MINUTES
HOUSING AND HUMAN SERVICES COMMISSION
NEIGHBORHOOD RESOURCES DEPARTMENT
235 S. Arizona Avenue, Chandler, AZ 85225
Wednesday, September 11, 2024, 6:00 p.m.

CALL TO ORDER / ROLL CALL

Commission Vice Chair Ryan Magel called the meeting to order at 6:00 p.m.

Commissioners present: Ryan Magel, Sharyn Younger, David Gonzalez, Frank Dichoza, Aimee Griffith-Johnson, Lisa Loring, and Karen Tepper.

Commissioners absent: Heather Mattisson, Cecilia Hermosillo, Tony Alcala, and Jeff Reynolds.

Staff present: Riann Balch, Community Resources Senior Manager, Larissa Gorski, Affordable Housing Manager, Karin Bishop, Community Development Senior Program Manager, and Elizabeth Garcia, Community Development Coordinator.

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.

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. May 29, 2024, HHSC Special Meeting Minutes.
2. June 5, 2024, HHSC Regular Meeting Minutes.

Motion: Commissioner Sharyn Younger made a motion to approve the Consent Agenda. Commissioner Aimee Griffith-Johnson seconded the motion.

Discussion: None.

Results: The motion was approved 7-0.

ACTION AGENDA

3. Elections of Chair and Vice Chair for the Housing and Human Services Commission.

   Vice Chair Magel asked each member to elect a Chair and Vice Chair for the Housing and Human Services Commission.

Motion: Commissioner David Gonzalez made a motion to elect Commissioner Heather Mattisson as Chair. Commissioner Karen Tepper seconded the motion.

Commissioner Griffth-Johnson made a motion to elect Commissioner Ryan Magel as Vice Chair. Commissioner Frank Dichoza seconded the motion.

Discussion: None.

Results: The motion was approved 7-0.

4. Vice Chair Magel made a recommendation to move agenda item number 5, Briefing out of order.

Motion: Commissioner Tepper made a motion to move agenda item number 5, Briefing out of order. Commissioner Sharyn Younger seconded the motion.

Discussion: None.

Results: Motion passed 7-0

BRIEFING

5. Resolution H0183 Certifying that the Indicators Identified in the Section 8 Management Assessment Program Certification for the City of Chandler Housing and Redevelopment Division are True and Accurate for the Fiscal Year Ending June 30, 2024.

Vice Chair Magel called on Ms. Larissa Korski to present the item. Ms. Korski explained that United States Department of Housing and Urban Development (HUD) published the final rule on the SEMAP. This rule established an assessment system for the operation of Section 8 tenant-based programs to assist eligible families in affording decent, safe rental units at the correct subsidy cost. SEMAP provides policies and procedures that enable HUD to measure the performance of public housing agency management. It also allows HUD field offices to practice accountability monitoring and risk management. Public Housing Authorities must submit a SEMAP certification at the end of each fiscal year, with the current submission due by August 29, 2024.

The SEMAP certification includes 14 key performance indicators:

- Proper selection of applicants from the Section 8 waiting list
- Sound determination of reasonable rent for each unit leased
- Setting payment standards within the required range of HUD fair market rent
- Accurate verification of family income
- Timely annual reexaminations of family income
- Correct calculation of the tenant share of the rent and the subsidy portion
- Maintenance of a current schedule of allowances for tenant utility costs
- Ensuring units pass inspection before entering assistance contracts
- Timely annual housing quality inspections
- Performance of quality control inspections to ensure housing quality
- Ensuring that landlords and tenants promptly correct housing quality deficiencies

- Ensuring that all available rental vouchers are used
- Expanding housing choice outside areas of poverty or minority concentration
- Enrolling families in the Family Self-Sufficiency (FSS) Program as required and helping FSS families achieve increases in employment income

Vice Chair Magel asked if there were any questions. Commissioner Tepper asked for a copy of the SEMAP certification. A copy was provided to all commissioners.

Discussion

4. 2025-2029 Consolidated Plan Overview and Input

Vice Chair Magel will call on Erich Chatham, Consultant from Civitas LLC to present on the item. Mr. Chatman presented the Consolidated Plan is designed to help states and local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the CPD formula block grant programs: Community Development Block Grant (CDBG) Program, and HOME Investment Partnerships (HOME) Program. The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan. Grantees report on accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER).

HUD Program Objectives are to development of viable communities:

- **Community Improvements**
  - Investing in infrastructure, parks, and public spaces to enhance the quality.
- **Affordable Housing**
  - Supporting the construction and maintenance of affordable homes so everyone has a safe place to live.
- **Economic Opportunities**
  - Promoting local businesses and job creation to boost the community's economy and provide employment for residents.

HUD Programs Eligible Activities:

Community Development Block Grant (CDBG)

- Public Improvements
- Public Facilities
- Rehabilitation
- Economic Development
- Acquisition
- Public Services

HOME Investment Partnerships Program (HOME)

- Multi-family apartment buildings
- Housing for people with special needs (homeless, developmental disabilities etc.)
- First-time Homebuyer assistance
- Housing Rehabilitation
- Rental Assistance (vouchers)

- **CON Plan HUD Requirements**

  Five Major Components
  1. Needs Assessment
  2. Housing Market Analysis
  3. Five-Year Strategic Plan
  4. Annual Action Plan
  5. Citizen Participation

  HUD 2024 Fund Allocation
  CDBG $1,432,855
  HOME $399,251

  As part of the Consolidated Plan, all grantees must certify that they will affirmatively further fair housing, which means conducting an Analysis of Impediments to Fair Housing Choice (AI), taking appropriate actions to overcome the effects of any impediments identified through that analysis, and keeping records of these actions.
  - The AI is a review of laws, regulations, policies, and practices affecting housing affordability, accessibility, availability, and choice.
  - The assessment specifically includes an evaluation of:
    - Existing socio-economic conditions and trends in the city
    - Public and private organizations impacting housing issues
    - Barriers to fair housing choice
    - Actions to address any real or perceived impediments

  Topics Covered:
  - Community Demographics
  - Economic Profile
  - Housing Characteristics
  - Public Programs and Policies
  - Home Mortgage Disclosure Act (HMDA) Analysis
  - Fair Housing Complaints and Public Input
  - Barriers to Fair Housing Choice
  - Actions to Ameliorate Barriers

  Fair Housing Act (FHA) mandates:
  - To prohibit discrimination in housing related-transactions;
  - To promote integrated housing patterns, the federal government mandates that its programs and activities be managed in a way that "***affirmatively furthers fair housing"***
    - *Encouraging* ***diverse communities***
    - *Taking positive steps to* ***eliminate housing discrimination***
    - *Promote* ***equal housing opportunities***
    - ***Accessibility requirements*** *(including multi-family housing built after March 13, 1991)*

  FHA prohibits discrimination based on: Familial status, Race, Color, Sex (including gender identity), Religion, National Origin, and Disability.

  Fair Housing Choice
  - Re-focus on ***Equitable Opportunity***
  - Individuals and families are able to live where they choose within their economic means, without unlawful discrimination

- Ability to choose affordable, accessible, quality, decent, safe, secure housing

Who must comply:
- Landlords
- Property Managers
- Real Estate Agents
- Lenders
- Insurance Companies
- Homeowner Associations
- Condo & Co-op Boards

Vice Chair asked if there were any questions or any discussion.

MEMBERS COMMENTS / ANNOUNCEMENTS

CALENDAR

5. HHSC Regular Meeting, Wednesday, October 11, 2024, 6:00 p.m.

INFORMATION ITEMS

Karin Bishop, Community Development Senior Program Manager informed the Commission that the city has started work on the next Five-Year Consolidated Plan to develop priorities for Community Development funding, and staff will be sending out a survey to collect public input.

ADJOURN

The meeting was adjourned at 6:29 p.m.

Dated: _____ _____

Vice Chair Ryan Magel

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Recording Secretary Elizabeth Garcia