

# HOUSING AUTHORITY OF THE CITY OF FLAGSTAFF

3481 N. FANNING DRIVE, P.O. BOX 2098, FLAGSTAFF, AZ 86003  
(928) 526-0002 / FAX (928) 526-3734



## NOTICE OF REGULAR MEETING


### FLAGSTAFF HOUSING AUTHORITY

Pursuant to A.R.S 38-431.02, as amended, notice is hereby given to the general public that the BOARD OF COMMISSIONERS OF THE FLAGSTAFF HOUSING AUTHORITY will hold a Regular Meeting open to the public on the 8<sup>th</sup> day of December, 2015 at noon. The Meeting will be held in the Conference Room of the Flagstaff Housing Authority, 3481 N. Fanning Dr., Flagstaff, AZ.

Attached hereto and incorporated herein by this reference is the Agenda of items to be considered, discussed or decided at said meeting.

For special accommodations, please call (928) 526-0002x213 prior to the scheduled meeting time.

DATED this 3<sup>rd</sup> day of December, 2015

BY   
Michael A. Gouhin  
Secretary

Date and Time of Posting: \_\_\_\_\_

Initials of Person Posting: \_\_\_\_\_

*Flagstaff Housing Authority does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.*

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## FLAGSTAFF HOUSING AUTHORITY BOARD AGENDA

Agenda for a Regular Meeting of the Flagstaff Housing Authority Board of Commissioners to be held TUESDAY, December 8, 2015 at noon. The meeting will be held in the Conference Room of the Flagstaff Housing Authority, 3481 N. Fanning Dr., Flagstaff, AZ.

### NOTICE OF OPTION TO ENTER INTO EXECUTIVE SESSION

Executive Session. Pursuant to A.R.S.38-431.02, notice is hereby given to the board of Commissioners and to the general public that, at this regular meeting, the Board of Commissioners may vote to go into executive session, which will be closed to the public, for legal advice, discussion and/or consultation with the Housing Authority of the City of Flagstaff's attorney(s) for legal advice on any item on this Agenda, pursuant to A.R.S 38-431.03(A)(3). No legal action shall be taken in executive session.

1. Call to Order
2. Roll Call  
Chair Sandi Flores \_\_\_ Vice-Chair Sarah Benatar \_\_\_  
Mayor Jerry Nabours \_\_\_ Al White \_\_\_  
Pamela Harris \_\_\_ David Hirsch \_\_\_  
Troy Campbell \_\_\_
3. Approval of the Minutes of the October 21, 2015 Regular Meeting.
4. Public Comments
5. Board Member Comment  
Pamela Harris Commission Member Recognition
6. Old Business
7. New Business
8. Staff Reports
  - a. Finance Report – Deborah Beals
  - b. Section 8 Housing Programs Report – Ellen Ishii
  - c. Public Housing/Clark Homes Report – Kurt Aldinger

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- d. Flagstaff Police Department – Office Kelly Brown
- e. Resident Council
- f. Maintenance Report – Jesse Dominguez
- g. Deputy Housing Director – Sarah Darr
- h. Executive Director Report – Michael Gouhin

9. Adjourn

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE CITY OF FLAGSTAFF HOUSING AUTHORITY

The Regular Meeting of the Board of Commissioners of the City of Flagstaff Housing Authority was called to order at 10:04 a.m. on October 21, 2015 by Chairperson Sandi Flores. The meeting was held in the Siler Homes Board Room.

Roll Call:	Present	Absent
Sandi Flores, Chairperson	X	
Sarah Benatar, Vice Chairperson (telephonic)	X	
Mayor Jerry Nabours, Member	X	
Pamela Harris, Member	X	
Al White, Member	X	
Dave Hirsch	X	
Troy Campbell	X	

### Others:

Michael A. Gouhin, Executive Director  
Deborah Beals, Finance Manager  
Ellen Ishii, Section 8 Manager  
Kurt Aldinger, Public Housing/Clark Homes Manager  
Jesse Dominguez, Maintenance Manager  
Officer Kelly Brown, Flagstaff Police Department  
Sarah Darr, Deputy Housing Director

### APPROVAL OF MINUTES:

The Minutes of the August 24, 2015 Regular Meeting were presented for approval. Al White moved, seconded by Troy Campbell, that the Minutes be approved. Approved.

### PUBLIC COMMENTS

### BOARD MEMBER COMMENTS

Pamela Harris announced that she will be resigning from the Board on December 31.

### OLD BUSINESS

Sarah Darr gave an update on the status of the Sawmill property. The complete discussion is on the tape of the meeting.

### NEW BUSINESS

Resolution 02-16, Resolution Charging-Off Various Tenants Accounts to Collection Loss for the Fiscal Year Ended June 30, 2015, was presented and discussed. Jerry Nabours moved, seconded by Al White, that Resolution 02-16 be adopted. Approved.

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Resolution 03-16, Resolution Authorizing an Adjustment to the Section 8 Housing Choice Voucher Payment Standard, was presented and discussed. Dave Hirsch moved, seconded by Pamela Harris, that Resolution 03-16 be adopted. Approved.

Resolution 04-16, Resolution Approving Utility Allowances for the Section 8 Housing Choice Voucher Program, was presented and discussed. Al White moved, seconded by Pamela Harris, that Resolution 04-16 be adopted. Approved.

Resolution 05-16, Resolution Amending the Section 8 Administrative Plan, was presented and discussed. Al White moved, seconded by Jerry Nabours, that Resolution 05-16 be adopted. Approved.

#### STAFF REPORTS:

- A. FINANCE REPORT – Deborah Beals provided a written report.
- B. SECTION 8 HOUSING REPORT – Ellen Ishii gave an oral report and an update on the Section 8 Management Assessment Program. FHA again received a rating of HIGH PERFORMER.
- C. PUBLIC HOUSING/CLARK HOMES REPORT – Kurt Aldinger provided a written report. In addition, he has been meeting with Steve Conrad from the Boys and Girls Club to initiate programs at the SHAC; Flagstaff Housing Corp received a clean audit.
- D. FLAGSTAFF POLICE DEPT. – Officer Kelly Brown provided an oral report. Due its current lack of use the SHAC is experiencing criminal damage; abandoned vehicles are being removed; dealing with unauthorized residents.
- E. RESIDENT COUNCIL REPORT – Dione Paul - No report.
- F. MAINTENANCE REPORT - Jesse Dominguez – No report
- G. DEPUTY HOUSING DIRECTOR REPORT – Sarah Darr provided an oral report. Currently preparing the CDBG funding process.
- H. EXECUTIVE DIRECTOR REPORT – Michael Gouhin – Gave an update on the Brannen Homes roof replacement; met with the Fire Marshall regarding smoke detector inspections; continuing to work with Sarah on transition.

There being no further business Chairperson Flores adjourned the meeting at 11:10 a.m.

\_\_\_\_\_  
Sandi Flores, Chairperson

\_\_\_\_\_  
Michael A. Gouhin, Secretary

\_\_\_\_\_  
Date

The full text of the meeting was recorded on tape and is stored in the Housing Authority vault.