



# Public Housing Authority Commission Regular Meeting

February 6, 2023, 6:00 p.m.

Chandler City Council Chambers  
88 E. Chicago St., Chandler, AZ

## Commission Members

Chair Kevin Hartke  
Vice Chair Matt Orlando  
Commissioner Angel Encinas  
Commissioner Christine Ellis  
Commissioner Mark Stewart  
Commissioner OD Harris  
Commissioner Jane Poston  
Commissioner Lisa Loring



Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. 38-431.02, notice is hereby given to the members of the general public that the PUBLIC HOUSING AUTHORITY COMMISSION will hold a Regular Meeting open to the public on Monday, February 6, 2023, at 6:00 p.m., in the Chandler City Council Chambers, 88 E. Chicago Street, Chandler, Arizona. One or more members of the Commission may attend this meeting by telephone.

Persons with a disability may request a reasonable accommodation such as a sign language interpreter by contacting the City Clerk's office at (480) 782-2181. Requests should be made as early as possible to allow time to arrange accommodation.

Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.

## Agenda

Call to Order/Roll Call

Unscheduled Public Appearances

Consent Agenda

1. **Approval of Minutes**

Move to approve the Public Housing Authority Commission minutes of the Regular Meeting of November 7, 2022.

2. **Resolution No. HO174 for the HUD Veterans Affairs Supportive Housing (HUD-VASH) Program**

Move the Public Housing Authority Commission pass and adopt Resolution No. HO174 approving and authorizing an amendment to the Consolidated Annual Contributions Contract between the U.S. Department of Housing and Urban Development and the Chandler Public Housing Authority for HUD-Veterans Affairs Supportive Housing (HUD-VASH); Authorizing the Housing and Redevelopment Division, as the City of Chandler's Public Housing Authority (Chandler PHA), to utilize funding associated with ten (10) VASH vouchers; and Authorizing the City Manager or Designee to sign agreements and all related documents on behalf of the City of Chandler.

Adjourn



**Public Housing Authority Commission Memorandum    City Clerk's Office**  
**Memo No. N/A**

**Date:** February 6, 2023  
**To:** Public Housing Authority Commission  
**From:** City Clerk's Office  
**Subject:** Approval of Minutes

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**Proposed Motion:**

Move to approve the Public Housing Authority Commission minutes of the Regular Meeting of November 7, 2022.

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**Attachments**

Minutes of the November 7, 2022 PHAC Meeting

# Meeting Minutes

## Public Housing Authority Commission

### Regular Meeting

November 7, 2022, | 6:00 p.m.  
Chandler City Council Chambers  
88 E. Chicago St., Chandler, AZ



### Call to Order

The meeting was called to order by Chairman Kevin Hartke at 6:01 p.m.

### Roll Call

#### Commissioner Attendance

Chair Kevin Hartke  
Vice Chair Terry Roe  
Commissioner OD Harris  
Commissioner Mark Stewart  
Commissioner Rene Lopez  
Commissioner Christine Ellis  
Commissioner Matt Orlando  
Commissioner Lisa Loring

#### Appointee Attendance

Joshua Wright, City Manager  
Kelly Schwab, City Attorney  
Dana DeLong, City Clerk

### Scheduled/Unscheduled Public Appearances

None.

### Consent Agenda and Discussion

1. July 2022 Public Housing Authority Commission Minutes  
Move to approve the Public Housing Authority Commission meeting minutes of the Regular Meeting of July 11, 2022.
2. Resolution No. HO171, Increasing the Payment Standards for the Housing Choice Voucher Program (Section 8 Program)  
Move the Public Housing Authority Commission pass and adopt Resolution No. HO171 revising and increasing the Payment Standards for the Housing Choice Voucher Program (Section 8 Program).

3. Agreement No. HO2-988-4387, Amendment No. 1, with Brightview Landscape Services, Inc., for Public Housing Landscape Maintenance  
Move Public Housing Authority Commission (PHAC) approve Agreement No. HO2-988-4387, Amendment No. 1, with Brightview Landscape Services, Inc., for public housing landscape maintenance, in an amount not to exceed \$100,000, for a one-year term, November 15, 2022, through November 14, 2023.

## **Consent Agenda Motion and Vote**

Commissioner Orlando moved to approve the Consent Agenda of the November 7, 2022, Regular Public Housing Authority Commission Meeting; Seconded by Commissioner Loring.

Motion carried unanimously (8-0).

## **Adjourn**

The meeting was adjourned at 6:04 p.m.

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor



**Public Housing Authority Commission Memorandum      Neighborhood  
Resources      Memo No. HD23-02**

**Date:** February 6, 2023  
**To:** Public Housing Authority Commission  
**Thru:** Joshua H. Wright, City Manager  
Tadd Wille, Assistant City Manager  
Leah Powell, Neighborhood Resources Director  
**From:** Amy Jacobson, Housing and Redevelopment Manager  
**Subject:** Resolution No. HO174 for the HUD Veterans Affairs Supportive Housing (HUD-VASH) Program

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**Proposed Motion:**

Move the Public Housing Authority Commission pass and adopt Resolution No. HO174 approving and authorizing an amendment to the Consolidated Annual Contributions Contract between the U.S. Department of Housing and Urban Development and the Chandler Public Housing Authority for HUD-Veterans Affairs Supportive Housing (HUD-VASH); Authorizing the Housing and Redevelopment Division, as the City of Chandler's Public Housing Authority (Chandler PHA), to utilize funding associated with ten (10) VASH vouchers; and Authorizing the City Manager or Designee to sign agreements and all related documents on behalf of the City of Chandler.

**Background:**

On August 16, 2022, the U.S. Department of Housing and Urban Development (HUD) announced the availability of approximately \$79 million in HUD Veterans Affairs Supportive Housing (HUD-VASH) vouchers under PIH Notice 2022-26 (HA). These vouchers are administered in partnership with the U.S. Department of Veterans Affairs (VA) and enable homeless veterans and their families to access affordable housing with an array of supportive services. HUD-VASH is authorized under section 8(o)(19) of the United States Housing Act of 1937, as modified by the requirements in the Consolidated Appropriations Act, 2022 (Public Law 117-103, approved March 15, 2022) (the Act). The HUD-VASH program combines HUD Housing Choice Voucher (HCV) rental assistance for homeless veterans

with case management and clinical services provided by Veterans Affairs (VA) at its medical centers (VAMC) and community-based outpatient clinics (CBOCs) or by VA contractors or VA designated entities.

### **Discussion:**

The City of Chandler Public Housing Authority (Chandler PHA) applied for VASH allocation on September 16, 2022, and received a letter of support from Phoenix VA. On December 22, 2022, HUD notified the Chandler PHA of an award of ten (10) VASH vouchers to be administered in partnership with the VA Medical Center/V22 Phoenix to serve veterans in the City of Chandler. The Agency Plan developed incorporates the Housing Choice Voucher Program policies and lease forms utilized to implement ten (10) VASH vouchers as part of the Chandler PHA Program. VASH vouchers are administered in partnership with the VA Medical Center to serve veterans in the City of Chandler. Veterans are referred to the Chandler PHA by the VA Medical Center/V22 Phoenix through its medical centers and community-based outpatient clinics or by VA contractors or VA designated entities. The VA is responsible to screen homeless veterans to determine whether they meet VASH program participation criteria and refers eligible homeless veterans to the Chandler PHA. VASH vouchers will help provide veterans with immediate access to permanent housing. HUD-VASH program is administered in accordance with regular HCV program requirements. The City currently administers 495 housing choice vouchers (Section 8 vouchers) and administers no VASH vouchers at this time.

### **Financial Implications:**

HUD funds the costs associated with the HUD-Veterans Affairs Supportive Housing (HUD-VASH). HUD budget authority for VASH program is \$140,650.41 annually. These HUD-VASH vouchers will be included in the City's ongoing voucher count going forward.

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### **Attachments**

VASH Award Letter  
Resolution No. HO174





U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

December 22, 2022

Amy Jacobson  
Executive Director  
CITY OF CHANDLER HOUSING AND REDEVELOPMENT  
P. O. BOX 4008  
CHANDLER, AZ 85244-4000

Dear Executive Director:

I am pleased to notify you that your public housing agency (PHA) has been awarded funds from HUD-Veterans Affairs Supportive Housing (HUD-VASH) awards under Notice PIH 2022-26 (Registration of Interest for HUD-VASH Vouchers). These vouchers should be administered in partnership with the VA Medical Center listed below to serve veterans in your jurisdiction. With your direct effort, these vouchers will help provide veterans with immediate access to permanent housing. This letter provides the details of the funding awarded and information concerning the disbursement of these funds.

**The enclosed table (see last page) shows the number of units and the budget authority awarded. If your agency wishes to decline this award, please reply to [VASH\\_ROI@hud.gov](mailto:VASH_ROI@hud.gov) by noon (EST) December 30, 2022, or they will be deemed accepted. The default effective date of your award will be February 1, 2022, unless you contact [VASH\\_ROI@hud.gov](mailto:VASH_ROI@hud.gov) by January 18, 2023, to request an alternative effective date.** Your effective date may be the first of any month beginning February 2023 through June 2023.

Please remember, as with the regular voucher program, the awarded budget authority and number of units both serve as a cap. Your agency may only lease until you have reached the lower of your budget authority or number of units allocated. If you have money left but you have leased all the awarded units, this extra funding will go into your agency's HUD-VASH Housing Assistance Payment (HAP) reserves. If you are on track to spend all of the awarded funding but still have units left, you must manage your funds in a responsible manner that will not result in a shortfall.

The Financial Management Center (FMC) will provide your agency with an amended Annual Contributions Contract that reflects the obligation of funds and monthly disbursements amount to be scheduled. Initially, the first three months of disbursements will be automatically scheduled. Each disbursement will equal 1/12th of your award amount. Thereafter, monthly disbursements will be scheduled based on monthly HUD-VASH expenses reported in the Voucher Management System (VMS). If you have not leased any vouchers by month three, you will not receive additional disbursements until VMS data shows you are incurring HAP expenses. If at any time such disbursements are not sufficient to cover your monthly expenses, your agency should contact your Financial Analyst at the FMC.

Your PHA is required to follow relevant statutes, regulations, and HUD guidance when administering the HUD-VASH Program, including the regulations at 24 CFR part 982, and the requirements in PIH Notice 2022-26 and the guidance set forth in *Section 8 Housing Choice Vouchers: Revised Implementation of the HUD Veterans Affairs Supportive Housing Program* published in the Federal Register on September 27, 2021.

To ensure that HUD-VASH families are recorded properly, you must record "VASH" on line 2n of the form HUD-50058 (Family Report). Remember to accurately record families who are homeless at admission on line 4c of the HUD-50058. HUD-VASH vouchers and corresponding HAP expenses must also be accurately reported in VMS.

Additional information regarding the HUD-VASH Program can be found at:  
[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/hcv/vash](https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/vash).

PHA Code	Budget Authority	Number of Vouchers	Name of Partnering VAMC
AZ028	\$140,650.41	10	V22/Phoenix

Please contact your local HUD field office or email [VASH@hud.gov](mailto:VASH@hud.gov) if you have any questions or need any other information.

Sincerely

**Steven R. Durham**

Digitally signed by Steven R. Durham  
DN: CN = Steven R. Durham C = US.  
O = Office of Housing Voucher Programs,  
OU = Director.  
Reason: I am approving this document

for  
Danielle L. Bastarache  
Deputy Assistant Secretary for  
Public Housing and Voucher Programs

## **RESOLUTION NO. HO174**

A RESOLUTION OF THE PUBLIC HOUSING AUTHORITY COMMISSION OF THE CITY OF CHANDLER, ARIZONA, APPROVING AND AUTHORIZING AN AMENDMENT TO CONSOLIDATED ANNUAL CONTRIBUTIONS CONTRACT BETWEEN THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND THE CHANDLER PUBLIC HOUSING AUTHORITY FOR HUD-VETERANS AFFAIRS SUPPORTIVE HOUSING; AND AUTHORIZING THE HOUSING AND REDEVELOPMENT DIVISION AS THE CITY OF CHANDLER PUBLIC HOUSING AUTHORITY TO UTILIZE FUNDING ASSOCIATED WITH TEN VASH VOUCHERS; AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO SIGN AGREEMENTS AND ALL RELATED DOCUMENTS ON BEHALF OF THE CITY OF CHANDLER AND/OR THE CITY OF CHANDLER PUBLIC HOUSING AUTHORITY.

WHEREAS, on August 16, 2022, U.S. Department of Housing and Urban Development (HUD) announced the availability of approximately \$79 million in HUD Veterans Affairs Supportive Housing (HUD-VASH) vouchers under PIH Notice 2022-26 (HA). These vouchers are administered in partnership with the U.S. Department of Veterans Affairs (VA) and enable homeless veterans and their families to access affordable housing with an array of supportive services; and

WHEREAS, HUD-VASH vouchers are authorized under section 8(o)(19) of the United States Housing Act of 1937, as modified by the requirements in the Consolidated Appropriations Act, 2022 (Public Law 117-103, approved March 15, 2022) (the Act). The Act provides \$50 million in funding for the vouchers being made available under PIH Notice 2022-26 (HA). The additional \$29 million in funding is available from prior year appropriations; and

WHEREAS, The HUD-VASH program combines HUD Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the VA at its medical centers (VAMC) and community-based outpatient clinics (CBOCs) or by VA contractors or VA designated entities. The VA facility refers all eligible HUD-VASH families to the appropriate public housing authority; and

WHEREAS, on December 22, 2022 HUD notified City of Chandler Housing and Redevelopment, as the City of Chandler Public Housing Authority (PHA), of an award of ten (10) VASH vouchers to be administered in partnership with the VA Medical Center/V22 Phoenix to serve veterans in the City of Chandler. The City's Agency Plan incorporates the HCV Program policies and lease forms utilized to implement 10 VASH vouchers as part of the City of Chandler Housing Program.

NOW, THEREFORE, BE IT RESOLVED that the Public Housing Authority Commission of the City of Chandler, Arizona:

Section 1. Approves and authorizes an Amendment to the Consolidated Annual Contributions Contract between HUD and the PHA, in accordance with the award letter attached hereto, as well as the documents and authorities incorporated therein.

Section 2. Authorizes the City Manager, or designee, to accept additional VASH vouchers if such become available on behalf of the PHA and the City of Chandler.

Section 3. Authorizes the City Manager, or designee, to sign agreements and all related documents on behalf of the PHA and the City of Chandler.

PASSED AND ADOPTED by the Public Housing Authority Commission of the City of Chandler, Arizona, this 6th day of February, 2023.

ATTEST:

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
KEVIN HARTKE, CHAIRMAN

CERTIFICATION

I HEREBY CERTIFY that the above and foregoing Resolution No. HO174 was duly passed and adopted by the Public Housing Authority Commission of the City of Chandler, Arizona, at a regular meeting held on the 6th day of February, 2023 and that a quorum was present thereat.

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

*DMG*