

City of Prescott

General Plan Review Committee



January 31, 2024 | 2:00 PM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chair Sapio called the meeting to order at 2:00 PM.

2. ROLL CALL

Terry Sapio, Chair
Don Michelman, Vice-Chair
Andre Carman - Absent
Mary Frederickson
Ralph Hess
Jim Huffman
Thomas Hutchison
James McCarver
Rod Moyer
Tom Reilly
Gary Worob

3. OPEN CALL TO THE PUBLIC

A. Member of the public Greg Murray spoke to thank the Committee for including the public in the General Plan process. He is a member of the Quad Cities Climate collaborative and noted they had provided four white papers to the committee, focusing on sustainable local economic development, green infrastructure, energy use and conservation, and climate trends in the Quad City's region. He encouraged the Committee and the Council to utilize the information provided by citizens and organizations invested in the planning process and emphasized the expertise and commitment of citizens involved in groups like theirs, who offer their time and professional experience to benefit the city.

Planner Tammy DeWitt responded that they have the white papers and will be sent to the committee members soon.

B. Member of the public Earl Duque spoke regarding the Gail Gardner Neighborhood Plan, the neighborhood is working on updating the plan. He highlighted a need to calm traffic in that area and reduce noise during events, they would like their neighborhood plan included in the General Plan by reference.

C. Member of the public Julie Pindzola addressed the Committee regarding her work on the climate profile topic, and would like to embrace new and clean technologies, highlighted the importance of synthesized implementation strategies derived from the climate profile, stressed the significance of the General Plan in facilitating positive change, and advancing Prescott's leadership role within the Quad Cities region.

Member Hess asked for clarification on the involved groups.

Ms. Penola responded the groups include the Quad City's Climate Council, Northern Arizona Climate Action Group, and Interfaith Climate Action Team, who contributed to the development of the climate profile and subsequent white papers, offering valuable documentation and implementation ideas.

4. DISCUSSION & ACTION ITEMS

- A. Approval of November 29, 2023 General Plan Committee Meeting Minutes.
MOTION BY MEMBER MOYER TO APPROVE THE MINUTES AS PRESENTED; SECONDED BY MEMBER WOROB: PASSED (8 - 0) NEW COMMITTEE MEMBER TOM REILLY RECUSED HIMSELF, RALPH HESS ABSTAINED.
- B. Presentation from the Workforce Housing Committee Regarding the New Housing Section in the General Plan.

Workforce Housing Committee Member Nicole Kennedy presented the General Plan Housing Element.

Member Hess asked for clarification about the numbers mentioned.

Ms. Fraser responded that the numbers have not been fully approved by Council at this time.

Member Worob asked how much a new teacher earns.

Chair Sapio inquired about the time frame of salary increases since the General Plan covers a ten year period.

Ms. DeWitt clarified that this is just an introduction of what the Workforce Housing Committee would like included in the General Plan, the fine details will be worked on further down the road.

Member Hutchison asked if the needs and wants of the age demographics were surveyed.

Ms. Kennedy responded that the group is early on in their efforts but would like everyone no matter age to have access to housing.

Member Hutchison asked if the wrong houses are being built.

Ms. Kennedy stated that there needs to be more diversity of housing and need a more balanced inventory to support the needs of the community.

Member Michelman commented housing is usually built to demand and is harder to get the workforce into those homes that have been built.

Member Frederickson asked if clustered homes are considered single family residences.

Ms. Kennedy confirmed, yes, they are considered single family.

Member Worob asked if there are areas in Prescott that qualify for HUD low to moderate income areas.

Ms. Fraser advised there is one neighborhood, currently working for a grant that would evaluate city areas for possible HUD neighborhoods.

Member Huffman asked about the timing of the recent grant for up to \$200,000.

Ms. Fraser responded that if the full grant amount is received the city will perform a housing assessment and develop a housing plan and implementation plan that needs to be complete by June 2026.

Member Moyer asked about things the city could do to enforce the mix of the type of houses being built.

Member Reilly commented that modular and manufactured housing is not what it used to be, has come a long way and provides a great product.

Member Frederickson asked what drives the 2023 permit numbers for manufactured homes, a single home or a community of homes.

Ms. Kennedy responded that those numbers are driven by single manufactured home permit applications, not multiple at once by one party or developer.

Ms. DeWitt added that the city has a zoning overlay that allows manufactured housing in certain areas.

Member Frederickson asked if it is desired to change or adjust the zoning overlay to allow more options for manufactured home communities.

Ms. DeWitt stated that a few proposals have been seen for manufactured homes in areas that would require a rezone process and it will be looked at more next month with the review of the land use map.

Member Reilly advised manufactured housing is limited due to perceptions of the housing product that needs to be updated.

Member Huffman asked if there was more opportunity in the North Prescott for housing and shopping.

Ms. DeWitt responded yes, the neighborhoods in that area have been planned to allow mixed use.

Member Hutchison asked for recommendations for zoning.

Ms. Kennedy stated that it would be more housing density.

Member Worob commented that smart growth is not spoken about in Prescott, other communities in his experience are more proactive in that area.

Member Hess asked if the clustered type of home developments would be considered workforce housing.

Ms. Kennedy responded that it would depend, would have to consider the price.

Member Reilly commented that the cost of construction of the clustered home developments is too high, a modular or manufactured home would be a lower cost and likely to be more attainable for workforce housing.

Member McCarver asked what the grant money is planned to be used for if received.

Ms. Fraser responded that money is planned to be used for the housing assessment and a workforce housing position with the City.

Member Hess recommended including a description of what the home of my own program is.

Member Reilly commented that building codes need to be examined to expand to new housing types available these days like 3D printed homes and container homes.

Member Worob asked for a ballpark figure for CDBG (community development block grants) funds received and then distributed to applicants throughout the community.

Mr. McInnes, Community Development Grants Administrator, responded the city usually receives \$240,000 to \$250,000 a year through CDBG.

Member Worob commented that government no longer is a key part of affordable or workforce housing like it once was.

Member Frederickson left the meeting at 3:21 pm.

Workforce Housing Committee Member Randy Goodman addressed the Committee and stated that workforce housing is important to the health and future of the city.

Member Michelman commented workforce housing needs to be kept workforce housing and have some type of control to prevent it being sold into non workforce housing.

Mr. Goodman responded that he personally looked at a proposal that controlled that issue, they also want homeownership for the workforce and the pride of ownership that comes with that.

Councilman Gambogi commented that the city spends so much money training police and other new staff to replace the ones that left due to housing being too expensive. He recommended maybe a down payment incentive program for workforce.

Chair Sapio commented regarding down payment assistance and rent cost being

too high to save for a down payment, need to find an easier way to gain entry into homeownership for the workforce.

Mayor Pro Tem Cantelme spoke about hospital having plenty of money to incentivize bringing hospital staff to the area as it is greatly needed. Government can market and educate about workforce housing and discussed government entity versus private industry getting into the workforce housing industry.

This item was for discussion only, no formal action was taken.

C. Discussion, Review & Comment Regarding the Community Quality Chapter of the General Plan.

Deputy Police Chief Jon Brambila presented the Police Department portion of Community Quality.

Member Reilly asked what is meant by “crime prevention through environmental design”.

Deputy Chief Brambila clarified that it is to identify potential safety concerns and create a safer atmosphere.

Member Hutchison asked what the ratio is of officers to population.

Deputy Chief Brambila responded that the equation does not work anymore due to the population during the day growing.

Member Hess asked if the community quality component will come back to them again.

Ms. DeWitt responded this is the time to make any revisions.

Member Hess requested additional descriptions be provided on some police programs to expand the understanding for the public.

Member Michelman commented that the public advised they would like more enforcement on red light running.

Deputy Chief Brambila responded traffic is the highest frequency topic that the public comments on.

Member Hutchison asked if the police department has the equipment and facilities they need.

Deputy Chief Brambila stated that they have been lucky with getting the equipment they need including vehicles and drones, but facilities have been outgrown, need to look at substation and collocating options.

Member Reilly suggested referencing the Police Department Strategic Plan in the General Plan and providing direction to where it can be found in full detail.

Councilwoman Fruhwirth suggested putting something in the General Plan for the

police and fire departments that emphasizes the need to stay ahead of growth rather than lagging behind.

Member Michelman asked if thought has gone back to red light running cameras.

Deputy Chief Brambila responded that there is case law and legislation moving toward red light or speeding cameras not being an option any longer, Prescott did not have any cameras in the past.

Member Hess asked for clarification on new substation locations.

Deputy Chief Brambila stated they are looking at locations on Prescott Lakes Parkway near the County facilities and will need a North Prescott substation for the growth and airport which should be added to their strategies.

Member Moyer applauded the recruitment advertisements and efforts.

Library Director Roger Saft joined to discuss the Prescott Library.

Member Hess recommended adding into the description that the Prescott Library is involved and part of the Yavapai Library system, and on Strategy 3.3 would like to see some examples of the community partnerships.

Member Reilly commented on the need for additional library storage, he asked if that should be highlighted in the General Plan.

Mr. Saft responded he is concerned about storage needs.

Member Worob asked about getting kids healthy on reading instead of being on their devices too much.

Mr. Saft responded the Library does have outdoor activities for children that ties in reading, additional staff would help more programs become available.

Councilwoman Fruhwirth asked about a North Prescott Library, is that a need and what are the wants of the citizens.

Chair Sapio responded that he did not hear a request from the public for another library branch at the General Plan open house.

Member Reilly commented what are the needs for an addition branch.

Mr. Saft responded it has been noted that additional meeting space, more parking are requested needs. If an additional branch is identified as a need, more services will be expected. Main need is staffing, from there have more capacity for additional programs.

Member Hess asked if Embry Riddle was part of the Library network.

Mr. Saft confirmed, yes, Embry Riddle is a part of the network and can be used as a pick up and drop off location.

Member Hess applauded the Friends of the Library, they are a great help to the library.

Education topic:

Member Reilly recommended to update some of the statics to more current numbers.

Member Hess recommended more details on the options of programs offered through Yavapai College and mentioning other colleges that have a presence here like NAU and Old Dominion.

Councilwoman Fruhwirth emphasized the significance of enhancing childcare and early education to aid parents in seeking job opportunities. She stressed the need for improved education quality and proficiency and attracting high-paying jobs. She commended community support for adult education and advocated for private-public school partnerships, increased volunteer engagement in schools, and comprehensive workforce development to bolster various industries and business growth in the community.

Member Reilly requested more actionable items in the strategies and more specifics.

Ms. DeWitt pointed out that the community center, art, culture and museums and healthcare topics do not contain goals and strategies since those are operated by non-city entities.

Councilwoman Fruhwirth commented that she would like to see under the community quality section the public-private partnerships that make the popular events possible.

Member Hutchison commented that youth community centers are a great resource for the youth.

Member Worob added that the Launch Pad provides a youth community center.

Member Hess recommended adding behavioral health resources under the healthcare topic.

Member Worob commented that a community's success is often measured by its arts and culture, and highlighted the importance of acknowledging the impact, whether positive or negative, that arts and culture have on the community, noting a lack of emphasis on arts and culture in the community currently.

Member Michelman asked who the end users are for the General Plan.

Ms. DeWitt responded that it would be Council, the city departments, developers, citizens and potential residents.

Chair Sapio proposed an idea of a brochure for the General Plan at the Chamber of Commerce that could have a QR code to the full plan to make it more accessible. He added that the community quality section is a good area of the

plan to showcase the great attributes of Prescott.

This item was for discussion only, no formal action was taken.

5. STAFF UPDATES

None.

6. ADJOURNMENT

Chair Sapio adjourned the meeting at 4:52 PM.



Terry Sapio, Chair

ATTEST:



Board Secretary