



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

Minutes from September 20<sup>th</sup>, 2016

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**Present**

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

**Absent**

Teresa Yreta, Resident/Commissioner

**Staff**

Howard Tang, Deputy Director – Finance and Operations  
Maria Moreno, Administrative Manager

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**Preliminaries**

A Monthly Board Meeting of the Housing Authority City of Yuma was held on September 20<sup>th</sup>, 2016, at 12:05 pm in the HACY Board Room.

**Approval of Board Minutes**

G. Moss moved to approve the minutes of August 16, 2016 and D. Haws seconded the motion. The minutes were unanimously approved.

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**Executive Director's Report**

**On The Cover**

**VASH Liaison Represents Education and Service**

Our HACY staff member responsible for HUD VASH Voucher recruitment, lease-up, and services is shown representing education and veteran services at AWC, and service with the U.S. Marine Corps.

**Kids at Hope**

The SHINE Program youth at 2030 Vince Nelson Apartments visited the Kids at Hope Center located at the Yuma County Juvenile Justice Center. The message delivered was that all kids are capable of success...No Exceptions!

## **General**

We continue to work with HUD-RAD representatives to complete the conversion of our entire Public Housing portfolio to the RAD Program. We finalized the Physical Conditions Assessment, completed the Environmental, and sold Eldorado Phase II. The last remaining item to get to closing is the dissolution of the Repayment Agreement.

We sold Eldorado Phase II to a local developer interested in completing the project essentially as designed, but will maintain the units for rental housing vs. market sale. We received our asking price of \$850K. After real estate and architectural fees, we were able to allocate approximately \$720K to help reduce the total amount reflected in the Repayment Agreement. The balance owed to HUD is now approximately \$1.7M.

We are still working with the City to borrow enough funds to cover the debt owed to HUD. After several discussions with City and HUD personnel, it seems we are all in agreement with terms and conditions. We await the Final Draft of the Loan Agreement. We will still need City Council approval.

We are working with the Gorman Company on design features of the Mesa Heights Apartments, and with key staff have helped to redesign the community building to more effectively meet the intended purpose of the service programs planned for this development, as well as, the management and maintenance needs for efficient operation.

We completed the Section Eight Management Assessment Program for analyzing key indicators of the Housing Choice Voucher Program. We scored extremely well and are a High Performing Agency.

We are working with ERA to identify a potential tenant for the commercial space at 1350 Colorado Street (formerly Amberly's Place). It seems we have some interest from local community organizations.

We are preparing for another season of SHINE at Salida Del Sol, and have begun our second year of The SHINE Mentor Program. We currently have 15 youth participating in the 36-week Program. Please see attached SHINE Mentor information for more details about the Program.

## **Section 8 Program**

Section 8 currently has 1203 units under lease (99% Lease-up). There were 2 briefings completed, 18 vouchers issued, 91 outstanding vouchers, and 26 new contracts for the month. Staff completed 75 Annual Re-exams, 111 Interims, and 13 Unit Transfers. There were 12 Section 8 residents terminated from the Section 8 Program for various reasons. There were 171 unit inspections scheduled.

## **Public Housing / Property Management**

There were 4 move-outs from Public Housing this month. The average length of time to turnover a unit year-to-date is 7 days.

Staff has collected 92.5% of rent billed this month. The total Public Housing YTD delinquency is \$9,783 of which approximately \$5,890 (60%) is attributed to Unreported Income/Retro Rents – with Signed Promissory Notes in place.

**Community Services**

We currently have 288 active participants in the FSS Program. There were 0 home-ownership closings this month – YTD total of (5) homeowners were produced in 2016.

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

**Maintenance**

There were 144 total work orders issued and 118 completed this month. There were 18 emergency work orders of which 13 were completed after hours. Maintenance completed turnover of 8 units.

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

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**Resolutions** – Resolution 934 – Authorization to Submit SEMAP Self-Certification  
G. Moss moved to approve Resolution No. 934 and D. Haws second the motions. The resolution was unanimously approved.

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**Discussions** – Glen recommended Key Staff members come into a Board Meeting and describe what their departments provides to the public and describe what it takes to perform their job functions.

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**Call to the Public** – No Comments

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**Announcements** – No Announcements

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**Executive Session** – No Executive Session

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**Adjournment**

G. Moss moved to adjourn the regular meeting and C. Jerpseth second the motion. The motion to adjourn was unanimously approved. The Board Meeting was adjourned 12:37 at pm.

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Respectfully submitted,

**Dated this 20<sup>th</sup> Day of September, 2016**

**Attest:**

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

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**Michael Morrissey, Executive Director**