

Pinal County Housing Authority
970 N. Eleven Mile Corner Road
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Rolanda Cephas
Executive Director

Myron Steele
Operations Manager



PINAL COUNTY HOUSING AUTHORITY
Five Year & Annual Public Housing Agency Plan
2025 – 2029

Rolanda Cephas, Executive Director



Streamlined Annual PHA Plan (Small PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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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, including changes to these policies, 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. The Form HUD-50075-SM is to be completed annually by **Small PHAs**. PIAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, HCV-Only PHA, or Qualified PIA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PIA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PIA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																															
A.1	PHA Name: PHA Name: <u>PINAL COUNTY HOUSING AUTHORITY</u> PHA Code: <u>AZ010</u> PHA Type: ☒ Small PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2025</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>139</u> Number of Housing Choice Vouchers (HCVs) <u>869</u> Total Combined <u>1008</u> 750 HCV, 15 VASH, 39 EHV, 5 SV, 34 PBV, and 26 RAD/PBV PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission Availability of Information. 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 of 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 website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. Pinal County Housing Authority (PCHA) Office 970 N. Eleven Mile Corner Road, Casa Grande, Arizona 85194 https://www.pinal.gov/584/Housing-Authority ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						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:																	
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B.	Plan Elements Submitted with 5-Year PHA Plans. Required elements for Small PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a Small PHA is not submitting its 5-Year Plan. See sub-section below for required elements in all other years (Years 1-4).
B.1	Revision of Existing PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA since its last <u>Five-Year PHA Plan</u> submission? Y N ☒ ☐ Statement of Housing Needs and Strategy for Addressing Housing Needs. ☒ ☐ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. ☒ ☐ Financial Resources. ☒ ☐ Rent Determination. ☐ ☒ Homeownership Programs. ☒ ☐ Substantial Deviation. ☒ ☐ Significant Amendment/Modification (b) If the PHA answered yes for any element, describe the revisions for each element(s): (c) The PHA must submit its Deconcentration Policy for Field Office Review. See Attachments B.1
B.2	New Activities. (a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N ☐ ☒ Hope VI or Choice Neighborhoods. ☐ ☒ Mixed Finance Modernization or Development. ☒ ☐ Demolition and/or Disposition. ☒ ☐ Conversion of Public Housing to Tenant Based Assistance. ☐ ☒ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD. ☒ ☐ Project Based Vouchers. ☒ ☐ Units with Approved Vacancies for Modernization. ☒ ☐ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). (b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan. See Attachments B.2
B.3	Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan. See Attachments B.3

B.4	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. See Attachments B.4 Capital Improvements 5-Year Action Plan for 2023-2027 Approved by HUD on 08/28/2023
B.5	Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y N ☐ ☒ See Attachments B.5 (b) If yes, please describe:
Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a Small PHA is submitting its 5-Year PHA Plan.	
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B.2	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.
C	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
C.1	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the PHA Plan? Y N ☐ ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

C.2	Certification by State or Local Officials. Form HUD 50077-SL, <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.
C.3	Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Form HUD-50077-CRT-SM, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y N ☐ ☐ If yes, include Challenged Elements.

D.	Affirmatively Furthering Fair Housing (AFFH).							
D.1	Affirmatively Furthering Fair Housing. Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item <table border="1"> <tr> <td>Fair Housing Goal:</td> </tr> <tr> <td><u>Describe fair housing strategies and actions to achieve the goal</u></td> </tr> <tr> <td> </td> </tr> </table> <table border="1"> <tr> <td>Fair Housing Goal:</td> </tr> <tr> <td><u>Describe fair housing strategies and actions to achieve the goal</u></td> </tr> <tr> <td> </td> </tr> </table> <table border="1"> <tr> <td>Fair Housing Goal:</td> </tr> </table>	Fair Housing Goal:	<u>Describe fair housing strategies and actions to achieve the goal</u>		Fair Housing Goal:	<u>Describe fair housing strategies and actions to achieve the goal</u>		Fair Housing Goal:
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5-Year PHA Plan (for All PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226
Expires: 03/31/2024

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

A. PHA Information.

A.1 PHA Name: PINAL COUNTY HOUSING AUTHORITY

PHA Code: AZ010

PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2025

The Five-Year Period of the Plan (i.e. 2019-2023): 2025 - 2029

PHA Plan Submission Type: ☒ 5-Year Plan Submission ☐ Revised 5-Year Plan Submission

Availability of Information. 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.

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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:					

B.	Plan Elements. Required for all PHAs completing this form.
B.1	Mission. 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. See Attachment B.1
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. See Attachment B. 2
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. See Attachment B. 3
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. See Attachment B. 4
C.	Other Document and/or Certification Requirements.
C.1	Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. See Attachment C. 1
C.2	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the 5-Year PHA Plan? Y N ☐ ☒ See Attachment C. 2 (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.
C.3	Certification by State or Local Officials. <i>Form HUD-50077-S1, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan. See Attachment C. 3</i>
C.4	Required Submission for HUD FO Review. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ See Applicable Attachment C. 4 (b) If yes, include Challenged Elements.
D.	Affirmatively Furthering Fair Housing (AFFH).

D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

It is the policy of the Pinal County Housing Authority (PCHA) to comply fully with Fair Housing and Equal Opportunities (FHEO), Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act (ADA), the U.S. Department of Housing and Urban Development (HUD) regulations, notices/guidance, and the PCHA's Agency Plans, Procedures Manual, County Personnel Policy, and Federal, State and local housing laws.

The PCHA promotes and advance fair and inclusive housing opportunities for all individuals, regardless of race, color, religion, sex, familial status, national origin, disability, or LGBTQ+ status. By affirmatively furthering fair housing, the PCHA strives to create communities that are diverse, inclusive, and free of discrimination.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PCHA will not, on the grounds of race, color, creed, sex, religion, age, disability, national origin, actual or perceived sexual orientation, gender identity, marital status, or familial status:

- a. Deny an eligible person or family admission to housing.
- b. Provide housing assistance, which is different from that provided to others, except for elderly and/or disabled where accessibility features, may be required.
- c. Subject a person or family to segregation or separate treatment.
- d. Restrict a person or family's access to any benefit enjoyed by others in connection with housing programs.
- e. Treat a person or family differently in determining eligibility or other requirements for admission.
- f. Deny any person or family access to the same level of services provided to others.
- g. Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

This policy is grounded on the belief that every individual should have equal access to housing opportunities and that no one should be unjustly denied the chance to live in a safe and welcoming community. The PCHA emphasizes the need for proactive and intentional steps to address housing disparities and to promote fair housing practices at the federal, state, and local levels.

Furthermore, the PCHA emphasizes the importance of collaboration between government agencies, housing providers, and community organizations to achieve fair housing objectives. By working together, these stakeholders can develop strategies and policies that promote equitable housing opportunities address systemic barriers to fair housing.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PCHA will continue outreach efforts to local property owners throughout Pinal County to allow HCV program participants to move to areas where there is not a concentration of low-income housing. PCHA will have staff members to dedicate to increasing landlord participation and building stronger relationships the current landlords.

All PCHA public housing and HCV staff have completed Fair Housing Training conducted by Southwest Fair Housing. PCHA is committed to continue to require annual Fair Housing Training for aa PCHA staff.

Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR § 903.4)

- A.1** Include the full PHA Name, PHA Code, PHA Fiscal Year Beginning (MM/YYYY), Five-Year Period that the Plan covers, i.e. 2019-2023, PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

- B.1 Mission.** 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. (24 CFR § 903.6(a)(1))
- 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. (24 CFR § 903.6(b)(1))
- 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. (24 CFR § 903.6(b)(2))
- 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. (24 CFR § 903.6(a)(3)).

C. Other Document and/or Certification Requirements.

- C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

C.2 Resident Advisory Board (RAB) comments.

- (a) Did the public or RAB have comments?
- (b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR § 903.17(b), 24 CFR § 903.19)

C.3 Certification by State or Local Officials.

Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

- (a) Did the public challenge any elements of the Plan?
- (b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart



PINAL COUNTY
WIDE OPEN OPPORTUNITY

Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

Attachment B. 1

MISSION

It is the Mission of Pinal County Housing Authority to foster a supportive living environment while promoting self-sufficiency and neighborhood revitalization to improve the quality of life for low income families that is free from discrimination.





Attachment B. 2

GOALS AND OBJECTIVES

- A. Preserve and expand affordable housing:
1. Apply for additional voucher opportunities that would add value to the PHA's housing programs.
 2. Maintain an occupancy level of at least 98% in the Public Housing Program.
 3. Leverage private funds through developers to develop new affordable housing units.
 4. Identify opportunities to use voucher in developments for the creation of additional affordable housing units.
- B. Improve the quality of assisted housing units:
1. Achieve a designation status of High Performer by;

- a. Timely response to work order request, completion of work orders, and comprehensive oversight of fixed asset inventories.
 - b. Ensure operational funds are available to maintain properties at a high level of quality.
- 2. Modernize or renovate existing public housing units. Over the next five years the PHA will;
 - a. Maximize the utilization of Capital Funds for capital improvements.
 - b. Remodel kitchens, bathrooms, and flooring upon unit turnovers.
 - c. Implement a Preventive Maintenance program.
 - d. Continue to address curb appeal and site improvement needs.
- 3. Demolish or dispose of obsolete housing with a focus on redevelopment or replacement housing.

4. Maintain the High Performer designation for the Housing Choice Voucher Program.

- a. Follow Housing Quality Standard inspection protocols.
- b. Monitor and track SEMAP indicators.
- c. Conduct routine quality control inspections and tenant file audits.

C. Promote efforts towards self-sufficiency:

- 1. Promote participation in economic self-sufficiency programs with strong social connections, access to education, and economic opportunities.
- 2. Develop relationship/partnerships with local service providers to provide supportive services to program participants, including elderly or families with disabilities.

D. Improve organizational management

- 1. Attract and retain a competent, committed, and professional workforce that align with the mission of the county and the housing department.**
- 2. Ensure employees receive adequate training and designations appropriate to their job function and professional growth.**
- 3. Conduct annual performance evaluations to identify organizational strengths and weaknesses.**



Attachment B. 1

STATEMENT OF HOUSING NEEDS

Pinal County Housing Authority (PCHA) owns and manage 139 public housing units scattered throughout Pinal County. The PHA housing stock consist of 9 one-bedroom units, 49 two-bedroom units, 67 three-bedroom units, and 14 four-bedroom units.

Currently there are 10,275 applicants on the Public Housing Waiting List, which consist of 2,209 applicants on one-bedroom waiting list, 4,409 applicants on two-bedroom waiting lists, 2,964 applicants on three-bedroom waiting lists, and 693 applicants on four-bedroom waiting list.

The PCHA has an allocation of 809 Housing Choice Voucher's (HCV). Currently there are 663 participants being served through the HCV program; however, due to the high cost of rents, the Housing Authority is over utilizing the available funding and are currently in shortfall.

There are currently 4,485 applicants on the Housing Choice Voucher/ Section 8 Waiting list; however, due to the shortfall status of funding, the Housing Authority is unable to pull applicants from the waiting list until a future time when voucher utilization and funding has stabilized.

The PCHA's combined waiting list data indicates that there is a dire need for more affordable housing units in Pinal County that can accommodate families in need of one, two, and three-bedroom units.

Strategy for Addressing Housing Needs

The PCHA has 17 acers of undeveloped land at Eleven Mile Corner Road that we will continue to seek opportunities to develop more affordable housing on with the use of non-grant funding. In addition, The PCHA will continue to seek opportunities to partner with developers for increasing the affordable housing stock in opportunity areas.

The PCHA will continue to increase Housing Choice Voucher Landlord participation with community Landlord information sessions and new landlord leasing incentives.

The PCHA will continue to submit Letters of Registration of Interest for the Family Self-Sufficiency (FSS), Moving to Work Demonstration (MTW) and the Home Ownership Programs to enhance self-reliance and sustainability while reducing reliability on subsidized programs. Which will ultimately afford opportunities for applicants on the waiting list to utilize housing program services.





Attachment B. 1

DECONCENTRATION POLICY

ACOP Chapter 17 Offering the Units (Tenant Selection and Assignment Plan)

As units become available for occupancy, the PHA will offer units to applicants on the waiting list. In accordance with the QHWRA, the PHA encourages occupancy of its developments by families with a broad range of incomes. At a minimum, 40% of all new admissions on an annual basis will be extremely low-income families (See Appendix E for Income Limits). The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, disability or familial status.

A. Deconcentration

The offers will be made in the following manner. To the maximum extent feasible, the deconcentration and income-mixing requirements of the QHWRA will be followed.

- a. Families with incomes ranging from 0% to 80% of median income will be selected in accordance with the tenant selection section of this ACOP.
 - 1) Families with the highest incomes will be offered units in developments where average family incomes are lowest.
 - 2) Conversely, families with the lowest incomes will be offered units in developments with the highest average family incomes.
 - 3) The PHA may offer incentives to families to accomplish the deconcentration and income mixing objectives.
- b. The PHA may employ a system of income ranges in order to maintain a resident body composed of families with a range of incomes and tenant rent paying abilities representative of the range of incomes among low-income families in the PHA's area of operation and may take into account the average tenant rent the PHA should receive to maintain financial solvency.
- c. The PHA's selection policies are designed so that selection of new public housing residents will bring the PHA's actual distribution of tenant rents closer to the projected distribution of tenant rents.
- d. The PHA will select, based on date and time of application and preferences, two (2) families in the extremely low-income category and two (2) families from the lower income category (31% to 80% of area median income) alternately until the 40% admission requirement of extremely low-income families is achieved (2 plus 2 policy).





PINAL COUNTY

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- e. After the minimum level is reached, all selections will be made based solely on date, time and preferences.
- f. Any applicants passed over as a result of implementing this 2 plus 2 policy will retain their place on the waiting list and will be offered a unit in order of their original placement on the waiting list.

B. Unit Offer

The PHA will offer the eligible applicant at the top of the waiting list a unit of appropriate size and type (including accessible features if required and available) which has been ready to lease the longest in the development that has the most vacancies.

- a. Method of Notification of Unit Offer
 - a. The PHA will make the unit offer by telephone or by other communication methods as designated by the applicant.
 - b. Unit offers made by telephone will be confirmed by mailing the applicant a written notice of the unit offer.
- b. The PHA will make unit offers in sequence and will not offer the applicant another unit until the first unit offer has been refused.
- c. The PHA will give the applicant five (5) days after the date of the telephone call to accept or refuse the unit offer.
- d. If the applicant refuses the first unit offer, the PHA will offer the applicant a second unit of appropriate size and type (including accessible features if required and available) in the development when a unit become available or the next development that has the most vacancies.
- e. If the applicant refuses the unit without good cause, the PHA will remove the applicant from the waiting list.
- f. Good Cause for Refusal of Unit Offer

The applicant should be able to document that the claimed of good cause for refusing an offer of housing. If good cause is verified, the refusal of the offer(s) will not require that the applicant be removed from the waiting list. The applicant's application will remain at the top of the waiting list until the applicant receives an offer for which they have no good cause refusal. The applicant will not be considered to have been offered a suitable unit if:

- a. The applicant is unable to move at the time of the offer and presents clear evidence that substantiates to the satisfaction of the PHA. Examples:
 - 1) A physician verifies that the applicant has just undergone major surgery and needs a period of time to recuperate; or



PINAL COUNTY

WIDE OPEN OPPORTUNITY

- 2) A court verifies that the applicant is serving on a jury which has been sequestered.
- b. A health professional verifies temporary hospitalization or recovery from illness of the principal household member, other household members (each as listed on the final application) or live-in aide necessary to the care of the principal household member.
- c. The unit is not ready for move-in at the time of the unit offering.
 - 1) Meaning the unit has Uniform Physical Condition Standard (UPCS) deficiencies.
 - 2) If the unit is not ready for move-in, the PHA will offer the next appropriate unit ready for move-in to the applicant.
- d. The applicant demonstrates to PHA's satisfaction that accepting the offer will place a family member's life, health, or safety in jeopardy.
 - 1) The family should offer specific and compelling documentation such as restraining orders, other court orders, or risk assessments related to witness protection from a law enforcement agency.
 - 2) The reasons offered must be specific to the family.
 - 3) Refusals due to location alone do not qualify the applicant for this good cause exemption.
- e. The unit is inappropriate for the applicant's disabilities, or the family does not need the accessible features in the unit offered and does not want to be subject to a 30-day notice to move.
- f. Inaccessibility to employment, education or job training, children's day care or educational programs for children with disabilities if the move would require an adult household member to quit a job, drop out of an education institution or training program, or take the child out of day care or an educational program for children with disabilities.
- g. The unit contains lead-based paint and accepting the offer could result in subjecting the applicant's children who is under six (6) years of age to lead-based paint poisoning.
- h. The unit is not of the proper size and type, and the applicant would be able to reside there only temporarily (e.g., a specially designed unit that is awaiting a disabled applicant needing such a unit).
- i. An elderly or disabled family makes the decision not to occupy or accept occupancy in designated housing.
7. When leasing a vacant unit, the PHA will offer the unit to applicants on the waiting list in sequence, until an applicant accepts the unit, in accordance with the PHA's local preferences and/or the date and time of application.
8. The PHA will maintain a record of the units offered, including location, date, the circumstances for each offer, and each acceptance or refusal.



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9. To the maximum extent possible, the offer will also be made to affect the PHA's policy of economic deconcentration.
10. If more than one unit of the appropriate size and type is available, the first unit to be offered will be the unit that will serve to achieve the PHA's goal of economic deconcentration.

Pinal County Housing Authority
970 N. Eleven Mile Corner Road
Casa Grande, AZ 85212
T 520-866-7203
F 520-866-7235
<https://www.pinalcountyz.gov/Housing/Pages/Home.aspx>



Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

Attachment B. 1

FINANCIAL RESOURCES



**Pinal County Housing Department
Fiscal Year 2024-2025**

FINANCIAL RESOURCES

Sources	Dollar Amount	Comments
Public Housing		
Federal Grants Estimated		
- Public Housing Operating Funds	704,955	
- Public Housing Capital Fund 2020-2023	894,073	See 5 Yr Action Plan
Other Revenue		
Public Housing Dwelling Rental Income	357,775	
Other Income Public Housing	35,004	Mgmt Fees, Tenant Work Orders/Damages
General Fund Contribution - Wages	32,000	Benefits for 2 Maint. Workers
Total Public Housing	2,023,807	
Housing Choice Voucher		
Federal Grants Estimated		
- Housing Assistance Payment (includes VASH)	9,231,971	
- Administrative Funding	577,226	
Other Revenue		
Portability Income	867,433	
Other Income HCV	44,134	Admn Fees & Fraud Recovery
General Fund Contribution - Wages	112,112	General Fund Contrib. from
General Fund Contribution - Fleet	3,500	Fleet Maint. for HCV vehicles
Total Housing Choice Voucher	10,836,376	
TOTAL RESOURCES	12,860,183	

Pinal County Housing Department
Fiscal Year 2024-2025

FINANCIAL RESOURCES

Sources	Fiscal Year 2024-2025 Dollar Amount	Fiscal Year 2025-2026 Dollar Amount	Fiscal Year 2026-2027 Dollar Amount	Fiscal Year 2027-2028 Dollar Amount	Fiscal Year 2028-2029 Dollar Amount	Comments
Public Housing						
Federal Grants Estimated						
- Public Housing Operating Funds	704,955	722,579	740,643	759,159	778,138	
- Public Housing Capital Fund 2020-2029	894,073	502,872	502,872	502,872	502,872	See 5 Yr Action Plan
Other Revenue						
Public Housing Dwelling Rental Income	357,775	366,719	375,887	385,285	394,917	
Other Income Public Housing	35,004	35,004	35,004	35,004	35,004	Mgmt Fees, Tenant Work Orders/Damages
General Fund Contribution - Wages	32,000	32,000	32,000	32,000	32,000	Benefits for 2 Maint. Workers
Total Public Housing	2,023,807	1,659,175	1,686,407	1,714,320	1,742,931	
Housing Choice Voucher						
Federal Grants Estimated						
- Housing Assistance Payment (includes VASH)	9,231,971	9,370,451	9,511,008	9,653,673	9,798,478	Expect to maintain or slightly increase utilization
- Administrative Funding	577,226	585,884	594,673	603,593	612,647	
Other Revenue						
Portability Income	867,433	858,759	850,171	841,670	833,253	Expect to maintain or slightly decrease utilization
Other Income HCV	44,134	43,693	43,256	42,823	42,395	Admn Fees & Fraud Recovery
General Fund Contribution - Wages	112,112	114,914	117,787	120,732	123,750	General Fund Contrib. from
General Fund Contribution - Fleet	3,500	3,500	3,500	3,500	3,500	Fleet Maint. for HCV vehicles
Total Housing Choice Voucher	10,836,376	10,977,201	11,120,395	11,265,990	11,414,022	
TOTAL RESOURCES	12,860,183	12,636,376	12,806,802	12,980,310	13,156,954	

Attachment B. 1

RENT DETERMINATION

ACOP Chapter 19 Choice Rent

The PHA will provide through its orientations, individual counseling, and by written notices, sufficient information to allow families to make an informed choice of rent payment options. At a minimum, families will be advised of:

1. The dollar amounts of the flat rent and the income-based rent; and
2. The PHA's policies on switching the type of rent in circumstances of financial hardship.

A. Rent Options and Annual Reviews

Annually, the PHA will give families the option to choose between paying the flat rent or the income-based rent. The PHA will not give families the choice of rent option more than once per year, except in the case where the family has chosen the flat rent and experiences a financial hardship.

1. The PHA will provide the following information to allow a family to make an informed choice regarding rent options:
 - a. The PHA's policies on switching the type of rent due to financial hardship; and
 - b. The dollar amount of the flat rent and the income-based rent.
2. Regardless of whether the family chooses to pay a flat rent or income-based rent, the family must pay at least the minimum rent.
3. Non-Public Housing Over-Income Families
 - a. If allowed by the PHA to remain in a public housing unit, NPHOI family will not have a choice in rent.
 - b. NPHOI families must pay the alternative non-public housing rent.
4. Annual Reviews

The PHA will comply with the requirement to review rent option annually with families and to provide families with sufficient information to make an informed choice of rent. The PHA will do the following:

- a. At initial occupancy, or in any year where a current program participating family is paying the income-based rent:



- 1) Conduct a full reexamination of family income and composition at the first annual rent option (Year 1);
 - 2) Inform the family of the flat rent amount and the rent amount determined by the reexamination of family income and composition;
 - 3) Inform the family of the PHA's policies on switching rent types due to a financial hardship; and
 - 4) Apply the family's rent choice at the next lease renewal.
- b. At the second and third annual rent options, for families that choose to switch from income-based rent to pay the flat rent, the PHA:
- a. Will not conduct a full reexamination of family income and composition for the second and third annual rent option. If the PHA chooses not to conduct a reexamination of family income for this annual rent option, the PHA must use the income information from the reexamination of family income and composition from the first annual rent option.
 - b. For a family that has paid the flat rent for the previous three (3) years, and for which the PHA has not conducted a re-examination of family income and composition in the last three (3) years, the PHA must complete a full reexamination of family income and composition in order to update the income-based rent amount.
 - c. Must inform the family of the updated flat rent amount, and the rent amount determined by the most recent reexamination of family income and composition;
 - d. Must inform the family of the PHA's policy of switching rent types due to a financial hardship; and
 - e. Must apply the family's rent decision at the next lease renewal.
3. At the next annual rent option, the PHA will offer the updated flat rent amount and permit the family to choose between the flat rent amount or the income-based rent, subject to the phase-in requirements.
4. For a family that chooses the flat rent option, the PHA will conduct a reexamination of family income and composition at least once every three (3) years, except for families a PHA determines exceed the over-income limit. Once a PHA determines that a family has an income exceeding the over-income limit, the PHA must follow the income reexamination and notification requirements.

B. Flat Rent

The FY 2014 Appropriations Act required PHAs to establish flat rents at no less than 80% of the applicable Fair Market Rent (FMR), and established rent increase phase-in requirements to prevent family rental payments from increasing by more than 35%.

The FY 2015 Appropriations Act maintained the FY 2014 rent increase phase-in requirements and amended the 2014 Act to require that flat rents for each public housing unit be set at no less than the lower of:

1. 80% of the applicable FMR; or
2. At the discretion of the Secretary, 80% of such other applicable FMR established by the Secretary that the Secretary determines more accurately reflects local market conditions and is based on an applicable market area that is geographically smaller than the applicable market area used for purposes of the applicable FMR (such as the applicable Small Area Fair Market Rent (SAFMR) or unadjusted rent).

C. Flat Rent, Utilities and Utility Allowance

5. The PHA will consider who is responsible for direct utility payments to the utility suppliers and provide for a utility allowance as necessary.
6. For units where the utilities are tenant-paid, the PHA must adjust the flat rent downward by the amount of a utility allowance for which the family might otherwise be eligible.
7. Formula to Calculate an FMR-Based Flat Rent

Flat rents are always inclusive of utilities. In the case of a flat rent set using the FMR, the utility allowance should be subtracted before setting the flat rent.

- a. $\text{FMR (or SAFMR/unadjusted rent as applicable)} \times 80\% - \text{utility allowance}$
- b. If the PHA sets an exception flat rent using a market study, then the market study takes into account and adjusts for the value of utilities. The cost of utilities is included in the flat rent.
- c. If the PHA sets a flat rent above 80% of the FMR, the PHA will maintain the appropriate records to document the rent levels.

D. Annual Flat Rent Compliance

To comply with the flat rent requirements annually, no later than 90 days after the effective date of the new FMRs or SAFMRs published by HUD, the PHA will:

1. Compare the current flat rent amount to the applicable FMRs or SAFMRs/unadjusted rent. The PHA will be in compliance with the flat rent requirement and no further action is necessary, if the flat rent is at least equal to the lower of:
 - a. 80% of the applicable FMR; or
 - b. 80% of the applicable SAFMR (or if no SAMER is available, 80% of unadjusted rent).
 - c. If the current flat rent is less than the lower of the above, the PHA must set flat rents at no less than 80% of the lower of the 80% FMR or 80% SAFMR/80% unadjusted rent, subject to the utilities adjustment, or the PHA may request an exception flat rent;
2. Update the flat rent policies in the ACOP, as necessary;
3. Permit the family to choose between flat rent amount and the income-based rent for all new admissions; and

4. Offer flat rent amount at the next annual rent option for families that are current public housing residents and permit the family to choose between the flat rent amount and the income-based rent, subject to the phase-in requirements.

E. Flat Rent Exception

The PHA does not need to submit exception requests to set flat rents at or above 80% of the FMR or SAFMR, or if the SAFMR is not available, 80% of the unadjusted rent.

1. HUD requires flat rent exception requests if the PHA's current flat rent is less than the lower of:
 - a. 80% of the FMR, or
 - b. 80% of the SAFMR (or if a SAFMR is not available, 80% of the unadjusted rent).
2. The PHA will have 90 days from the effective date from the current year's FMR to submit a flat rent exception request.
3. Market Analysis Content and Justification
 - a. In order to demonstrate the need for an exception flat rent, the PHA must submit a market analysis that demonstrates the value of the unit. The PHA may not request an exception flat rent that is lower than the demonstrated market value of the unit.
 - b. The PHA must demonstrate, based on the market analysis, that the proposed flat rent is a reasonable rent in comparison to rent for other comparable unassisted units, based on the location, quality, size, unit type, and age of the public housing unit and any amenities, housing services, maintenance, and utilities to be provided by the PHA in accordance with the lease.

4. Approved Flat Rent Exception Request

The PHA must receive written HUD approval to utilize an exception flat rent prior to implementing the new exception flat rent rates.

- a. The PHA may continue to utilize its current flat rent schedule, while HUD is reviewing the PHA's flat rent exception request and supplemental information.
- b. The approved exception request will remain in effect until the end of the 90-day period commencing upon the effective date of HUD's Final Fiscal Year FMRs or the date on which a PHA updates and makes effective its flat rent schedule based on that fiscal year's FMRs, whichever comes first.
- c. The PHA must update its flat rents to the approved flat rent exception amount immediately after the date of HUD's approval for all intake and reexamination activities.
- d. The PHA will apply the approved flat rent exception amount immediately to intakes and reexaminations and must apply it to any intake or reexamination that takes effect 60 days or more after the approval date.

5. Previous Approved Flat Rent Exception Request

- a. If HUD approved the PHA's flat rent exception request from a previous fiscal year, the PHA may request an extension of this approval under the following circumstance:
 - 1) The PHA request an extension of the exact rents as previously approved by HUD;
 - 2) The market study accompanying the previously approved request is no more than two (2) years old;
 - 3) The market conditions remain unchanged; and

- 4) The PHA submits the extension request to HUD no later than 90 days after the effective date of the final FMRs published by HUD.
 - b. HUD will not approve extension requests that include changes or additions to previously approved exception flat rents.
6. Disapproval of Flat Rent Exception Request
HUD will review the PHA's flat rent exception request.
 - a. HUD will respond with the results of its review and provide the PHA two (2) opportunities to cure deficiencies or provide additional information.
 - b. The PHA must respond in writing no later than 30 days after receiving HUD's notification of the insufficient submission. The PHA's response should include any new information the PHA believes is necessary to supplement the original submission.
 - c. The PHA may continue to utilize its current flat rent schedule while awaiting the results of HUD's review of the additional information.
 - d. If the PHA cannot provide sufficient information to justify the exception after two (2) requests, HUD will deny the flat rent exception request.
 - e. If the PHA's exception request is denied, the PHA must immediately revise its flat rent rates using the applicable FMR and the updated flat rent must be applied to any intake or reexamination that takes effect 60 days after the denial date.

7. Flat Rent Increase Phase-In Requirements

If an existing flat rent tenant's rental payment prior to any applicable adjustments for utilities payments increases by more than 35% as a result of changes to the flat rent amount, the increase must be phased-in such that a family does not experience an increase in their rental payment of more than 35%.

- a. On a case-by-case basis at the family's next annual rent option, the PHA will compare the updated flat rent amount applicable to the unit to the rent that was being paid by the family immediately prior to the annual rent option:
 - 1) If the new flat rent amount would not increase a family's rental payment by more than 35%, the family may choose to pay either the updated flat rent amount or the previously calculated income-based rent;
 - 2) If the PHA determines that the updated flat rent amount would increase the family's rental payment by more than 35%, the family may choose to pay the phased-in flat rent amount resulting from the flat rent impact analysis or the Previously calculated income-based rent.
- b. Families paying flat rent will not have their rent adjusted until their annual reexamination or annual update.

F. Income-Based Rent

Is a tenant rent which is based on the family's income and the PHA's rent policies for determination of the rent.

1. The income-based tenant rent must not exceed the total tenant payment (TTP) for the family minus any applicable utility allowance for tenant-paid utilities.

2. If the utility allowance exceeds the TTP, the PHA will pay such excess amount (the utility reimbursement) directly to the utility supplier of the family's choice to pay the utility bill on behalf of the family.
3. The PHA will use the standard formula for calculating income-based rent.

G. Switch from Flat Rent to Income-Based Rent Because of Financial Hardship

If the family that is paying a flat rent experiences a financial hardship, the family may at any time, before the next annual choice of rent option, request to be switched to income-based rent.

1. The PHA has established the following policies for determining when payment of flat rent is a financial hardship:
 - a. The family's income has decreased because of changed circumstances, including loss or reduction of employment, death in the family which results in reduction of income or payment of funeral expenses, reduction in or loss of earnings, or reduction or loss of other assistance;
 - b. The family has experienced an increase in expenses, because of changed circumstances, for unreimbursed medical costs, childcare, transportation, education, or similar items; and
 - c. Other reasonable financial hardship circumstances which may be applied on a case- by-case basis at the discretion of the PHA.
2. The PHA will switch the family's rent from flat rent to income-based rent on the first of the month following verification of the financial hardship.
3. Once the family switches from flat rent to income-based rent due to financial hardship, the family may not change back to flat rent until its next annual reexamination.

H. Prorated Tenant Rent

For families that include both members who are citizens or have eligible immigration status and members who do not have eligible immigration status (or elect not to state that they have eligible immigration status), the amount of tenant rent.

1. To calculate prorated tenant rent, the PHA will follow the steps below:

Step 1. Determine the TTP.

Annual income includes income of all family members, including any family member who has not established eligible immigration status.

Step 2. Subtract the TTP from the PHA-established flat rent applicable to the unit.

The result is the maximum subsidy for which the family could qualify if all members were eligible ("Family Maximum Subsidy").

Step 3. Divide the family maximum subsidy by the number of persons in the family (all persons) to determine the maximum subsidy per each family member who has citizenship or eligible immigration status ("Eligible Family Member").

The subsidy per eligible family member is the "Member Maximum Subsidy."

Step 4. Multiply the Member Maximum Subsidy by the number of family members who have citizenship or eligible immigration status ("Eligible Family Members").

Step 5. The product of Steps 1 through 4 is the amount of subsidy for which the family is eligible ("Eligible Subsidy").

The family's rent is the PHA-established flat rent minus the amount of the Eligible Subsidy.

2. Method of prorating assistance when the mixed family's TTP is greater than the public housing flat rent.
 - a. When the mixed family's TTP is greater than the flat rent, the PHA must use the TTP as the mixed family TTP.
 - b. The PHA subtracts from the mixed family TTP any established utility allowance, and the sum becomes the mixed family rent.

RENT DETERMINATION

ACOP Chapter 20 Tenant Rent and Other Charges

The following outlines the policies for calculating rental fees and other charges to be paid by PHA residents.

A. Tenant Rent

Tenant rent is the amount of rent payable by the family to the PHA.

1. The tenant shall pay the amount of the monthly tenant rent determined by the PHA in accordance with HUD regulations and other requirements.
2. The amount of the tenant rent is subject to change in accordance with HUD requirements.
 - a. The lease shall specify the initial amount of the tenant rent at the beginning of the initial lease term.
 - b. The PHA will give the tenant written notice stating any change in the amount of tenant rent, and when the change is effective.
3. Tenant rent is due and payable on the 1st day of the month and is delinquent if not paid by the close of business on the 5th day of the month, unless the falls on 5th day a weekend or holiday, in which case tenant rent will be late as of the close of business on the next full business day.

B. Changes in Addition to Tenant Rent

Appendix B contains the PHA's list of charges in addition to rent. The lease imposes charges for the following:

1. Penalties for late payments
2. NSF check charges
3. Security deposits, see Chapter 21
4. Charges for maintenance and repair beyond normal wear and tear
5. Charges for the consumption of excess utilities
6. Pet security deposits
7. The payment of all court costs, expenses and attorney fees incurred in enforcing the dwelling lease or in recovering possession of the premises, if ordered by the court, unless the tenant prevails in such legal action.
8. The PHA will provide basic pest control services without charge to the tenants. Only PHA staff or contractors who possess current pest control licensing will conduct pest control activities subject to law or regulation.
9. The pet security deposit and/or fee is paid in full prior to the pet being brought into the unit. Partial payments for pet security deposits or fees will not be considered for any reason. Security deposits for a pet are not charged if the animal is determined to be a service animal needed by a person with a disability.
10. The other charges listed above will become due and payable the first day of the month

following the month in which the charge or charges incur and two (2) weeks after the PHA notice is provided to the resident.

11. The tenant will be left a copy of the work order with charges or will be invoiced by the PHA. Invoices and work orders will state that the tenant has a right to grieve said charges according to the PHA's established Grievance Procedures.

C. Forms of Payment

1. The PHA's policy does not allow acceptance of cash for tenant rent or other charges.
2. Tenant rent and other payments will be accepted only in the form of money orders, cashier's checks or personal checks.
3. Personal checks may be presented until or unless more than one Non-Sufficient Funds (NSF) check is presented. An insufficient fund (NSF) fee of \$35 will be assessed against the resident's account. The resident will then be required to make payment using money orders or cashier's checks.

D. Delinquent Charges and Late Fees

If rent is unpaid by the close of business on the 6th day of the month of the month, a one- time per month late fee of \$25 will be assessed.

E. Total Tenant Payment (TTP)

The Income-Based TTP for families shall be the highest of the following, rounded to the nearest dollar:

1. Thirty percent (30%) of the family's Monthly Adjusted Income;
2. Ten percent (10%) of the family's Monthly Gross Income;
3. Welfare rent (in as-paid welfare states); When welfare rent is the higher, the PHA will recalculate rent once after the welfare department recalculates welfare based on the PHA's initial rent determination.
4. A minimum rent of \$50; or

The minimum rent requirement may be waived under certain financial hardships providing that the family requests the waiver in writing prior to the rent becoming delinquent as detailed in Section G of this Chapter.

5. For public housing only, the alternative non-public housing rent, as determined in accordance with § 960.102 of this title.

F. Minimum Rent

The minimum rent is the minimum rent payable by the family.

1. The PHA may establish a minimum rent up to \$50.
2. The PHA has established a minimum rent for the public housing program at \$50.

G. Minimum Rent Hardship Exemption

The PHA recognizes that in some circumstances the minimum rent may create a financial hardship for families.

If the PHA adopts a minimum rent greater than \$0, the PHA must grant exemptions from the minimum rent requirement to any family if the PHA determines that the family is unable to pay the amount due to financial hardships, unless the hardship is temporary.

1. Financial hardship includes the following:

- a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state, or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;
- b. The family income has decreased due to changed circumstances such as separation, divorce, and/or abandonment;
- c. One or more family members have lost employment;
- d. The family would be evicted as a result of imposing the minimum rent requirement;
- e. There has been a death in the family; or
- f. There are other hardship situations determined by the PHA on a case-by-case basis, i.e., alimony, child support, etc.

2. The PHA may request documentation of the hardship and will promptly, within five (5) business days determine if the hardship is temporary or long term.

3. The PHA will suspend the minimum rent requirement and adjust the HAP accordingly beginning the month following the family's written request for a hardship exemption until the PHA determines whether there is a qualifying financial hardship, and whether the hardship is temporary or long term.

- a. The financial hardship exemption only applies to payment of minimum rent for determining the TTP.
- b. The TTP is still calculated excluding the minimum rent.
- c. The family will pay the higher of 30% of the monthly adjusted income, 10% of the monthly income, or the welfare rent, as applicable, during the term of the suspended minimum rent.

4. Temporary Hardship Exemption

The PHA has defined a temporary hardship as a hardship to last less than 90 days.

- a. If the hardship is determined to be temporary, the PHA will not impose the minimum rent during the 90-day period beginning the month following the date the family's request for a hardship exemption.
- b. At the end of the 90-day suspension period, the minimum rent is reinstated retroactively to the date of suspension.
- c. The family must execute a Repayment Agreement for the back rent owed by the family.

5. Long Term Hardship Exemption

The PHA has defined long term hardship as a hardship that last more than 90 days.

- a. If the hardship is determined to be long term, the PHA will exempt the family from the minimum rent requirements for long as such hardship continues.
 - b. The PHA shall apply this exemption from the beginning of the month following the family's request for a hardship exemption until the end of the qualifying financial hardship.
 - c. The family is not required to repay the difference between the TTP and the minimum rent to the PHA once the hardship is over.
- 6. If the PHA is unable to determine if the hardship exemption will be temporary or long term, the PHA may approve a temporary hardship exemption and redetermine the family's status at the end of the temporary hard exemption term.
- 7. No Qualifying Hardship
 - a. If the PHA determines there is no qualifying financial hardship, the PHA must reinstate the minimum rent, including back rent owed from the beginning of the suspension.
 - b. The family must execute a Repayment Agreement for the back rent owed by the family.
- 8. Denial of a minimum rent hardship exemption is subject to the PHA's informal hearing process.

H. Special Reexamination

- 1. If, at the time of admission, a family's existing conditions of employment are too unstable to develop the adjusted income into the coming 12-month period for the purpose of determining TTP, the PHA will schedule a special reexamination.
 - a. This special reexamination will take place within 30, 60, or 90 days of admission, or at a date by which the PHA estimates that the family's circumstances will be stable.
 - b. If at the time of such special reexamination it is still not possible to make a reasonable estimate of adjusted income, special reexaminations will continue to be scheduled until a reasonable estimate of the adjusted income can be made.
 - c. Increases in rent determined at special reexaminations shall be made effective the first of the second month following the final rent determination. If the determination results in a decrease in rent, the effective date will be the first of the month following the reexamination verification.
 - d. Until the final rent determination can be made, the family will pay rent based upon the existing adjusted income.
- 2. Persons reporting zero income will have their circumstances reexamined every 90 days until they have a stable income.
- 3. Persons claiming zero income will also be asked to complete a family expense form. This form will ask residents to estimate how much they spend on food, beverages, transportation, health care, childcare, debts, household items, etc. Residents will then be asked how they pay for these items.



Attachment B. 1

SUBSTANTIAL DEVIATION

In accordance with 24 CFR §903.7(r)(2) which requires public housing authorities to identify the basic criteria the agency will use to determine a substantial deviation from its 5-Year Plan and significant amendments or modification to the 5-Year Plan and Annual Plan, the following definitions are offered:

Substantial Deviation:

Substantial Deviations is defined as a change that will negatively impact a majority of Section 8, Public Housing participants, or waiting list applicants, except when the change is determined to be necessary in order to comply with regulatory requirements, respond to funding constraints, or respond to a federally, state or locally declared emergency.

Substantial Deviations is defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Supervisors.



Attachment B. 1

SIGNIFICANT AMENDMENT/MODIFICATION

In accordance with 24 CFR §903.7(r)(2) which requires public housing authorities to identify the basic criteria the agency will use to determine a substantial deviation from its 5-Year Plan and significant amendments or modification to the 5-Year Plan and Annual Plan, the following definitions are offered:

Significant Amendment/Modification:

Significant Amendment/Modification is defined as a change that will negatively impact a majority of Section 8, Public Housing participants, or waiting list applicants, except when the change is determined to be necessary in order to comply with regulatory requirements, respond to funding constraints, or respond to a federally, state or locally declared emergency.

Significant Amendment/Modification is defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Supervisors.



Attachment B. 2

NEW ACTIVITIES DEMOLITION AND DISPOSITION

Pinal County Housing Authority will continue to assess our current public housing stock mainly the scattered site single family dwelling units located in Apache Junction, Casa Grande, and Coolidge to determine if these units are obsolete as to physical condition and may pose a financial burden to the PHA for modifications.

Attachment B. 2

NEW ACTIVITIES

Conversion of Public Housing to Tenant-Based Assistance

The PCHA will spend the current year exploring options for a voluntary conversion of public housing units to tenant-based vouchers, where it is economically beneficial and will increase housing opportunities.

The PCHA may explore additional funding authority in the voucher program to increase project-based opportunities for elderly and disabled families, and may explore Low-Income Housing Tax Credit (LIHTC) and other funding resources to facilitate a voluntary conversion.

Attachment B. 2

NEW ACTIVITIES

Project Based Vouchers (PBV)

The PCHA is committed to deconcentrating poverty and expanding housing and economic opportunities by exploring options for new projects to produce the high quality rental housing units for low-income families and to promote the stabilization and revitalization of communities within Pinal County.

The PCHA will explore solicitation for Request for Proposals (RFP) for developers interested in utilizing PBV's in the development of affordable housing with emphasis being placed on revitalization and new construction of quality affordable housing in underserved communities. The exact number of PBV's have not been determined.

Attachment B. 2

NEW ACTIVITIES

Units with Approved Vacancies for Modernization

The PCHA will continuously request HUD approval to designate public housing units as “Vacant Approved - Undergoing Modernization” as the PCHA has included in its 5-Year Capital Fund Plan to rehabilitation of ten (10) public housing units as they become vacant.



Attachment B. 2

NEW ACTIVITIES

Other Grant Programs

Emergency Safety and Security

The PCHA plans on submitting an application for the Emergency Safety and Security Grant if funds become available to improve the safety and security of the public housing developments throughout Pinal County.

The PCHA may also apply for other Capital Grant Programs for the improvement of the PCHA's programs and services when the Notice of Funding Availability is announced.



Attachment B. 2

NEW ACTIVITIES

Other Grant Programs

Move to Work (MTW)

The Move to Work (MTW) is a Department of Housing and Urban Development (HUD) demonstration program that allows housing authorities to design and test innovative, locally-designed strategies for providing low-income families with affordable housing and new paths to economic independence. Congress established three statutory goals for MTW:

- Reduce cost and achieve greater cost effectiveness in Federal expenditures;
- Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient; and
- Increase housing choices for low-income families.

Pinal County Housing Authority (PCHA) plans to submit an application for the Move To Work (MTW) program as an initiative to encourage self-sufficiency as well as allow the PCHA to move funds to the areas in need in order to better operate our programs and better serve the community.

The PCHA understands that there are some families who may be elderly, disabled, or handicapped who may always need a basic level of housing assistance; therefore, the needs of those families will be best served by maintaining an income-based rent structure. However, the PCHA also understands that there are families that housing assistance should be a temporary bridge to achieving total self-sufficiency.

The PCHA believes that encouraging work and individual responsibility, we will see a higher percentage of working families as well as a significant voucher turnover rate, which will allow the PCHA to continue to issue new vouchers to many of the neediest families in Pinal County.



Attachment B. 2

NEW ACTIVITIES

Other Grant Programs

Family Self-Sufficiency (FSS)

Pinal County Housing Authority (PCHA) plans to apply for any Family Self-Sufficiency programs that may come available during the 2025 fiscal year.

The PCHA last applied for the renewal of the FSS grant and received funding for FY 2014, which was funded from January 1, 2015 through December 31, 2015. The PCHA has been actively performing FSS duties and managing the mandatory program slots without funding for the past nine years. This program has been beneficial to current program participants as well as previous program participant who successfully graduated from the program.

Attachment B. 3

PROGRESS REPORT

Greetings from Rolanda Cephas, Executive Director of PCHA

Over the past year, the dedicated team at PCHA has worked relentless to cultivate our mission to foster a supportive living environment while performing self-sufficiency and neighborhood revitalization to improve the quality of life for low-income families in Pinal County.

This Progress Report will emphasize notable accomplishments, ongoing initiatives, and future plans that accentuate the PCHA's commitment to improve the quality of life of our residents. From strategic partnerships to innovative programs, we have remained unwavering in our path of excellence and community empowerment.

The PCHA's commitment to ongoing improvements is reflected in the various initiatives currently underway, which encompasses the delivery of safe and affordable housing, services, and expanded partnerships.

Through our initiatives, we will continue to build a future where person has access to affordable and safe housing free from discrimination.

Expanding Affordable Housing Modernization Projects

This brief overview provides a glimpse into PCHA's ongoing Modernization projects.

➤ **ADA units Modernized to meet the Uniform Federal Accessibility Standards (UFAS)**

- 1 Bedroom 1140 N Camp Dr. Eleven Mile Corner Road
- 1 Bedroom 2099 S Apache Dr. Apache Junction
- 2 Bedroom 733 S Tomahawk Rd. Apache Junction
- 2 Bedroom 222 N Cameron Casa Grande
- 3 Bedroom 45005 W Edwards Cr. Maricopa
- 3 Bedroom 703 W Pinal Dr. Eloy
- 4 Bedroom 1204 N Pinal Dr. Eloy

➤ **Modernization Projects**

Kitchen – cabinets, granite countertop, simulated wood vinyl flooring, LED energy efficient light fixtures, new sinks & appliances, low water use plumbing, and paint

Bath – Replace fiberglass tub with tile pan and surround walk in shower, new sinks, toilets, & medicine cabinets, low water use plumbing, simulated wood vinyl flooring, LED energy efficiency light fixture, and paint

- 1 Bedroom 2335 Apache Dr. Apache Junction
- 2 Bedroom 45053 W Edwards Cr. #19 Maricopa
- 4 Bedroom 411 N Lincoln Ave Casa Grande
- 4 Bedroom 212 N Roosevelt Casa Grande
- 4 Bedroom 1008 N Campbell Casa Grande

➤ **Evaporative Cooler Replacement**

Replaced Evaporative cooler and gas furnace with HVAC heat pump

- 24 scattered units in Casa Grande

- Landscape/Curb appeal
3" cub cuts, grade adjustments, installed granite rocks, shrubbery, artificial grass, and pavers
 - 25 Units Eleven Mile Corner Road
- Exterior Site Painting
 - 25 Units Eleven Mile Corner Road
 - 20 Units Maricopa

Expanding Affordable Housing *Housing Choice Voucher Program*

During fiscal year 2024, Pinal County Housing Authority provided subsidy support to over 650 families through the Housing Choice Voucher Program utilizing over 100% of its allocated funding.

PCHA's Housing Choice Voucher program currently has a waiting list of 4,485 families waiting for subsidy assistance.

Expanding Affordable Housing *Landlord Recruitment and Retention Efforts*

The PCHA's website is a one-stop shop for landlord resources, targeted specifically for landlords interested in participating in the HCV program. Current and perspective landlords can find presentations and handouts explaining how the voucher program works, how to list new properties, information on payment standards, utility allowance, reasonable rent, rental increase request, direct deposit, Violence Against Women Act (VAWA), and Fair Housing

2025 Agency Goals and Objectives

➤ **Goal 1: Expand affordable housing by leveraging project-based vouchers and other PCHA resources.**

Objectives:

- Provide vouchers to support affordable housing; increasing affordable housing units over the next 4 years.
- Dispose of non-performing assets; reinvest proceeds for future development projects.
- Solicit affordable housing proposals from developers interested in Project Based Vouchers.

➤ **Goal 2: Preserve existing public housing stock**

Objectives:

- Ongoing modernization of units and enhanced curb appeal
- Update Maintenance Plan
- Conduct Capital Needs Assessment

➤ **Goal 3: Improve internal and external customer service Objectives:**

- Establish routine landlord outreach meetings
- Conduct annual internal and external customer service training
- Respond to inquiries within 24 hours.
- Look for opportunities to improve technology
- Streamline processes/automate business process/forms
- Eliminate unnecessary processes/forms
- Solicit community engagement

➤ **Goal 4: Strive for High-Performer status**

Objectives:

- Hire professional staff (within 45 days of vacancy)
- Revise compliance protocols
- Ongoing increased tenant file quality control audits
- Provide Corrective Action Plans for areas of deficiencies
- Fully utilize funding availability in the HCV Program

- Incorporate quarterly public housing unit inspections
- Request Action Plan for underperformance based on HUD standard requirements for leasing and rental collections

➤ **Goal 5: Improve Financial Stability**

Objectives:

- Increase reserves by \$1,000.00
- Secure leveraged funding to support development projects
- Obtain grant funding to support self-sufficiency /homeownership efforts
- Ensure all grant funds are obligated and expended timely
- Increase partnership with community organizations that can leverage resources for supportive services

ACKNOWLEDGEMENTS

The Pinal County Housing Authority (PCHA) would like to extend immeasurable thanks to our staff, partners, and Board of Supervisors who dedicated their proficiency and time to helping the Housing Authority serve our clients.

It is through their assistance that we were able to make substantial progress in 2024.



PINAL COUNTY
WIDE OPEN OPPORTUNITY

Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

Attachment B. 4

CAPITAL IMPROVEMENTS

APPROVED 2024 -2028 CAPITAL FUND 5-YEAR ACTION PLAN



7R



OFFICIAL RECORDS OF
PINAL COUNTY RECORDER
Dana Lewis

When recorded return to:
Clerk of the Board
P.O. Box 827
Florence, Arizona 85132

DATE/TIME: 02/19/2025 1633
FEE: \$0.00
PAGES: 7
FEE NUMBER: 2025-012135

Resolution No. 021925-CFP-HUD

A Resolution of the Pinal County Board of Supervisors of the Pinal County Housing Department approving and adopting the Capital Fund' 5-Year Action Plan 2024-2028.

WHEREAS, The U.S. Department of Housing and Urban Development (HUD) requires that Public Housing Authorities to submit a Capital Fund 5-Year Action Plan for 2024-2028 Capital Fund Program (CFP).

NOW THEREFORE, BE IT RESOLVED BY THE Pinal County Board of Supervisors of The Pinal County Housing Department That the Capital Fund 5- Year Action Plan 2024-2028, Form HUD-50075.2 attached hereto are hereby approved and adopted as presented.

PASSED, ADOPTED, AND APPROVED by the Pinal County Board of Supervisors of this 19th day of February, 2025.

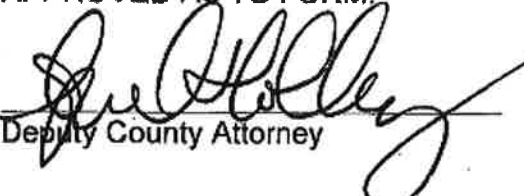

Stephen Q. Miller, Chairman

ATTEST:


Natasha Kennedy, Clerk of the Board



APPROVED AS TO FORM:


Deputy County Attorney

Capital Fund Program - Five-Year Action Plan

Status: Draft

Approval Date:

Approved By:

Part I: Summary		Locality (City/County & State)			
PHA Name : Pinal County Housing Authority		☒ Original 5-Year Plan ☐ Revised 5-Year Plan (Revision No:			
PHA Number: AZ010					
Development Number and Name	Work Statement for Year 1 2024	Work Statement for Year 2 2025	Work Statement for Year 3 2026	Work Statement for Year 4 2027	Work Statement for Year 4 2028
	\$419,060.00	\$502,872.00	\$502,872.00	\$502,872.00	\$502,872.00
PINAL (AZ0100000001)					

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)			
Work Statement for Year	1	2024	
Development Number/Name	General Description of Major Work Categories		Estimated Cost
PTNAL (AZ0100000001)			\$419,060.00
Administration/Administration (1410)-Salaries)	Salary compensation for Capital Fund Manager		\$37,000.00
Operations(Operations (1406))	Operations budget for general operations need as they arises.		\$80,149.00
Landscaping/Erosion Control Eloy Development (Non-Dwelling Site Work (1480)- Asphalt-Concrete-Paving, Non-Dwelling Site Work (1480) - Landscape, Non-Dwelling Site Work (1480) - Storm Drainage)	Install granite rocks, shrubbery, and pavers. Provide 3" curb cuts and adjust grade around buildings adding clean fill where needed		\$191,775.00
City Sewer Connections (Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	Abandon old septic system and connect to Apache Junction		\$110,136.00
Subtotal of Estimated Cost			\$419,060.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)			
Work Statement for Year		2025	
Development Number/Name	General Description of Major Work Categories	Estimated Cost	
PINAL (AZ010000001)		\$502,872.00	
Administration (Administration (1410)-Salaries)	Salary compensation for Capital Fund Manager	\$37,000.00	
Operations (Operations (1406))	Operations budget for general operations need as they arises.	\$80,149.00	
Paint unit exterior at 10-0 Scattered sites- Coolidge (Dwelling Unit Exterior (1480) - Exterior Paint and Caulking)	Stucco repair, replacing facia, and paint the exterior of scattered sites located in Coolidge (8 units total)	\$26,000.00	
Paint unit exterior at 10-3 Scattered sites- Eloy (Dwelling Unit Exterior (1480) - Exterior Paint and Caulking)	Stucco repair, replacing facia, and paint the exterior of 15 buildings located in Eloy	\$50,000.00	
HVAC Replacement (Dwelling Unit Exterior (1480) - Other	Replace HVAC units as the become inoperable. Location to be determined based on need.	\$40,000.00	
Modernize kitchens and bathrooms in 3 units (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non-cyclical), Dwelling Unit-Interior (1480) Electrical, Dwelling Unit-Interior (1480)-Flooring (non-routine), Dwelling Unit-Interior (1480)-Interior Painting (non-routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480) Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480) Tubs and Showers)	Kitchens to include replacement of cabinets, sink, range hood, light fixture and counter tops. Bathrooms to include replacement of bathtub, sink, exhaust fan, light fixture and medicine cabinet. Remove fiberglass tub surround and replace with tile. Replace VCT flooring throughout the unit.	\$184,124.00	
City Sewer Connections (Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	Abandon old septic system and connect to Apache Junction	\$85,599.00	
Subtotal of Estimated Cost		\$502,872.00	

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year			2026
Development Number/Name	General Description of Major Work Categories	Estimated Cost	
PINAL (AZ010000001)		\$502,872.00	
Administrator(Administration (1410)-Salaries)	Salary compensation for Capital Fund Manager	\$37,000.00	
Operations(Operations (1406))	Operations budget for general operations need as they arises.	\$80,149.00	
Landscaping/Erosion Control 10-2 Maricopa Development (Non-Dwelling Site Work (1480)- Asphalt-Concrete-Paving, Non-Dwelling Site Work (1480) - Landscape, Non-Dwelling Site Work (1480) - Storm	Install granite rocks, shrubbery, and pavers. Provide 3" curb cuts and adjust grade around buildings adding clean fill where needed	\$110,000.00	
Paint unit exterior at 10-5 and 10-10 Scattered sites- Casa Grande (Dwelling Unit Exterior (1480) - Exterior Paint and Caulking)	Stucco repair, replacing fascia, and paint the exterior of scattered sites located in Casa Grande (27 units total)	\$78,000.00	
Paint unit exterior on Quail in Apache Junction (Dwelling Unit Exterior (1480) - Exterior Paint and Caulking)	Stucco repair, replacing fascia, and paint the exterior of 2 duplex buildings on Quail in Apache Junction	\$7,400.00	
HVAC Replacement (Dwelling Unit Exterior (1480) - Other	Replace HVAC units as the become inoperable. Location to be determined based on need.	\$40,000.00	
Modernize kitchens and bathrooms in 2 units (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non-cyclical), Dwelling Unit-Interior	Kitchens to include replacement of cabinets, sink, range hood, light fixture and counter tops. Bathrooms to include replacement of bathtub, sink, exhaust fan,	\$150,323.00	
Subtotal of Estimated Cost		\$502,872.00	

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)

Work Statement for Year 4 2027		
Development Number/Name	General Description of Major Work Categories	Estimated Cost
PINAL (AZ010000001)		\$502,872.00
Administrator/Administration (1410)-Salaries)	Salary compensation for Capital Fund Manager	\$37,000.00
Operations(Operations (1406))	Operations budget for general operations need as they arises.	\$80,149.00
HVAC Replacement (Dwelling Unit Exterior (1480) - Other	Replace HVAC units as the become inoperable. Location to be determined based on need.	\$40,000.00
Modernize Bathroom and Window Installation (Dwelling Unit Exterior (1480) - Windows, Dwelling Unit-Interior (1480) - Bathroom Counters and sinks, Dwelling Unit - Interior (1480) - Bathroom Flooring (non cyclical), Dwelling Unit - Interior (1480) - Electrical, Dwelling Unit- Interior (1480) - Interior Painting (non routine), Dwelling Unit- Interior (1480) - Plumbing, Dwelling Unit- Interior (1480) - Tubs and Showers)	Unit 502 Navaho #1 include replacement of bathtub, sink, exhaust fan, light fixtures, and medicine cabinet. Remove fiberglass tub surrounding and tile and replace with shower pan insert. Replace VCT flooring. Windows to include installation of dual pane windows throughout unit.	\$20,000.00
Slurry Seal Eleven Mile Corner Road (Non Dwelling Site Work (1480) - Asphalt - Concrete - Paving	Eleven Mile Corner Road - Provide are protection. Remove loose debris from surface. Seal cracks. Apply slurry seal to existing asphalt. Clean up.	\$75,000.00
Modernize kitchens and bathrooms in 2 units(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non-cyclical),Dwelling Unit-Interior (1480)Electrical, Dwelling Unit-Interior (1480)-Flooring (non-routine),Dwelling Unit-Interior (1480)-Interior Painting (non-routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)Tubs and Showers)	Kitchens to include replacement of cabinets, sink, range hood, light fixture and counter tops. Bathrooms to include replacement of bathtub, sink, exhaust fan, light fixture and medicine cabinet. Remove fiberglass tub surround and replace with tile. Replace VCT flooring throughout the unit.	\$171,323.00
Landscaping/Erosion Control 10-0 Coolidge Scattered sites-Development (Non-Dwelling Site Work (1480)- Asphalt-Concrete-Paving, Non-Dewling Site Work (1480) - Landscape, Non-Dwelling Site Work (1480) - Storm Drainage)	Install granite rocks, shrubbery, and pavers. Provide 3" curb cuts and adjust grade around buildings adding clean fill where needed	\$79,400.00
Subtotal of Estimated Cost		\$502,872.00

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5		2028
Development Number/Name	General Description of Major Work Categories	Estimated Cost
PINAL (AZ010000001)		\$502,872.00
Administration(Administration (1410)-Salaries)	Salary compensation for Capital Fund Manager	\$37,000.00
Operations(Operations (1406))	For general Operations budget to use as need arises.	\$80,149.00
Landscaping/Erosion Control 10 - 5 and 10-0 Scattered sites- Casa Grande Development (Non-Dwelling Site Work (1480)- Asphalt-Concrete-Paving, Non-Dwelling Site Work (1480) - Landscape, Non-Dwelling Site Work (1480) - Storm Drainage)	Install granite rocks, shrubbery, and pavers. Provide 3" curb cuts and adjust grade around buildings adding clean fill where needed	\$130,000.00
Landscaping/Erosion Control 10-8 and 10-10 Scattered sites- Apache Junction Development (Non-Dwelling Site Work (1480)- Asphalt-Concrete-Paving, Non-Dwelling Site Work (1480) - Landscape, Non-Dwelling Site Work (1480) - Storm Drainage)	Install granite rocks, shrubbery, and pavers. Provide 3" curb cuts and adjust grade around buildings adding clean fill where needed	\$130,000.00
Paint unit exterior of 10-8 Apache Junction (Dwelling Unit Exterior (1480) - Exterior Paint and Caulking)	Stucco repair, replacing fascia, and paint the exterior of 25 units in Apache Junction Units on	\$70,000.00
Modernize kitchens and bathrooms in 1 units(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non-cyclical),Dwelling Unit-Interior (1480)Electrical, Dwelling Unit-Interior (1480)-Flooring (non-routine),Dwelling Unit-Interior (1480)-Interior Painting (non-routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)Tubs and Showers)	Kitchens to include replacement of cabinets, sink, range hood, light fixture and counter tops. Bathrooms to include replacement of bathtub, sink, exhaust fan, light fixture and medicine cabinet. Remove fiberglass tub surround and replace with tile. Replace VCT flooring throughout the unit.	\$55,723.00
Subtotal of Estimated Cost		\$502,872.00

Attachment B. 4

VIOLENCE AGAINST WOMEN ACT (VAWA) GOALS

Protects tenants and applicants, and affiliated individuals who are survivors (While VAWA, HUD regulations, HUD forms, and other HUD guidance generally use the term "victim," this policy will use the VAWA 2022 preferred term "survivor," which will have the same meaning as "victim.") of domestic violence, dating violence, sexual assault, and/or stalking (collectively VAWA violence/abuse) from being denied, evicted, or terminated from housing assistance based on acts of such violence against them.

A. Who is Eligible for VAWA Protections

For the purposes of VAWA, the term "tenant" shall refer to the assisted family and members of the household on the lease.

1. Only tenants who are assisted by the PHA can invoke VAWA protections that apply solely to tenants.
2. VAWA protections are not limited to women.
3. Survivors of VAWA violence/abuse are eligible for protections without regard to sex, gender identity, or sexual orientation.
4. Survivors cannot be discriminated against based on any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age.
5. As per the HUD's Equal Access Rule, the VAWA protections also cover eligible individuals and families regardless of actual or perceived sexual orientation, gender identity, or marital status.
6. VAWA protections are provided to tenants regardless of citizenship or eligible immigration status.
7. Youth under the age of 18 years old living in an assisted household may invoke VAWA protections if the youth is a survivor of VAWA violence/abuse.
8. Affiliated Individual (replaced family member)
 - a. A spouse, parent, brother, sister, a child of that person, and/or an individual to whom that person stands in loco parentis; or
 - b. Any other person living in the household of that person and related to that person by blood or marriage.



9. Self-Petitioners

Noncitizens who claim to be survivors of "battery or extreme cruelty" by their spouse or parent who is a U.S. citizen or lawful permanent resident (LPR).

10. Live-In Aides

Are entitled to VAWA protections if they are applicants for housing assistance or if they are an affiliated individual of a tenant.

11. Applicants

VAWA protections also cover applicants when they are applying for admission to the public housing program.

B. Who is Ineligible for VAWA Protections

Guests, unassisted members, and live-in aides of the family are ineligible for VAWA protections that are available only to tenants.

1. As a reasonable accommodation, a tenant can request VAWA protections based on the grounds that the live-in aid is a survivor of VAWA violence/abuse. In addition, other reasonable accommodations may be needed on a case-by-case basis.
2. Where a guest or unassisted member is a survivor of VAWA violence/abuse, a tenant cannot be evicted or have assistance terminated on the basis of the VAWA violence/abuse of the guest or unassisted member.
3. Unassisted members who are also on the lease may qualify by way of the lease for VAWA protections.

C. VAWA Notice of Occupancy Rights and Certification Form

1. The PHA will provide the Notice of Occupancy Rights, form HUD-5380, and the Certification Form, form HUD-5382, to each adult applicant and to each adult participant no later than at each of the following times:
 - a. At the time the applicant is denied assistance or admission;
 - b. At the time the individual is provided assistance or admission;
 - c. With any notification of eviction or notification of termination of assistance; and
 - d. During the 12-month period following December 16, 2016, either during the annual reexamination or if there will be no reexamination for the tenant during the first year after the rule takes effect, through other means.
2. In accordance with Executive Order 13166 (Improving Access to Services for Persons with Limited English Proficiency), the PHA shall make available The Notice of Occupancy Rights and the Certification Form in multiple languages.

D. VAWA Notice of Occupancy Rights, HUD-5380

The VAWA Notice of Occupancy Rights explains the VAWA protections for applicants and for

participants, including the rights to confidentiality and any VAWA protection limitations.

1. The PHA will provide the VAWA Notice of Occupancy Rights without changes to the core VAWA protections and confidentiality rights.

2. **VAWA Protections for Applicants**

If the applicant otherwise qualifies for public housing assistance the applicant cannot be denied admission or denied assistance because the applicant is or has been a survivor of VAWA violence/abuse.

3. **Protections for Tenants**

- a. If a tenant is receiving public housing assistance, the tenant may not be terminated from participation or be evicted from the assisted unit because the tenant is or has been a survivor of VAWA violence/abuse.
- b. If a tenant or an affiliated individual of the tenant is or has been the survivor of VAWA violence/abuse by a member of the tenant's household or any guest, the tenant may not be denied rental assistance or occupancy rights under the public housing program assistance solely on the basis of criminal activity directly relating to that incident of VAWA violence/abuse.

E. VAWA Certification Form, HUD-5382

The Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternative Documentation form is an optional way for survivors to comply with a written request for documentation about an incident or incidents of VAWA violence/abuse.

1. **VAWA Certification Form**

- a. Provides that the survivor or someone on the survivor's behalf may complete the form.
 - b. Provides a list of alternative third-party documentation to satisfy a request by a PHA.
 - c. Explains the time period for responding to a written request for documentation.
 - d. Describes the confidentiality protections under VAWA.
 - e. Requires that the survivor or someone filling out the form on the survivor's behalf must answer 10 numbered questions and provide a brief description of the incident(s).
 - f. Clarifies that the name of the accused perpetrator does not have to be provided if it is unknown to the survivor or it cannot be provided safely.
 - g. Clarifies that the date and time of incident should be completed only if known by the survivor.
 - h. Requires the survivor or someone filling out the form on the survivor's behalf to certify to the truth and accuracy of the information being provided and explains that false information could be the basis for denial of admission or termination of assistance.
2. The PHA will advise tenants and applicants that when the HUD-5382 is submitted on the survivor's behalf, the submission will take the place of the tenants or applicants submitting their own statement.

F. Certification and Documentation

1. Acceptance of a Verbal Statement

- a. The PHA is not required to ask for documentation when an individual presents a claim for VAWA protections.
- b. The PHA may choose to provide benefits to an individual based solely on the individual's verbal statement or other corroborating evidence.
- c. The PHA will accept a verbal statement of an incident or incidents of VAWA violence/abuse if the PHA was aware of the abuse and encouraged the survivor to request VAWA protections.

2. Requesting Documentation

The PHA may choose to request an individual to document their claim of VAWA violence/abuse.

- a. The PHA must request the documentation in writing.
- b. Providing the survivor with the form HUD-5382 does not constitute a written request for the documentation, unless the form HUD-5382 is accompanied by the written notice requesting the documentation.
- c. The survivor may satisfy the PHA's written request for documentation by providing any one of the following:
 - 1) Form HUD-5382; or
 - 2) A document:
 - a) Signed by an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional or a mental health professional (collectively, "professional") from whom the survivor has sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse;
 - b) Signed by the applicant or tenant; and
 - c) That specifies, under penalty of perjury, that the professional believes in the occurrence of the incident of a VAWA violence/abuse that is the ground for protection and remedies under the VAWA Final Rule, and that the incident meets the applicable definition of domestic violence, dating violence, sexual assault, or stalking.
 - 3) A record of a federal, state, tribal, territorial, or local law enforcement agency (may include a police report), court, or administrative agency; or
 - 4) At the discretion of the PHA, a statement or other evidence provided by the tenant or applicant.

3. Time to Submit VAWA Documentation

- a. The PHA will require submission of documentation within 14 business days after the date that the individual received the written request for documentation.

- b. The PHA may extend this time period at its discretion.
 - c. During the 14-business day period and any granted extensions of that time, no adverse actions, such as eviction or termination, can be taken against the individual requesting VAWA protection.
4. Third-Party Verification
- The PHA shall not require the survivor to provide third-party documentation of survivor status, unless:
- a. More than one tenant or applicant provides documentation to show they are survivors of VAWA violence/abuse and the information in one person's documentation conflicts with the information in another person's documentation; or
 - b. Submitted documentation contains information that conflicts with existing information already available to the PHA.
 - c. The PHA shall give the tenant or applicant 30 calendar days from the date of the written request to provide such documentation.

G. Limitations of VAWA Protections

The tenant may invoke VAWA protections on more than one occasion and the PHA will not subject additional conditions that would adversely affect the tenant's tenancy because they have invoked VAWA protections. There are no limitations on the number of occasions a survivor can invoke VAWA protections.

- 1. Nothing in this Chapter limits the authority of the PHA, when notified of a court order, to comply with a court order with respect to:
 - a. The rights of access or control of property, including civil protection orders issued to protect a survivor of VAWA violence/abuse; or
 - b. The distribution or possession of property among members of a household.
- 2. The PHA may evict or terminate assistance to a tenant for any violation not premised on an act of VAWA violence/abuse that is in question against the tenant or an affiliated individual of the tenant.

The PHA will not subject the tenant who is or has been a survivor of VAWA violence/abuse or is affiliated with an individual who is or has been subject to VAWA violence/abuse, to a more demanding standard than other tenants when determining whether to evict or terminate assistance.

- 3. The PHA may terminate assistance or evict a tenant if the PHA can demonstrate an actual and imminent threat to other tenants, PHA employees, or those employed at or providing services to the PHA would of be present if that tenant or lawful occupant is not terminated from assistance or evicted.
 - a. An actual and imminent threat refers to a physical danger that is real, would occur within an immediate time frame and could result in death or serious bodily harm.
 - b. Words, gestures, actions, or other indicators can be considered an actual and

imminent threat.

- c. In determining whether an individual would pose an actual and imminent threat, the PHA will consider the following factors:
 - 1) The duration of the risk,
 - 2) The nature and severity of the potential harm,
 - 3) The likelihood that the potential harm will occur, and
 - 4) The length of time before the potential harm will occur.
4. The PHA will utilize termination of assistance or eviction only when there are no other actions the PHA can employ to reduce or eliminate the threat, including but not limited to transferring the survivor to a different unit, barring the perpetrator from the property, and contacting law enforcement in order to keep the property safe to prevent the perpetrator from acting on a threat.
5. The PHA will terminate tenancy or assistance to any household member who is the perpetrator of VAWA violence/abuse or who engages in criminal acts of physical violence against family members or others.

H. VAWA Confidentiality

Given the significant safety issues faced by survivors of VAWA violence/abuse, it is critical that the PHA establish or update existing policies to maintain the confidentiality and privacy of survivors who seek protections under VAWA.

1. The PHA shall retain in strictest confidence all information pursuant to VAWA including the fact that an individual is a survivor of VAWA violence/abuse.
2. The PHA shall not allow any individual administering assistance on behalf of the PHA, in the employ of the PHA, or any persons with the PHA's employ (e.g., contractors) to have access to VAWA confidential information unless explicitly authorized by the PHA that specifically call for these individuals to have access to the information under applicable Federal, State, or local law.
3. The PHA shall not enter the VAWA confidential information into any shared database or disclose the information to any other entity or individual, except to the extent that the disclosure is:
 - a. Requested or consented to in writing by the individual in a time-limited release;
 - b. Required for use in an eviction proceeding or hearing regarding termination of assistance; or
 - c. Otherwise required by applicable law.
4. Communicating with the Survivor

When communicating with an applicant, participant, or tenant who has requested VAWA protections, the PHA will take precautions to avoid inadvertent disclosure of confidential information to another individual or entity.

- a. The PHA will not leave messages that contain confidential information or refer to VAWA, the VAWA protections, or VAWA violence/abuse on the survivor's voicemail or with other individuals, including members of the survivor's household.
 - b. The PHA will not send mail regarding VAWA violence/abuse (e.g., a written request to complete form HUD-5282, or written extension of the 14-business day timeframe to respond to the PHA's request for documentation) to the survivor's address as the perpetrator may have access to the survivor's mail.
5. The PHA may employ the following to address the challenges of collecting information from and communicating with survivors of VAWA violence/abuse to avoid unintentional disclosure:
- a. Conduct the intake session in a private room, where the individual and staff person can talk without the risk of other staff or clients overhearing.
 - b. Explain the PHA's information sharing policies.
 - c. Clarify information sharing policies with referring/referral agencies and other service and business partners.
 - d. Communicate to the individual who in the PHA is responsible for handling questions or complaints about confidentiality.
 - e. Work with the tenants to make delivery arrangements of VAWA documents that do not place the survivor at risk.
 - f. Serve individuals off-site as needed or when appropriate.
 - g. Provide adequate time for the individual to review and sign forms.
 - h. Provide reasonable accommodations to permit individuals to follow or access any rules, policies, practices, or services, such as modifying a policy requiring that the survivor come into the office to pick up VAWA documents to instead deliver the form to the survivor.
 - i. Ensure effective communication with persons with disabilities, e.g., provide sign language interpreters for persons who are deaf, accessible documents and assistance filling out forms for persons with visual impairments or have low vision.
 - j. Provide interpretation and/or documents translated into the appropriate language when necessary for person with limited English proficiency.
 - k. Provide accessible documents or assistance filling out forms for individuals with disabilities.
 - l. Ensure relevant staff understand confidentiality policies and procedures through regular staff training.
 - m. Post notices about the importance of maintaining confidentiality throughout the office, including the intake room and around other areas of the PHA.
 - n. Direct staff to respond to third-party inquiries only after verifying that written client consent has been obtained.

- o. Maintain distinct phone lines for certain purposes.
- p. Use a PHA post office box to receive written correspondence.
- q. Avoid using language referencing domestic violence or sexual assault in PHA names, program names, organization names, and staff titles.

I. VAWA Prohibition on Retaliation

Provides protections against retaliation for survivors and other persons who oppose acts made unlawful by VAWA, who seek to enforce VAWA's protections, or who participate in enforcement proceedings.

- 1. It is illegal for the PHA to discriminate against any person because that person has opposed any act or practice made unlawful by VAWA's housing provisions, or because that person testified, assisted, or participated in any related matter.
- 2. It is illegal for a PHA to coerce, intimidate, threaten, interfere with, or retaliate against any person who exercises or assists or encourages a person to exercise any rights or protections under VAWA's housing provisions.

J. Right to Report Crimes and Emergencies

Provides protections against actual or threatened penalties for persons requesting law enforcement or emergency assistance.

- 1. Landlords, homeowners, tenants, residents, occupants, and guests of, and applicants for, housing shall have the right to seek law enforcement or emergency assistance on their own behalf or on behalf of another person in need of assistance.
- 2. It is prohibited to penalize or threaten to penalize persons because they request assistance or report criminal activity of which they are a survivor or otherwise not at fault under the laws or policies adopted or enforced by "covered governmental entities," which is any municipal, county, or state government that receives funding under Section 106 of the Housing and Community Development Act of 1974.

K. Compliance Process Review

The PHA is required to establish a VAWA compliance review process.

- 1. The PHA will:
 - a. Incorporate the VAWA compliance review process into its existing compliance review processes where possible,
 - b. Perform the VAWA compliance review on a regular basis,
 - c. Publicly disclose the VAWA compliance review assessment of the information collected;
- 2. Six Items for Compliance Review
 - a. Compliance with requirements prohibiting the denial of assistance, tenancy, or occupancy rights on the basis of domestic violence, dating violence, sexual assault, or stalking;

- b. Compliance with VAWA confidentiality provisions
 - c. Compliance with the notification requirements
 - d. Compliance with the provisions for accepting documentation
 - e. Compliance with emergency transfer requirements; and
 - f. Compliance with the prohibition on retaliation
3. The PHA will develop regulations to implement the VAWA compliance review in consultation with the appropriate stakeholders, which includes the following, but not limited to:
- a. Individuals and organizations with expertise in the housing needs and experiences of survivors of VAWA violence/abuse; and
 - b. Individuals and organizations with expertise in the administration or management of HUD programs subject to VAWA statutory requirements and protections.

L. VAWA FHEO Enforcement Authority

HUD and the U.S. Department of Justice shall implement and enforce VAWA consistent with, and in a manner that provides, the same rights and remedies as those provided for the Fair Housing Act.

Effective October 1, 2022, individuals who believe their VAWA rights have been violated may file complaints with HUD's Offices of Fair Housing and Equal Opportunity (FHEO) and General Counsel (OGC). The FHEO and OGC will begin investigating such complaints using HUD's existing Fair Housing Act complaint process.

Pinal County Housing Authority
970 N. Eleven Mile Corner Road
Casa Grande, AZ 85212
T 520-866-7203
F 520-866-7235
<https://www.pinalcountyz.gov/Housing/Pages/Home.aspx>



PINAL COUNTY
WIDE OPEN OPPORTUNITY

Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

Attachment B. 5

Fiscal Year End Audit



PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

**INDEPENDENT AUDITORS' REPORT OF BASIC
FINANCIAL STATEMENTS, SUPPLEMENTAL
INFORMATION AND SINGLE AUDIT**

FOR THE YEAR ENDED June 30, 2024

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INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners
Pinal County Housing
Department
Casa Grande, Arizona

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the business-type activities of Pinal County Housing Department as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise Pinal County Housing Department's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of Pinal County Housing Department as of June 30, 2024, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Pinal County Housing Department and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Pinal County Housing Department's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Pinal County Housing Department's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Pinal County Housing Department's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Pinal County Housing Department's basic financial statements. The supplementary information section is presented for purposes of additional analysis and is not a required part of the financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The supplementary information as listed in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2024, on our consideration of Pinal County Housing Department's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Pinal County Housing Department's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Pinal County Housing Department's internal control over financial reporting and compliance.



Haynie & Company
Tempe, Arizona
December 17, 2024

**PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024 AND 2023**

The Pinal County Housing Department's ("the Department") Management's Discussion and Analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the Department's financial activity, (c) identify changes in the Department's financial position, and (d) identify individual fund issues or concerns.

Since the Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes and currently known facts, please read it in conjunction with the Department's basic financial statements.

Financial Highlights

- The Department's net position decreased by \$207,720 (4.00%) during the fiscal year ended 2024.
- The total operating revenues of the Department increased by \$2,276,945 (25.64%) during the fiscal year ended 2024.
- The total operating expenses of all Department programs increased by \$2,549,661 (28.86%) during the fiscal year ended 2024.
- At the close of fiscal year ended 2024, the Department's assets exceeded its liabilities by \$4,978,949.

Using this Annual Report

The Report includes three major sections, the "Management's Discussion and Analysis (MD&A)", "Basic Financial Statements", and "Other Supplemental Information":

MD&A

~ Management's Discussion and Analysis

Basic Financial Statements

~ *Department-wide Financial*

Statements – Statement of Net Position

Statement of Revenues, Expenses, and Changes in Net Position

Statement of Cash Flows

~ *Notes to Basic Financial Statements*

Supplemental Information

~ Supplemental Information (other than the MD&A)

The primary focus of the Department's basic financial statements is on both the Department as a whole (Department-wide) and the major individual programs. Both perspectives (Department-wide and major individual programs) allow the user to address relevant questions, broaden a basis for comparison (year to year or Department to Department), and enhance the Department's accountability.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024 AND 2023
(Continued)

Department-Wide Basic Financial Statements

The Department-wide basic financial statements are designed to be corporate-like in that all business type activities are consolidated into columns which add to a total for the entire Department.

These Statements include a **Statement of Net Position**, which is similar to a Balance Sheet. The **Statement of Net Position** reports all financial and capital resources for the Department. The statement is presented in the format where assets minus liabilities, equals "Net Position", formerly known as equity. Assets and liabilities are presented in order of liquidity and are classified as "Current" (convertible into cash within one year), and "Non-Current".

The focus of the **Statement of Net Position** is designed to present the net available liquid (non-capital) assets, net of liabilities, for the entire Department. Net Position (formerly equity) is reported in three broad categories:

Net Investment in Capital Assets: This component of Net Position consists of all Capital Assets, reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Position: This component of Net Position consists of restricted assets, when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc.

Unrestricted Net Position: Consists of Net Position that does not meet the definition of "Net Investment in Capital Assets", or "Restricted Net Position".

The Department-wide basic financial statements also include a **Statement of Revenues, Expenses and Changes in Net Position** (similar to an Income Statement). This Statement includes Operating Revenues, such as rental income, Operating Expenses, such as administrative, utilities, maintenance and depreciation, and Non-Operating Revenue and Expenses, such as capital grant revenue, investment income, and interest expense.

The focus of the **Statement of Revenues, Expenses and Changes in Net Position** is the "Change in Net Position", which is similar to Net Income or Loss.

Finally, a **Statement of Cash Flows** is included, which discloses net cash provided by, or used for operating activities; non-capital financing activities; from capital and related financing activities; and from investing activities.

Basic Financial Statements

The Department consists of an Enterprise Fund. Enterprise funds utilize the full accrual basis of accounting. The Enterprise method of accounting is similar to accounting utilized by the private sector accounting.

Many of the programs maintained by the Department are required by the Department of Housing and Urban Development. Others are segregated to enhance accountability and control.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024 AND 2023
(Continued)

The Department's Programs

Low Rent Public Housing – Under the Low Rent Public Housing Program, the Department rents units that it owns to low-income households. The Low Rent Public Housing Program is operated under an Annual Contributions Contract (ACC) with HUD, and HUD provides Operating Subsidy and Capital Grant funding to enable the Department to provide the housing at a rent that is based upon 30% of household income. The Low Rent Public Housing Program also includes the Capital Fund Program, which is the primary funding source for physical and management improvements to the Department's properties.

Housing Choice Voucher Program – This program is a type of Section 8 assistance. The Department administers contracts with independent landlords that own the property. The Department subsidizes the family's rent through a Housing Assistance Payment (HAP) made to the landlord. The program is administered under an Annual Contributions Contract (ACC) with HUD. HUD provides contributions to the Department to enable the Department to subsidize the participants' rents.

Capital Fund Program – The Conventional Public Housing (low rent) also includes the capital fund program, which is the primary source for physical management improvements to the Department's ACC properties. The formula funding methodology used is based upon the number of units, bedroom sizes of those units, and age of the buildings/units.

ROSS Grant – This grant programmatically addresses the needs of public housing residents by providing service coordinator positions to coordinate supportive services, resident empowerment activities and/or assisting residents in becoming economically self-sufficient or age-in-place.

Business Activities – This fund accounts for the Department owned rental properties.

Department-wide Statements

Statement of Net Position: The following table reflects the Statement of Net Position compared to prior year. The Department is engaged only in Business-type activities.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024 AND 2023
(Continued)

Table 1 - Comparative Statement of Net Position

	2024	2023 Adjusted	Increase (Decrease)
ASSETS			
Current Assets			
Cash and cash equivalents, unrestricted	\$ 482,230	\$ 482,938	\$ (708)
Cash and cash equivalents, restricted	1,132,001	1,323,311	(191,310)
Accounts receivable, net of allowance	504,243	450,567	53,676
Due from other governments	118,165	8,879	109,286
Inventories, net of obsolescence	46,428	44,624	1,804
Prepaid expense	52,322	52,802	(480)
Total Current Assets	2,335,389	2,363,121	(27,732)
Noncurrent Assets			
Capital Assets			
Not being depreciated	405,525	405,525	-
Depreciable, net	3,756,821	3,801,895	(45,074)
Total Capital Assets, net	4,162,346	4,207,420	(45,074)
Total Noncurrent Assets	4,162,346	4,207,420	(45,074)
Total Assets	6,497,735	6,570,541	(72,806)
Deferred Outflow of Resources	134,320	183,977	(49,657)
Total Assets and Deferred Outflow of Resources	6,632,055	6,754,518	(122,463)
LIABILITIES			
Current Liabilities			
Accounts Payable	103,766	131,936	(28,170)
Tenant Security Deposits	28,570	27,265	1,305
Accrued liabilities	43,120	53,729	(10,609)
Accrued compensated absences	3,420	21,222	(17,802)
Other current liabilities	26,047	26,047	-
Unearned revenue	135,388	6,706	128,682
Total Current Liabilities	340,311	266,905	73,406
Noncurrent liabilities			
Accrued compensated absences	60,023	40,279	19,744
Net pension liability	1,197,927	1,228,311	(30,384)
Total Noncurrent Liabilities	1,257,950	1,268,590	(10,640)
Total Liabilities	1,598,261	1,535,495	62,766
Deferred Inflow of Resources - Pensions	54,845	32,354	22,491
Total Liabilities and Deferred Inflow of Resources	1,653,106	1,567,849	85,257
Net Position			
Net investment in capital assets	4,162,347	4,207,420	(45,073)
Restricted net position	1,103,431	1,296,046	(192,615)
Unrestricted net position	(286,829)	(316,797)	29,968
Total Net Position	\$ 4,978,949	\$ 5,186,669	\$ (207,720)

For more detailed information see the Statement of Net Position.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024 AND 2023
(Continued)

Major Factors Affecting the Statement of Net Position

During 2024, net position decreased by \$207,720, 4.00%, caused primarily by a net decrease of cash of \$192,018. The net movement in cash is primarily coming from the net decrease in operating activities, majority coming from the housing assistance payments, with a net operating decrease of \$272,716. Also contributing to the net decrease was coming from investing activities which is mainly coming from purchase of capital assets amounting to \$342,523. Net cash used in investing activities amounted to \$321,591.

Comparative Statement of Revenues, Expenses and Changes in Net Position

The following schedule compares the revenues and expenses for the current and previous fiscal year. The Department is engaged in Business-type Activities.

Table 2 - Comparative Statement of Revenues, Expenses and Changes in Net Position

	2024	2023 Adjusted	Increase (Decrease)
Operating Revenue			
Rental Revenue	\$ 345,277	\$ 314,273	\$ 31,004
HUD Grants	10,482,727	7,937,960	2,544,767
Other revenue	327,658	626,484	(298,826)
Total operating revenue	11,155,662	8,878,717	2,276,945
Operating Expenses			
Administrative	990,573	987,545	3,028
Tenant services	10,496	15,050	(4,554)
Utilities	35,625	34,424	1,201
Ordinary maintenance and operation	521,490	556,248	(34,758)
Insurance	114,022	108,077	5,945
General expenses	154,548	111,036	43,512
Housing assistance payments	9,169,963	6,668,605	2,501,358
Depreciation	387,597	353,668	33,929
Total operating expense	11,384,314	8,834,653	2,549,661
Operating income (loss)	(228,652)	44,064	(272,716)
Non-operating revenues (expenses)			
Investment Income – Unrestricted	12,259	8,396	3,863
Investment Income – Restricted	5,673	3,139	2,534
Fraud Recovery	3,000	2,925	75
Total non-operating revenues (expenses)	20,932	14,460	6,472
Income (loss) before capital contributions	(207,720)	58,524	(266,244)
Net position, beginning of year	5,186,669	5,128,145	58,524
Net position, end of year	\$ 4,978,949	\$ 5,186,669	\$ (207,720)

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024 AND 2023
(Continued)

Major Factors Affecting the Statement of Revenues, Expenses and Changes in Net Position

Operating revenues increased during 2024 by \$2,276,945, 25.64%, due to an increase in HUD operating subsidies, which increased from \$7,937,960 to \$10,482,727. The increase was primarily due to increased utilization for the Housing Choice Voucher Program, as well as Emergency Voucher funding.

Operating expenses increased by \$2,549,661, 28.86% during 2024 due to the increase in housing assistance payments made to landlords which increased from \$6,668,605 to \$9,169,963, as well as an increase in general expenses from \$111,036 to \$154,548.

Overall, net position decreased by \$207,720 due to operating expenses exceeding operating revenues for the current year.

Federal Awards:

Capital Fund Program	\$ 452,734
Low Rent Public Housing	676,934
ROSS	49,890
Housing Choice Vouchers	8,760,292
Emergency Housing Vouchers	542,878
Housing Choice Vouchers – Pass thru	271,504
Total Federal Awards	\$ 10,754,232

Capital Assets and Debt Administration

Capital Assets

As of the year-end, the Department had \$4,162,346 invested in a variety of capital assets as reflected in the following schedule.

Table 3 - Capital Assets at Year-End (Net of Depreciation)

	<u>2024</u>	<u>2023 Adjusted</u>	<u>Increase (Decrease)</u>
Non depreciable			
Land	\$ 405,525	\$ 405,525	\$ -
Depreciable			
Buildings	10,933,185	10,802,498	130,687
Leasehold improvements	1,619,739	1,484,080	135,659
Infrastructure	246,153	245,970	183
Equipment	345,948	311,529	34,419
Total	13,145,025	12,844,077	300,948
Accumulated Depreciation	9,388,204	9,042,182	346,022
Total	3,756,821	3,801,895	(45,074)
Capital assets, net	\$ 4,162,346	\$ 4,207,420	\$ (45,074)

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024 AND 2023
(Continued)

Debt Outstanding

The Department had long term liabilities of \$1,257,950 and \$1,268,590 for 2024 and 2023 respectively for a net decrease of \$10,640. The majority of the net decrease is attributed to the decrease of the net pension liability of \$30,384.

Factors Affecting Next Year's Budget

The Department continues its affordable housing ventures. Availability of funding from HUD for operating subsidy, housing voucher program and modernization remain uncertain and volatile.

Economic Factors

Significant economic factors affecting the Department are as follows:

- Federal funding provided by Congress to the Department of Housing and Urban Development.
- Local labor supply and demand, which can affect salary and wage rate.
- Local inflationary, recessionary and employment trends, which can affect resident incomes and therefore the amount of rental income.
- Inflationary pressure on utility rates, supplies and other costs.
- Increased material, contracted labor, and insurance costs due to storm activity or drought.

Financial Contact

The individual to be contacted regarding this report is Rolanda Cephas, Director of the Pinal County Housing Department. Specific requests may be submitted in writing to the Pinal County Housing Department, 970 North Eleven Mile Corner Road, Casa Grande, AZ 85194 or by telephone at (520) 866-7201.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

STATEMENT OF NET POSITION
June 30, 2024

	2024
Assets and Deferred Outflows of Resources	
Current Assets	
Cash and cash equivalents, unrestricted	\$ 482,230
Cash and cash equivalents, restricted	1,132,001
Accounts Receivable, net of allowance	504,243
Due from other governments	118,165
Inventory, net of obsolescence	46,428
Prepaid Expenses	52,322
Total Current Assets	<u>2,335,389</u>
Capital Assets	
Land	405,525
Building and Improvements	12,552,924
Furniture and Equipment	345,948
Infrastructure	246,153
Total Capital Assets	13,550,550
Accumulated Depreciation	<u>(9,388,204)</u>
Net Capital Assets	<u>4,162,346</u>
Deferred Outflows of Resources	<u>134,320</u>
Total Assets and Deferred Outflows of Resources	<u><u>\$ 6,632,055</u></u>
Liabilities, Deferred Inflows of Resources and Net Position	
Current Liabilities	
Accounts Payable	\$ 103,766
Tenant Security Deposits	28,570
Accrued Liabilities	43,120
Accrued compensated absences	3,420
Other Current Liabilities	26,047
Unearned Revenue	135,388
Total Current Liabilities	<u>340,311</u>
Long Term Liabilities	
Other Long-Term Obligations	1,257,950
Total Long-Term Liabilities	<u>1,257,950</u>
Deferred Inflows of Resources	<u>54,845</u>
Total Liabilities and Deferred Inflows of Resources	<u><u>1,653,106</u></u>
Net Position	
Net Invested in Capital Assets	4,162,347
Restricted Net Position	1,103,431
Unrestricted Net Position	<u>(286,829)</u>
Total Net Position	<u><u>4,978,949</u></u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u><u>\$ 6,632,055</u></u>

See accompanying notes to financial statements.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET
POSITION FOR THE YEAR ENDED June 30, 2024**

	<u>2024</u>
Operating Revenues	
Rents	\$ 345,277
Governmental Subsidies	10,482,727
Other	<u>327,658</u>
Total Operating Revenue	<u>11,155,662</u>
Operating Expenses	
Administrative	990,573
Tenant Services	10,496
Utilities	35,625
Ordinary Maintenance and Operations	521,490
Insurance	114,022
General	154,548
Housing Assistance Payments	9,169,963
Depreciation	<u>387,597</u>
Total Operating Expenses	<u>11,384,314</u>
Income (loss) from Operations	<u>(228,652)</u>
Non-Operating Income	
Investment Income - Unrestricted	12,259
Investment Income - Restricted	5,673
Fraud Recovery	<u>3,000</u>
Total Non-Operating Income	<u>20,932</u>
Change in Net Position	(207,720)
Net Position at Beginning of Year	<u>5,186,669</u>
Net Position at End of Year	<u>\$ 4,978,949</u>

See accompanying notes to financial statements.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED June 30, 2024

	<u>2024</u>
Cash Flows from Operating Activities	
Federal Subsidies Received	\$ 10,319,765
Rents Received	345,277
Other Receipts	327,658
Cash Paid for Administrative Services	(976,361)
Cash Paid for Tenant Services	(9,191)
Cash Paid for Utilities	(46,234)
Cash Paid for Ordinary Maintenance and Operations	(392,808)
Cash Paid for Insurance	(114,022)
Cash Paid for General Services	(154,548)
Cash Paid for Housing Assistance	(9,169,963)
Net Cash Provided by Operating Activities	<u>129,573</u>
Cash Flows from Investing Activities	
Acquisition of Capital Assets	(342,523)
Investment income	17,932
Fraud recovery	3,000
Net Cash Used in Investing Activities	<u>(321,591)</u>
Net Decrease in Cash and Cash Equivalents	(192,018)
Cash and Cash Equivalents at Beginning of Year	<u>1,806,249</u>
Cash and Cash Equivalents at End of Year	<u><u>\$ 1,614,231</u></u>
 Reconciliation of Cash Flows to Statement of Net Position	
Cash and cash equivalent, unrestricted	\$ 482,230
Cash and cash equivalent, restricted	1,132,001
Balance - end of the year	<u><u>\$ 1,614,231</u></u>

See accompanying notes to financial statements.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED June 30, 2024
(Continued)

Reconciliation of Operating Income to Net Cash Provided by Operating Activities

Change in Net Position	\$ (207,720)
Adjustments to Reconcile Change in Net Position to	
Net Cash Provided by Operating Activities	
Depreciation	387,597
Decrease (Increase) in Operating Assets	
Accounts Receivable	(74,608)
Due from other governments	(109,286)
Inventories	(1,804)
Prepaid Expenses	480
Deferred outflow	49,657
Increase (Decrease) in Operating Liabilities	
Accounts Payable	(28,170)
Tenant Security Deposits	1,305
Accrued Liabilities	(10,609)
Accrued compensated absences	(17,802)
Unearned Revenue	128,682
Other Long-Term Obligations	(10,640)
Deferred inflow	22,491
Net Cash Provided by Operating Activities	<u>\$ 129,573</u>

See accompanying notes to financial statements.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

A – Summary of Significant Accounting Policies and Organization:

1. **Organization:** Pinal County Housing Department ("the Department") is a public body corporate and politic pursuant to the Laws of the State of Arizona which was organized to provide low rent housing for qualified individuals in accordance with the rules and regulations prescribed by the U.S. Department of Housing and Urban Development (HUD) and other federal agencies.
2. **Reporting Entity:** In determining how to define the reporting entity, management has considered all potential component units. The decision to include a component unit in the reporting entity was made by applying the criteria set forth in Section 2100 and 2600 of the *Codification of Governmental Accounting and Financial Reporting Standards and Statement No.14, (amended) of the Governmental Accounting Standards Board: The Financial Reporting Entity*. These criteria include manifestation of oversight responsibility including financial accountability, appointment or a voting majority, imposition of will, financial benefit to or burden on a primary organization, financial accountability as a result of fiscal dependency, potential for dual inclusion, and organizations included in the reporting entity although the primary organization is not financially accountable. Based upon the application of these criteria, the reporting entity has no component units.

The basic financial statements of the Department consist primarily of Low Rent Public Housing under Annual Contributions Contract SF 202.

3. **Summary of HUD and Other Department Programs:** The accompanying basic financial statements consist of the activities of the housing programs subsidized by HUD and Department owned entities. A summary of each of these programs is provided below.

a. Annual Contributions Contract

- 1) **Low Rent Public Housing:** This type of housing consists of apartments and single-family dwellings owned and operated by the Department. Funding is provided by tenant rent payments and subsidies provided by HUD.
- 2) **Modernization and Development:** Substantially all additions to land buildings, and equipment are accomplished through the Capital Fund Program. These programs add to, replace or materially upgrade deteriorated portions of the Department's housing units. Funding is provided through programs established by HUD.
- 3) **Resident Opportunity and Supportive Services (ROSS):** The Department will provide supportive services to its elderly and disabled housing residents in order to enhance their quality of life and to enable residents to maintain their independence as long as possible. Services will include a wellness program, transportation, congregate meals, housekeeping aid, employment assistance, recreational activities and case management.

b. Annual Contributions Contract – Housing Assistance Payments Programs

Housing Choice Vouchers: This is a housing program wherein low rent tenants lease housing units directly from private landlords rather than through the Department. The Department contracts with private landlords to make assistance payments for the difference between the approved contract rent and the actual rent paid by the low rent tenants.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

4. **Basis of Presentation and Accounting:** In accordance with uniform financial reporting standards for HUD housing programs, the basic financial statements are prepared in accordance with U.S. generally accepted accounting principles (GAAP).

Based upon compelling reasons offered by HUD, the Department reports its basic financial statements as a special purpose government engaged solely in business-type activities, which is similar to the governmental proprietary fund type (enterprise fund), which uses the accrual basis of accounting and the flow of economic resources measurement focus. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. Pursuant to *GASB Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, certain accounting and financial reporting guidance is applied in the preparation of the basic financial statements, unless those pronouncements conflict with or contradict GASB pronouncements.

Generally accepted accounting principles for state and local governments requires that resources be classified for accounting and reporting purposes into the following three net position categories:

Net Investment in Capital Assets – Capital assets, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets.

Restricted – Net position whose use by the Department is subject to externally imposed stipulations that can be fulfilled by actions of the Department pursuant to those stipulations or that expire by the passage of time. Such assets include assets restricted for capital acquisitions and debt service.

Unrestricted – Net position that is not subject to externally imposed stipulations. Unrestricted net position may be designated for specific purposes by action of management or the Department Board or may otherwise be limited by contractual agreements with outside parties.

5. **Budgets:** Budgets are prepared on an annual basis for each major program and are used as a management tool throughout the accounting cycle. The capital fund budgets are adopted on a "project length" basis. Budgets are not, however, legally adopted nor legally required for basic financial statement presentation.
6. **Cash and Cash Equivalents:** For purposes of the Statement of Cash Flows, the Department considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased and non-negotiable certificates of deposit to be cash equivalents. There were no noncash investing, capital and financing activities during the year.
7. **Inter-program Receivables and Payables:** Inter-program receivables/payables, when present, are all current, and are the result of the use of the Public Housing Program as the common paymaster for shared costs of the Department. Cash settlements are made periodically, and all inter-program balances net zero. Offsetting due to/due from balances are eliminated for the basic financial statement presentation.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

8. **Investments:** Investments, when present, are recorded at fair value. Investment instruments consist only of items specifically approved for public housing agencies by HUD. Investments are either insured or collateralized using the dedicated method under the dedicated method of collateralization, all deposits and investments over the federal depository insurance coverage are collateralized with securities held by the Department's agent in the Department's name. It is the Department's policy that all funds on deposit are collateralized in accordance with both HUD requirements and requirements of the State of Arizona.
9. **Inventories:** Inventories (consisting of materials and supplies) are valued at cost using the first in, first out (FIFO) method. If inventory falls below cost due to damage, deterioration or obsolescence, the Department establishes an allowance for obsolete inventory. In accordance with the consumption method, inventory is expensed when items are actually placed in service.
10. **Prepaid Items:** Payments made to vendors for goods or services that will benefit periods beyond the fiscal year end are recorded as prepaid items.
11. **Use of Estimates:** The preparation of basic financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent liabilities at the date of the basic financial statements and reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.
12. **Fair Value of Financial Instruments:** The carrying amount of the Department's financial instruments at June 30, 2024 including cash, investments, accounts receivable, and accounts payable closely approximates fair value.
13. **Capital Assets:**
 - a. **Book Value:** All purchased fixed assets are valued at cost when historical records are available, fixed assets are valued at estimated historical cost.

Land values were derived from development closeout documentation.

Donated fixed assets are recorded at their fair value at the time they are received.

Donor imposed restrictions are deemed to expire as the asset depreciates.

All normal expenditures or preparing an asset for use are capitalized when they meet or exceed the capitalization threshold.
 - b. **Depreciation:** The cost of buildings and equipment is depreciated over the estimated useful lives of the related assets on a composite basis using the straight-line method.

Depreciation commences on modernization and development additions in the year following completion.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

The useful lives of buildings and equipment for purposes of computing depreciation are as follows:

Buildings	30 to 40 years
Components	10 to 40 years
Building Modernization	10 to 40 years
Furniture	5 to 7 years
Equipment	5 to 7 years
Vehicles	5 to 7 years
Computers	5 to 7 years

- c. **Maintenance and Repairs Expenditures:** Maintenance and repairs expenditures are charged to operations when incurred. Betterments for buildings in excess of \$25,000 are capitalized. When buildings and equipment are sold or otherwise disposed of, the asset account and related accumulated depreciation account are relieved, and any gain or loss is included in operations.
- d. **Impairment of Long-Lived Assets:** The Department has been and is currently involved in various demolition activities in conjunction with its modernization and development programs. In accordance with *Statement of Financial Accounting Standards No. 144, "Accounting for the Impairment or Disposal of Long-Lived Assets"*, the Department has at June 30, 2024, recognized in the accompanying basic financial statements the impact of the demolition activities. Under the provisions of the statement, long-lived assets are to be reviewed for impairment. Application for measurement of long-lived assets should be at the lower of carrying amount or fair value less cost to sell, whether reported in continuing operations or discontinued operations.
14. **Compensated Absences:** Compensated absences are those absences for which employees will be paid, such as vacation and sick leave computed in accordance with GASB Statement No. 16. A liability for compensated absences that is attributable to services already rendered and that are not contingent on a specific event that is outside the control of the Department and its employees, is accrued as employees earn the rights to the benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the Department and its employees are accounted for in the period in which such services are rendered or in which such events take place.
- Long-term compensated absences are those that the Department does not expect to be used with the next fiscal year based on experience with their employees.
15. **Litigation Losses:** The Department recognizes estimated losses related to litigation in the period in which the occasion giving rise to the loss occurred, the loss is probable, and the loss is reasonably estimable.
16. **Annual Contribution Contracts:** Annual Contribution Contracts provide that HUD shall have the authority to audit and examine the records of public housing authorities. Accordingly, final determination of the Department's financing and contribution status for the Annual Contribution Contracts is the responsibility of HUD based on financial reports submitted by the Department.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

17. **Risk Management:** The Department is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Department carries commercial insurance for certain risks of loss, including workers' compensation and employee health and accident insurance, fidelity bond, automobile, and Director and Officers liability. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years. Additionally, there have been no significant reductions in insurance coverage from the prior year.
18. **Use of Restricted Assets:** It is the Department's policy to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.
19. **Operating Revenues and Expenses:** The principal operating revenues of the Department's enterprise fund are charges to customers for rents and services. Operating expenses for the Department's enterprise fund include the cost of providing housing and services, administrative expenses and depreciation on capital assets. Revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.
20. **Pensions:** For purposes of measuring the net pension (asset and) liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the pension plans' fiduciary net position and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

B – Deposits and Investments: For purposes of the Statement of Cash Flows, the Department considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased and non-negotiable certificates of deposit to be cash equivalents.

1. HUD Deposit and Investment Restrictions:

HUD requires authorities to invest excess HUD program funds in obligations of the United States, certificates of deposit or any other federally insured instruments.

HUD also requires that deposits of HUD program funds be fully insured or collateralized at all times. Acceptable security includes FDIC/FSLIC insurance and the market value of securities purchased and pledged to the political subdivision. Pursuant to HUD restrictions, obligations of the United States are allowed as security for deposits. Obligations furnished as security must be held by the Department or with an unaffiliated bank or trust company for the account of the Department.

2. Risk Disclosures

- a. **Interest Rate Risk:** As a means of limiting its exposure to fair value losses arising from interest rates, the Department's investment policy limits the Department's investment portfolio to maturities not to exceed two years at time of purchase. At June 30, 2024, the Department's deposits and investments were not limited and all of which are either available on demand or have maturities of less than two years.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

- b. **Credit Risk:** This is risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. The Department's investment policy is that none of its total portfolio may be invested in securities of any single issuer, other than the US Government, its agencies and instrumentalities.
- c. **Custodial Credit Risk:** This is the risk that in the event of the failure of the counterparty, the Department will not be able to recover the value of its investments or collateral securities that are held by the counterparty. All of the Department's investments in securities are held in the name of Pinal County. The Department's custodial agreement policy prohibits counterparties holding securities not in the Department's or County's name. The carrying amounts of the Department's cash deposits were \$1,614,231 at June 30, 2024. Bank balances before reconciling items were \$1,870,682 at that date, the total amount of which was collateralized or insured with securities held by an unaffiliated banking institution in the Department's or the County's name.

C – Accounts Receivable

Dwelling Rents, net of allowance of \$48,458	\$ 142,033
U.S. Department of Housing and Urban Development	233,080
Others	129,130
	<u>\$ 504,243</u>

D – Prepaid Expenses

Prepaid insurance	\$ 52,322
	<u>\$ 52,322</u>

E – Land, Buildings and Equipment

	<u>Balance</u> <u>June 30, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2024</u>
Not being depreciated				
Land	\$ 405,525	\$ -	\$ -	\$ 405,525
Total not being depreciated	<u>\$ 405,525</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 405,525</u>
Depreciable				
Building and improvements	\$ 12,286,578	\$ 266,346	\$ -	\$ 12,552,924
Infrastructure	245,970	183	-	246,153
Accumulated depreciation	(8,879,635)	(351,711)	-	(9,231,346)
Net building and improvements	<u>3,652,913</u>	<u>(85,182)</u>	<u>-</u>	<u>3,567,731</u>
Equipment	319,565	73,458	(47,075)	345,948
Accumulated depreciation	(168,048)	(35,885)	47,075	(156,858)
Net Equipment	<u>151,517</u>	<u>37,573</u>	<u>-</u>	<u>189,090</u>
Net depreciable assets	<u>3,804,430</u>	<u>(47,609)</u>	<u>-</u>	<u>3,756,821</u>
TOTAL	<u>\$ 4,209,955</u>	<u>\$ (47,609)</u>	<u>\$ -</u>	<u>\$ 4,162,346</u>

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

F – Other Current Liabilities

FSS Escrow

Balance at June 30, 2023	\$ 26,047
Ending Balance at June 30, 2024	<u>\$ 26,047</u>

G – Schedule of Changes in Noncurrent Liabilities

	Balance		Year Ended		Balance	
	June 30, 2023		June 30, 2024		June 30, 2024	
	Current	Long-term			Current	Long-term
	Portion	Portion	Additions	Reductions	Portion	Portion
Accrued compensated absences	\$ 21,222	\$ 40,279	\$ 1,942	\$ -	\$ 3,420	\$ 60,023
Net pension liability	-	1,228,311	-	(30,384)	-	1,197,927
	<u>\$ 21,222</u>	<u>\$ 1,268,590</u>	<u>\$ 1,942</u>	<u>\$ (30,384)</u>	<u>\$ 3,420</u>	<u>\$ 1,257,950</u>

H - Annual Contributions by Federal Agencies:

Annual Contributions Contract – Pursuant to the Annual Contributions Contract, HUD contributes an operating subsidy approved in the operating budget under the Annual Contributions Contract. HUD operating subsidy contributions for the year ended June 30, 2024 were \$452,734.

Annual Contributions Contract – The Section 8 Housing Choice Voucher program provides housing assistance payments to private owners of residential units on behalf of eligible low or very low-income families. The program payments cover the difference between the maximum rental on a dwelling unit and the amount of rent contribution by a participating family. HUD also funds related administrative expenses. HUD contributions, including Emergency Vouchers, for the year ended June 30, 2024 were \$9,574,674.

Annual Contributions Contract – HUD provides grant funding for Resident Opportunity and Support Services (ROSS) program to the Housing Department to provide supportive services related to resident empowerment activities and/or assisting residents in becoming economically self-sufficient. Services include a wellness program, transportation, congregate meals, housekeeping aid, employment assistance, recreational activities and case management. For the year ended June 30, 2024, the annual grant contribution totaled \$49,890.

I – Pensions and Other Postemployment Benefits:

The Department contributes to the Arizona State Retirement System plan described below. ASRS is a component unit of the State of Arizona. At June 30, 2024 the Department reported the following amounts related to pensions for this plan.

Statement of Net Pension and Statement of Activities	Business Type
	Activities
Net pension liabilities	\$ 1,197,927
Deferred outflows of resources	\$ 134,320
Deferred inflow of resources	\$ 54,845
Pension expense	\$ 144,582

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

The Department's accrued payroll and employee benefits includes \$1,625 of outstanding pension amounts payable to all plans for the year ended June 30, 2024. The OPEB plans are not described due to their relative insignificance to the Department's financial statements.

Arizona State Retirement System

Plan Description: The Department employees participate in the Arizona State Retirement System (ASRS). The ASRS administers a cost-sharing multiple-employer defined benefit pension plan. The Arizona State Retirement System Board governs the ASRS according to the provisions of A.R.S. Title 38, Chapter 5, Articles 2 and 2.1. The ASRS issues a publicly available financial report that includes its financial statements and required supplementary information. The report is available on its Web site at www.azasrs.gov.

Benefits Provided: The ASRS provides retirement and survivor benefits. State statute establishes benefit terms. Retirement benefits are calculated on the basis of age, average monthly compensation, and service credit as follows:

	Retirement Initial Membership Date:	
	Before July 1, 2011	On or after July 1, 2011
Eligible for full retirement benefits upon the earliest of attaining:	Age 65 Age 62 with 10 years of credit service Age plus credited service equaling 80 or more	Age 65 Age 62 with 10 years of credit service Age 60 with 25 years of credit service Age 55 with 30 years of credit service
Average monthly compensation	Highest 36 months of last 120 months (10 years)	Highest 60 months of last 120 months (10 years)
Benefit percent per year of service		
0.00 to 19.99	2.10%	2.10%
20.00 to 24.99	2.15%	2.15%
25.00 to 29.99	2.20%	2.20%
30.00 or more	2.30%	2.30%

*With actuarially reduced benefits.

Retirement benefits for members who joined the ASRS prior to September 13, 2013, are subject to automatic cost-of-living adjustments based on excess investment earnings. Members with a membership date on or after September 13, 2013, are not eligible for cost-of-living adjustments. Survivor benefits are payable upon a member's death. For retired members, the survivor benefit is determined by the retirement option chosen. For all other members, the beneficiary is entitled to the member's account balance that includes the member's contributions and employer's contributions, plus interest earned.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

J – Pension Contributions:

In accordance with state statutes, annual actuarial valuations determine active member and employer contribution requirements. The combined active member and employer contribution rates are expected to finance the costs of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. For the year ended June 30, 2024, active ASRS members and the Department were required by statute to contribute at the actuarially determined rate of 12.29 (12.03 percent for retirement, .11 percent for health insurance premiums, and .15 percent for long-term disability) of the members' annual covered payroll. The Department's contributions to the pension plan for the year ended June 30, 2024, were \$105,045.

	Retirement	Health	Disability	Total
Rates	12.03%	0.11%	0.15%	12.29%
Percent of Total	97.88%	0.90%	1.22%	100.00%
Contributions per Category	\$ 102,818	\$ 945	\$ 1,282	\$ 105,045

Liability: At June 30, 2024, the Department reported the following liability for its proportionate share of the ASRS' net pension liability.

ASRS	Net Pension Liability
Pension	\$ 1,197,927

The net pension liability was measured as of June 30, 2023. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2023, to the measurement date of June 30, 2024. The total liabilities as of June 30, 2024 reflect changes in actuarial assumptions based on the results of an actuarial experience study for the 5-year period ended June 30, 2017. The discount rate decreased from 7.5 percent to 7.0 percent, changing the projected salary increased from 2.7-7.2 percent to 2.9-8.4 percent and inflation rate remaining at 2.3 percent.

The Department is a departmental unit of Pinal County, and as such, shares in the reported liability for the County. The County's proportion of the net pension liability was based on the County's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2024. The County's proportion measured as of June 30, 2024, was 0.6484 percent, which was a decrease of 0.00289 percent from its proportion measured as of June 30, 2023.

The Department's reported a liability at June 30, 2024, decreased by \$30,384 from the Department's prior year liability of \$1,228,311 because of changes in the ASRS' net pension liability and the County's proportionate share of that liability. The ASRS' publicly available financial report provides details on the changes in the net pension liability.

Pension expense and deferred outflows/inflows of resources: For the year ended June 30, 2024, the Department recognized pension expense for ASRS of \$144,582. At June 30, 2024, the Department reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

ASRS	Deferred Outflow of Resources	Deferred Inflow of Resources
Difference between expected and actual experience	\$ 27,068	\$ -
Changes of assumptions or other inputs	-	-
Net Difference between projected and actual earnings on plan investments	-	42,384
Changes in proportion and differences between Authority contributions and proportionate share of contributions	4,434	12,461
Authority contributions subsequent to the measurement date	102,818	-
Total	\$ 134,320	\$ 54,845

The \$102,818 reported as deferred outflows of resources related to ASRS pensions resulting from county contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to ASRS pensions will be recognized in pension expense (income) as follows:

Year ending June 30,	
2025	\$ (19,083)
2026	\$ (2,360)
2027	\$ (2,261)
2028	\$ 361

Actuarial Assumptions: The significant actuarial assumptions used to measure the total pension liability are as follows:

Actuarial valuation date	June 30, 2023
Actuarial roll forward date	June 30, 2024
Actuarial cost method	Entry age normal
Asset Valuation	Fair Value
Investment rate of return	7.0%
Projected salary increases	2.9 - 8.4% for pensions/not applicable for OPEB
Inflation	2.3%
Permanent benefit increase	Included for pensions/not applicable for OPEB
Mortality rates	2017 SRA Scale U-MP for pension and health insurance premium benefit
Recovery rates	2012 GLDT for long-term disability
Healthcare cost trend rate	Not applicable

Actuarial assumptions used in the June 30, 2024, valuation were based on the results of an actuarial experience study for the 5-year period ended June 30, 2017.

The long-term expected rate of return on ASRS pension plan investments was determined to be 7.5 percent using a building-block method in which best-estimate ranges of expected future real rates of

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

ASRS			
Asset Class	Target Allocation	Real Return Geometric Basis	Long term Contribution to Expected Real Return
Equity	54%	10.20%	2.21%
Credit	23%	5.90%	1.36%
Sensitive	6%	1.50%	0.09%
Real Estate	17%	5.90%	1.00%
Total	100%		4.66%

Discount Rate: At June 30, 2024, the discount rate used to measure the ASRS total pension liability was 7.0 percent. The projection of cash flows used to determine the discount rate assumed that contributions from participating employers will be made based on the actuarially determined rates based on the ASRS Board's funding policy, which establishes the contractually required rate under Arizona statute. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Department's proportionate share of the ASRS net pension liability to changes in the discount rate: The following table presents the Department's proportionate share of the net pension liability calculated using the discount rate of 7.0 percent, as well as what the Department's proportionate share of the net pensions liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.0 percent) or 1 percentage point higher (8.0 percent) than the current rate:

	ASRS		
	1% Decrease (6.0%)	Current Discount Rate (7.0%)	1% Increase (8.0%)
Authority's proportionate share of net pension liability	\$ 1,794,319	\$ 1,197,927	\$ 700,642

Pension plan fiduciary net position: Detailed information about the pension plan's fiduciary net position is available in the separately issued ASRS financial report.

K – Economic Dependency:

The Department receives approximately 93% of its revenues from HUD. If the amount of revenues received from HUD falls below critical levels, the Department's reserves could be adversely affected.

L – Contingencies:

The Department is subject to possible examinations made by Federal and State authorities who determine compliance with terms, conditions, laws and regulations governing other grants given to the Department in the current and prior years. There were no such examinations for the year ended June 30, 2024.

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2024

M – Leasing Activities:

The Department is the lessor of dwelling units mainly to low-income residents. The rents under the leases are determined generally by the resident's income as adjusted for eligible deductions regulated by HUD, although the resident may opt for a flat rent. Leases may be cancelled by the lessee at any time. The Department may cancel the lease only for cause.

Revenues associated with these leases are recorded in the basic financial statements and schedules as "Rental Revenue". Rental Revenue per dwelling unit generally remains consistent from year to year but is affected by general economic conditions which impact personal income and local job availability.

N – Related Party Transactions:

The Department is part of the Pinal County, Arizona and is included in the financial statements of the County. The County contributed to employee salary and benefits which totaled \$257,398 and to services and supplies which totaled \$76,453 for a total contribution of \$333,851 during the fiscal year ended June 30, 2024. These expenses have not been included in the Department's financial statements. Separate financial statements are presented for purposes of HUD reporting.

O – Prior Period Adjustment:

In 2023, the Department determined that the value of the ROSS program should be zero, as it is a cost-reimbursable program. After issuing the prior year's audit report, and during the REAC submission, the Department removed the remaining balances under fixed assets to address HUD's concerns. This adjustment decreased depreciation expense by \$1,148, accumulated depreciation by \$5,501, furniture, equipment & machinery by \$8,036, invested in capital assets by \$2,535, and unrestricted net assets by \$1,148.

SUPPLEMENTAL INFORMATION

Pinal County Housing Department
Financial Data Schedule Statement of Net Position by Program
As of June 30, 2024

FDS Line #	Description	Public Housing 14.850	Ross Grant 14.870	HC Vouchers 14.871	Emergency Housing Voucher 14. EHV	CDBG NSP/III 14.218	Business Activities	Eliminating Entries	Combined Totals
Assets and Deferred Outflows of Resources									
Current Assets									
111	Cash and Cash Equivalents-Unrestricted	\$ 135,727	\$ -	\$ 125,664	\$ 20,359	\$ -	\$ 200,480	\$ -	\$ 482,230
113	Cash - Other Restricted	397,801	-	-	-	468,068	-	-	865,869
114	Cash - Tenant Security Deposits	41,977	-	-	-	-	1,133	-	43,110
115	Cash - Restricted for Payments of Current Liabilities	182,304	-	-	39,894	-	824	-	223,022
100	Total Cash	757,809	-	125,664	60,253	468,068	202,437	-	1,614,231
122	Accounts Receivable - HUD Other Projects	1,770	-	231,310	-	-	-	-	233,080
124	Accounts Receivable - Other Government	24,796	-	93,369	-	-	-	-	118,165
125	Accounts Receivable - Other	128,789	-	-	-	-	341	-	129,130
126	Accounts Receivable - Tenants	164,611	-	25,396	484	-	-	-	190,491
126	Allowance for Doubtful Accounts-Tenants	(14,191)	-	-	-	-	-	-	(14,191)
126	Allowance for Doubtful Accounts - Other	-	-	(34,267)	-	-	-	-	(34,267)
120	Total Accounts Receivable	305,775	-	315,808	484	-	341	-	622,408
142	Prepaid Expenses	52,322	-	-	-	-	-	-	52,322
143	Inventory	46,428	-	-	-	-	-	-	46,428
144	Inter Program Due From	-	-	-	1,024	-	-	(1,024)	-
150	Total Current Assets	1,162,334	-	441,472	61,761	468,068	202,778	(1,024)	2,335,389
Capital Assets									
161	Land	405,525	-	-	-	-	-	-	405,525
162	Buildings	10,452,280	-	-	-	-	480,905	-	10,933,185
164	Furniture and Fixtures Admin	298,622	-	10,117	-	-	37,209	-	345,948
165	Leasehold Improvements	1,619,739	-	-	-	-	-	-	1,619,739
166	Accumulated Depreciation	(9,077,499)	-	(10,117)	-	-	(300,588)	-	(9,388,204)
168	Infrastructure	246,153	-	-	-	-	-	-	246,153
160	Total Capital Assets Less Accumulated Depreciation	3,944,820	-	-	-	-	217,526	-	4,162,346
180	Total Assets	5,107,154	-	441,472	61,761	468,068	420,304	(1,024)	6,497,735
200	Deferred Outflow of Resources	92,682	-	41,638	-	-	-	-	134,320
190	Total Assets and Deferred Outflows of Resources	\$ 5,199,836	\$ -	\$ 483,110	\$ 61,761	\$ 468,068	\$ 420,304	\$ (1,024)	\$ 6,632,055

Pinal County Housing Department
Financial Data Schedule Statement of Net Position by Program
As of June 30, 2024
(Continued)

Liabilities, Deferred Inflows of Resources and Net Position											
Current Liabilities											
312	Accounts Payable	\$	30,937	\$	-	\$	72,445	\$	-	\$	103,766
321	Accrued Wages		14,794		-		27,841		-		43,120
322	Accrued Compensated Absences - Current Portion		1,625		-		1,789		-		3,420
341	Tenant Security Deposits		27,437		-		-		-		28,570
342	Unearned Revenue		134,948		-		-		-	1,133	135,388
345	Accrued Liabilities - Other		-		-		26,047		-	440	26,047
347	Inter Program Due To		-		-		1,024		-	(1,024)	-
310	Total Current Liabilities		209,741		-		129,146		-	1,957	340,311
Long-Term Liabilities											
354	Accrued Compensated Absences - Noncurrent		37,382		-		22,492		-	-	60,023
357	Accrued Pension and OPEB Liabilities		826,570		-		371,357		-	-	1,197,927
350	Total Non-Current Liabilities		863,952		-		393,849		-	-	1,257,950
300	Total Liabilities		1,073,693		-		522,995		-	1,957	1,598,261
400	Deferred Inflow of Resources		37,845		-		17,000		-	-	54,845
Net Position											
508	Invested in Capital Assets, Net of Related Debt		3,944,820		-		-		-	217,527	4,162,347
511	Restricted Net Assets		594,645		-		-		-	824	1,103,431
512	Unrestricted Net Position		(451,167)		-		(56,885)		-	199,996	(286,829)
513	Total Net Position		4,088,298		-		(56,885)		-	418,347	4,978,949
600	Total Liabilities and Net Position	\$	5,199,836	\$	-	\$	483,110	\$	61,761	\$ 420,304	\$ 6,632,055

Pinal County Housing Department
Financial Data Schedule Statement of Revenues, Expenses and Changes in Net Position by Program
June 30, 2024

FDS Line #	Description	Low Rent Public Housing	Ross Grant	Section 8 HC Vouchers	Emergency Housing Voucher	CDBG NSP III	Business Activities	Eliminating Entries	Combined Totals
		14,850	14,870	14,871	14,496	14,218			
TENANT REVENUE									
70300	Net Tenant Rental Revenue	\$ 310,229	\$ -	\$ -	\$ -	\$ -	\$ 35,048	\$ -	\$ 345,277
70400	Tenant Revenue - Other	32,342	-	-	-	-	3,910	-	36,252
70500	Total Tenant Revenue	342,571	-	-	-	-	38,958	-	381,529
HUD PHA OPERATING GRANTS									
70600	HUD PHA Operating Grants	676,933	-	8,760,292	542,878	-	-	-	10,029,993
70610	HUD Capital Grants	-	-	-	-	-	-	-	452,734
70700	HUD PHA Operating Grants	676,933	452,734	8,760,292	542,878	-	-	-	10,482,727
71100	Investment Income - Unrestricted	9,818	-	500	-	-	1,941	-	12,259
71400	Fraud Recovery	-	-	3,000	-	-	-	-	3,000
71500	Other Revenue	1,433	-	289,973	-	-	-	-	291,406
72000	Investment Income - Restricted	-	-	-	-	5,673	-	-	5,673
70000	Total Revenue	1,030,755	452,734	9,053,765	542,878	5,673	40,899	-	11,176,594
ADMINISTRATIVE EXPENSES									
91100	Administrative Salaries	321,172	-	255,698	21,053	-	-	-	618,480
91200	Auditing Fees	18,358	-	8,642	-	-	-	-	27,000
91500	Employee Benefit Contributions - Administrative	102,026	-	114,808	4,866	-	-	-	235,679
91600	Office Expenses	23,780	-	22,245	-	-	2,767	-	48,792
91800	Travel	2,353	-	1,178	-	-	-	-	5,247
91900	Other	15,790	-	35,674	891	-	-	-	55,375
91000	Total Operating-Administrative	483,479	-	438,245	26,810	-	2,767	-	990,573
TENANT SERVICES									
92400	Tenant Services - Other	-	-	-	10,496	-	-	-	10,496
92500	Total Tenant Services	-	-	-	10,496	-	-	-	10,496
UTILITIES									
93100	Water	24,877	-	-	-	-	2,022	-	26,899
93200	Electricity	8,726	-	-	-	-	-	-	8,726
93000	Total Utilities	33,603	-	-	-	-	2,022	-	35,625

Pinal County Housing Department
Financial Data Schedule Statement of Revenues, Expenses and Changes in Net Position by Program
June 30, 2024
(Continued)

ORDINARY MAINTENANCE AND OPERATIONS									
94100	Ordinary Maintenance and Operations - Labor	188,805	-	-	-	-	-	-	188,805
94200	Ordinary Maintenance and Operations - Materials and Other	117,268	-	-	-	-	-	3,199	120,467
94300	Ordinary Maintenance and Operations Contracts	94,377	-	-	-	-	-	1,269	95,646
94500	Employee Benefit Contributions - Ordinary Maintenance	116,572	-	-	-	-	-	-	116,572
94000	Total Maintenance	517,022	-	-	-	-	-	4,468	521,490
INSURANCE									
96110	Property Insurance	103,438	-	-	-	387	-	-	103,825
96130	Workmen's Compensation	8,857	-	75	1,217	48	-	-	10,197
96100	Total Insurance	112,295	-	75	1,217	435	-	-	114,022
GENERAL EXPENSES									
96200	Other General Expenses	59,918	-	-	4,054	6,683	-	-	70,655
96210	Compensated Absences	38,504	-	10,543	38,151	-	-	-	87,198
96400	Bad Debt- Tenant Rents	155	-	-	(3,460)	-	-	-	(3,305)
96000	Total General Expenses	98,577	-	10,543	38,745	6,683	-	-	154,548
96900	Total Operating Expenses	1,244,976	-	49,890	478,207	44,424	-	9,257	1,826,754
97000	Excess Revenue Over Operating Expenses	(214,221)	452,734	-	8,575,558	498,454	5,673	31,642	9,349,840
OTHER EXPENSES									
97300	Housing Assistance Payments	-	-	-	8,027,982	458,029	-	-	8,486,011
97300-041	Portability-Out	-	-	-	135,547	-	-	-	135,547
97300-050	All Other	-	-	-	265,042	11,859	-	-	276,901
97350	HAP Portality - In	-	-	-	271,504	-	-	-	271,504
97400	Depreciation Expense	367,733	-	-	-	-	-	19,864	387,597
90000	Total Other Expenses	367,733	-	-	8,700,075	469,888	-	19,864	9,557,560
10010	Operating Transfers In	452,734	(452,734)	-	-	-	-	(452,734)	-
10020	Operating Transfer Out	-	-	-	-	-	-	452,734	-
10000	Excess of Total Revenue over Total Expenses	(129,220)	-	-	(124,517)	28,566	5,673	11,778	(207,720)
11030	Beginning Equity	-	4,217,518	-	67,632	32,555	462,395	406,569	5,186,669
	Equity at Year End		\$ 4,088,298	\$ -	\$ (56,885)	\$ 61,121	\$ 468,068	\$ 418,347	\$ 4,978,949

**PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
June 30, 2024**

<u>Assistance Listing Number</u>	<u>Program Title</u>	<u>Pass Through Entity</u>	<u>Federal Expenditures</u>
U.S. Department of Housing and Urban Development			
14.870	Resident Opportunity and Supportive Services	NA	\$ 49,890
14.850	Low Rent Public Housing	NA	\$ 676,934
14.872	Capital Fund Program	NA	\$ 452,734
	Housing Choice Voucher Cluster		
14.871	Housing Choice Voucher Program	NA	\$ 8,760,292
14.EHV	Emergency Housing Vouchers	NA	542,878
14.871	Housing Choice Voucher - Pass thru	Other PHA's	271,504
	Total Housing Choice Voucher Cluster		<u>\$ 9,574,674.40</u>
	Total U.S. Department of HUD		<u>\$ 10,754,232.20</u>
	Total Federal Awards Expenditures		<u>\$ 10,754,232</u>

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
June 30, 2024

A – Basis of Presentation:

The accompanying Schedule of Federal Awards (the Schedule) includes the federal grant activity of the Department under programs of the federal government for the year ended June 30, 2024. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Department, it is not intended to and does not present the financial position, changes in net position or cash flows of the Department.

B – Summary of Significant Accounting Policies:

The significant accounting policies for the schedule of expenditures of federal awards are as follows:

- 1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- 2) Pinal County Housing Department has not elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

C – Reconciliation of Total Federal Awards Expenditures to Financial Data Schedule:

FDS Line 70600	HUD PHA Grants	\$ 10,029,994
FDS Line 70610	Capital Grants	452,734
FDS Line 97350	HCVP other income	271,504
		<u>\$ 10,754,232</u>

D – Public Housing Capital Fund Detail by Grant Year

Grant Number	Assistance Listing	Total Grant	Prior years Expenditures	Current Year Expenditures	Remaining Grant
	Number				
AZ20P010501-19	14.872	\$ 348,076	\$ 208,480	\$ 139,429	\$ 167
AZ20P010501-20	14.872	\$ 373,836	\$ 94,867	\$ 172,809	\$ 106,161
AZ20P010501-21	14.872	\$ 388,923	\$ 363,447	\$ 9,505	\$ 15,971
AZ20P010501-22	14.872	\$ 480,282	\$ 34,059	\$ 111,386	\$ 334,837
AZ20P010501-23	14.872	\$ 495,520	\$ -	\$ 19,605	\$ 475,915
AZ20P010501-24	14.872	\$ 501,636	\$ -	\$ -	\$ 501,636
TOTAL		\$ 2,588,273	\$ 700,853	\$ 452,734	\$ 1,434,687

PINAL COUNTY HOUSING DEPARTMENT
Casa Grande, Arizona

SUPPLEMENTAL INFORMATION
June 30, 2024

Schedule of Proportionate Share of Net Pension Liability

Arizona State Retirement System

	Reporting Fiscal Year (Measurement Date)								
	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)	2018 (2017)	2017 (2016)	2016 (2015)
Department's proportion of the net pension liability	0.01%	0.01%	0.01%	0.01%	0.01%	0.01%	0.01%	0.01%	0.01%
Department's proportionate share of the net pension liability	\$ 1,197,927	\$ 1,228,311	\$ 976,486	\$ 1,258,285	\$ 1,061,443	\$ 1,096,528	\$ 1,155,298	\$ 1,222,935	\$ 1,344,097
Department's covered-employee payroll	\$ 854,718	\$ 797,596	\$ 728,203	\$ 693,836	\$ 703,146	\$ 663,432	\$ 690,915	\$ 664,952	\$ 794,962
Department's proportionate share of the net pension liability as a percentage of its covered-employee payroll	140.15%	154.00%	134.10%	181.35%	150.86%	165.28%	167.21%	183.91%	169.07%
Plan fiduciary net position as a percentage of the total pension liability	75.47%	74.26%	78.58%	69.33%	73.24%	73.40%	69.92%	67.06%	68.35%

Schedule of Department Pension Contributions

Arizona State Retirement System

	Reporting Fiscal Year								
	2024	2023	2022	2021	2020	2019	2018	2017	2016
Statutorily required contribution	\$ 105,045	\$ 97,067	\$ 90,370	\$ 86,105	\$ 85,151	\$ 78,285	\$ 83,582	\$ 79,317	\$ 76,270
Department's contribution in relation to the statutorily required contribution	105,045	97,067	90,370	86,105	85,151	78,285	83,582	79,317	76,270
Department's contribution deficiency (excess)	-	-	-	-	-	-	-	-	-
Department's covered-employee payroll	\$ 854,718	\$ 797,596	\$ 728,203	\$ 693,836	\$ 703,146	\$ 663,432	\$ 726,800	\$ 690,915	\$ 664,952
Department's contributions as a percentage of covered employee payroll	12.29%	12.17%	12.41%	12.22%	12.11%	11.80%	11.50%	11.48%	11.47%

SINGLE AUDIT INFORMATION



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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT
AUDITING STANDARDS***

To the Board of Commissioners
Pinal County Housing
Department
Casa Grande, Arizona

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of Pinal County Housing Department (the Department), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements, and have issued our report thereon dated December 17, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Pinal County Housing Department's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Pinal County Housing Department's internal control. Accordingly, we do not express an opinion on the effectiveness of Pinal County Housing Department's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Pinal County Housing Department's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Haynie & Company

Haynie & Company
Tempe, Arizona
December 17, 2024



1230 West Washington St., Suite 401
Tempe, AZ 85288

602-306-4800

602-274-1313

www.HaynieCPAs.com

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Commissioners
Pinal County Housing
Department
Casa Grande, Arizona

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Pinal County Housing Department's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Pinal County Housing Department's major federal programs for the year ended June 30, 2024. The Pinal County Housing Department's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Pinal County Housing Department complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Pinal County Housing Department and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Pinal County Housing Department's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Pinal County Housing Department's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Pinal County Housing Department's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Pinal County Housing Department's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Pinal County Housing Department's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Pinal County Housing Department's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Pinal County Housing Department's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

Government Auditing Standards requires the auditor to perform limited procedures on Pinal County Housing Department's response to the noncompliance findings identified in our compliance audit described in the accompanying schedule of findings and questioned costs. Pinal County Housing Department's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Haynie & Company

Haynie & Company
Tempe, Arizona
December 17, 2024

PINAL COUNTY HOUSING DEPARTMENT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2024

SECTION I – SUMMARY OF AUDITORS' RESULTS

FINANCIAL STATEMENTS

Type of auditors' report issued:	Unmodified
Internal control over financial reporting:	
Material weaknesses identified	NO
Significant deficiencies identified not considered to be material weakness	NONE REPORTED
Noncompliance material to the financial statements noted?	NO

FEDERAL AWARDS

Internal control over major program:	
Material weaknesses identified	NO
Significant deficiencies identified not considered to be material weakness	NONE REPORTED
Type of auditors' report issued:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance 2 CRF 200.516:	NO

Identification of major program:

Name of Federal Program	ALN
Section 8 Housing Choice Vouchers	14.871
Dollar threshold used to distinguish between Type A and Type B programs:	\$750,000
Auditee qualified as low-risk auditee?	YES

PINAL COUNTY HOUSING DEPARTMENT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2024

**SECTION II – FINDINGS RELATED TO FINANCIAL STATEMENTS REPORTED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

No findings noted.

SECTION III – FINDINGS AND QUESTIONED COSTS RELATED TO FEDERAL AWARDS

No findings noted.

PINAL COUNTY HOUSING DEPARTMENT
SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2023

SECTION III – FINDINGS AND QUESTIONED COSTS RELATED TO FEDERAL AWARDS

Inaccurate Amount on the VMS Submissions

REFERENCE: 2023-001

Criteria:

Amounts reported in monthly VMS submissions should be accurate.

Condition and Context:

For the entire fiscal year, the Department was not submitting the correct restricted amounts.

Cause:

The Organization has recently hired a finance manager who has the capacity to correct the previously erroneous report submitted.

Effect:

HUD uses VMS to collect PHA data that enables HUD to fund, obligate, and disburse funding. With incorrect amounts submitted, the PHA could receive funds based on incorrect amounts.

PINAL COUNTY HOUSING DEPARTMENT
SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2023

SECTION III – FINDINGS AND QUESTIONED COSTS RELATED TO FEDERAL AWARDS (CONT'D)

Spending not in Compliance with Activities Allowed by the Compliance Requirements

REFERENCE: 2023-002

Criteria:

According to the activities allowed compliance requirement, PHA's may use HCVP funds only for HAPs to participating owners. Current year HAP funding must be used for CY HAP and later HAP expenses. PHA's HAP equity balance, also known as RNP, provides the balance of the unspent HAP at any given point in time.

Condition and Context:

HAP restricted cash does not cover ending HAP equity.

Cause:

The Department lacked the ability to correctly manage HAP funding with activities allowed by the compliance requirement.

Effect:

The Department is not in compliance with the activities allowed by the Section 8 Housing Choice Vouchers program.

Recommendation:

We recommend that the new finance manager should look into this error and correct these as necessary.

PINAL COUNTY HOUSING DEPARTMENT
SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2023

SECTION IV – CORRECTIVE ACTION PLANS

Inaccurate Amount on the VMS Submissions

REFERENCE: 2023-001

CLIENT RESPONSE

We are in agreeance as to the audit finding.

Individual responsible for implementation of corrective action plan:

Rolanda Cephas, Director

Corrective action plan:

We have hired a competent staff member since year-end who is capable of VMS job duties.

Estimated completion date:

Effective Immediately: Staff has been hired and is being trained.

Spending not in Compliance with Activities Allowed by the Compliance Requirements

REFERENCE: 2023-002

CLIENT RESPONSE

We are in agreeance as to the audit finding.

Individual responsible for implementation of corrective action plan:

Rolanda Cephas, Director

Corrective action plan:

We have hired a competent staff member since year-end who is capable of these job duties.

Estimated completion date:

Effective Immediately: Staff has been hired and is being trained.



Attachment C. 1

SIGNIFICANT AMENDMENT/MODIFICATION

In accordance with 24 CFR §903.7(r)(2) which requires public housing authorities to identify the basic criteria the agency will use to determine a substantial deviation from its 5-Year Plan and significant amendments or modification to the 5-Year Plan and Annual Plan, the following definitions are offered:

Significant Amendment/Modification:

Significant Amendment/Modification is defined as a change that will negatively impact a majority of Section 8, Public Housing participants, or waiting list applicants, except when the change is determined to be necessary in order to comply with regulatory requirements, respond to funding constraints, or respond to a federally, state or locally declared emergency.



Significant Amendment/Modification is defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Supervisors.

Attachment C. 2

RESIDENT ADVISORY BOARD (RAB) COMMENTS

The PCHA actively attempts to recruit Public Housing Residents to participate in a Resident Advisory Board in accordance with 24 CFR 903.13

Pinal County Housing Authority
970 N. Eleven Mile Corner Road
Casa Grande, AZ 85212
T 520-866-7203
F 520-866-7235
<https://www.pinalcountyz.gov/Housing/Pages/Home.aspx>



Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

Attachment C. 3

CERTIFICATION BY STATE OR LOCAL OFFICIALS



**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Ruby Dhillon – Williams, the Deputy Director

Official's Name

Official's Title

certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year _____ of the Pinal County Housing Authority is consistent with the
PHA Name

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

State of Arizona

Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

Pinal County Housing Authority's plan of restoring and increasing the supply of affordable housing, fostering a safe and decent living environment, promoting self-sufficiency, ensuring equal opportunity and affirmatively furthering fair housing, and staff development are consistent with the Consolidated Plan and the AI.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official:

Title:

Ruby Dhillon-Williams
Development

Deputy Director

Signature:

Date:

1/7/2025

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Pinal County Housing Authority
970 N. Eleven Mile Corner Road
Casa Grande, AZ 85212
T 520-866-7203
F 520-866-7235
<https://www.pinalcountyz.gov/Housing/Pages/Home.aspx>



Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

Attachment C. 3

CIVIL RIGHTS CERTIFICATION



**Certifications of Compliance with
PHA Plan and Related Regulations
(Small PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 2025-2029 5-Year and/or 2025 Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning July 1, 2025 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice (AI) or Assessment of Fair Housing (AFH) as applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR § 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last

Annual PHA Plan (check all policies, programs, and components that have been changed):

☐ 903.7a Housing Needs

☐ 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions

Policies

☐ 903.7c Financial Resources

☐ 903.7d Rent Determination Policies

☐ 903.7h Demolition and Disposition

☐ 903.7k Homeownership Programs

☐ 903.7r Additional Information

☐ A. Progress in meeting 5-year mission and goals

☐ B. Criteria for substantial deviation and significant amendments

☐ C. Other information requested by HUD

☐ 1. Resident Advisory Board consultation process

☐ 2. Membership of Resident Advisory Board

☐ 3. Resident membership on PHA governing board

The PHA provides assurance as part of this certification that:

- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
 6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of

the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.

7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For a PHA Plan that includes a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting lists would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 24 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

PINAL COUNTY HOUSING AUTHORITY

AZ010

PHA Name

PHA Number/HA Code

X 5-Year PHA Plan for Fiscal Years 2025 - 2029

Annual PHA Plan for Fiscal Year 2025

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: Rolanda Cephas

Name of Board Chairman: Stephen Q. Miller



Signature

Date

Signature

Date

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 3/31/2024

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning _____ in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

PINAL COUNTY HOUSING AUTHORITY

AZ010

PHA Name

PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: ROLANDA CEPHAS

Name of Board Chairperson: STEPHEN Q. MILLER



6/23/25

Signature

Date

Signature

Date

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.



Attachment C. 4

CHALLENGED ELEMENTS

Pinal County Housing Authority did not have any elements of the Annual PHA Plan or 5-Year PHA Plan challenged.



Attachment D.

AFFIRMATIVELY FUTHERING FAIR HOUSING (AFFH)

D. 1 Fair Housing Proclamation

D. 1 Fair Housing Resolution



**BY THE PINAL COUNTY BOARD OF SUPERVISORS
PROCLAMATION
FAIR HOUSING MONTH
APRIL 2025**

WHEREAS, The Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act, and the Fair Housing Amendments Act of 1988, prohibit discrimination in the sale, rental, leasing, and financing of housing or land to be used for the construction of housing or in the provision of brokerage services on the basis of race, color, religion, sex, disability, familial status or national origin; and

WHEREAS, The 1968 and 1988 Federal Fair Housing Acts declare that it is a National policy to ensure equal opportunities in housing; and

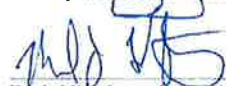
WHEREAS, The month of April has traditionally been designated as Fair Housing Month in the United States.

NOW, THEREFORE, WE, the Pinal County Board of Supervisors, do hereby proclaim April 2025 as “**Fair Housing Month**” and urge all citizens of the County to comply with and show their support for the letter and spirit of the Fair Housing Acts. Proclaimed this 5th day of March, 2025.




Stephen O. Miller, Chairman, District 3


Jeffrey McClure, Vice-Chairman, District 4


Rich Vitiello, District 1


Mike Goodman, District 2


Jeff Serdy, District 5

ATTEST:


Natasha Kennedy, Clerk of the Board

28



OFFICIAL RECORDS OF
PINAL COUNTY RECORDER
Dana Lewis

When recorded mail to:
Clerk of the Board
P.O. Box 827
Florence AZ 8513

DATE/TIME: 03/05/2025 1600
FEE: \$0.00
PAGES: 2
FEE NUMBER: 2025-016656

FAIR HOUSING RESOLUTION No. 030525-FHR

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PINAL, ARIZONA, ADOPTING A FAIR HOUSING POLICY, MAKING KNOWN ITS COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING, AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING.

WHEREAS, the Housing and Community Development Act of 1974 as amended requires that all applicants for Community Development Block Grant funds certify that they shall affirmatively further fair housing; and

WHEREAS, Title VII of the Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 declare a national policy to prohibit discrimination in the sale, rental, leasing, and financing of housing or land to be used for the construction of housing, or in the provision of brokerage services, on the basis of race, color, religion, sex, disability, familial status, or national origin; and

WHEREAS, discriminatory housing practices undermine the strength and vitality of America and its people;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors of the county of Pinal hereby wish all persons living, working, doing business in or traveling through this county to know that discrimination on the basis of race, color, religion, sex, handicap, familial status or, national origin in the sale, rental, leasing and financing of housing or land to be used for construction of housing, or in the provision of brokerage services is prohibited by the Federal Fair Housing Act and the Fair Housing Amendments of 1988; and that it is the policy of the county of Pinal to implement programs, within the constraints of its resources, to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin; and within available resources the county of Pinal will assist all persons who feel they have been discriminated against in housing issues on the basis of race, color, religion, sex, handicap, familial status, or national origin to seek equity under existing federal and state laws to file a complaint with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development; and that the county of Pinal shall publicize this Resolution by holding a Fair Housing session and thereby encourage owners of rental properties, developers, builders, and others involved with housing to become aware of their respective responsibilities and rights under these laws and any applicable state or

RESOLUTION NO. 030525-FHR

local laws or ordinances; and that the county of Pinal shall undertake these actions to additionally and affirmatively further fair housing.

PASSED AND ADOPTED BY THE Board of Supervisor of Pinal County ON THIS
5th Day of March 2025.


Stephen Q. Miller, Chairman
Board of Supervisors

ATTEST:


Natasha Kennedy, Clerk of the Board



APPROVED AS TO FORM:


County Attorney

Pinal County Housing Authority
970 N. Eleven Mile Corner Road
Casa Grande, AZ 85212
T 520-866-7203
F 520-866-7235
<https://www.pinalcountyz.gov/Housing/Pages/Home.aspx>



Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

CAPITAL FUND PROGRAM (CFP) AMENDMENT

Form HUD-53012



2025 Capital Fund

OMB Approval No. 2577-0303
(exp. 10/31/2026)

Capital Fund Program (CFP) Amendment to Consolidated Annual Contributions Contract Terms and Conditions (HUD-53012)

U.S. Department of Housing and Urban Development Office of Public and Indian Housing

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2577-0303. There is no personal information contained in this application. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when disclosure is not required. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Whereas, (Public Housing Authority) Pinal County Housing Authority AZ010 (herein called the "PHA")
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into an Annual Contributions Contract
ACC(s) Number(s) (On File) dated (On File)

Whereas, in accordance with Public Law No: 119-4;

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. When HUD provides additional amounts, it will notify the PHA and those amended grants will be subject to these terms and conditions.

\$ \$521,922.00 for Fiscal Year 2025 to be referred to under the Capital Fund Grant Number AZ20P01050125
PHA Tax Identification Number (TIN): On File UEI Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number On File

Now Therefore, the ACC is amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for capital and management activities of PHA projects. This CFP Amendment is a part of the ACC.

2. The PHA must carry out all capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in accordance with section 9(g)(2) of the Act.

3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.

4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.

5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.

6. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. Provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

7. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

8. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).
(mark one): Yes ☐ No ☒

9. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

10. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

11. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must have a recorded and effective Declaration(s) of Trust on all property funded with Capital Fund grants (all types) or HUD will exercise all available remedies including recapture of grant funding.

12. Waste, Fraud, Abuse, and Whistleblower Protections. Any person who becomes aware of the existence or apparent existence of fraud, waste or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). HUD OIG is available to receive allegations of fraud, waste, and abuse related to HUD programs via its hotline number (1-800-347-3735) and its online hotline form. You must comply with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, grantee, and subgrantee—as well as a personal services contractor—who make a protected disclosure about a Federal grant or contract cannot be discharged, demoted, or otherwise discriminated against as long as they reasonably believe the information they disclose is evidence of:

1. Gross mismanagement of a Federal contract or grant;
2. Waste of Federal funds;
3. Abuse of authority relating to a Federal contract or grant;
4. Substantial and specific danger to public health and safety; or
5. Violations of law, rule, or regulation related to a Federal contract or grant.

13. This grant may be subject to the requirements of the Build America Buy, America Act (BABA) which was enacted on November 15, 2021, as part of the Infrastructure Investment and Jobs Act (Public Law 117-58), unless waived by the Department: refer to HUD's BABA webpage for further information (https://www.hud.gov/program_offices/general_counsel/build_america_buy_america)

14. This grant is subject to Executive Order 14218, Ending Taxpayer Subsidization of Open Borders and applicable law. HUD will take steps to ensure that Federal resources are not used to support "sanctuary" policies of State and local jurisdictions that actively prevent federal authorities from deporting illegal aliens.

The parties have executed this CFP Amendment, and it will be effective on the date HUD signs below.

U.S. Dept of HUD By <u>/s/</u> <u>Marianne Nazzaro</u> Title: Deputy Assistant Secretary Office Public Housing Invest.	PHA (Executive Director or authorized agent) By _____ Date: _____ Title _____
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Section 9j OED Recapture 2024 Capital Fund

OMB Approval No. 2577-0303
(exp. 10/31/2026)**Capital Fund Program
(CFP) Amendment**to Consolidated Annual Contributions Contract
Terms and Conditions (HUD-53012)**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2577-0303. There is no personal information contained in this application. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when disclosure is not required. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Whereas, (Public Housing Authority) Pinal County Housing Authority AZ010 (herein called the "PHA")
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into an Annual Contributions Contract
ACC(s) Number(s) (On File) dated (On File)

Whereas, in accordance with Public Law No. 118-42,

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families, HUD reserves the right to provide additional CFP assistance in this FY to the PHA. When HUD provides additional amounts, it will notify the PHA and those amended grants will be subject to these terms and conditions.

Reduced (\$83,812.00)

\$419,060.00

for Fiscal Year 2024 to be referred to under the Capital Fund Grant Number AZ20P01050124
PHA Tax Identification Number (TIN): On File UEI Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number On File

Now Therefore, the ACC is amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for capital and management activities of PHA projects. This CFP Amendment is a part of the ACC.

2. The PHA must carry out all capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in accordance with section 9(g)(2) of the Act.

3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.

4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.

5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.

6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.

7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. Provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

8. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

9. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).
(mark one) : Yes ☐ No ☐

10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must have a recorded and effective Declaration(s) of Trust on all property funded with Capital Fund grants (all types) or HUD will exercise all available remedies including recapture of grant funding.

13. Waste, Fraud, Abuse, and Whistleblower Protections. Any person who becomes aware of the existence or apparent existence of fraud, waste or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). HUD OIG is available to receive allegations of fraud, waste, and abuse related to HUD programs via its hotline number (1-800-347-3735) and its online hotline form. You must comply with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, grantee, and subgrantee—as well as a personal services contractor—who make a protected disclosure about a Federal grant or contract cannot be discharged, demoted, or otherwise discriminated against as long as they reasonably believe the information they disclose is evidence of:

1. Gross mismanagement of a Federal contract or grant;
2. Waste of Federal funds;
3. Abuse of authority relating to a Federal contract or grant;
4. Substantial and specific danger to public health and safety; or
5. Violations of law, rule, or regulation related to a Federal contract or grant.

14. This grant may be subject to the requirements of the Build America Buy, America Act (BABA) which was enacted on November 15, 2021, as part of the Infrastructure Investment and Jobs Act (Public Law 117-58), unless waived by the Department: refer to HUD's BABA webpage for further information (https://www.hud.gov/program_offices/general_counsel/build_america_buy_america)

The parties have executed this CFP Amendment, and it will be effective on the date HUD signs below.

U.S. Dept of HUD By MARIANNE NAZZARO Marianne Nazzaro Title: Deputy Assistant Secretary Office Public Housing Invest.	Digitally signed by: MARIANNE NAZZARO DN: CN = MARIANNE NAZZARO C = US O = U.S. Government OU = Department of Housing and Urban Development, Office of Public and Indian Housing Date: 2024.12.26 15:33:50 -0500	PHA (Executive Director or authorized agent) By _____ Date: _____ Title _____
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Previous versions obsolete

form HUD-52840-A OMB Approval No. 2577-0303 (exp. 10/31/2026)



PINAL COUNTY HOUSING AUTHORITY PHA PLAN

Statement Certifying PHA Conducted Public Hearing in Compliance with 24CFR Part 905

I Rolanda Cephas hereby certify that a Public Hearing for FY 2025 Grant Awards via Annual Agency PHA Plan for 2025 was held on Tuesday February 25, 2025 at 1:00pm.

Executive Director

Date



Date: January 06, 2025

To: All Public Housing Residents
From: Rolanda Cephas, Executive Director

Re: Notice of 2025 PHA Annual Plan Public Hearing

Pinal County Housing Authority will hold a public hearing on Tuesday February 25, 2025 from 1 to 2 pm, regarding the 2025 Public Housing Agency (PHA) Annual Plan. The public hearing will be held at Pinal County Housing Authority main office located at 970 North Eleven Mile Corner Road, Casa Grande AZ 85194. The hearing will act as a forum for public comments relevant to PCHA's 2025 plan required by the U.S. Department of Housing and Urban Development (HUD).

Copies of the proposed plan are available during the forty-five day public review period from January 06, 2025 to February 25, 2025. The 2025 PHA Annual Plan will be available for public review at the above address and on the PCHD's website (www.pinalcountyz.gov/departments/housing/pages/home.aspx).

Public review and comment are encouraged and will receive due consideration in the preparation of the 2025 PHA Annual Plan. If you are unable to attend the public hearing and have suggestions or concerns, please submit your comments in writing no later than February 25, 2025 at 9:00 am. Mail should be addressed to the Pinal County Housing Authority 970 North Eleven Mile Corner Road, Casa Grande AZ 85194 Attention: Marshall Williams.

Any person who may require special accommodations to utilize housing programs and other services may request reasonable accommodation by contacting our office at (520) 866-7203



Fecha: 06 de enero de 2025

Para: Todos los Residentes de Viviendas Públicas
De: Rolanda Cephas, Directora Ejecutiva

Asunto: Aviso de Audiencia Pública del Plan Anual de la PHA 2025

La Autoridad de Vivienda del Condado de Pinal realizará una audiencia pública el Febrero 25 de 2025 de 1:00 pm a 2:00 pm, en relación al Plan Anual de la Agencia de Vivienda Pública (PHA) 2025. La audiencia pública se celebrará en la oficina principal de la Autoridad de Vivienda del Condado de Pinal ubicada en 970 North Eleven Mile Corner Road, Casa Grande AZ 85194. La audiencia actuará como un foro para comentarios públicos relevantes para el plan 2025 de PCHA exigido por el Departamento de Vivienda y Desarrollo Urbano (HUD) de EE.UU.

Las copias del plan propuesto están disponibles durante el período de revisión pública de cuarenta y cinco días desde el 6 de enero Febrero 2025. El Plan Anual 2025 de la PHA estará disponible para revisión pública en la dirección anterior y en el sitio web de la PCHD (www.pinalcountyaz.gov/departments/housing/pages/home.aspx).

Se alienta a revisar y dar comentarios públicos que se recibirán para su debida consideración en la preparación del Plan Anual de la PHA 2025. Si no puede asistir a la audiencia pública y tiene sugerencias o inquietudes, por favor envíe sus comentarios por escrito a más tardar el 25 de Febrero de 2025 a las 9:00 a.m. El correo debe dirigirse a "Pinal County Housing Authority 970 North Eleven Mile Corner Road, Casa Grande AZ 85194 Atención: Marshall Williams".

Cualquier persona que pueda requerir adaptaciones especiales para utilizar programas de vivienda y otros servicios puede solicitar adaptaciones razonables contactando a nuestra oficina al (520) 866-7203.

**PINAL COUNTY HOUSING
2025-2029 PHA ANNUAL AGENCY PLAN
FEBRUARY 25, 2025
TIME: 1:00 PM
AGENDA**

Annual PHA Plan

A. PHA information

B. Annual Plan Elements

- B.1 New Activities**
- B.2 Statement of Capital Improvements**
- B.3 Approved 2024 Capital Fund 5-Year Plan**

C. Statement of Capital Improvements

- C.1 Resident Advisory Board Comments**
- C.2 Certification by State or Local Officials**
- C.3 Civil Rights Certification**
- C.4 Challenged Elements**

D. Affirmatively Furthering Fair Housing

- D.1 Fair Housing Proclamation**
- D.2 Fair Housing Resolution**

Meeting begin at 1:00PM

Rolanda Cephas begin the meeting explaining the Annual Agency Plan Hearing Purpose and requirements of the plan.

No attendees nor comments or questions were submitted from the residents and or public.

Meeting concluded at 2:00 pm.



**PINAL COUNTY HOUSING
2025-2029 PHA ANNUAL AGENCY PLAN
FEBRUARY 25, 2025
TIME: 1:00 PM
AGENDA SIGN IN SHEET**

Print Name

Sign Name

Rolanda Cephas	Rolanda Cephas
Myron Steele	MS
Marshall Williams	Marshall Williams

Pinal County Housing Authority
970 N. Eleven Mile Corner Road
Casa Grande, AZ 85212
T 520-866-7203
F 520-866-7235
<https://www.pinalcountyz.gov/Housing/Pages/Home.aspx>



Rolanda Cephas
Executive Director

Myron Steele
Operations Manager

FY 2025 OPERATING BUDGET



Building Type: Single Family		Actual 2024/2025			Budget 2024/2025		
Fds Line #	Account Title	Operating Fund	Capital Fund	Total	Operation	Capital	Total
Operating Income:							
11220	Gross Potential Rent	379,505.00		379505	350,734.00		350,734.00
11230	Less: Vacancy Loss Rent			0			-
70300	Net Tenant Rental Revenue			0			-
11240	Gross Potential Subsidy	890,251.00		890251	788,002.00		788,002.00
11260	Less: Subsidy Loss- Vacancy			0			-
11250	Less: Subsidy Loss- Proration			0			-
70600	Net Operating Subsidy			0			-
70600	HUD PHA Operating Grant-CFP		847,991.00	847991		1,033,887.00	1,033,887.00
70400	Other Tenant Charges	36,271.00		36271	35,491.00		35,491.00
70400	Excess Utilities			0			-
71100	Investment Income-Interest	6,524.00		6524	10,198.00		10,198.00
71400	Fraud Recovery			0			-
71500	Non-Dwelling Rent	1,859.00		1859	-		-
71500	Other Income	50,231.00		50231	232,000.00		232,000.00
xxxxx	Management Fee			0	-		-
70000	Total Operating Income	1,364,641.00	847,991.00	2,212,632.00	1,416,425.00	1,033,887.00	2,450,312.00
Operating Expenditures:							
<u>Administrative</u>							
91100	Administrative Salaries	238,280.00	13,694.59	251,974.59	401,561.00	13,345.00	414906
91500	Employee Benefits- Administrative	91,772.00	4,555.00	96,327.00	227,404.00	29,433.00	256837
91200	Auditing Fees	14,020.00		14,020.00	18,500.00		18500
91300	Management Fees			-			0
91310	Bookkeeping Fees	20,609.00		20,609.00	19,600.00		19600
91400	Advertising and Marketing	490.00		490.00	650.00		650
91600	Office Expense	18,498.00		18,498.00	12,000.00		12000
91700	Legal Expense			-	-		0
91800	Travel	1,400.00		1,400.00	1,500.00		1500
91900	Other Administrative	-		-	-		0
xxxx	Telephone & communications	3,726.00		3,726.00	3,500.00		3500
xxxx	Staff Training	4,339.00	0.00	4,339.00	16,559.00		16559
xxxx	Membership Dues & Fees	3,678.00		3,678.00	4,000.00		4000
xxxx	Bank Service Fees	4,221.00		4,221.00	500.00		500
91000	Total Administrative	401,033.00	18,249.59	419,282.59	705,774.00	42,778.00	748,552.00
92000	Asset Management Fees						
Tenant Services							
92,100.00	Tenant Services-Salaries			-			0
92,300.00	Employee Benefits- Tenant Services			-			0
92,200.00	Relocation Costs			-			0
92,400.00	Tenant Services- Other			-			0
92,500.00	Total Tenant Services	-	-	-	-	-	-
<u>Utilities</u>							
93100	Water	23,284.00		23,284.00	25,000.00		25000
93200	Electricity	9,021.00		9,021.00	9,500.00		9500
93300	Gas	86.00		86.00	50.00		50
93400	Fuel			-			0
93600	Sewer	-		-	-		0
93800	Other	-		-			0
93000	Total Utilities	32,391.00	-	32,391.00	34,550.00	-	34,550.00
<u>Maintenance</u>							

94100	Labor	238,063.00		238,063.00	237,796.00	-	237796
94500	Employee Benefits-Maintanace	81,857.00		81,857.00	71,867.00	-	71867
94200	Maintenance materials	-	41,458.00	41,458.00	-	48,888.00	48888
xxxxx	Vehicle repair and Maintenance	14,105.00		14,105.00	11,900.00		11900
xxxxx	Expendable Dwelling Equipment			-	-		0
xxxxx	Maintenance Tools & Equipment	414.00		414.00	2,000.00		2000
xxxxx	Building Repair & Maintenance	41,381.00	273,291.00	314,672.00	65,000.00	350,000.00	415000
	Maint. Contract:			-			0
94300-010	Garbage and Trash Removal Contr	34,208.63		34,208.63	42,000.00		42000
94300-020	Heating and Cooling Contracts	27,003.00	270,297.00	297,300.00	25,525.00	350,000.00	375525
94300-030	Snow Removal Contracts			-			0
94300-040	Elevator Maintanace			-			0
94300-050	Landscape and Grounds Contracts	24,997.00	121,334.00	146,331.00	23,000.00	150,000.00	173000
94300-060	Unit Turnaround Contracts			-			0
94300-070	Electrical Contracts			-			0
94300-080	Plumbing Contracts			-			0
94300-090	Extermination Contracts	27,665.00		27,665.00	25,000.00		25000
94300-100	Janitorial Contracts			-			0
94300-110	Routine Maintenance Contracts			-			0
94300-120	Other Misc. Contract Costs	402.00		402.00	3,500.00	47,189.00	50689
xxxxx	Engineering Fees	41,970.00	12,606.00	54,576.00	38,200.00	45,000.00	83200
94000	Total Maintenance	532,065.63	718,986.00	1,251,051.63	545,788.00	991,077.00	1,536,865.00
Protective Services							
95100	Protective Services-Labor			-			0
95500	Employee Benefits-Protective Services			-			0
95200	Protective Services Contract costs			-			0
95300	Protective Services Other			0			0
95000	Total protective Services	-	-	-	-	-	-
Insurance							
96110	Property	100,387.00		100,387.00	105,500.00		105500.00
96120	General Liability			-			0.00
96130	Workers Comp.	10,583.00	40.75	10,623.75	9,813.00	32.00	9845.00
96140	Other Insurance			-			0.00
96100	Total Protective Services	110,970.00	40.75	111,010.75	115,313.00	32.00	115,345.00
General Expenses							
96200	Other General Expense	4,407.00		4,407.00	4,500.00		4500
96210	Compensated Absences			-			0
96300	Payments In Lieu Of Taxes			-			0
96400	Bad Debt-Tenants			-	10,500.00		10500
96800	Severance Expense			-			0
96000	Total General Expense	4,407.00	-	4,407.00	15,000.00	-	15,000.00
	Total Operating Expenditures	1,080,866.63	737,276.34	1,818,142.97	1,416,425.00	1,033,887.00	2,450,312.00
	Cash Flow From Operations	283,774.37	110,714.66	394,489.03	-	-	-
Other Financial Items- sources & (Uses)							
10010	Operating transfers In	32,000.00		32,000.00	32,000.00		32000
10020	Operating transfers Out						
10091	Inter AMP Excess Cash Transfer In						
10092	Inter AMP Excess Cash Transfer Out						
10093	Transfers From program To AMP						
10094	Transfers from AMP to Program						
70610	HUD Grants-Capital Contributions	-		-			
11020/96710	Debt Service Payment (Principal & Intrest)						
97100	Extraordinary Maintenance						
	Capital Expenditures						
	Other Items (PYA)						
	Total Financial Items	32,000.00	-	32,000.00	32,000.00	-	32,000.00
10000	Net cash Flow						

PHA Board Resolution
Approving Operating Budget**U.S. Department of Housing
and Urban Development**
Office of Public and Indian HousingOMB Approval No. 2577-0026
(exp. 04/30/2027)

Public reporting burden for this collection of information is estimated to average 136.2 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, completing the operating budget and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street SW, Room 8210, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0026. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed and budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating budget adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA complies with HUD prescribed procedures. PHA boards must approve the operating budget, and HUD requires boards to certify their approval through this form. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: **Pinal County Housing Authority** PHA Code: **AZ010**PHA Fiscal Year Beginning: **07/01/2025** Board Resolution Number: **070225-PCHA**

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson or Executive Director (as authorized), I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- ☒ Operating Budget approved by Board resolution on: **07/02/2025**
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

PHA Comments:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).

Board Chairperson or Executive Director's Name, as authorized: Auto-populated upon e-signature completion	Signature:	Date:
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