



HHSC Memorandum Neighborhood Resources Department- Memo No. HD22-03

Date: March 2, 2022

To: Housing and Human Services Commission

Thru: Leah Powell, Neighborhood Resources Director
Amy Jacobson, Housing and Redevelopment Manager

From: Deborah Cooke, Housing Administration Supervisor

Subject: Resolution NO. HO165 Approving The Submission Of The City Of Chandler Housing And Redevelopment 2022 Annual Plan and Capital Fund for The Fiscal Year Beginning July 1, 2022 and Certifying Compliance With The Related Regulations.

Recommendation: Staff proposes to the Housing and Human Services Commission (HHSC) members the recommendation to the Public Housing Authority Commission (PHAC) the approval of Resolution No. HO165 approving the submission of the City of Chandler Housing and Redevelopment Annual Plan and Capital Fund for the fiscal year beginning July 1, 2022 and certifying to compliance with the related regulations.

Background: The City of Chandler Housing and Redevelopment Division (the Public Housing Agency/PHA) administers 303 units of Low Rent Public Housing and 486 Housing Choice Vouchers (also known as Section 8).

The Public Housing Agency (PHA) is required to submit the PHA Annual Plan to the U.S. Department of Housing and Urban Development (HUD) by April 15, 2022 for its housing programs. The Annual Plan is a comprehensive guide to PHA policies, programs, operations, and strategies for meeting local housing needs and goals. Each year, staff reviews policies and revises supporting documents, as needed.

Discussion: This year we will be submitting the 2022 Annual Plan and Capital Fund. The process allows for community input from program participants, residents, and the public in general. The City is currently in a public comment period from Jan. 23, 2022 to March 9, 2022 for the City of Chandler Housing and Redevelopment Division's 2022 Annual Housing Plan. We had two Resident Advisory Board (RAB) meetings, in English and in Spanish, on Dec. 16, 2021 and Feb. 24, 2022.

The draft 2022 Annual Plan and Capital Fund can be found on our website at chandleraz.gov/affordablehousing. A summary of updates are outlined below:

Housing Choice Voucher Administrative Plan and Public Housing Admissions and Continued Occupancy Policy (ACOP)

Utility Allowance

The utility allowance is the amount that a housing authority determines necessary to cover the resident's reasonable utility costs. The utility allowance schedules are reviewed annually for both housing programs and are recommended for adjustment when a cumulative change of 10% or more occurs. Prior to beginning this update, a consultant was hired to do a comparison of the existing utility rates and charges and Housing's current utility rate schedules in the Housing Choice Voucher and Public Housing Programs. A revised utility allowance for 2022 will be established for both programs effective July 1, 2022.

Housing Choice Voucher Administrative Plan

Housing Quality Standards (HQS) Inspections

The minimum heating temperature in each unit must be at least 68 degrees Fahrenheit where the landlord has the ability to control the temperature, and the unit must have the capability of heating to 68 degrees Fahrenheit where the resident has control of the temperature. The current policy states there must be a heating system present and the interior heating system must be a temperature between 55 and 85 degrees Fahrenheit between October 1 and May 1.

The current policy states there must be a cooling system present and it constitutes an emergency if the temperature outside is 110 degrees Fahrenheit. This policy defines that the inside temperature must be at the minimum cooling temperature in each unit at least 82 degrees Fahrenheit, where the landlord has the ability to control the temperature, and the unit must have the capability of cooling to 82 degrees Fahrenheit where the tenant has control of the temperature.

Public Housing Admissions and Continued Occupancy Policy (ACOP)

Assistance Animals

Families may submit a request for a reasonable accommodation to have an assisted, support, or "therapy" animal approved by COCHRD. Each year, requests for an assisted animal are reviewed and appropriate documentation submitted for approval. The new policy would mean the reasonable accommodation process would occur every three years instead

of every year. HUD does not require annual verification and this policy change is in-line with HUD streamlining rule.

Maintenance Policy

This policy change would specify the inside temperature requirement. The minimum cooling temperature in each unit must be at least 82 degrees Fahrenheit where COCHRD has the ability to control the temperature. Where the resident has control of the temperature, the cooling system must have the capability of cooling to at least 82 degrees Fahrenheit.

Public Housing House Rules

Gas meters or pipes are not to be used to hang, mops, brooms, rags, towels, etc.

Holiday decorations are to be removed within 10 calendar days, instead of the current policy of three weeks.

The kitchen floor must be free of spills from food and liquids The floor must be clean, including the bottom edge under the cabinets and appliances.

Financial Implications: HUD funds the costs associated with the Public Housing and Housing Choice Voucher Programs.

Proposed Motion: Move to recommend Resolution No. HO165 of the Public Housing Authority Commission authorizing the submission of the City of Chandler Housing and Redevelopment Annual Plan and Capital Fund for the fiscal year beginning July 1, 2022 and certifying to compliance with the related regulations.

Attachments: Resolution No. HO165

Attachment A-HUD-50075-HP Streamlined Annual PHA Plan

Attachment B-Administrative Plan

Attachment C-Admissions and Continued Occupancy (ACOP)

Attachment D-Assistance Animals Policy

Attachment E-Public Housing House Rules Policy

Attachment F-Progress Report

Attachment G-Utility Allowance Schedules