



COUNCILMEMBERS WILL PARTICIPATE IN THE MEETING IN-PERSON IN THE MAIN HALL OF THE WINSLOW VISITOR'S CENTER, OR VIA ZOOM, AS AUTHORIZED BY A.R.S. § 38-431(4). A LIMITED PUBLIC AUDIENCE WILL BE ALLOWED TO ATTEND IN-PERSON. MASKS WILL BE REQUIRED. TO JOIN THE ZOOM MEETING, CLICK THIS LINK:

<https://zoom.us/j/97030988974?pwd=bER4ZVc4OXNseGJBTG5sMGJEM2trZz09>
PASSCODE: 142580

MEMBERS OF THE PUBLIC MAY CALL AND LISTEN TO THE MEETING VIA ZOOM BY DIALING 1-669-900-6833 OR 1-346-248-7799 AND ENTERING MEETING ID NUMBER 970 3098 8974 FOLLOWED BY PASSCODE 142580.

MEMBERS OF THE PUBLIC CAN ALSO LISTEN TO THE MEETING BY LOGGING ONTO THE CITY'S WEBSITE USING THIS LINK: http://www.winslowaz.gov/government/agendas_and_minutes/index.php

**AGENDA
NOTICE OF SPECIAL MEETING
OF THE WINSLOW PUBLIC HOUSING AUTHORITY**

JUNE 22, 2021 – 6:00 P.M.

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Public Housing Authority of the City of Winslow, Arizona, and to the general public that the Winslow Public Housing Authority will hold a special meeting on Tuesday, June 22, 2021 at 6:00 p.m. in the main hall of the Winslow Visitor's Center, 523 West Second Street, Winslow, Arizona. Members of the Winslow City Council will attend either in person or via Zoom.

- 1. PLEDGE OF ALLEGIANCE AND INVOCATION**
- 2. ROLL CALL - EXCUSE ABSENT MEMBERS**
- 3. CONSIDERATION AND POSSIBLE ACTION**
 - A. Approve Minutes of Public Housing Authority Special Meeting – May 25, 2021 (Suzy Wetzel)**
 - B. Approve and Adopt Resolution No. 1869 Approving and Adopting the 2021 Capital Fund Five-Year Action Plan (Kim Salazar)**
- 4. ADJOURNMENT**

The Housing Authority reserves the right to move into executive session for legal advice under authority of A.R.S. 38-431.03(A)(3) on any of the above agenda items. A copy of the agenda background materials already made available to the Housing Authority is available at City Hall, 21 Williamson Avenue, Winslow, Arizona between the hours of 7:30 a.m. and 4:30 p.m., Monday through Friday and at the Winslow Public Library, 420 West Gilmore, Winslow, Arizona during regular library hours.

Pursuant to the Americans with Disabilities Act (ADA) the Housing Authority endeavors to ensure the accessibility of its meetings to all persons with disabilities. Assistive listening devices are available for the public's use for meetings. Reasonable accommodations will be made upon request for persons with disabilities or for those who speak English other than very well. If you need an accommodation for a meeting, please call the City Clerk's Office at 928-289-1416 at least 48 hours prior to the meeting so that an accommodation can be arranged.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Housing Authority are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

Minutes of the special meeting of the Winslow Housing Authority held on May 25, 2021 at 6:00 P.M. in the main hall of the Winslow Visitor's Center, 523 West Second Street, Winslow, Arizona.

MEMBERS PRESENT:

Chairman Cano, Commissioner Boyd, Commissioner Crisp, Commissioner Jackson, Commissioner MacLean, Commissioner Nelson

MEMBERS ABSENT:

Commissioner Cake

STAFF:

John Barkley City Manager, Trish Stuhan City Attorney, Suzy Wetzel City Clerk, David Coolidge Assistant City Manager, Elias Jouen Finance Director, Kim Salazar Public Housing Manager

Chairman Cano called the meeting to order. The Pledge was given and the Invocation was offered by Commissioner MacLean. Roll call was taken and Commissioner Cake was absent. Motion: Moved by Commissioner Boyd, seconded by Commissioner Nelson, to excuse Commissioner Cake. Motion passed unanimously with Chairman Cano and Commissioners Boyd, Crisp, Jackson, MacLean and Nelson voting yes.

CONSIDERATION AND POSSIBLE ACTION

A. Approve Minutes of Public Housing Authority Special Meeting – February 23, 2021

Motion: Moved by Commissioner Jackson, seconded by Commissioner Crisp, to approve minutes of the February 23, 2021 meeting. Motion passed unanimously with Chairman Cano and Commissioners Boyd, Crisp, Jackson, MacLean and Nelson voting yes.

B. Approve Purchase and Payment of Furnaces for Public Housing Units

The Public Housing Manager discussed the need to replace furnaces due to their age and stated that the lowest proposal received to replace them was from NAE General Contracting in the amount of \$73,784.63.

Motion: Moved by Commissioner Boyd, seconded by Commissioner Nelson to approve the purchase and payment of furnaces for Public Housing units. Motion passed unanimously with Chairman Cano and Commissioners Boyd, Crisp, Jackson, MacLean and Nelson voting yes.

C. Approve Payment for Abatement of Lead-Based Paint at Northwest Square

The Public Housing Manager referred to the fact that this has been an on-going deficiency for Public Housing and stated that the only response received for abatement was for the amount of \$48,230. The Public Housing Manager further stated that since a grant has been received for this project, it will not be necessary to utilize funds from the capital grant.

The Public Manager explained options that will be provided to tenants since they will be required to be out of their units during the abatement process.

Motion: Moved by Commissioner MacLean, seconded by Commissioner Boyd, to approve the payment for abatement to Peaks Environmental for the abatement of lead-based paint at Northwest Square in the amount of \$48,230. Motion passed unanimously with Chairman Cano and Commissioners Boyd, Crisp, Jackson, MacLean and Nelson voting yes.

D. Approve and Adopt Resolution No. 1867 Approving the Housing Authority's FY 21/22 Operating Budget

The Public Housing Manager referred to the Operating Budget that was included in the packet that is basically identical to last year's budget. The Public Housing Manager discussed a shortfall in the current year's budget in the amount of \$34,000 as a result of an accounts payable issue.

Motion: Moved by Commissioner Boyd, seconded by Commissioner Crisp, to approve Resolution No. 1867. Motion passed unanimously with Chairman Cano and Commissioners Boyd, Crisp, Jackson, MacLean and Nelson voting yes.

ADJOURNMENT

Prior to adjourning, Chairman Cano thanked the Public Housing Manager for her hard work and efforts in running the housing program.

Motion: Moved by Commissioner Crisp, seconded by Commissioner Boyd, to adjourn at 6:12 p.m. Motion passed unanimously with Chairman Cano and Commissioners Boyd, Crisp, Jackson, MacLean and Nelson voting yes.

Chairman

Attest:

City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the Winslow Housing Authority held on May 25, 2021 at 6:00 P.M. I further certify that the meeting was duly called and that a quorum was present.

Dated this _____ day of _____, 2021.

City Clerk

RESOLUTION NO. 1869

RESOLUTION OF THE GOVERNING BOARD OF THE CITY OF WINSLOW PUBLIC HOUSING AUTHORITY TO APPROVE AND ADOPT THE 2021 CAPITAL FUND FIVE-YEAR ACTION PLAN

WHEREAS, the Department of Housing and Urban Development (HUD) requires all public housing authorities to submit a Capital Fund Five-Year Action Plan for 2021; and

WHEREAS, HUD has agreed to provide Capital Fund Program (CFP) assistance to Winslow Public Housing Authority (WPHA) upon execution of the amendment for fiscal year 2021; and

WHEREAS, the award will be granted in the amount of \$166,643.00 for the purpose of assisting the WPHA in maintaining its existing public housing development and serving low-income families in the community.

NOW, THEREFORE, BE IT RESOLVED THAT THE GOVERNING BOARD OF THE WINSLOW PUBLIC HOUSING AUTHORITY approves the 2021 Capital Fund Five-Year Action Plan, all attachments and required documents.

PASSED AND ADOPTED by the Governing Board of the Winslow Public Housing Authority this 22nd day of June, 2021.

Roberta W. Cano, Board Chairman

ATTEST:

Suzy Wetzel, City Clerk

APPROVED AS TO FORM:

Trish Stuhan, City Attorney

Capital Fund Program - Five-Year Action Plan

Status: Submitted

Approval Date:

Approved By:

Part I: Summary						
PHA Name : Winslow Public Housing Authority		Locality (City/County & State)				
PHA Number: AZ008		<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No:)		
A.	Development Number and Name	Work Statement for Year 1 2021	Work Statement for Year 2 2022	Work Statement for Year 3 2023	Work Statement for Year 4 2024	Work Statement for Year 5 2025
	NORTHWEST SQUARE (AZ008000001)	\$166,643.00	\$166,643.00	\$166,643.00	\$166,643.00	\$166,643.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	NORTHWEST SQUARE (AZ008000001)			\$166,643.00
ID0017	Sidewalk/Hardscape/Landscaping(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter,Non-Dwelling Site Work (1480)-Landscape)	Replace sidewalk, hardscape, landscape at Northwest Sq. and Henderson Sq.		\$54,375.00
ID0018	Upgrade Appliances(Non-Dwelling Interior (1480)-Appliances)	Purchase water heaters, refrigerators and stoves will be replaced.		\$8,700.00
ID0019	Replace Exterior Doors(Non-Dwelling Exterior (1480)-Doors)	Replace exterior doors		\$500.00
ID0020	Bathroom Remodel(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Replace 4 units bathroom toilet, bathtub, sink and vanity. All replacements will be economically significant.		\$15,000.00
ID0021	Lead Base Paint(Dwelling Unit-Site Work (1480)-Other)	Abatement		\$10,000.00
ID0022	Public Housing Operations(Operations (1406))	Cost of fuel and maintenance for City of Winslow vehicles. Cost of daily administrative operations which include telephone expense, office supplies, audits and purchase of renewal annual insurances		\$25,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		1	2021		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
ID0023	Unit Remodel(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Tubs and Showers)	Unit remodel to include new cabinets, flooring, bathtub, toilet and sinks.			\$30,000.00
ID0024	Training Mangement(Management Improvement (1408)-Staff Training)	Staff training updates and improvements			\$2,500.00
ID0025	Unit Remodel(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Tubs and Showers)	Unit remodel to include new cabinets, flooring, bathtub, toilet and sinks.			\$20,568.00
	Subtotal of Estimated Cost				\$166,643.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	NORTHWEST SQUARE (AZ008000001)			\$166,643.00
ID0026	Public Housing Operations(Operations (1406))	Cost of fuel and maintenance for City of Winslow vehicles. Cost of daily administrative operations which include telephone expense, office supplies, audits and purchase of renewal annual insurances		\$28,000.00
ID0027	Sidewalk/Hardscape/Landscaping(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter,Non-Dwelling Site Work (1480)-Landscape)	Replace sidewalk, hardscape, landscape at Northwest Sq. and Henderson Sq.		\$57,000.00
ID0028	Upgrade Appliances(Non-Dwelling Interior (1480)-Appliances)	Purchase water heaters, refrigerators and stoves will be replaced.		\$10,000.00
ID0029	Replace Exterior Doors(Non-Dwelling Exterior (1480)-Doors)	Replace exterior doors		\$775.00
ID0030	Training Mangement(Management Improvement (1408)-Staff Training)	Staff training updates and improvements		\$5,000.00
ID0031	Unit Remodel(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Tubs and Showers)	Unit remodel to include new cabinets, countertops, sinks and faucets.		\$29,268.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0032	Bathroom Remodel(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Replace 4 units bathroom toilet, bathtub, sink and vanity. All replacements will be economically significant.		\$10,000.00
ID0033	Unit Remodel(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Tubs and Showers)	Unit remodel to include new cabinets, countertops, sinks and faucets.		\$16,600.00
ID0034	Lead Base Paint(Non-Dwelling Construction - Mechanical (1480)-Other)	Abatement		\$10,000.00
	Subtotal of Estimated Cost			\$166,643.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	NORTHWEST SQUARE (AZ008000001)			\$166,643.00
ID0035	Sidewalk/Hardscape/Landscaping(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter,Non-Dwelling Site Work (1480)-Landscape)	Replace sidewalk, hardscape, landscape at Northwest Sq. and Henderson Sq.		\$41,275.00
ID0036	Upgrade Appliances(Non-Dwelling Interior (1480)-Appliances)	Purchase water heaters, refrigerators and stoves will be replaced.		\$8,700.00
ID0037	Public Housing Operations(Operations (1406))	Cost of fuel and maintenance for City of Winslow vehicles. Cost of daily administrative operations which include telephone expense, office supplies, audits and purchase of renewal annual insurances		\$30,000.00
ID0038	Roofing(Dwelling Unit-Exterior (1480)-Roofs)	Assess roofs/replace		\$30,000.00
ID0039	Bathroom Remodel(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Replace unit's bathroom, bathtub, sink and vanity. All replacements will be economically significant.		\$26,568.00
ID0040	Training Mangement(Management Improvement (1408)-Staff Training)	Staff training updates and improvements		\$3,000.00

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0041	Lead Base Paint(Non-Dwelling Construction - Mechanical (1480)-Other)	Abatement		\$10,000.00
ID0042	Copy of Unit Remodel(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Tubs and Showers)	Unit remodel to include new cabinets, countertops, sinks and faucets.		\$16,600.00
ID0043	Replace Exterior Doors(Non-Dwelling Exterior (1480)-Doors)	Replace exterior doors		\$500.00
	Subtotal of Estimated Cost			\$166,643.00

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4		2024		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	NORTHWEST SQUARE (AZ008000001)			\$166,643.00
ID0001	Copy Machine(Management Improvement (1408)-System Improvements)	Copy Machine needed for the office.		\$5,000.00
ID0002	Water/Sewer Infrastructure(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Physical Needs Assessment on existing lines		\$93,568.00
ID0003	Training(Management Improvement (1408)-Staff Training)	Staff training in Public Housing updates and improvement		\$2,500.00
ID0004	Roofs(Dwelling Unit-Exterior (1480)-Roofs)	Update existing roofing		\$30,000.00
ID0006	Public Housing Operations(Operations (1406))	Cost of daily administrative operations which include telephone expense, office supplies, audits and renewal of annual insurances. Cost of maintenance, repairing/replacing of interior and exterior fixtures. Cost of fuel for vehicles.		\$20,000.00
ID0007	New Engine for PH Truck(Management Improvement (1408)-System Improvements)	Truck with lift is in need of a new engine.		\$5,000.00

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2024		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0008	Sidewalk/ Hardscape/Landscape(Dwelling Unit-Exterior (1480)-Other)	Landscape at Northwest Sq. & Henderson Sq.		\$10,575.00
	Subtotal of Estimated Cost			\$166,643.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2025	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	NORTHWEST SQUARE (AZ008000001)			\$166,643.00
ID0044	Public Housing Operations(Operations (1406))	Cost of fuel and maintenance for City of Winslow vehicles. Cost of daily administrative operations which include telephone expense, office supplies, audits and purchase of renewal annual insurances		\$25,000.00
ID0045	Unit Remodel(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Tubs and Showers)	Unit remodel to include new cabinets, flooring, bathtub, toilet and sinks and update plumbing.		\$44,143.00
ID0046	Training Mangement(Management Improvement (1408)-Staff Training)	Staff training updates and improvements		\$2,500.00
ID0047	Water/Sewer Infrastructure(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Begin updating/replacing existing lines.		\$75,000.00
ID0048	Upgrade Appliances(Non-Dwelling Interior (1480)-Appliances)	Purchase water heaters, refrigerators and stoves, swamp coolers to be replaced.		\$10,000.00
ID0049	Security Camcra(Management Improvement (1408)-Security Improvements (not police or guard-non-physical))	Security camera's for both Henderson Square and Northwest Square		\$10,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)					
Work Statement for Year		5	2025		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	Subtotal of Estimated Cost				\$166,643.00