

MINUTES OF THE PUBLIC HOUSING AUTHORITY COMMISSION (PHAC) OF THE CITY OF CHANDLER, ARIZONA, held in the Council Chambers, 88 E. Chicago St., on Monday, August 15, 2011, at 7:01 p.m.

CHAIRMAN TIBSHRAENY CALLED THE MEETING TO ORDER.

The following members answered roll call:

Jay Tibshraeny	Chairman
Trinity Donovan	Vice-Chair
Rick Heumann	Commissioner
Kevin Hartke	Commissioner
Matt Orlando	Commissioner
Jeff Weninger	Commissioner
Jack Sellers	Commissioner
Timothy Lewis	Commissioner

Also in attendance:	Rich Dlugas	City Manager
	Pat McDermott	Assistant City Manager
	Mary Wade	City Attorney
	Marla Paddock	City Clerk/Recording Secretary
	Jennifer Morrison	Neighborhood Resources Director
	Kurt Knutson	Housing & Redevelopment Manager

UNSCHEDULED PUBLIC APPEARANCES: None.

CONSENT:

1. MINUTES:

APPROVED as presented, the minutes for the Public Housing Authority Commission meeting held on June 20, 2011.

2. PERFORMANCE AND EVALUATION REPORTS: Res. #H0090

ADOPTED Resolution No. H0090 authorizing the Performance and Evaluation Reports and Certifying that the City of Chandler Housing and Redevelopment Division has made reasonable efforts to notify public housing residents about the reports.

Background:

In 1994, the Housing and Redevelopment Division became eligible for an annual, non-competitive award of Comprehensive/Capital Grant funds. HUD provides these funds to public housing agencies for the continual capital improvement and modernization of the agency's public housing stock.

Annually, the City of Chandler Housing and Redevelopment Division makes draft copies of Capital Fund Program (CPR) Performance and Evaluation (P&E) Reports available to the residents for comment and review. This year, the 2008, 2009, and 2010 P&E Reports were discussed at a resident meeting held on July 26, 2011. In addition, residents were invited to comment on the reports at the Housing and Human Services Commission meeting held on August 10, 2011. Final

P&E reports will be posted at all of the Public Housing Community Centers when they are approved.

3. PUBLIC HOUSING ASSESSMENT SYSTEM INDICATORS:

Res. #H0091

ADOPTED Resolution No. H0091 certifying that the indicators identified in the Public Housing Assessment System (PHAS) Management Operations Certification for the City of Chandler Housing and Redevelopment Division are true and accurate for the fiscal year ending June 30, 2011.

Background:

Beginning in 1992, each Public Housing Authority was required to annually prepare a self-disclosure Public Housing Management Assessment Program (PHMAP) certification to be audited and monitored by HUD. PHMAP was used as an effective management tool that identified and addressed management problems.

In 2002, HUD instituted a new detailed scoring system called Public Housing Assessment System (PHAS) to review and evaluate Public Housing Authorities on an annual basis. PHAS is an oversight tool that effectively measures the performance of a public housing agency based on standards that are objective and uniform.

PHAS determines the overall performers of Public Housing Authorities by combining physical inspections (by outside inspectors), customer satisfaction results (by outside consultants), financial condition, and management operations (as determined by outside auditors). Data for PHAS is electronically collected and this data produces a composite PHAS score that represents a Public Housing Authority's management performance. HUD bases the rating of the six indicators from the PHAS certification submitted by the housing authority.

4. SECTION 8 INDICATORS:

Res. #H0092

ADOPTED Resolution No. H0092 certifying that the indicators identified in the Section 8 Management Assessment Program certification for the City of Chandler Housing and Redevelopment Division are true and accurate for the fiscal year ending June 30, 2011.

Background:

On September 10, 1998, the United States Department of Housing and Urban Development (HUD) published the final rule on the Section 8 Management Assessment Program (SEMAP). The final rule established an assessment system on the operation of Section 8 tenant-based programs to assist eligible families to afford decent, safer for rental units at the correct subsidy cost. SEMAP provides policies and procedures, which enables HUD to measure the performance of public housing agency management, and allows HUD field offices to practice accountability monitoring and risk management. HUD requires Public Housing Authorities to submit a SEMAP certification at the end of each fiscal year.

The SEMAP certification contains 14 key indicators of performance which include:

- Proper selection of applicants from the Section 8 waiting list;
- Sound determination of reasonable rent for each unit leased;
- Setting payment standards within the required range of the HUD fair market rent;

- Accurate verification of family income;
- Timely annual reexaminations of family income;
- Correct calculation of the tenant share of the rent and the subsidy portion;
- Maintenance of a current schedule of allowances for tenant utility costs;
- Units pass inspection before entering assistance contacts;
- Timely annual housing quality inspections;
- Performance of quality control inspections to ensure housing quality;
- Ensuring that landlords and tenants promptly correct housing quality deficiencies;
- Ensuring that all available rental vouchers are used;
- Expanding housing choice outside areas of poverty or minority concentration;
- Enrolling families in the family self-sufficiency (FSS) program as required and helping FSS families achieve increases in employment income.

HUD bases the rating of the first seven SEMAP indicators from the SEMAP certification submitted by the housing authority. HUD will also review the latest independent auditor's annual report for the Housing and Redevelopment Division. For the remaining indicators, the score is verified by data taken from the Multifamily Tenant Characteristic System (MTCS). MTCS is a national computer database that collects, maintains, and reports information on families who participate in the Section 8 Certificate, Voucher, Moderate Rehabilitation and Public Housing programs.

MOVED BY COMMISSIONER SELLERS, SECONDED BY VICE-CHAIR DONOVAN, TO APPROVE THE CONSENT AGENDA AS PRESENTED.

MOTION CARRIED UNANIMOUSLY (8-0) VIA A ROLL CALL VOTE.

The meeting was adjourned at approximately 7:03 p.m.

ATTEST:

Marla Paddock, Recording Secretary

Jay Tibshraeny, Chairman