

1810485

# SANTA FE COUNTY

Resolution No. 2000 -130

## Resolution Approving the Santa Fe County Housing Services Division's Public Housing Assessment System (PHAS) Management Operations Certification

**WHEREAS**, on September 1, 1998, the Department of Housing and Urban Development (HUD) published a final rule, codified at 24 CFR part 902, that established a new system for the assessment of public housing designed to enhance public trust by creating a comprehensive oversight tool that effectively and fairly measures a public housing agency (PHA) on standards that are objective and uniform; and

**WHEREAS**, the new system, the Public Housing Assessment System (PHAS) replaces the Public Housing Management Assessment Program (PHMAP) and becomes effective for all PHA's with fiscal years ending on and after September 30, 1999; and

**WHEREAS**, under PHAS, HUD evaluates a PHA based on four indicators including 1) the physical condition of the PHA's public housing properties; 2) the PHA's financial condition; 3) the PHA's management operations; and 4) the resident's assessment (through a survey) of the PHA's performance; and

**WHEREAS**, the PHA is required to submit a Public Housing Assessment System Management Operations Certification to the Department of HUD no later than September 30, 2000.

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners approve the Public Housing Assessment System Management Operations Certification for submittal to the Department of HUD.



1130 791  
COUNTY OF SANTA FE } SS  
STATE OF NEW MEXICO

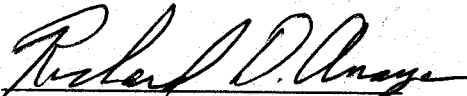
I hereby certify that this instrument was filed for record on the 27 day of Sept A.D. 2000 at 10:41 o'clock am and was duly recorded in book 1810 page 485 of the records of Santa Fe County.

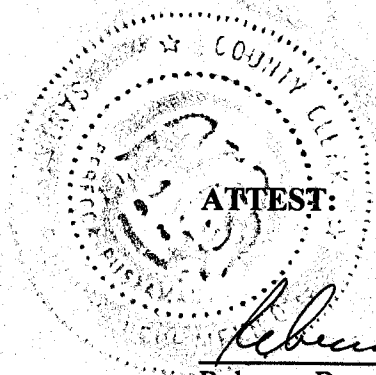
491 Witness my Hand and Seal of Office  
Rebecca Bustamante  
County Clerk, Santa Fe County, N.M.  
Deputy

*Rebecca Bustamante*  
*Salzger*


APPROVED, ADOPTED AND PASSED, this 26<sup>th</sup> day of September, 2000.

Board of County Commissioners

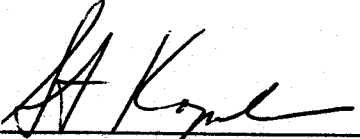
  
Richard Anaya, Charman



ATTEST:

  
Rebecca Bustamante, County Clerk

Approved as to Form:

  
Steve Kopelman, County Attorney

**Public Housing Assessment  
System (PHAS) Management  
Operations Certification**

U.S. Department of Housing  
and Urban Development  
Real Estate Assessment Center

1810487

OMB No. 2535-0106  
(exp. 8/31/2001)

Public reporting burden for this collection of information is estimated to average 1.8 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. 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 collected to implement section 502 of the National Affordable Housing Act of 1990, as amended, which established specific indicators to assess the management performance of public housing agencies (PHAs) in all major areas of management operations. PHAs will complete the PHAS Certification form HUD-50072 and electronically submit it to HUD. If a PHA does not have this capability in-house, the PHA should consider utilizing local resources, such as the library or another local government entity that has Internet access. In the event local resources are not available, a PHA may go to the nearest HUD Public Housing program office and assistance will be given to the PHA to transmit this PHAS certification. The information is used by HUD as a component of PHAS to assess all major areas of PHA's management operations, designate PHAs as troubled and PHAs troubled with respect to the program for assistance from the Capital Fund under Section 9, enter into a Memorandum of Agreement (MOA) with troubled PHAs and PHAs troubled with respect to the program for assistance from the Capital Fund under Section 9, and report annually to Congress on the status of troubled PHAs and PHAs troubled with respect to the program for assistance from the Capital Fund under Section 9. This information is required for HUD to fulfill statutory requirements of the 1990 Act. The information collected does not lend itself to confidentiality.

Instructions: A PHA/AME's electronic responses to this certification must be the PHA/AME's actual data; e.g., prior to any adjustments to the indicators. Round percentages to the nearest two decimal points.

PHA/AME Name	For FY Ending	Submission Date
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Project name(s) if AME

The management functions for the following sub-indicator (s) have been assumed by an RMC, and the RMC certification will be completed and submitted to HUD (enter sub-indicator numbers or N/A):

**Sub-Indicator #1: Vacant Unit Turnaround Time**

V12400	Total number of turnaround days.	
V12500	Total number of vacancy days exempted for Capital Fund.	
V12600	Total number of vacancy days exempted for other reasons.	
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	
V12800	Average number of calendar days units were in down time.	
V12900	Average number of calendar days units were in make ready time.	
V13000	Average number of calendar days units were in lease up time.	
V13100	Average unit turnaround days.	[READ ONLY]

**Sub-Indicator #2: Capital Fund**

CF10000	Do you have any open Capital Fund programs (e.g., CIAP, CGP, Hope VI, LBPR, VRP) (Y/N)? Open = any program that does not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed. Component #1 and #2 (please circle yes or no)	Yes No
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**Component #1: Unexpended Funds Over Three Federal Fiscal Years (FFYs) Old**

CF10050	Total funds authorized over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$
CF10100	Total funds expended over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$
CF10200	Unexpended funds to be recaptured.	\$
CF10300	Unexpended funds approved by HUD over 3 FFYs old.	\$
CF10400	Unexpended funds with time extensions due to reasons outside of PHA control.	\$
CF10500	Adjusted total unexpended funds.	\$ [READ ONLY]

**Component #2: Timeliness of Fund Obligation**

CF11100	Total funds authorized for grants older than 2 FFYs old.	\$
CF11200	Total funds obligated over 2 FFYs old.	\$

**Public Housing Assessment  
System (PHAS) Management  
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U.S. Department of Housing  
and Urban Development  
Real Estate Assessment Center

1810488

OMB No. 2535-0106  
(exp. 8/31/2001)

A10300	Vacant units exempted for other reasons.	
A10400	Total number of units inspected using the Uniform Physical Condition Standards (UPCS).	
A10550	Total number of units inspected that did not require repairs.	
A10600	The number of units where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	
A10700	Adjusted units available.	[READ ONLY]
A10800	Percent of units inspected by PHA.	[READ ONLY]%

**Component #2: Annual Inspection of Systems including Common Areas and Non-Dwelling Space**

A11100	Total number of contiguous sites (adjoining with no natural boundaries).	
A11200	Total number of contiguous sites (adjoining with no natural boundaries) exempted from the inspection of systems.	
A11300	The total number of contiguous sites (adjoining with no natural boundaries) where all systems were inspected in accordance with the UPCS.	
A11400	Total number of buildings.	
A11500	Total number of buildings exempted from the inspection of systems.	
A11600	The total number of buildings where all systems were inspected in accordance with the UPCS.	
A11700	The number of buildings and sites where necessary repairs were completed to comply with the Uniform Physical Conditions Standards either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Funds program.	
A11800	Percentage of contiguous sites (adjoining with no natural boundaries) inspected.	[READ ONLY]%
A11900	Percentage of buildings inspected.	[READ ONLY]%

**Sub-Indicator #5: Security**

**Component#1: Tracking and Reporting Crime-Related Problems**

S10000	The date that the Board adopted current policies to track crime and crime-related problems.	(mm/dd/yyyy)
S10100	The date that the PHA implemented the current procedures to track crime and crime-related problems.	(mm/dd/yyyy)
S10200	The date that the PHA implemented a current cooperative system for tracking and reporting crime to local police authorities.	(mm/dd/yyyy)
S10300	The number of crimes that the PHA can document it reported to local police authorities.	
S10400	Percentage of developments where PHA can document it tracks crime and crime-related problems.	%

**Component#2: Screening of Applicants**

S10500	The date the Board adopted current screening policies that reflect the One-Strike criteria.	(mm/dd/yyyy)
S10600	The date the PHA implemented current screening procedures that reflect the One-Strike criteria.	(mm/dd/yyyy)
S10700	PHA can document that current screening procedures result in successfully denying admission to applicants who meet the One-Strike criteria. (please circle yes or no)	Yes No
S10800	The total number of applicants denied who met the One-Strike criteria.	

**Component#3: Lease Enforcement**

S10900	The date the Board adopted current eviction procedures that reflect the One-Strike criteria.	(mm/dd/yyyy)
S11000	The date the PHA implemented current eviction procedures that reflect the One-Strike criteria.	(mm/dd/yyyy)

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1810489

OMB No. 2535-0106  
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CF11300	Unobligated funds approved by HUD over 2 FFYs old.	\$
CF11400	Unobligated funds with time extensions due to reasons outside of PHA control.	\$
CF11500	Adjusted total unobligated funds.	\$ [READ ONLY]

**Component #3: Adequacy of Contract Administration**

CF11700	The date of the last HUD/Army Corps of Engineers on-site inspection and/or audit related to contract administration (include A-133 Audit).	(mm/dd/yyyy)
CF11800	The number of findings related to contract administration.	
CF11900	The number of findings related to contract administration that have been corrected by the PHA.	
CF12000	The number of findings related to contract administration that the PHA is in the process of correcting.	

**Component #4: Quality of the Physical Work**

CF12200	The date of the last HUD/Army Corps of Engineers on-site inspection and/or audit related to the quality of physical work.	(mm/dd/yyyy)
CF12300	The number of findings related to the quality of physical work.	
CF12400	The number of findings related to the quality of physical work that have been corrected by the PHA.	
CF12500	The number of finding related to the quality of physical work that the PHA is in the process of correcting.	

**Component #5: Adequacy of Budget Controls**

CF12700	Total amount of Capital Funds expended during the PHA fiscal year being assessed.	\$
CF12800	The amount of Capital Funds expended on approved work items not subject to budget revisions during the PHA fiscal year being assessed.	\$
CF12900	The amount of Capital Funds expended under budget revisions with prior HUD approval during the PHA fiscal year being assessed.	\$
CF13000	The amount of Capital Funds expended under budget revisions not requiring prior HUD approval during the PHA fiscal year being assessed.	\$

**Sub-Indicator #3: Work Orders**

**Component #1: Emergency Work Orders**

W10000	Total number of emergency work orders.	
W10100	Total number of emergency work orders completed / abated within 24 hours.	
W10200	Percentage of emergency work orders completed / abated within 24 hours.	[READ ONLY] %

**Component #2: Non-Emergency Work Orders**

W10500	Total number of non-emergency work orders.	
W10600	Total number of calendar days it took to complete non-emergency work orders.	
W10700	Average number of days PHA has reduced the time it takes to complete non-emergency work orders over the past three years.	[READ ONLY]
W10800	Average completion days.	[READ ONLY]

**Sub-Indicator #4: Annual Inspection of Dwelling Units and Systems**

**Component #1: Annual Inspection of Dwelling Units**

A10000	The total number of ACC units.	
A10100	The sum of units exempted where the PHA made two documented attempts to inspect and is enforcing the lease.	
A10200	Vacant units exempted for Capital Fund.	

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1810490

OMB No. 2535-0106  
(exp. 8/31/2001)

S11100	PHA can document that current eviction screening procedures resulted in the eviction of residents who meet the One-Strike criteria. (please circle yes or no)	Yes	No
S11200	The total number of evictions as a result of the One-Strike criteria.		

**Component#4: Drug Prevention and/or Crime Reduction Program Goals**

S11350	The number of HUD-funded drug prevention and/or crime reduction programs.	-
S11450	The number of non HUD-funded drug prevention and/or crime reduction programs that the PHA requests to be assessed.	
S11550	The number of documented program goals that are related to drug prevention and/ or crime reduction.	
S11600	The number of goals the PHA can document it met under the implementation plan(s) for any and all of these programs.	
S11700	Percentage of goals that the PHA can document it met under implementation plan(s) for any and all of these programs.	[READ ONLY]%

**Sub-Indicator #6: Economic Self-Sufficiency**

E10000	The number of HUD-funded economic self-sufficiency programs.	
E10100	The number of non HUD-funded economic self-sufficiency programs that the PHA requests to be assessed.	
E10200	The number of documented program goals that are related to economic self-sufficiency.	
E10300	The number of goals the PHA can document it met under the implementation plan(s) for any and all of these programs.	
E10400	Percentage of goals that the PHA can document it met under implementation plan(s) for any and all of these programs.	[READ ONLY]%

**Adjustments for Physical Condition and/or Neighborhood Environment**

Please enter project number and name and indicate which area the adjustment for Physical Condition and/or Neighborhood Environment applies for a project. (Check all that apply)

Project No.	Project Name	Site	Common Areas	Building Exteriors

Please attach additional sheets as necessary for additional projects.

Public Housing Assessment System (PHAS) Management Operations Certification

U.S. Department of Housing and Urban Development  
Real Estate Assessment Center

OMB No. 2535-0106  
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1810491

I certify that, as of the submission date, the above sub-indicators, under Public Housing Assessment System indicator #3 Management Operations are true and accurate for the fiscal year indicated. I further certify that, to my present knowledge, there is no evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to present and protect its public housing developments and operate them in accordance with Federal law and regulations. Appropriate sanctions for intentional false certification will be imposed, including suspension or debarment of the signatory.

A Board Resolution approving this certification is required. I further certify that Board Resolution number 2000-130 approving this certification was passed on (mm/dd/yyyy) 9/26/00

Executive Director (signature) <i>Chairman of Board</i>	Date (mm/dd/yyyy)
X <i>Richard D. Kruger</i>	X <i>9/26/00</i>

Attest: *Lebecca Bantante*  
County Clerk

