

DRAFT MEETING MINUTES

HOUSING COMMISSION
THURSDAY
MARCH 27, 2025
1:00 PM

HYBRID MEETING
MICROSOFT TEAMS MEETING
CITY OF FLAGSTAFF WATER SERVICES
BEARJAW TRAINING ROOM
2323 N WALGREENS ST, STE 1

1. **Call to Order**

Chair Devonna McLaughlin called the meeting to order at 1:03 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.

Kevin Bond - Absent	Karen Flores - Present, in person	Cory Runge - Present, virtually
Eric Brownfield - Present, virtually	Sandi Flores, Vice Chair - Absent	Ross Schaefer - Present, virtually,
Tyler Denham - Present, in person	Jacquie Kellogg - Present, in person	left at 3:00 pm
Kevin Dobbe - Absent	Devonna McLaughlin, Chair - Present, in person	Glenn Slivers - Absent
	Moses Milazzo - Present, virtually	Hayley Zoroya - Present, virtually

OTHERS PRESENT:

Adriana Fisher, Housing Program Manager
Jennifer Mikelson, Housing Planning Manager
Marissa Molloy, Housing Specialist
Jessica Donohoe, Housing Planner
Kristine Pavlik, Housing and Grants Administrator
Sarah Darr, Housing Director
Tiffany Antol, Zoning Code Manager
Khara House, Council Liaison
Christina Rubalcava, Senior Assistant City Attorney

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 Tyler Denham

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

None

6. ACTION ITEMS

- A. Community Development Block Grant (CDBG) Program Year 2025 Funding Allocation Recommendations to City Council**
Motion to forward the ranking committee and staff recommendations for Program Year 2025 CDBG funding allocations to City Council, with a recommendation for approval.

Chair McLaughlin recused herself due to a conflict of interest. Commissioner Tyler Denham performed chair responsibilities for this item.

Ms. Kristine Pavlik, Housing & Grants Administrator, presented on the Community Development Block Grant (CDBG) and the ranking committee and staff's recommendations for Program Year 2025 CDBG funding allocations.

Commissioners asked clarifying questions about recommended funding allocations. Ms. Pavlik and Ms. Sarah Darr, Housing Director, answered.

to forward the ranking committee and staff recommendations of Program Year 2025 CDBG funding allocations to City Council with a recommendation for approval.

Vote: 8 - 0

7. PRESENTATION AND DISCUSSION ITEMS

- A. Overview of Housing Commissioners' Agenda Item/Topic Suggestions from the December 19, 2024 Meeting**
Informational Only

Chair McLaughlin returned for this item.

Ms. Adriana Fisher, Housing Program Manager, presented on the agenda item suggestions discussed on the December 19, 2024 meeting.

Commissioners asked questions about builder and developer feedback and discussions and the Housing Commission's purview. Ms. Darr answered.

- B. Discussion of draft Adaptive Reuse Bond Program**
Discussion only

Ms. Jennifer Mikelson, Housing Planning Manager, presented on the draft Adaptive Reuse Bond Program.

Commissioners asked questions and provided comments about community Area Median Income (AMI) needs and requirements, affordable unit requirements, eligibility at recertification, loan forgiveness, a non-competitive application, the funding threshold for project eligibility, and the timeline of the draft program. Ms. Mikelson and Ms. Darr answered.

C. PZ-25-00041 - Single Use Residential & Adaptive Reuse Incentive Zoning Code Amendment

Staff is requesting feedback from the Commission on a zoning code text amendment allowing Single-Use Residential development in commercial zones as an affordable housing incentive and providing additional incentives for Adaptive Reuse projects. Both Single Use Residential and Adaptive Reuse become newly defined terms in the Zoning Code.

Due to time, this item was rescheduled for the April Housing Commission meeting.

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

A. Update from Housing Authority Liaison

Ms. Darr gave an update on the City of Flagstaff's adoption of the Williams Housing Choice Voucher program.

B. Update from Housing Commissioners and Other Informational Items

Commissioners asked for an update the Bond-funded down payment assistance program.

C. Update from Housing Staff

This item was skipped due to time.

9. ADJOURNMENT

Chair Devonna McLaughlin adjourned the meeting at 3:05 pm.