

**MINUTES**  
**HOUSING AND HUMAN SERVICES COMMISSION**  
**Neighborhood Resources Department**  
**235 South Arizona Avenue, Chandler, AZ 85225**  
**Wednesday, March 1, 2023, 6:00 p.m.**

**CALL TO ORDER / ROLL CALL**

Commission Chair Tony Alcala called the meeting to order at 6:04 p.m.

Commissioners present: Tony Alcala, Heather Mattisson, Cecilia Hermosillo, Cynthia Hardy, Jeff Reynolds, Julie Martin, Lisa Loring, and Ryan Magel.

Commissioners absent: Karen Tepper (excused), David Gonzalez (excused), Greg Rodriguez (unexcused).

Staff present: Riann Balch, Community Resources Senior Manager, Amy Jacobson, Housing & Redevelopment Senior Manager, Deborah Cooke, Housing Assistance Senior Program Manager, Karin Bishop, Community Development Senior Program Manager, Dylan Raymond, Temp Management Analyst Senior and Monica Thompson, Community Development Associate.

Public present: None.

**SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

(Members of the audience may address any item not on the agenda. State Statute prohibits the Board or Commission from discussing an item that is not on the agenda, but the Board or Commission does listen to your concerns and has staff follow up on any questions you raise).

None.

**CONSENT AGENDA**

Items listed on the Consent Agenda may be enacted by one motion and one vote. If a discussion is required by members of the Board or Commission, the item will be removed from the Consent Agenda for discussion and determination will be made if the item will be considered separately.

1. Minutes of the February 8, 2023, HHSC Meeting Minutes.

**Motion:** Commissioner Ryan Magel made a motion to approve the Consent Agenda. Commissioner Cecilia Hermosillo seconded the motion.

**Discussion:** None.

**Results:** The motion was approved 8-0.

**ACTION AGENDA**

2. Approval of the Submission of the City of Chandler Housing and Redevelopment 2023 Annual Plan and Capital Fund for the Fiscal Year Beginning July 1, 2023, and Certifying Compliance with the Regulated Regulations.

Chair Tony Alcala introduced Housing Assistance Senior Program Manager, Deborah Cooke, to share information regarding the City of Chandler Housing and Redevelopment 2023 Annual Plan, which includes updates to Public Housing Authority policies.

Ms. Cooke shared that the City of Chandler Housing and Redevelopment Division, which serves as Chandler's Public Housing Agency (PHA), currently administers 303 units consisting of Low Rent Public Housing and 495 Housing Choice Vouchers (formerly known as Section 8). The PHA is required to submit the Annual Plan to HUD by April 14, 2023, and requested the Housing and Human Services Commission (HHSC) members recommend approval of Resolution No. HO173 to the Public Housing Authority Commission (PHAC).

The Annual Plan is currently in a public comment period from February 2, 2023, to March 19, 2023. In addition to the public comment period, Public Housing and Section 8 residents had an opportunity to provide public comment at the February 16, 2023, Resident Advisory Board (RAB) meeting.

Ms. Cooke provided information on the changes to the Housing Choice Voucher Administrative Plan and Public Housing Admissions and Continued Occupancy Policy (ACOP). Ms. Cooke reminded Commissioners that policy updates were discussed at the last meeting and asked if Commissioners had any remaining questions. The changes include weighting convictions higher than arrests in eligibility determination; lengthening the formal review process from 10 to 60 days from the date of denial; renaming and revising the Emergency Housing Voucher (EHV) chapter to Specialty Programs and adding the new Veterans Affairs Supportive Housing (VASH) vouchers; and adding a new chapter for Project Based Vouchers.

Commissioner Magel asked how many residents attended the RAB meeting. Ms. Cooke responded that 26 residents attended. Commissioner Magel asked what the general sentiment was regarding the proposed changes. Ms. Cooke indicated the response was positive and there were no questions. Commissioner Martin asked how many of the 303 units are Section 8 Vouchers. Housing & Redevelopment Senior Manager Amy Jacobson clarified that the City owns 303 public housing units and has the authority to administer 495 Housing Choice (Section 8) vouchers. Commissioner Julie Martin asked how many Section 8 units the City can administer with recently increased payment standards. Ms. Cooke responded that the total number of units leased might be less than 495, but number of units leased will increase as the PHA becomes more closely aligned with the market.

The draft 2023 Annual Plan and Capital Fund and all proposed policies are available on the City's website at [Housing & Redevelopment Public Notices | City of Chandler \(chandleraz.gov\)](#).

**Motion:** Commissioner Jeff Reynolds made a motion to approve the submission of the City of Chandler Housing and Redevelopment 2023 Annual Plan and Capital Fund for the fiscal year beginning July 1, 2023, and certifying compliance with the regulated regulations. Commissioner Martin seconded the motion.

**Discussion:** None.

**Results:** Motion passed 8-0.

### 3. Approval of the HHSC Special Meeting Dates.

Chair Alcala facilitated a discussion to approve a Special Meeting date.

**Motion:** Commissioner Mattisson made a motion to approve April 19, 2023, at 6:00 p.m. as the HHSC Special Meeting Date. Commissioner Hermosillo seconded the motion.

**Discussion:** None.

**Results:** Motion passed 8-0.

#### **BRIEFING**

##### **4. 2023 Annual Action Plan.**

Chair Alcala pulled Briefing Item 4 and Action Item 3 out of order.

Community Development Senior Program Manager Karin Bishop provided an update on the 2023 Annual Action Plan, which details the use of the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME) funds for the fiscal year. She reminded the Commission of the Public Hearing that occurred at last month's meeting and shared that the draft Plan will be made available for review during the 30-day public comment period beginning on March 17, 2023, and ending on April 17, 2023. A second public hearing will be on April 12, 2023, at the Housing and Human Services Commission meeting in the City Council Chambers. After the 30-day comment period, the draft Plan will be presented to the Commission for recommendation for approval to Council at a Special Meeting in April, before going to City Council for approval.

Ms. Bishop shared that the 2023 Annual Action Plan Survey, designed to solicit public input about planned activities, closed on February 28, 2023. The City received 482 responses, ten of which were in Spanish. In addition, HUD released formula allocations on February 27, 2023. Chandler received Fiscal Year 2023 CDBG funding of \$1,343,477, a decrease of \$59,214 from the previous year's award. Chandler's Fiscal Year 2023 HOME allocation is \$442,726, a reduction of \$10,282 from the previous year's award. Commissioner Magel asked if the Commission would receive a summary of the responses from the Annual Action Plan Survey. Ms. Bishop replied that a summary would be provided to the Commission and the public. She also stated that public comments received would be included in the finalized Plan submitted to HUD.

#### **MEMBERS COMMENTS / ANNOUNCEMENTS**

Commissioner Reynolds announced For Our City's Bowling Fundraiser on Sunday, April 23, 2023, from 1:00 p.m. to 3:00 p.m. He informed the Commission that For Our City still needed sponsors for the event.

Commissioner Cynthia Hardy shared with the Commission that the Chandler Center for the Arts will be featuring Trey McLaughlin & the Sounds of Zamar on Sunday, March 12, 2023. Youth tickets are \$15.00, and parking is free. She also shared that she will complete her Certificate in Social Media Marketing on May 12<sup>th</sup> and was invited to join the National Honor Society. Commissioner Hardy said it is never too late to go back to school and encourages others to pursue higher education.

Chair Alcala shared that Galveston Elementary School was the only one of 32 schools selected for a total rebuild. The Chandler Unified School District contracted with Orcutt Winslow Architecture Firm for the project. Construction is expected to begin this year and be completed in time for the 2024-25 school year.

Commissioner Martin announced that the Tempe Chamber of Commerce is hosting a Ribbon Cutting ceremony to celebrate her business, J. Martin Insurance Agency LLC's 1st anniversary. The ceremony will be on Friday, March 3, 2023, at 11:00 a.m.

Commissioner Reynold shared that there will be a special screening of Woman in the Maze, a movie filmed in Arizona, that he acted in and co-produced. The Special Screening will be held on Thursday, March 9, 2023, at LOOK Dine-in Cinemas Chandler from 5:30 p.m. to 9:30 p.m.

### **CALENDAR**

5. HHSC Basic Needs Subcommittee Meeting Wednesday, March 8, 2023, at 6:00 p.m.
6. HHSC Youth Subcommittee Meeting Thursday, March 9, 2023, at 6:00 p.m.
7. Basic Needs, Special Populations, and Youth Subcommittee Individual Scores Due by March 30, 2023.
8. HHSC Special Populations Subcommittee Meeting Tuesday, April 4, 2023, at 5:00 p.m.
9. HHSC Basic Needs Subcommittee Meeting Wednesday, April 5, 2023, at 6:00 p.m.
10. HHSC Youth Subcommittee Meeting Thursday, April 6, 2023, at 6:00 p.m.
11. HHSC Meeting Wednesday, April 12, 2023, at 6:00 p.m.

### **INFORMATION ITEMS**

Community Resources Senior Manager Riann Balch shared with the Commission an activity of the Public Housing Youth Program called "Side Hustle School," where teens in the program learn skills they can turn into income-earning opportunities. Ms. Balch shared the Jewelry the teens are creating and an opportunity to support the program.

### **ADJOURN**

The meeting adjourned at 6:49 p.m.

Dated: \_\_\_\_\_

9/13/23

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Recording Secretary Monica Thompson

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Chair Tony Alcala