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City of Flagstaff Housing Authority Board of Commissioners

10:00 AM, Thursday, April 15, 2021

Remote Meeting – Microsoft Teams

[Join Meeting via Microsoft Teams \(Link\)](#)

Meeting Agenda

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

[Mr. Tad Moore called to order at 10:00 am.](#)

II. Roll call

Board members:

Chair – Tad Moore - [Present](#)
Vice-Chair – Brenda Silveus - [Present](#),
[at 10:03 am](#)
Mayor Paul Deasy - [Absent](#)
April Smith - [Present](#)
Mark Culbertson - [Present](#)
Moses Milazzo - [Present](#)
Vacancy

City Staff:

Caleb Alexander - [Present](#)
Deborah Beals - [Present](#)
Kurt Aldinger - [Present](#)
Larry Lopez - [Absent](#)
Sarah Darr - [Present at 11:02 am](#)
Tracey French - [Present at 11:02 am](#)
Jennifer Niemann,
Sustainability Program - [Present at 10:03 am](#)



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) Meeting of February 18, 2021

Mr. Moses Milazzo motioned to approve the minutes, Ms. April Smith seconded; minutes were approved unanimously at 10:03 am.

V. Action Items

a) Approval of the Section 8 Administrative Plan Revision: Homelessness Definition and Mainstream Vouchers, Resolution 21-2 – Mr. Kurt Aldinger

Mr. Kurt Aldinger presented on homelessness and residency and Mainstream Voucher amendments. Ms. Smith and Ms. Silveus, asked for clarification, to which Mr. Aldinger responded, citing Department of Economic Stability (AZ-DES) and Flagstaff-area shelter verifications with an example. Mr. Milazzo inquired as to Section 8 portability, to which Mr. Aldinger detailed voucher absorption. Mr. Moore asked of "extenuating circumstances" in the amendment; Mr. Aldinger replied this was case by case review with examples; adding that wording serves local homeless populations shelter strategies. Ms. Silveus asked about current "port-in" cases, to which Ms. Beals stated 49 "port-in" vouchers and 8 "port-out" vouchers, adding that many port-outs are absorbed by receiving housing authorities. Mr. Milazzo asked of portability and residency; to which Mr. Aldinger responded. Ms. Smith provided additional comment on the consideration for local populations experiencing homelessness.

Ms. Silveus motioned to adopt the amendments as written, Mr. Milazzo seconded. The resolution was unanimously passed.

b) Approval of the Admissions and Continued Occupancy Plan (ACOP) Revision: Homeless Definition, Resolution 21-3 – Mr. Aldinger

Mr. Aldinger presented, explaining that this adopts the same wording for the Low Income Public Housing ACOP as was just discussed and approved for Section 8. Mr. Moore and Mr. Aldinger briefly discussed required action.

Ms. Smith motioned to adopt the amendments as written, Ms. Silveus seconded. The resolution was unanimously passed.

c) Approval of Annual Plan Updates – Mr. Aldinger

Mr. Aldinger presented on the changes to the Annual Plan as required by HUD. Ms. Beals cited changes to the Five Year Capital Improvement Plan and recent public housing renovations. Mr. Moore and Ms. Smith asked of the RSOQ, Mr. Aldinger and Ms. Beals detailed activity with Purchasing and future public participation opportunities. Mr. Milazzo asked about online applications; Mr. Aldinger and Mr. Caleb Alexander explained issues with current system with example. Mr. Milazzo asked of RAD Group One-Group Two qualifications; Mr. Aldinger stated that this was a random blind draw method.

Ms. Smith motioned to adopt the amendment as written, Mr. Milazzo seconded. The resolution was unanimously passed.

VI. Informational Items

- a) Report on Housing Commission – Mr. Moses Milazzo & Ms. Sarah Darr
Mr. Milazzo spoke on the March 25, 2021 Housing Commission meeting dealing with Community Land Trust, revisiting the housing bond, and internal education. Various working groups continue to meet, with possible presentations forthcoming. Ms. Smith complimented the ongoing work of the Housing Commission and thanked Mr. Milazzo for his work.
- b) Carbon Neutrality Plan Presentation – Ms. Jenny Niemann, Sustainability Program
Ms. Jenny Niemann presented on [the Carbon Neutrality Plan](#). The presentation included history of Flagstaff climate action, current climate conditions, and expected impacts. Ms. Niemann outlined neighborhood resiliency, clean energy, changes to consumption behavior, and CO2 removal; then closed on CFHA-focused activity. Ms. Niemann invited all to respond to [the survey on the Draft Carbon Neutrality Plan](#) (to close on April 20, 2021).

Mr. Moore thanked Ms. Niemann, which was echoed by Ms. Smith who then described a recent transportation challenge; Ms. Niemann responded, taking the challenge as an appreciative call to action. Mr. Milazzo read from [“Our Common Future”](#) (World Commission on Environment and Development 1987) and expressed concern for climate justice in the Carbon Neutrality Plan. Ms. Niemann described an “equity review committee” to address this concern in implementation. Mr. Milazzo commented on the current policy landscape and Ms. Beals commented on Priority Based Budgeting regarding sustainability goals. Mr. Moore asked of Sustainability Program collaboration with Planning and Zoning, to which Ms. Niemann cited public participation and organizational minutiae. Mr. Moore asked about incentives for innovation in Flagstaff; Ms. Niemann described the Innovate Waste Challenge as one model. Mr. Moore thanked Ms. Niemann for her time.

- c) Security Deposit Assistance Program Presented to City Council Report – Ms. Darr
Ms. Sarah Darr presented that SDAP has been approved by council and that Ms. Tracey French has provided the first application for this program. The item passed without further comment.

VII. General Business

- a) Reports
 - i) Director’s Report – Ms. Darr
Ms. Darr reported on meeting with regional HUD representatives on Fair Market Rent (FMR). The meeting may guide action on local FMR conditions. Ms. Darr then reported on the RAD RSOQ meeting held April 15, 2021 (bids due June 15, 2021). Ms. Darr then spoke on COVID-19 conditions, re-opening, and related metrics. The report passed without comment.
 - ii) Finance Report – Ms. Deborah Beals
Ms. Beals presented. Mr. Moore and Mr. Milazzo asked for clarification on portability frequency and traffic; Ms. Beals replied. Mr. Moore thanked Ms. Beals.
- b) Board Member Comments
Mr. Moore expressed thanks to commissioners and praised CFHA staff, which Ms. Smith supported, followed by Mr. Milazzo.
- c) Next Scheduled Meeting: Thursday, May 20, 2021 at 10:00 am

VIII. Adjournment

The meeting adjourned at 11:37 am.