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City of Flagstaff Housing Authority Board of Commissioners

10:00 AM, Thursday, September 17, 2020
Remote Meeting – Microsoft Teams

Meeting Minutes

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____ at _____ in accordance with the statement filed with the City Clerk.

This agenda has also been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

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. Call to order

Meeting called to order at 10:00 am by Mr. Tad Moore

II. Roll call

Board members:

Chair – Tad Moore – Present
Vice-Chair – Vacancy
Mayor Coral Evans – Absent
April Smith – Present
Brenda Silveus – Present
Moses Milazzo – Present
Seat – Vacancy

City Staff:

Caleb Alexander – Present
Deborah Beals – Present
Kurt Aldinger – Present
Larry Lopez – Absent
Sarah Darr – Present
Tracey French – Absent



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Housing Authority staff at 928-213-2730 (or 774-5281 TDD). Notification of at least 48 hours in advance will enable the City to make reasonable arrangements.

III. Preliminary General Business

a) 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.

Mr. Tad Moore invited the public to speak. No members of the public were present.

IV. Approval of Minutes

a) Regular Meeting of May 21, 2020

Mr. Moses Milazzo motioned to approve minutes, Ms. Brenda Silveus seconded; minutes were approved unanimously at 10:02 am.

V. Action Items

a) **Approval of the Five-Year Agency Plan and Five-Year Action Plan – Mr. Kurt Aldinger**

Mr. Kurt Aldinger presented, citing public meetings and calls for comment. Mr. Milazzo, Ms. April Smith, Ms. Silveus, and Mr. Moore inquired about plans for development, financial options, and accommodating current residents during renovations, to which Mr. Aldinger and Ms. Darr responded. Ms. Darr requested an explainer on Rental Assistance Demonstration (RAD) be added to a future agenda.

Ms. Smith motioned to approve Resolution 2020-2, to which Mr. Milazzo seconded; the motion was approved unanimously at 10:35 am.

b) **ACOP Revision with Comment Period – Mr. Aldinger**

Mr. Aldinger presented. Mr. Moore, Mr. Milazzo, and Ms. Smith discussed the presentation, with focus on a question included in the related staff summary, "Criminal activity terminations-currently certain criminal activity by Residents is grounds for termination whether or not it occurred on the premises. Should we leave it this way?" Mr. Aldinger and Ms. Darr responded. Ms. Silveus motioned to accept the changes, to which Ms. Smith seconded; the motion was approved unanimously at 11:13 am.

c) **New Voucher Payment Standards for Section 8 – Ms. Tracey French**

Ms. Deborah Beals presented in Ms. Tracey French's absence. Ms. Silveus and Mr. Milazzo asked about fair market rent calculations and impacts on voucher holders, to which Ms. Beals responded.

Mr. Milazzo motioned to accept Resolution 20-3 regarding new Payment Standards, to which Ms. Smith seconded; the item passed unanimously.

d) **New Utility Allowances for Section 8 – Ms. French**

Ms. Beals presented in Ms. French's absence. Ms. Smith and Mr. Milazzo made comment, to which Ms. Beals responded.

Ms. Smith motioned to accept Resolution 20-4 regarding new Utility Allowance, to which Mr. Milazzo seconded; the item passed unanimously.

VI. Informational Items

a) **Report on Housing Commission Progress – Mr. Moses Milazzo & Ms. Sarah Darr**

Mr. Milazzo spoke on information items covered at recent meeting to which Ms. Darr added additional comment. Mr. Moore had additional questions, to which Mr. Milazzo and Ms. Darr responded.

- b) **Section 8 Administrative Plan Revision in Comment Period – Mr. Aldinger**
Mr. Aldinger requested to address item VI.d, which Mr. Moore allowed.
Mr. Aldinger presented on Foster Youth to Independence (FYI) Initiative vouchers, to which Ms. Darr added comment. Ms. Smith expressed her gratitude for the work.
Mr. Aldinger then presented on the Section 8 Administrative Plan Revisions, which was completed with Ms. French. This item passed without further comment.
- c) **Transition to HavenConnect for Waiting List Management – Mr. Aldinger**
Mr. Aldinger presented, to which Mr. Milazzo and Ms. Smith asked questions. Mr. Aldinger and Ms. Darr responded with purchasing and vendor research information.
- d) **Foster Care FYI Vouchers – Mr. Aldinger**
This item was addressed in conjunction with VI.b.
- e) **Operational Update Regarding COVID-19 – Ms. Darr**
Ms. Darr spoke, recognizing staff service, changes to clients' income and expenses, changes to maintenance protocol, and movement toward reopening at the City of Flagstaff and Housing Authority levels. Ms. Moore and Mr. Milazzo raised questions, to which Mr. Aldinger responded.

At 12:10 pm, Ms. Silveus left the meeting and quorum ended. Ms. Darr made closing comments and the meeting was adjourned at 12:18 pm.

VII. General Business

- a) Reports
 - i) Finance Report – Ms. Deborah Beals
 - ii) Director's Report – Ms. Darr
- b) Board Member Comments
- c) Next Scheduled Meeting: Thursday, August 20, 2020 at 10:00 am

VIII. Adjournment

Mr. Moore adjourned the meeting at 12:18 pm, September 17, 2020/