

DRAFT MEETING MINUTES

**HOUSING COMMISSION
THURSDAY
OCTOBER 26, 2023**

**HYBRID MEETING
MICROSOFT TEAMS MEETING
1:00 P.M.**

1. Call to Order

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Commission and to the general public that, at this regular meeting, the Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

Vice Chair Sandi Flores called the meeting to order at 1:09 pm.

2. Roll Call

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

ERIC BROWNFIELD - Present, in person
TYLER DENHAM - Present, in person
KEVIN DOBBE - Absent
KAREN FLORES - Present, in person
SANDI FLORES - Present, in person

JACQUIE KELLOGG - Present, virtual
DEVONNA MCLAUGHLIN - Absent
MOSES MILAZZO - Absent
CORY RUNGE - Present, in person

ROSS SCHAEFER - Present, virtual, left at 2:37 pm
SEAN SLAWSON - Absent
GLENN SLIVERS - Present, virtual, arrived at 1:14 pm
HAYLEY ZOROYA - Present, virtual

OTHERS PRESENT:

Justyna Costa, Assistant Housing Director
Adriana Fisher, Housing Program Manager
Marissa Molloy, Housing Specialist
Kristine Pavlik, Housing & Grants Administrator
Jennifer Mikelson, Housing Planning Manager
Jessica Watson, Housing Planner
Sarah Darr, Housing Director
Becky Daggett, Mayor
Khara House, Council Liaison
Christina Rubalcava, Senior Assistant City Attorney
Dan Folke, Community Development Director
Tiffany Antol, Zoning Code Manager
Michelle McNulty, Planning Director
Stacy Fobar, Deputy City Clerk
Jose Dominguez, member of the public

3.

LAND ACKNOWLEDGMENT

The Housing Commission humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

Read by Commissioner Karen Flores

4. 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 public comment.

5. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes: Housing Commission Meeting, September 28, 2023. Approve the minutes from the September 28, 2023 Housing Commission meeting.

Moved by Karen Flores, **seconded by** Tyler Denham to approve the minutes from the September 28, 2023 regular Housing Commission meeting.

Vote: 8 - 0 - Unanimously

6. ACTION AND DISCUSSION ITEMS

- A. Welcome Newly Appointed Housing Commissioner & Brief Introduction

Commissioner Kevin Dobbe was not present, so this item was passed.

- B. Review and Discussion of Upcoming Zoning Code Amendments
Discuss and provide feedback on upcoming Zoning Code amendments.

Ms. Tiffany Antol, Zoning Code Manager, presented upcoming Zoning Code amendments.

Commissioners asked questions about manufactured homes as well as the uniformity of zoning requirements. Ms. Tiffany Antol answered.

Commissioner Tyler Denham expressed support.

- C. Review and Discussion on the Building & Property Care Standards and Associated Amendments to the Littering and Abandoned Vehicle Chapters
Discuss and provide feedback on the Building & Property Care Standards and Associated Amendments to the Littering and Abandoned Vehicle Chapters.

Mr. Dan Folke, Community Development Director, presented on Building and Property Care Standards.

Jose "Jesse" Dominguez, member of the public representing La Plaza Vieja and League of Neighborhoods, made public comment in support of the standards and amendments.

Commissioners asked questions about vegetation blocking sidewalks, permitting for demolishing buildings, the definition and maximum number of inoperable vehicles, and how a program assisting residents with compliance would be funded. Mr. Dan Folke answered.

- D.** Homeless Shelter and Services Funds Allocation Recommendations
Motion to forward the ranking committees' recommendations for Homeless Shelter and Services Funds allocations to City Council with a recommendation for approval.

Vice Chair Sandi Flores and Commissioner Ross Schaefer recused themselves from this item because of a conflict of interest due to being applicants of the funds discussed. Commissioner Denham facilitated this topic.

Ms. Kristine Pavlik, Housing & Grants Administrator, presented on the Homeless Shelter and Services Funds and recommendations for funding allocations.

Commissioners asked questions about the frequency of the funding. Ms. Kristine Pavlik answered.

Ross Schaefer commented as a member of the public and Executive Director for Flagstaff Shelter Services. She asked questions about public comment on the ranking and about the purpose of the funds. Ms. Kristine Pavlik, Ms. Sarah Darr, Housing Director, and Commissioner Haley Zoroya answered.

Moved by Tyler Denham, **seconded by** Cory Runge to forward the ranking committee's recommendations for Homeless Shelter and Services Funds allocations to City Council with recommendation for approval.

Vote: 7 - 0

7. GENERAL BUSINESS

- A.** Land Availability and Suitability and Code Analysis Project (LASS+CAP) Project Introduction and Update
Information item only. No action requested.

Ms. Michelle McNulty, Planning Director, presented on the Land Availability and Suitability Study and Code Analysis Project.

Commissioners asked questions about purchasing and acquiring land, policy changes, work done by peer cities, and how Commissioners can be involved in the process. Ms. Michelle McNulty and Ms. Sarah Darr answered.

Commissioners Eric Brownfield and Tyler Denham expressed support.

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

A. Update from Housing Authority Liaison

This item was passed due to lack of time.

B. Update from Housing Commissioners and Other Informational Items

This item was passed due to lack of time.

C. Update from Housing Staff

Ms. Adriana Fisher said staff updates would be emailed to the Commissioners.

1. Rental Incentive Bond Program Update from Staff

Ms. Jennifer Mikelson gave an update on the Rental Incentive Bond Program.

9. **ADJOURNMENT**

Vice Chair Sandi Flores adjourned the meeting at 3:05 pm.

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____,
at _____ a.m./p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this _____ day of _____, 2023.

Adriana Fisher, Housing Program Manager