

DRAFT MEETING MINUTES

**HOUSING COMMISSION
THURSDAY
DECEMBER 17, 2020**

**COUNCIL CHAMBERS
VIRTUAL MICROSOFT MEETING
1:00 P.M.**

1. Call to Order

Chair Nicole Ellman called meeting to order at 1:01pm.

2. Roll Call

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

ROSS ALTENBAUGH - Present
ERIC DAVIS - Present
NICOLE ELLMAN - Present
KAREN FLORES - Absent
SANDI FLORES - Present

KHARA HOUSE - Present
CHRIS KEMMERLY - Present
DEVONNA MCLAUGHLIN - Present
MOSES MILAZZO - Present

ERIN O'LOUGHLIN - Present
ADRAH PARAFINIUK - Present
TAD RIGGS - Absent
JO WHEATON - Present

COUNCIL LIAISON PRESENT: Councilmember Jim McCarthy

OTHERS PRESENT: Planning Director Tiffany Antol, Housing Manager Justyna Costa, Housing Director Sarah Darr, Housing Specialist Adriana Fisher, Community Development Director Dan Folke, Housing Analyst Jennifer Mikelson, Community Development Block Grant Administrator Kristine Pavlik, City Attorney Christina Rubalcava

3. Public Comment

At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission 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 comments received.

4. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes:** Housing Commission Meeting, October 22, 2020
Approve the minutes of the October 22, 2020 Housing Commission Meeting.

Moved by Moses Milazzo, **seconded by** Khara House to approve the minutes from the regular meeting of October 22, 2020.

Vote: 11 - 0 - Unanimously

5. GENERAL BUSINESS

A. Elect a Commission Chairperson and Vice Chairperson (one-year terms)

Chair Ellman provided a brief description of the duties of a chairperson and vice chairperson.

Chair Ellman voiced her interest in serving as chairperson for the Housing Commission for a second one-year term. No other commissioners expressed interest in chairing the commission.

Motion by Vice Chair Khara House, second by Commissioner Ross Altenbaugh, unanimous vote (11-0) to elect Chair Ellman for a second one-year term.

Vice Chair House communicated her interest in another one-year term. No other commissioners conveyed interest in the Vice Chairperson seat.

Chair Ellman moved, Commissioner Moses Milazzo seconded, unanimous approval (11-0) to elect Vice Chair House for a second term.

Commissioners thanked Chair Ellman and Vice Chair House for their work during the first year of the Housing Commission and for volunteering to serve in their current seats for a second term.

B. **Commissioner Introduction** - Introduce and welcome new and returning Commissioners. Commissioners will provide a brief, one to two minute introduction. Put your cameras on during your introduction, if you are able. Please inform the group how long you have been a Housing Commissioner and why you applied to be a Housing Commissioner.

All present returning and incoming commissioners and council liaison provided a brief introduction about themselves.

Housing Director Sarah Darr acknowledged Ms. Leah Bloom as the commission's main contact, introduced herself, and introduced other present City staff.

Community Development Director Dan Folke provided a brief introduction about himself and provided an update about upcoming plans.

6. DISCUSSION ITEMS

A. **Presentation and Discussion:** Update on Housing Emergency, review Housing Commission's 2021 priorities and discuss how the Housing Emergency affects Housing Commissioner's work. Discussion and Input.

Ms. Darr provided a thorough presentation about this item. Commissioners and council liaison provided comments, suggestions, and questions about this topic. Questions were primarily answered by Ms. Darr, with a legal question answered by City Attorney Christina Rubalcava

B. Discussion and Direction: Community Development Block Grant 2021-2025 Consolidated Plan

Discussion and Direction: Community Development Block Grant 2021-2025 Consolidated Plan

1. What do you feel are the best uses of CDBG funds as they relate to:
 1. Revitalization, Public Facilities & Infrastructure
 2. Public Services and Economic Opportunities
 3. Addressing Homelessness
 4. Decent Affordable Housing
2. What do you feel are the greatest needs in each category in the City of Flagstaff?
 1. Revitalization, Public Facilities & Infrastructure
 2. Public Services and Economic Opportunities
 3. Addressing Homelessness
 4. Decent Affordable Housing
3. How should the City prioritize allocating CDBG funds in each category? How can the City balance allocation of funds for infrastructure and public service needs and/or neighborhood revitalization and addressing homelessness?
 1. Revitalization, Public Facilities & Infrastructure
 2. Public Services and Economic Opportunities
 3. Addressing Homelessness
 4. Decent Affordable Housing
4. Beyond budget, if you had the opportunity to communicate only one obstacle or barrier to meeting needs in each of these categories, what would that obstacle or barrier be? Is that barrier specific to any special populations?
 1. Revitalization, Public Facilities & Infrastructure
 2. Public Services and Economic Opportunities
 3. Addressing Homelessness
 4. Decent Affordable Housing
5. 2021 - 2025 Consolidated Plan Goal Setting
 1. Priority Need: Neighborhood Revitalization, Public Facilities & Infrastructure
 1. Facility or Infrastructure Improvements
 2. Facility or Infrastructure Improvements – Housing Related
 3. Land Acquisition for Affordable Housing Development
 2. Priority Need: Public Services and Economic Opportunities
 1. Services to Meet Basic Needs
 2. Employment and Job Training Services
 3. Housing Stabilization/Homelessness Prevention including
 4. Eviction/Foreclosure Prevention and Legal Services
 3. Priority Need: Addressing Homelessness
 1. Service and Facility Operating Support, including Outreach
 2. Increase number of emergency/transitional shelter and permanent supportive housing beds
 4. Priority Need: Decent Affordable Housing
 1. Housing Rehabilitation (Rental and Owner)
 2. Housing Development (Rental and Owner)

Community Development Block Grant (CDBG) Administrator Kristine Pavlik provided a thorough presentation and entertained a discussion about this item. Commissioners asked questions, which were answered primarily by Ms. Pavlik, and provided comments and recommendations.

7. INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE AGENDA ITEM REQUESTS

A. Update for Housing Authority Commission Member

Commissioner and Housing Authority Liaison Milazzo provided a brief update with supporting information from Ms. Darr. Commissioners asked questions and provided comments, which were answered by Commissioner Milazzo and Ms. Darr.

B. Update from Housing Staff

No update provided due to time constraints. An update and overview of accomplishments will be provided at the January meeting.

C. Other informational items

None due to time constraints.

8. **ADJOURNMENT**

Meeting was adjourned at 3:01pm by Chair Ellman.