

Meeting Minutes

Public Housing Authority Commission

Regular Meeting

April 10, 2023, | 6:00 p.m.
Chandler City Council Chambers
88 E. Chicago St., Chandler, AZ



Call to Order

The meeting was called to order by Chair Hartke at 6:00 p.m.

Roll Call

Commissioner Attendance

Chair Kevin Hartke
Vice Chair Matt Orlando
Commissioner OD Harris
Commissioner Mark Stewart
Commissioner Christine Ellis
Commissioner Jane Poston
Commissioner Angel Encinas
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. Approval of Minutes
Move to approve the Public Housing Authority Commission Minutes of February 6, 2023.
2. Resolution No. HO173 Approving the Submission of the City of Chandler Housing and Redevelopment 2023 Annual Plan and Capital Fund Plan for the Fiscal Year Beginning July 1, 2023, and Certifying Compliance with Related Regulations
Move the Public Housing Authority Commission pass and adopt Resolution No. HO173 approving the submission of the City of Chandler Housing and Redevelopment 2023

Annual Plan and Capital Fund Plan for the Fiscal Year beginning July 1, 2023 and certifying compliance with related regulations.

AMY JACOBSON, Housing and Redevelopment Senior Manager, presented the following presentation.

- Public Housing Authority (PHA) 2023 Annual Plan
- PHA Plan
 - Required by Housing and Urban Development (HUD) due April 14, 2023
 - Annual Plan July 1, 2023- June 30, 2024
 - Administrative Plan for Housing Choice Voucher (HCV)
 - Admissions and Continued Occupancy Policy for Public Housing (ACOP)
 - Capital Fund Grant Plan
- Public Process
 - Conducted 45-day public comment period Feb. 2, 2023 through March 19, 2023
 - Public Hearing / Feb. 8, 2023
 - Resident Advisory Board Meetings Feb. 16, 2023 and March 17, 2023
 - Housing and Human Services Commission approved recommendation on March 1, 2023
- Chandler Housing and Redevelopment
 - Serving low-income public housing residents since 1972
 - 303 public housing and 495 Housing Choice Vouchers
 - 120 Household enrolled in the Self-Sufficiency Program
 - High Performing Public Housing Authority
 - Update policy annually - regulatory and discretionary
- Summary of Annual Policy Changes
 - Both Programs
 - Utility Allowance Updates
 - Applicant Removal of Waitlist have 10 days to respond to participate on eligibility process
 - Update: If no response then family has 60 days from removal date to request to remain on waitlist
 - Denial of Admission
 - Update: Removing the sentence that conviction will be given more weight than arrest.
- Questions?

VICE CHAIR ORLANDO asked if any additional funding will be provided with the updated PHA plan.

MS. JACOBSON said there is no additional funding at this time.

COMMISSIONER ELLIS asked if an applicant's position is held on the waitlist for the whole 60 days.

MS. JACOBSON said when an applicant is selected off the waitlist, they will then go through an eligibility screening process in which they must provide documentation within a 10-day period. If for some reason the process is delayed the applicant is then placed back on the waitlist.

COMMISSIONER STEWART asked if conviction of a predatory crime excludes an applicant from the housing program.

MS. JACOBSON said in the screening process this would be determined. If an applicant is a registered sex offender or been convicted of manufacturing methamphetamine, they would be ineligible for the program. During the screening process patterns of behavior are also considered for eligibility.

3. Agreement No. HO1-914-4268, Amendment No. 2, with PM Plumbing & Mechanical, Inc., for Public Housing Plumbing Services
Move the Public Housing Authority Commission approve Agreement No. HO1-914-4268, Amendment No. 2, with PM Plumbing & Mechanical, Inc., for public housing plumbing services, in an amount not to exceed \$125,000, for a one-year term, February 1, 2023, through January 31, 2024.

Consent Agenda Motion and Vote

Vice Chair Orlando moved to approve the Consent Agenda of the April 10, 2023, Regular Public Housing Authority Commission Meeting; Seconded by Commissioner Ellis.

Motion carried unanimously (8-0).

Adjourn

The meeting was adjourned at 6:10 p.m.

ATTEST: *Dana R. DeLong*
City Clerk

Kevin Harthe
Mayor

