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**City of Flagstaff Housing Authority
Board of Commissioners**

Agenda

10:00 AM, Thursday, November 15, 2018
City Hall Council Chambers
211 W. Aspen Avenue



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Sarah Darr at 928-213-2745 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

Meeting called to order at 10:08am by Chair Sarah Benatar.

ROLL CALL

BOARD MEMBERS

Chair Sarah Benatar - Present
Vice-Chair - Vacant
Mayor Coral Evans - Absent
April Smith - Present
Cornelia Todecozy - Absent
John Semanas - Absent
Sandi Flores - Present
Tad Moore - Present

CITY STAFF

Sarah Darr - Present
Deborah - Present
Tracey - Present

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.

I. PRELIMINARY GENERAL BUSINESS**PUBLIC COMMENT**

At this time, any member of the public may address the Board on any subject within the Board's jurisdiction that is not on this meeting's agenda. The Arizona Open Meeting Law prohibits the Board from discussing or taking action on an item that is not listed on the prepared agenda. Commissioners may, however, respond to criticism made by those addressing the Board, ask staff to review a matter, or ask that a matter be placed on a future agenda.

To address the Board on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

No members of the public present for public comment.

1) APPROVAL of MINUTES

Regular Meeting of October 17, 2018

Ms. Sandi Flores motioned to approve as presented, seconded by Mr. Tad Moore, approved unanimously.

II. OLD BUSINESS

None

III. NEW BUSINESS

1) Consideration of Resolution 18-3 - A Resolution of the City of Flagstaff Housing Authority Commission in Favor of Submitting a Letter of Interest to Participate in the US Department of Housing and Urban Development's Moving To Work Program.

Ms. Sarah Darr provided an explanation of this resolution. Board Members commented and asked clarifying questions, which were answered by Ms. Darr. Motion to approve as presented by Ms. Flores, seconded by Ms. April Smith, approved unanimously.

2) Consideration of Resolution 18-4 - A Resolution of the City of Flagstaff Housing Authority Commission amending the City of Flagstaff Housing Authority Section 8 Housing Choice Voucher Administrative Plan to change Sections 1.3, 1.6, 4.2, 4.2.1, and 5.3, implementing an online application process and applicant portal effective January 1, 2019.

Ms. Darr introduced Ms. Martina Kuehl, consultant for the City of Flagstaff Housing Authority, to explain this resolution. Ms. Darr provided clarification. Board Members asked questions, answered by Ms. Kuehl and Ms. Darr. Ms. Flores motioned to approve as presented, seconded by Mr. Moore, approved unanimously.

3) Consideration of Resolution 18-5 - A Resolution amending the City of Flagstaff Housing Authority Low Income Public Housing Admissions and Continued Occupancy Plan to

change Sections 2.1, 4.0, 7.0, 9.4, 9.5, and 10.3, implementing an online application process and applicant portal effective January 1, 2019.

Ms. Kuehl provided an overview of this resolution and answered Board Members questions with Ms. Darr's support. Ms. Flores motioned to approve as presented, seconded by Mr. Moore, approved unanimously.

GENERAL BUSINESS

1) Reports

(a) Finance update - Deborah Beals

Ms. Deborah Beals delivered a detailed finance update. Board Members asked clarifying questions, Ms. Beals provided answers, and Ms. Darr provided comments.

(b) Director's Report - Sarah Darr

Ms. Darr provided a verbal report.

2) Board Member Comments

Ms. Benatar thanked staff for their hard work on the bond.

3) Next Meeting (scheduled)

Thursday, December 20, 2018 at 10am

Ms. Darr proposed cancelling the next scheduled meeting. Board Members agreed. The next scheduled meeting is in January.

IV. ADJOURNMENT

Meeting adjourned at 11:00am by Ms. Benatar.