

March 13, 2007

Board of Commissioners  
Marin Housing Authority  
Marin County Civic Center  
San Rafael, CA 94903

**SUBJECT: Public Housing Assessment System (PHAS)  
Management Operations Certification for Fiscal Year 2006**

**RECOMMENDATION:** Adopt Resolution and authorize the Chairman and Executive Director to execute the 2006 Management Operations Certification.

**SUMMARY:** The Public Housing Assessment System (PHAS) is HUD's tool to provide for the assessment of the physical condition, financial health, management operations and resident satisfaction in public housing. It is based on documented and measurable goals that are subject to an independent audit.

PHAS has four components, totaling 100 points:

- Physical Condition (PASS) 30 points
- Financial Condition (FASS) 30 points
- Resident Satisfaction (RASS) 10 points
- Management Operations (MASS) 30 points

Housing authorities with scores of 91+ merits a "high performer" designation, those with 60-90 are "standard performers" and those with scores of less than 60 are designated as "troubled." For 2005 we achieved a score of 81. For 2006 staff estimates a score of 82, and would again be designated a standard performer. HUD releases the actual scores toward the end of the year after reviewing the self-certification data for each of the four components.

It is the Management Operations (MASS) component that is before the Commission today. It is comprised of six sub-indicators:

1. Vacant unit turnaround time – measures the amount of time required to clean, repair and re-rent units that become vacant
2. Capital Fund – measures the timeliness of Capital Fund obligations and expenditure and the adequacy of contract administration
3. Work Orders – measures the number of emergency and non-emergency work orders and the time in which repairs were completed

4. Annual inspection of dwelling units and systems – measures the number of units that were inspected annually
5. Security – measures the tracking and reporting of crimes and the use of the “One-Strike” criteria in applicant screening and resident evictions
6. Economic self-sufficiency – measures the documented goals of family self-sufficiency programs

In 2005, Marin Housing Authority (MHA) received 26 points for the Management Operations component. This year MHA anticipates a score of 25 points with a five-point reduction for delay in turnover of vacant units. As MHA loses rental income and subsidy when units are vacant it is the top priority to process turnovers. Program Managers for Marin City and the Elderly/Disabled sites process applications from the waiting lists themselves. MHA has structured vacancy turnaround to be applicant driven rather than unit driven.

**FISCAL IMPACT:** None

Sincerely,

Barbara Collins  
Executive Director

Attachment: Resolution  
Certification Form