

DRAFT

DRAFT MEETING MINUTES

HOUSING COMMISSION
THURSDAY, SEPTEMBER 25, 2025
1:00 PM

VIRTUAL MEETING
MICROSOFT TEAMS MEETING
CITY OF FLAGSTAFF

1. Call to Order

Chair Devonna McLaughlin called the meeting to order at 1:01 pm.

2. Roll Call

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

Kevin Bond - Present	Sandi Flores, Vice Chair - Present, left at 1:55 pm	Sarah Miles - Present
Tyler Denham - Present	Jacquie Kellogg - Present	Cory Runge - Absent
Kevin Dobbe - Absent	Devonna McLaughlin, Chair - Present	Jennifer Vargas - Present
Karen Flores - Present	Moses Milazzo - Present	Hayley Zoroya - Present, arrived at 1:39 pm
		VACANT

OTHERS PRESENT:

Adriana Fisher, Housing Program Manager
Marissa Molloy, Housing Specialist
Kristine Pavlik, Housing and Grants Administrator
Jennifer Mikelson, Housing Planning Manager
Justyna Costa, Assistant Housing Director
Aidan Rutledge, Temp Administrative Specialist
Georganna Staskey, Deputy City Clerk
Khara House, Council Liaison
Joanne Keene, Deputy City Manager
Anja Wendel, 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 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.

No Public Comment

5. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes: Housing Commission Meeting - August 28, 2025
Approve the minutes from the August 28, 2025 Housing Commission meeting.

Moved by Sandi Flores, seconded by Tyler Denham to approve the minutes from the August 28, 2025 regular Housing Commission meeting.

Vote: 9 - 0 - Unanimously

6. PRESENTATION AND DISCUSSION ITEMS

- A. Welcome and Introduction of Newly Appointed Commissioners

Chair Devonna McLaughlin welcomed the new Housing Commissioners. Commissioners Sarah Miles and Jennifer Vargas introduced themselves.

- B. Boards and Commissions Training & Open Meeting Law Refresher
Informational only.

Ms. Georganna Staskey, Deputy City Clerk, presented a training on Boards and Commissions and Open Meeting Law.

7. ACTION ITEMS

- A. Election of Commission Chair and Vice Chair for One-Year Terms (Term Ending September 2026)

Chair Devonna McLaughlin clarified that she would complete this meeting as chair and the new chair would run the next meeting. She also noted that she is ineligible to run for chair. Ms. Adriana Fisher, Housing Program Manager, noted that it was a great opportunity.

Moved by Moses Milazzo, seconded by Sandi Flores to elect Moses Milazzo as Chair of the Housing Commission.

Vote: 9 - 0 - Unanimously

Moved by Tyler Denham, seconded by Karen Flores to elect Tyler Denham as Vice Chair of the Housing Commission.

Vote: 9 - 0 - Unanimously

- B. Review and Recommendation: Community Homebuyer Assistance Program (CHAP) Bond-Funded Expansion
Forward to City Council with a recommendation for approval.

This item took place after item 8.A. due to technical difficulties. Ms. Adriana Fisher, Housing Program Manager, presented on the Community Homebuyer Assistance Program Bond-Funded Expansion.

Commissioners asked questions about the following:

- Clarification on the options for different AMI limits
- The need for the program
- The remaining equity that stays with the home
- Minimum contributions from the buyer
- The background of the draft proposal

Ms. Fisher, Chair McLaughlin, and Jennifer Mikelson, Housing Planning Manager answered.

Moved by Moses Milazzo, seconded by Jacquie Kellogg to forward the Community Homebuyer Assistance Program (CHAP) Bond-Funded Expansion as written to City Council with a recommendation for approval.

Vote: 9 - 0 - Unanimously

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

A. Update from Housing Authority Liaison

Commissioner Moses Milazzo provided an update on the most recent Housing Authority Board meetings. Chair McLaughlin asked Fair Market Rents and subsequent payment standards. Commissioner Milazzo answered.

B. Update from Housing Commissioners and Other Informational Items

Chair Devonna McLaughlin informed the commission that the Bond-Funded Community Homebuyer Assistance Program has assisted three homebuyers so far and has spent \$150,000 since July and has two more under contract. Housing Solutions of Northern Arizona has helped 485 families since they began administering funds in 1999 and expect to hit 500 before the end of the fiscal year. Commissioner Moses Milazzo noted Housing Solutions' annual report and thanked Chair Devonna McLaughlin for her work as Chair.

C. Update from Housing Staff

Ms. Kristine Pavlik, Housing & Grants Administrator, gave an update on the Community Development Block Grant 5-Year Consolidated Plan. Commissioners asked questions about the survey. Ms. Pavlik answered.

Ms. Mikelson gave an update on the Adaptive Reuse Bond Program.

Mr. Aidan Rutledge, Temp Administrative Specialist gave an update on the recent Homeownership Event as well as Housing America Month.

Ms. Fisher acknowledged Commissioner Jacquie Kellogg for joining the Housing Commission for another term.

9. ADJOURNMENT

Chair Devonna McLaughlin adjourned the meeting at 2:27 pm.