



**Gloria Mallek,  
Director**

To assist low income families with safe, decent and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives.

## MAJOR FUNCTIONS

### Housing Management:

Responsible for leasing, customer service and case management. It's funded 55% with Low Rent Public Housing operating funds and 45% Section 8 Voucher grant funds. There are three (3) sub-units in this function:

Eligibility: Clients qualify for public housing occupancy and Section 8 rental assistance.

Resident Services: Residents receive guidance in self-sufficiency efforts and home ownership.

Inspections: Leased housing units are kept decent, safe and sanitary.

### Maintenance:

Responsible for maintenance, repair and modernization of public housing units, offices, vehicles and grounds, as well as, operations of the Water and Wastewater Treatment Plants. It is funded 85% with Low Rent Public Housing and 15% with Water Company funds. Modernization is funded 100% with Capital Fund Program (CFP).

### Finance:

Responsible for budget preparation, purchasing, accounts payables, accounts receivables and financial processing and reporting. It is funded in the same manner as Housing Management.

## 2013-2018 OBJECTIVES

**CR-** Reduce the average number of days it takes to collect tenant account receivables to 4 days by FY2018.

- ✓ Currently, it takes 5 days to collect tenant account receivables.

**ED-** At least 80% of new unemployed participants are placed for employment by FY2018.

- ✓ 68% of new unemployed participants are placed for employment.

**CHSW-** Reduce the average number of days it takes for vacant units to be ready for re-occupancy to 6 or less days by FY2018.

- ✓ Currently, it takes 10 days for vacant units to be ready for re-occupancy.

Strategic Plan: [www.yumacountyaz.gov/strategicplan](http://www.yumacountyaz.gov/strategicplan)

## PERFORMANCE REPORTING

### Significant Accomplishment:

- ✓ HUD's Most Valuable Partner 2014 Award for "Strengthening the Nation's Housing Market to Bolster the Economy and Protect Customers."
- ✓ HUD's High Performance Agency FYE 06/30/2014.



# HOUSING

## PERFORMANCE REPORTING-(Concluded)

### Performance Measure Actuals & Benchmark - Housing

The following measures are departmental priorities identified in the County-wide Strategic Plan:

Department Goal:	Target/Benchmark				
Measure:	FY2014	FY2015	FY2016	FY2017	FY2018
To maintain and manage sufficient resources to support the provision of decent, safe and sanitary housing.					
# of days it takes to collect tenant account receivables.	5.0	4.5	4.25	4.0	4.0
Promote economic self-sufficiency and employment.					
% of new unemployed participants placed for employment.	68%	70%	72%	75%	80%
To promote and enhance community health, safety and well-being.					
Average number of days.	10	9	8	7	6

## AUTHORIZED FULL TIME EQUIVALENT

### Authorized Positions by Major Function

	2012-13	2013-14	2014-15	2015-16
Director / Deputy	2.00	2.00	2.00	2.00
Housing Management:				
Eligibility	5.00	5.00	5.00	5.00
Resident Services	1.00	1.00	1.00	1.00
Inspections	1.00	1.00	1.00	1.00
Finance	2.00	2.00	2.00	2.00
Maintenance	4.00	4.00	4.00	4.00
<b>Total</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

There are no changes in staffing for fiscal year 2015-16.

The department's staffing consists solely of grant employees. All programs, and employees, are subject to the funding decisions of the U.S. Congress and HUD (Housing and Urban Development). These decisions are made on a year by year basis.

## 2016 ANNUAL BUDGET

**Revenue:** Housing programs are funded from grants and charges for services. However, the majority of the department's funding is from the Federal Conventional Public Housing and Section 8 Voucher programs.

**Personnel:** There are no significant changes this fiscal year.

**Supplies and Services:** The net increase is primarily the result of an increase to the Housing Assistance Payments line item in the Housing Section 8 Voucher Program fund.

**Capital Outlay:** The Capital Outlay budget is for apartment rehabilitation.

Housing	Actual 2012-13	Actual 2013-14	Budget 2014-15	Estimate 2014-15	Budget 2015-16	% Change
<b>Sources</b>						
General Revenue	-	-	-	-	-	N/A
Special Revenue	\$ 3,735,265	\$ 3,721,711	\$ 3,705,536	\$ 3,662,077	\$ 3,800,453	2.56%
Balance Forward	1,567,169	1,155,846	973,152	1,010,467	894,908	-8.04%
<b>Total Sources</b>	<b>\$ 5,302,434</b>	<b>\$ 4,877,557</b>	<b>\$ 4,678,688</b>	<b>\$ 4,672,544</b>	<b>\$ 4,695,361</b>	<b>0.36%</b>
<b>Uses</b>						
Personnel	922,700	828,036	983,961	844,578	983,439	-0.05%
Supplies & Services	3,046,947	2,903,772	2,743,037	2,754,422	2,802,820	2.18%
Capital Outlay	176,941	135,259	178,637	178,636	168,262	-5.81%
Debt Service	-	-	-	-	-	N/A
Reserves & Contingencies	-	-	773,053	-	740,840	-4.17%
<b>Total Uses</b>	<b>\$ 4,146,588</b>	<b>\$ 3,867,067</b>	<b>\$ 4,678,688</b>	<b>\$ 3,777,636</b>	<b>\$ 4,695,361</b>	<b>0.36%</b>
<b>Other Sources &amp; Uses</b>						
Transfers In	-	-	-	-	-	N/A
Transfers Out	-	(23)	-	-	-	N/A
<b>Total Other Sources &amp; Uses</b>	<b>\$ -</b>	<b>\$ (23)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>N/A</b>
Other Restricted	\$ 1,155,846	\$ 1,010,467	\$ -	\$ 894,908	\$ -	N/A