



# HOUSING AUTHORITY MEETING NOTICE & AGENDA

**Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the South Tucson Governing Board and to the general public that the STHA Board of Commissioners (Governing Board) will hold the following meeting, which will be open to the public:**

## **SPECIAL MEETING AGENDA CITY OF SOUTH TUCSON HOUSING AUTHORITY Tuesday April 5, 2022 5:00 P.M.**

**SPECIAL MEETING NOTE:** Due to the impacts of the COVID-19 pandemic, which have prompted declarations of a public health emergency at local, state, and federal levels, this meeting will be conducted using measures to protect public health. This meeting will be held in the City of South Tucson City Hall Conference Room, as permitted under Arizona law. Special precautions will be undertaken that will include:

Public access to the Conference Room will be restricted in order to prevent a large or close gathering of the members of the public and to promote social distancing. A separate meeting room within City Hall will be equipped to allow a limited number of persons listen the meeting in that location. Social distancing practices will also be used within this separate meeting room in order to protect public health.

This meeting will not include any items that will involve time set aside for public comments. In recognition of the current public health emergency, members of the public are encouraged **NOT TO ATTEND THE MEETING IN PERSON**. A recording or statement of legal actions of the Council meeting will be posted on the City's Housing page website within three working days of the Commission meeting.

**PLEASE BE AWARE THAT THESE MEASURES ARE IN PLACE TO LIMIT THE NEED FOR MEMBERS OF THE PUBLIC TO PARTICIPATE IN A LARGE PUBLIC GATHERING, WHILE ENSURING THAT THE DISCUSSIONS, DELIBERATIONS AND ACTIONS OF THE STHA GOVERNING BOARD ARE TRANSPARENT AND CONDUCTED OPENLY.**

### **\*TENTATIVE AGENDA**

**1601 SOUTH 6<sup>TH</sup> AVENUE, SOUTH TUCSON, ARIZONA  
SOUTH TUCSON CITY HALL CONFERENCE ROOM  
Food and Refreshments will be provided**

- 01 CALL TO ORDER
- 02 PLEDGE OF ALLEGIANCE
- 03 ROLL CALL
- 04 CALL TO THE PUBLIC

Special STHA Board of Commission Meeting

The Commission may discuss, consider or take action on any item on this agenda. The Commission reserves the right to consider any matter out of sequence.

To accommodate all those who wish to address the STHA Commission and to facilitate the expeditious consideration of the agenda, it is requested that each person wishing to address the Board of Commissioner members under an agenda item limit his or her comments to a maximum of three minutes.

### **CALL TO PUBLIC**

The Open Meeting Law does not establish a right for the public to participate in the discussion or ultimate decision of the Public Body – Ariz.Atty’s Gen.Op78-1. If Public Comment is allowed all individuals desiring to participate must be provided same period of time to do so. Pursuant to Chapter 7 of the AG Agency Handbook Sections 7.7.7; 7.10.1 and A.R.S. § 38-431-01(H) action taken as a result of public comment will be limited to directing staff to study the matter; responding to criticism; or scheduling the matter for further consideration and decision at a later date by placing matter on a future agenda.

### 05 EXECUTIVE DIRECTOR REPORT

- Finance Report
- CAP Update
- Program Occupancy and Utilization Update
- Fire Damage Update
- Future Regular Meeting Schedule

06 RESOLUTION NO. 22-004 OF THE MAYOR AND COUNCIL OF THE CITY OF SOUTH TUCSON, ARIZONA, APPROVING THE SOUTH TUCSON HOUSING AUTHORITY'S REVISED 2021-2025 FIVE (5) YEAR PHA AGENCY PLAN AZ025v2 AND AUTHORIZING THE EXECUTION OF THIS RESOLUTION FOR THE PURPOSE OF AUTHORIZING THE CITY OF SOUTH TUCSON HOUSING DIRECTOR TO SUBMIT SAME TO HUD AND DECLARING AN EMERGENCY TO EXIST.

07 RESOLUTION NO. 22-005 OF THE HOUSING GOVERNING BOARD OF THE CITY OF SOUTH TUCSON, ARIZONA, APPROVING AND ADOPTING THE WRITE-OFF OF \$13,480.00 IN UNCOLLECTIBLE DEBTS FOR THE SOUTH TUCSON HOUSING AUTHORITY ("STHA") AND AUTHORIZING THE EXECUTION OF THIS RESOLUTION FOR THE PURPOSE OF AUTHORIZING THE CITY OF SOUTH TUCSON HOUSING AUTHORITY DIRECTOR TO SUBMIT SAME TO HUD AND ITS FEE ACCOUNTANT.

### 09 ADJOURNMENT

#### **Accessibility and Reasonable Accommodations**

The City of South Tucson Council Conference Room is wheelchair and handicapped accessible. Reasonable accommodations for individuals with disabilities and for individuals with TTD/TTY and Limited English Proficiency languages other than Spanish is available with 24 hr advance notice by contacting Rachel Ramirez, (520) 623-8481, (520) 623-8481, email stha@southtucson.org. Spanish interpretation services are always available by contacting the South Tucson Housing Authority main office.



## BOARD OF COMMISSIONERS AGENDA REPORT

**April 5, 2022**

**TO:** Mayor and Council Member sitting as Board of Commissioners for the South Tucson Housing Authority

**FROM:** Betty Villegas, STHA Executive Director

**SUBJECT:** Resolution 22-004 to approve the 2021-2025 PHA Five Year Agency Plan AZ025v2

**AFFECTED DEPARTMENTS:** South Tucson Housing Authority

**ITEM REQUEST:** Approval of 2021-2025 Five (5) Year Agency Plan AZ025v2

**TITLE OF AGENDA ITEM: RESOLUTION NO: 22-004**

**RESOLUTION NO. 22-004 OF THE MAYOR AND COUNCIL OF THE CITY OF SOUTH TUCSON, ARIZONA, APPROVING THE SOUTH TUCSON HOUSING AUTHORITY'S 2021-2025 FIVE (5) YEAR PHA AGENCY PLAN AND AUTHORIZING THE EXECUTION OF THIS RESOLUTION FOR THE PURPOSE OF AUTHORIZING THE CITY OF SOUTH TUCSON HOUSING DIRECTOR TO SUBMIT SAME TO HUD.**

**EXECUTIVE SUMMARY:** The 2021-2025 PHA Agency Plan provides guidance to public housing agency (PHA) policies, programs, operations, and strategies **for meeting local housing needs and goals**. The attached Agency PHA Plan was revised due to HUD disapproval based on technical deficiencies which included "failed to advertise Plan in other languages and identify language assistance services, failed to offer availability of reasonable accommodations for disabled individuals who are hearing impaired, and failed to ensure its properties have the required 5% of accessible UFAS dwelling units. Deficiency items were corrected and plan republished for an additional 45 days, ending on March 24, 2022.

**RECOMMENDATION(S):** Mayor and Council sitting as STHA Board of Commissioners approve the 2021-2025 Five (5) year PHA Agency Plan AZ025v2.

Attachments Included

**City Manager Concurrence:** \_\_\_\_\_



**CITY OF SOUTH TUCSON RESOLUTION NO: 22-004**

**RESOLUTION NO. 22-004 OF THE MAYOR AND COUNCIL OF THE CITY OF SOUTH TUCSON, ARIZONA, APPROVING THE SOUTH TUCSON HOUSING AUTHORITY'S REVISED 2021-2025 FIVE (5) YEAR PHA AGENCY PLAN AZ025v2 AND AUTHORIZING THE EXECUTION OF THIS RESOLUTION FOR THE PURPOSE OF AUTHORIZING THE CITY OF SOUTH TUCSON HOUSING DIRECTOR TO SUBMIT SAME TO HUD.**

**WHEREAS**, the South Tucson Mayor and Council, on behalf of the South Tucson Housing Authority is required to review and approve the Housing Authority's Revised Five Year Agency PHA Plan; and

**WHEREAS**, the South Tucson Housing Authority is funded through the US Department of Housing and Urban Development and is required to submit its Revised Five Year Agency Plan; and

**WHEREAS**, the Mayor and Council of the City of South Tucson have determined that it is in the best interest of the City and its residents to approve and authorize the Housing Authority's Revised 2021-2025 PHA Agency Plan; and

**WHEREAS**, the Mayor and Council of the City of South Tucson desires to have this item presented at its March 30, 2022 Board of Commissioners Meeting; and

**WHEREAS**, it is necessary for the preservation of the peace, health, and safety of the City of South Tucson, Arizona, that an emergency be declared to exist to assure timely submittal of Plans to HUD, and that this Resolution be effective immediately upon its passage and adoption.

**BE IT RESOLVED** by the Mayor and Council of the City of South Tucson, Arizona, that the City hereby gives formal approval for the Housing Authority's Revised 2021-2025 PHA Agency Plan as presented.

**BE IT FURTHER RESOLVED** by the Mayor and Council of the City of South Tucson, Arizona, that, due to an existing emergency declared herein, the immediate effectiveness of this Resolution is necessary to preserve the peace, health, and safety of the City of South Tucson, Arizona, and this Resolution shall therefore be effective upon its passage and adoption.

**PASSED AND ADOPTED** this 5th Day of April 2022.

**APPROVED/EXECUTED**

\_\_\_\_\_  
MAYOR, Bob Teso

ATTEST:

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Clerk Veronica B. Moreno

\_\_\_\_\_  
City Attorney, Hector M. Figueroa, Esq.

<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 02/29/2016</b>
---	---	--

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

<b>A.</b>	<b>PHA Information.</b> <span style="float: right;"><b>DRAFT</b></span>
<b>A.1</b>	<p><b>PHA Name:</b> South Tucson Housing Authority <b>PHA Code:</b> AZ025v2</p> <p><b>PHA Plan for Fiscal Year Beginning:</b> : 07/2021  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><b>The specific location where the public may obtain copies of the PHA Plan in English and/or Spanish is at the main administrative office listed here:</b></p> <p><b>South Tucson Housing Authority</b>  <b>1713 S 3<sup>rd</sup> Avenue</b>  <b>South Tucson, AZ 85713</b>  <b>(520) 623-8481 <a href="mailto:stha@southtucson.org">stha@southtucson.org</a></b></p> <p><b>Or website: <a href="http://www.southtucsonaz.gov">www.southtucsonaz.gov</a></b></p> <p><b>STHA is committed to compliance with the American Disabilities Act. Reasonable modifications and equal access to communications will be provided for individuals with TTD/TTY call 1.800.367.8939 and Limited English Proficiency languages upon request by calling 520-623-8481. Spanish interpretation of all documents are available during regular office hours 8:00 AM – 5:00 PM at the STHA Administrative Office.</b></p>

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)					
Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:	AZ025			172	132
<b>B.</b>	<b>5-Year Plan.</b> Required for <u>all</u> PHAs completing this form.				
<b>B.1</b>	<p><b>Mission.</b> State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years.</p> <p><b>Provide and maintain sustainable affordable housing that is secure, safe, decent and fair; while promoting self-sufficiency and upward mobility opportunities to our underserved community residents.</b></p>				

**B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.

- 1. Increase availability of sustainable affordable housing.** During the next five years, STHA strives to increase affordable housing choice options for STHA residents. To achieve this, STHA will explore current payment standards compared to the market rates and payment standards offered by PHAs in the immediate community. Furthermore, through an IGA, STHA will explore opportunities to broaden its boundaries to include the city of Tucson and vice versa. Explore energy efficiencies within the housing authority complex and scattered sites to have the feasibility of solar-covered parking to provide energy to units on-site. STHA will work with the HUD Consortia and the State of Arizona to ensure the City of South Tucson gets its fair share of federal funding for new rental and homeownership opportunities that exist, specifically for the projected set-aside funds for underserved communities.
- 2. Resident Services, Resident Advisory Board (RAB).** STHA recognizes that additional services and opportunities are vital to the long-term success of its residents to achieve self-sufficiency and upward mobility. As such, STHA will work to strengthen its resident engagement by collaborating with the local CoC, *Tucson Pima Collaboration to End Homelessness (TPCH)*, leverage community resources and opportunities, and explore FSS, Family Unification, and ROSS grants. STHA staff and two UA College of Public Health Graduate students coordinated a survey with residents in spring 2021. The results of the study determined that improved communication and empowerment are a priority for the residents. STHA is encouraged by the resident's willingness to engage and participate in enhancing STHA and anticipates establishing a well-functioning and sustainable Resident Advisory Board to further improve communication and empowerment for residents. Creating a solid RAB will ensure the residents select a qualified representative to serve on the South Tucson Housing Commission.
- 3. Explore and Consider Major Repairs/Replacement/Modernization/Repositioning.** The onsite STHA properties built in the late 1960s and early 1970s require extensive repairs and upgrades due to the many years of deferred maintenance. STHA currently has six vacant units' offline for emergency mold mitigation and other replacement and repairs under the Modernization category. The recent fires have affected an additional ten units under the casualty and loss category, requiring substantial restoration. STHA is in the process of developing a plan to bring the PHA to full UFAS compliance in accordance with 24 CFR part 8. STHA will conduct a needs assessment and transition plan to determine whether the current required 10% are sufficient based on resident needs. The PHA has designated handicapped units built in 1972 requiring upgrade to full compliance under UFAS. The PHA will assess and complete check lists to identify location and bedroom mix of additional units needed. The condition of the units located in the congregate housing site has prompted evaluating whether the physical obsolescence of these properties is curable using Capital Fund Program funds. The STHA will study possible repositioning, demolition and/or disposition as other possible solutions. While STHA is considering these options, the repairs and modernization plans using CFP funding to keep units habitable will continue to move forward. STHA will do this by addressing all emergency repairs and other maintenance priorities in a timely manner necessary to keep all habitable units safe, decent and sanitary.
- 4. Expand the Housing Voucher Program VASH and Project-Based Vouchers (PBV's).** The City of South Tucson is experiencing a surge in rising rental rates and low housing inventory, creating a lack of affordable housing. STHA's location is close to the VA Regional Center and administers several VASH voucher holders via port-ins for the City of Tucson Public Housing Authority. STHA does not currently have a VASH program but plans on starting a VASH voucher program when the opportunity opens up. The VASH voucher program will increase its service to

veterans and their families and strengthen the currently established connection with the VA, located within 1.6 miles of the STHA offices.

Housing Developers are speculating on future housing development in the area and have reached out to discuss PBV availability. The STHA plan is to expand HVP by creating landlord outreach and work on a Request for Proposal for a limited percentage of HCV for PBV's.

- 5. Continue to monitor and improve the Crime and Safety Issues.** The City of South Tucson is a high-poverty area with limited resources for public safety. STHA will make necessary improvements to reduce and eliminate unnecessary emergency calls by staying consistent on preventive maintenance of security and safety deterrents and immediately addressing security and safety repair issues. A priority will be to repair or replace current gates and locks around the fence enclosure, strategically placing additional cameras and lighting in high crime areas and establishing a resident neighborhood watch program within the complex of our scattered site units. The STHA will also change its officer unit from a scattered-site unit, to 1713 S 3rd Avenue Unit C38, which is a two-bedroom unit in our onsite 25-1 Family section of our onsite multi-unit complex. The STHA will fully enforce its rules and policies on all known violations to protect the residents and their families. **The STHA is collaborating with community partners and residents to improve the landscape and outdoor space, including a dog park area and safe walkable pathways to encourage outdoor health and wellness activities.**
- 6. Provide all Public Housing staff training and development and create strategies to optimize staff performance and productivity.**
- Provide training and professional development for staff
  - Provide outside training, education and certification for all public housing staff by housing industry trainers such as NAHRO, Nan McKay in order to improve work proficiency.
  - Cross train, coach and listen to their ideas and suggestions.
  - Communicate clear goals and expectations.
  - Create and maintain a team player environment.
  - Encourage opportunity growth and succession planning.
  - Provide safety training on a quarterly basis.
  - Ensure Maintenance staff is trained in HVAC, Plumbing, Inventory control, and other areas necessary to keep properties in decent and safe condition.

**B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

The FY2015 5-Year Plan included the following goals: Improve PHA and SEMAP Scores:

Since FY2015 STHA has made the following progress towards accomplishing these goals.

1. The PHA SEMAP score has increased and decreased during the previous 5 year plan. In 2015 the score was at PHA 80/ SEMAP 93. In 2019 the scores were PHA 69/ SEMAP 100.
2. Reduce Vacancies: Occupancy rates have continued to be volatile and a struggle. There were some good periods over the previous 5 year plan, but lack of supervision from maintenance staff created delays to repair our turn over units and overall deferred maintenance continued to be an issue.
3. Increase customer satisfaction: Tenants seem to be content, though they would like to see more improvements and repairs done in a timely manner.
4. Modernize public housing units: During this period there were 4 units modernized. 1 in the family section and the other 3 in the disabled/elderly section after a fire occurred in 2019.



**B.4**

**Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

STHA has a wait list preference for victims of domestic violence. STHA also adopted HUD's sample VAWA transfer policy as an addendum to the transfer policy in place at STHA. Since 2015, we received 43 applicants under the VAWA preference, and housed 24. Currently we have 1 preference for VAWA on our waiting list. STHA plan is to collaborate more closely with Pima-Tucson's Emerge: Center Against Domestic Abuse.

**B.5 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

In accordance with HUD regulations in 24 CFR 903.7 (r) and 24 CFR 905.3, STHA has defined below the basic criteria that will be used for determining: (i) substantial deviation from its 5-Year Plan; (ii) significant amendment or modification to the 5-Year and Annual PHA Plans; and (iii) significant amendment or modification to the Capital Fund Program (CFP) 5-Year Action Plan. Prior to implementing changes that meet such criteria, STHA will submit for HUD's approval, a revised Plan(s) that meets full public process requirements including Resident Advisory Board review and consultation.

STHA's criteria, as defined below, is applicable to all CFP components including: Capital Fund grants; Disaster Grants; Capital Fund Financing Program (CFFP) allocations; as well as any new or future formula components such as Demolition and Disposition Transitional Funding (DDTF).

(i) Criteria for defining "Substantial Deviation" from the 5-Year Plan:

- A major change in the direction of STHA pertaining to its mission and goals would constitute a "substantial deviation" from the Agency's 5-Year Plan.
- Examples include the undertaking of new program activities, development strategies, or financing initiatives that do not otherwise further STHA's stated mission and goals as articulated in the 5-Year Plan.

(ii) Criteria for defining "Significant Amendment or Modification" to the 5-Year and Annual PHA Plans: Changes to rent, admission policies, or organization of the waiting list(s) in the Public Housing Program that will impact more than 10% of applicants and/or households assisted under the Program.

- Changes to rent, admission policies, or organization of the waiting list(s) in the Housing Choice Voucher Program that will impact more than 10% of applicants and/or households assisted under the Program.
- Substantial changes to demolition, disposition, designated housing, homeownership, or conversion activities identified in the current HUD-approved Annual or 5-Year Plans.

(iii) Criteria for defining "Significant Amendment or Modification" to the Capital Fund Program (CFP) 5-Year Action Plan:

- Proposed demolition, disposition, homeownership, Capital Fund financing, development, RAD conversions or mixed-finance proposals will be considered significant amendments to the CFP 5-Year Action Plan.
- Additions of non-emergency work items not included in the current CFP Annual Statement or CFP 5-Year Action Plan that exceed \$1 million.

(iv) Exceptions:

- Changes under the above definitions that are required due to HUD regulations, federal statutes, state or local laws/ordinances, or as a result of a declared national or local emergency will not be considered substantial deviation or significant amendment/modification.

Changes under the above definitions which are funded by any source other than federal funds will not require Plan amendment or modification.

<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y    N  <input checked="" type="checkbox"/>   <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.  While the STHA RAB was inactive due to lack of participation and the pandemic over the past year, A survey was developed and provide to all residents in English and Spanish. The survey and the results along with a narrative will be made part of this submission.</p>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>



## **BOARD OF COMMISSIONERS AGENDA REPORT**

**April 5, 2022**

**TO:** Mayor and Council Member sitting as Board of Commissioners for the South Tucson Housing Authority

**FROM:** Betty Villegas, STHA Executive Director

**SUBJECT:** Resolution 22-005 to approve Write off Uncollectible Debts

**AFFECTED DEPARTMENTS:** **South Tucson Housing Authority**

**ITEM REQUEST:** Approval of Write off for uncollectible debts.

**TITLE OF AGENDA ITEM: RESOLUTION NO: 22-005**

**RESOLUTION NO. 22-005 OF THE HOUSING GOVERNING BOARD OF THE CITY OF SOUTH TUCSON, ARIZONA, APPROVING AND ADOPTING THE WRITE-OFF OF \$13,480.00 IN UNCOLLECTIBLE DEBTS FOR THE SOUTH TUCSON HOUSING AUTHORITY ("STHA") AND AUTHORIZING THE EXECUTION OF THIS RESOLUTION FOR THE PURPOSE OF AUTHORIZING THE CITY OF SOUTH TUCSON HOUSING AUTHORITY DIRECTOR TO SUBMIT SAME TO HUD AND ITS FEE ACCOUNTANT.**

**EXECUTIVE SUMMARY:**

South Tucson Housing Governing Board, on behalf of STHA, is required to review and authorize the approval of STHA's uncollectible debt. HUD encourages the PHA's to write off this debt off to lower the Tenant Account Receivables (TAR's) on a regular basis after all attempts to collect have been exhausted.

These write offs have not been done since June, 2021, and therefore include a larger amount than the norm. Residents on this list have left for various reasons. The large amounts will be sent to a collection agency and noted in the HUD system for future reference.

**RECOMMENDATION(S):** Mayor and Council sitting as STHA Board of Commissioners approve to write off this uncollectible debt.

**Attachment(s):** List of Account Write Offs

**City Manager Concurrence:** \_\_\_\_\_



**CITY OF SOUTH TUCSON RESOLUTION NO: 22-005**

**RESOLUTION NO. 22-005 OF THE HOUSING GOVERNING BOARD OF THE CITY OF SOUTH TUCSON, ARIZONA, APPROVING AND ADOPTING THE WRITE-OFF OF \$13,480.00 IN UNCOLLECTIBLE DEBTS FOR THE SOUTH TUCSON HOUSING AUTHORITY ("STHA") AND AUTHORIZING THE EXECUTION OF THIS RESOLUTION FOR THE PURPOSE OF AUTHORIZING THE CITY OF SOUTH TUCSON HOUSING AUTHORITY DIRECTOR TO SUBMIT SAME TO HUD AND ITS FEE ACCOUNTANT.**

**WHEREAS**, the South Tucson Housing Authority ("STHA"), a Public Housing Authority ("PHA"), is funded through the U.S. Department of Housing and Urban Development ("HUD") and is required to follow HUD's policies to obtain funding from HUD; and

**WHEREAS**, HUD requires PHAs to submit any uncollectible debts by past residents; and

**WHEREAS**, the South Tucson Housing Governing Board, on behalf of STHA, is required to review and approve STHA's uncollectible debt write-offs; and

**WHEREAS**, STHA has abided by its approved Write-Off policy; and

**WHEREAS**, the Housing Governing Board of the City of South Tucson have determined that it is in the best interest of the City and its residents for STHA to write off an uncollectible debt amount of \$13,480.00; and

**WHEREAS**, the Housing Governing Board of the City of South Tucson authorizes the City of South Tucson Housing Authority Director to submit same to HUD; and

**THEREFORE, BE IT RESOLVED** that the Housing Governing Board of the City of South Tucson, Arizona has determined that the immediate effectiveness of this resolution is necessary to ensure STHA's timely compliance with HUD standards and preserve the peace, health, and safety of the City of South Tucson, Arizona, and this Resolution shall therefore be effective immediately upon its passage and adoption.

**PASSED AND ADOPTED** by the South Tucson Housing Governing Board this 5th day of April 2022.

**APPROVED/EXECUTED:**

\_\_\_\_\_  
Mayor/Chairman, Bob Teso

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Clerk, Veronica B Moreno

\_\_\_\_\_  
City Attorney, Hector M Figueroa, Esq.



**STHA UNCOLLECTIBLE WRITE-OFFS March-2022**

TENANT ID	AMOUNT	DESCRIPTION	FAMILY/ELDERLY	REASON FOR MOVE-OUT
13816	\$ 6,674.00	Balance Forward	Family	MI: 05/30/2013 MO:01/14/2022 Midnight Mover-Skipped Send to Collection Agency
<b>13816</b>	<b>\$ 6,674.00</b>			
13839	\$ 222.00	Balance Forward	Family	MI:11/03/2010 MO: 12/10/2020 Left program and moved out.
<b>13839</b>	<b>\$ 222.00</b>			
16098	\$ 63.00	Balance Forward	Family	MI:107/09/19 MO: 06/11/2021 Criminal Activity Eviction
<b>16098</b>	<b>\$ 63.00</b>			
16742	\$ 4,973.00	Balance Forward	Disabled/Elderly	MI: 11/18/2019 MO: 03/09/2022
	\$ (25.00)	Security Deposit		Abandoned Unit-Subleasing Violation Send to Collection Agency
<b>16742</b>	<b>\$ 4,948.00</b>			
16363	\$ 667.00	Balance Forward	Disabled/Elderly	06/21/2019 MO: 06/24/2021
	\$ (150.00)	Security Deposit		Criminal Activity-Eviction In Jail for Fire Arson
<b>16363</b>	<b>\$ 517.00</b>			
16721	\$ 452.00	Balance Forward	Disabled/Elderly	MI: 08/26/2019 MO: 06/28/2021 Voluntary Move Send to Collection Agency
<b>16721</b>	<b>\$ 452.00</b>			
15890	\$ 604.00	Balance Forward	Disabled/Elderly	MI: 7/02/2010 MO: 03/11/2014 Voluntary Move
<b>15890</b>	<b>\$ 604.00</b>			
<b>TOTAL</b>	<b>\$ 13,480.00</b>			
<b>UNCOLLECTIBLES</b>	<b>\$ 13,480.00</b>			