



Public Housing Authority Commission Regular Meeting

July 17, 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, July 17, 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 Public Housing Authority Commission approve the Public Housing Authority Commission regular meeting minutes of June 26, 2023.

2. **Agreement No. HO0-918-4191, Amendment No. 3, for Public Housing Environmental Review Consulting Services**

Move the Public Housing Authority Commission (PHAC) approve Agreement No. HO0-918-4191, Amendment No. 3, with SWCA, Inc., dba SWCA Environmental Consultants, for public housing environmental review consulting services, in an amount not to exceed \$180,000, for a one-year term, July 6, 2023, through July 5, 2024.

Adjourn



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

Date: July 17, 2023
To: Public Housing Authority Commission
From: City Clerk's Office
Subject: Approval of Minutes

Proposed Motion:

Move Public Housing Authority Commission approve the Public Housing Authority Commission regular meeting minutes of June 26, 2023.

Attachments

Minutes of the Public Housing Authority Commission Meeting of June 26, 2023

Meeting Minutes

Public Housing Authority Commission

Regular Meeting

June 26, 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 Chairman Hartke at 6:02 p.m.

Roll Call

Commissioner Attendance

Chairman Kevin Hartke
*Vice Chairman 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

*Vice Chairman Orlando attended telephonically.

Scheduled/Unscheduled Public Appearances

None.

Consent Agenda and Discussion

1. Approval of Minutes
Move Public Housing Authority Commission approve the Public Housing Authority Commission regular meeting minutes of April 10, 2023.
2. Resolution No. HO175 Authorizing the Approval of the Write-Off of \$1,910.28 in Public Housing Tenant Accounts Receivable as Uncollectible (as Required by the Federal U.S. Department of Housing and Urban Development)

Move the Public Housing Commission pass and adopt Resolution No. HO175 Authorizing the Approval of the Write-Off of \$1,910.28 in Public Housing Tenant Accounts Receivable as Uncollectible.

Consent Agenda Motion and Vote

Commissioner Harris moved to approve the Consent Agenda of the June 26, 2023, Regular Public Housing Authority Commission Meeting; Seconded by Commissioner Ellis.

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. N/A**

Date: July 17, 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 Senior Manager
Subject: Agreement No. H00-918-4191, Amendment No. 3, for Public Housing
Environmental Review Consulting Services

Proposed Motion:

Move the Public Housing Authority Commission (PHAC) approve Agreement No. H00-918-4191, Amendment No. 3, with SWCA, Inc., dba SWCA Environmental Consultants, for public housing environmental review consulting services, in an amount not to exceed \$180,000, for a one-year term, July 6, 2023, through July 5, 2024.

Background/Discussion:

The United States Department of Housing and Urban Development (HUD) requires the City's Housing & Redevelopment Division to perform Public Housing Authority (PHA) environmental reviews of each public housing project prior to expending federal funds through the Capital Fund Grant program and other HUD funds. This consultant contract will provide the necessary services to perform the environmental reviews. The consultant will also provide Rental Assistance Demonstration (RAD) redevelopment environmental reviews, if necessary.

The Community Development and Resources Division will utilize the contract to conduct environmental reviews for all Community Development Block Grant (CDBG) funded activities. In accordance with HUD federal regulations, environmental reviews must be completed prior to obligating any CDBG funds for activities.

Evaluation:

On July 13, 2020, PHAC approved an agreement with SWCA, Inc., dba SWCA Environmental Consultants, for PHA environmental review consulting services, for a one-year term, with the option of up to four (4) additional one-year extensions. The vendor has agreed to renew with the same pricing, terms and conditions. Staff recommends extension of this agreement for the term of July 6, 2023, through July 5, 2024. This is the third extension of the original agreement.

Fiscal Impact

Account No.	Fund Name	Program Name	Dollar Amount	CIP Funded Y/N
219.4700.5219.3BG023	Community Development Block Grant	CDBG Grant	\$30,000	N
224.4650.5219.0.0.0	Public Housing	AMP 1	\$70,000	N
234.4650.5219.3CG021	Public Housing	Capital Fund Grant	\$50,000	N
227.4650.5219.0.0.0	Public Housing	AMP-2	\$30,000	N

Attachments

4191_Environmental Review Amendment No.3.pdf



City Clerk Document No. _____

Public Housing Authority Commission Meeting Date: July 17, 2023

**AMENDMENT TO CITY OF CHANDLER AGREEMENT
PUBLIC HOUSING ENVIRONMENTAL REVIEW CONSULTING SERVICES
CITY OF CHANDLER AGREEMENT NO. H00-918-4191**

THIS AMENDMENT NO. 3 (Amendment No. 3) is made and entered into by and between the City of Chandler, an Arizona municipal corporation (City), and SWCA, Inc., dba SWCA Environmental Consultants, (Contractor), (City and Contractor may individually be referred to as Party and collectively referred to as Parties) and made _____, 2023 (Effective Date).

RECITALS

WHEREAS, the Parties entered into an agreement for environmental review consulting services (Agreement); and

WHEREAS, the term of the Agreement was July 6, 2020, through July 5, 2021, with the option of up to four one-year extensions; and

WHEREAS, the Parties wish to exercise the third option through this Amendment to extend the Agreement for one year.

AGREEMENT

NOW THEREFORE, the Parties agree as follows:

1. The recitals are accurate and are incorporated and made a part of the Agreement by this reference.
2. Section III is amended to read as follows: The Agreement is extended for a one-year period July 6, 2023, through July 5, 2024.
3. Section IV is amended to read as follows: The City will pay the Contractor the per unit cost set forth in Exhibit B of the original Agreement, which is incorporated into and made a part of this Amendment No. 3 by this reference. Total payments made to the Contractor during the term of this Amendment No. 3 will not exceed \$180,000.

4. All other terms and conditions of the Agreement remain unchanged and in full force and effect. If a conflict or ambiguity arises between this Amendment No. 3 and the Agreement, the terms and conditions in this Amendment No. 3 prevail and control.

IN WITNESS WHEREOF, the Parties have entered into this Amendment on the Effective Date.

FOR THE CITY

By: _____

Its: Mayor

FOR THE CONTRACTOR

By: Jana Sterling

Vice President
Its: _____

APPROVED AS TO FORM:

By: _____

City Attorney



ATTEST:

By: _____

City Clerk