

NOTICE AND AGENDA

**HOUSING COMMISSION
THURSDAY
JANUARY 25, 2024**

**HYBRID MEETING
MICROSOFT TEAMS MEETING
FLAGSTAFF AQUAPLEX
1702 N. FOURTH ST.
1:00 P.M.**

ATTENTION

ATTEND IN-PERSON MEETINGS AT THE AQUAPLEX, LOCATED AT 1702 N FOURTH ST. OR JOIN VIRTUALLY BY CLICKING ON THE LINK BELOW.

[Click here to participate in the online meeting](#)

The public can submit comments to AFisher@Flagstaff.gov. Public comment will be emailed to Housing Commissioners and will be read at the meeting by a staff member.

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).

2. Roll Call

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

ERIC BROWNFIELD
TYLER DENHAM
KEVIN DOBBE
KAREN FLORES

SANDI FLORES
JACQUIE KELLOGG
DEVONNA MCLAUGHLIN
MOSES MILAZZO
CORY RUNGE

ROSS SCHAEFER
SEAN SLAWSON
GLENN SLIVERS
HAYLEY ZOROYA

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.

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.

5. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes: Housing Commission Meeting, December 6, 2023
Approve the minutes from the December 6, 2023 Housing Commission meeting.

6. ACTION AND DISCUSSION ITEMS

- A. Bond-Funded Homebuyer Assistance Program Initial Discussion and Brainstorming
Discuss and Brainstorm the Bond-Funded Homebuyer Assistance Program

7. GENERAL BUSINESS

None

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

- A. Update from Housing Authority Liaison
- B. Update from Housing Commissioners and Other Informational Items
- C. Update from Housing Staff

9. ADJOURNMENT

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 _____, 2024.

Adriana Fisher, Housing Program Manager



Housing Commission

5. A.

From: Adriana Fisher, Housing Program Manager

DATE: 01/25/2024

SUBJECT: Consideration and Approval of Minutes: Housing Commission Meeting, December 6, 2023

STAFF RECOMMENDED ACTION:

Approve the minutes from the December 6, 2023 Housing Commission meeting.

Executive Summary:

Minutes of Commission meetings are the requirement of Arizona Revised Statutes and, additionally, provide a method of informing the public of discussions and actions taken by the Housing Commission.

Attachments

Draft December 6, 2023 HC Meeting Minutes

DRAFT MEETING MINUTES

**HOUSING COMMISSION
WEDNESDAY
DECEMBER 6, 2023
1:00 P.M.**

**HYBRID MEETING
MICROSOFT TEAMS MEETING
FLAGSTAFF AQUAPLEX
1702 N. FOURTH ST.**

1. Call to Order

Chair Devonna Mclaughlin called the meeting to order at 1:04 pm

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).

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, virtual
KEVIN DOBBE - Present, in person
KAREN FLORES - Present, virtual

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

ROSS SCHAEFER - Absent
SEAN SLAWSON - Present, virtual
GLENN SLIVERS - Absent
HAYLEY ZOROYA - Present, virtual

OTHERS PRESENT:

Adriana Fisher, Housing Program Manager
Kristine Pavlik, Housing & Grants Administrator
Jennifer Mikelson, Housing Planning Manager
Jessica Watson, Housing Planner
Eliana Whiting, Housing Section Intern
Tamara Lawless, Water Conservation Manager
Khara House, Council Liaison
Christina Rubalcava, Senior Assistant City Attorney
Joanne Keene, Deputy City Manager

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 Chair Devonna Mclaughlin

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.

Councilmember Khara House recognized the winner of the Housing Section's sticker contest.

5. **APPROVAL OF MINUTES**

- A. Consideration and Approval of Minutes: Housing Commission Meeting, October 26, 2023. Approve the minutes from the October 26, 2023 Housing Commission meeting.

Moved by Cory Runge, **seconded by** Sandi Flores to approve the minutes from the October 26, 2023 regular Housing Commission meeting.

Vote: 10 - 0 - Unanimously

6. **ACTION AND DISCUSSION ITEMS**

None

7. **GENERAL BUSINESS**

- A. New Housing Commissioner & Housing Intern Introductions

New Housing Commissioner Kevin Dobbe and Housing Section Intern Eliana Whiting introduced themselves.

- B. Overview of Water Conservation Residential Programming Information item only. No action requested.

Ms. Tamara Lawless, Water Conservation Manager, gave an overview of Water Conservation Programming.

Commissioners asked questions about scheduling residential water consultations and Ms. Tamara Lawless answered.

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

- A. Update from Housing Authority Liaison

No updates.

- B. Update from Housing Commissioners and Other Informational Items

No updates.

- C. Update from Housing Staff

Ms. Jennifer Mikelson, Housing Planning Manager, gave updates on the second Habitat for Humanity Starter Home and the Rental Incentive Bond Program. Ms. Kristine Pavlik, Housing & Grants Administrator, gave updates on the Homeless Shelter and Services Funds from the Arizona Department of Housing, the upcoming public participation cycle for the Community Development Block Grants (CDBG), and new software the Housing Section will be using. She requested Commissioners consider volunteering to participate in the CDBG raking committee. Ms. Adriana Fisher, Housing Program Manager, gave an update on the Housing Section's recent sticker contest.

Commissioners asked questions about City Council's approval of changes to the Community Housing Assistance Program and the Employer Assisted Housing Program and Ms. Kristine Pavlik answered.

9. ADJOURNMENT

Chair Devonna Mclaughlin adjourned the meeting at 1:38 pm.

| |
|--|
| <u>CERTIFICATE OF POSTING OF NOTICE</u> |
| 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 |



Housing Commission

6. A.

From: Adriana Fisher, Housing Program Manager

DATE: 01/25/2024

SUBJECT: Bond-Funded Homebuyer Assistance Program Initial Discussion and Brainstorming

STAFF RECOMMENDED ACTION:

Discuss and Brainstorm the Bond-Funded Homebuyer Assistance Program

Executive Summary:

Gather feedback and brainstorm with the Housing Commission regarding potential uses for the Bond-Funded Homebuyer Assistance funds.
