and terms for a construction loan with Foothills Bank.

Request for Proposal responses for planned improvements at Mesa Heights Pueblos, city-owned property on Arizona Avenue, reflected much higher costs than anticipated. So, the project was placed on hold. Recent discussion with the COY confirmed a focused and revised commitment to parking lots upgrades and roof replacement.

Thompson Architects is still working on construction specifications and the RFP to solicit interested contractors for the development of the HACY Home, which will serve as the Prosperity Business and Learning Center (PBLC). We are working with the COY to address recent structural design issues and parking requirements.

We are continuing our efforts to purchase the Casa Sierra Vista Apartments. A recent appraisal of the property listed its value \$1.7M with the HAP contract in place and \$2.125M at market.

We made a recent offer of \$1.5M, despite appraised-value asking price, and agreed to increase if the property could support more debt. We are working out terms and conditions with Foothills Bank and are asking them to reduce DCR and LTV ratios, which may allow for more borrowing capacity. Additionally, we formally asked HUD for a higher annual rent increase than typically given. We anticipate higher rents will allow for additional leverage in securing a loan. Finally, we agreed to facilitate the transition of the CSV property following HUD-approved guidelines and will fund the Board-related and real estate transaction costs.

We celebrated the graduation of five SHINE Mentor Leaders from the Program. They successfully completed four years of education (now a two-year program) and earned a Certificate in Organizational Leadership from Arizona Western College.

Our SHINE Mentor Leader program begins end of August. Our partnership with STEDY will support the cost of enrollment for eligible students. We will offer year-two of our certificate program in Organizational Leadership. Students will engage in Leadership, Customer Service, and Business-related curriculum. Additionally, we intend to train in and learn more about the Future Business Leaders of America and potentially incorporate the FBLA into our program. Finally, Mentor Leaders will earn a certificate in Customer Service from Rise-up as part of their required curriculum. We are meeting with the Chamber of Commerce to strengthen recognition of our certificate program in the business community.

We purged our Rental Assistance Demonstrations program waiting list. A total of 3500 letters were sent out to applicants requesting them to confirm status and update their application.

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

### **Section 8 Program**

Section 8 currently has 1,471 units under lease (101% Lease-up). There were 2 briefings completed, 68 vouchers issued, 48 outstanding vouchers, and 1 new (RAD) contract for the month. Staff completed 107 Annual Re-Exams, 56 Interims, and 3 Unit Transfers. There were 19 Section 8 residents terminated from the Section 8 Program for various reasons. There were 100 unit inspections.

### **HACY Housing / Property Management**

There was 1 move-out from HACY Housing this month. The average length of time to turnover a unit year-to-date is 30 days.

Staff collected 94% of rent billed this month. The HACY Housing YTD delinquency is \$1,783.

### **Maintenance**

There were 175 total work orders issued and 157 completed this month. There were 38 emergency work orders of which 20 were completed after hours. Maintenance completed turnover of 8 units.

## **Community Services**

We currently have 244 active participants in the FSS Program. There were 0 home-ownership closing this month. We have 1 homeowner year-to-date.

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

---

**Resolutions** – No Resolutions

---

**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 D. Haws seconded the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned at 12:44 pm.

---

Respectfully submitted,

**Dated this 15<sup>th</sup> Day of August, 2023**

**Attest:**

---

**Glendon Moss, Chairman or, James Allen Vice-Chairman**

---

**Michael Morrissey, Executive Director**