



City of Prescott

Workforce Housing Committee

September 3, 2025 | 10:00 AM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chair Kennedy called the meeting to order at 10:00am.

2. ROLL CALL

Nicole Kennedy - Chair
Randy Goodman - Vice Chair
Mike Fann - Member
Jeffrey Miller - Member
Gregory Riordan - Member
Corey Suttles - Member
Roger Thomas - Member (Excused)

DISCUSSION & ACTION ITEMS

3.

- A. Approval of Minutes from the August 6, 2025 Workforce Housing Committee Meeting.

**MOTION BY MEMBER FANN TO APPROVE AUGUST 6, 2025 MINUTES;
SECONDED BY VICE CHAIR GOODMAN: PASSED (6 - 0)**

- B. Presentation & Discussion Regarding the City of Prescott Workforce Housing Policy.

Staff Liaison Amber Fraser introduced City Attorney Joseph Young and opened the discussion up to the committee regarding the policy.

Vice Chair Goodman discussed alternative verbiage for the section regarding density bonuses to include a fee in lieu of open space.

Chair Kennedy discussed a more specific chart specifying what could be allowed for density bonuses.

City Attorney Young stated that Council will still want discretion regarding zoning modifications.

Council Liaison Cantelme discussed concerns about verbiage being too specific and that case-by-case basis is a negotiating tool.

Member Fann concurred with Mayor Pro Tem Cantelme that each project is

unique. He discussed making it black and white when possible but some areas there need to be flexibility.

Member Suttles asked about the intent of the policy.

Member Fann stated that the policy will be a living document as more knowledge is gained.

Vice Chair Goodman reviewed the goals of the committee.

Chair Kennedy discussed the importance of public engagement.

Ms. Fraser stated that she will work on broader verbiage.

The committee discussed impact fees and Mr. Young discuss legal restrictions but that he would look further into that.

The committee discussed whether to use 'may' or 'will'. The committee came to consensus to keep the 'will' as to have more clarity for developers and staff.

Ms. Fraser discussed the Council feedback regarding sustainability.

Members Suttles and Miller discussed having staff available to assist developers in finding funding for sustainability.

The committee agreed to leave the verbiage in the updated format.

Ms. Fraser reviewed updates to the section regarding phased inclusion of workforce housing units.

Member Fann discussed challenges that may cause a developer to include workforce units later in a project.

Community Development Director Chelsea Walton discussed the reasoning behind the verbiage to allow for phasing after the first phase of a project.

The committee requested that phased be encouraged, but if deferral is necessary, that incentives will be deferred until the final phase is permitted.

Ms. Fraser reviewed the section on quality standards.

Member Miller asked who determines aesthetic compatibility.

Ms. Walton reviewed the process of the normal planning review.

Member Fann requested it to be simplified to remove aesthetic compatibility as it could be argumentative.

The committee concurred that the verbiage should be that they meet adopted building codes, all applicable City requirements, and any land use or historic

district requirements where applicable.

Ms. Fraser reviewed the lien and bond verbiage to ensure delivery of promised workforce units when incentives are granted.

4.

The committee agreed to keep the section to be used during development agreement discussions to protect the City if promised units aren't delivered.

Ms. Fraser completed reviewing the remaining updates.

Member Riordan discussed the Homestead Act and how it could tie into workforce housing.

The committee discussed having that as a future discussion topic but not to include it into the policy at that time.

UPDATES

- A. Staff Announcements & Discussion Regarding Future Agenda Items.
Ms. Fraser reviewed upcoming dates regarding workforce housing and the December Council Study Session.

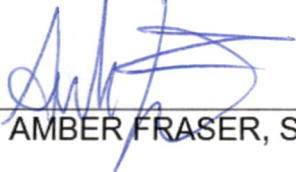
Ms. Walton discussed the Yavapai County Home of My Own Program that would be going to Council for approval on September 9th.

Vice Chair Goodman requested meetings be set up with new council members once they are sworn in.

5. ADJOURNMENT

Chair Kennedy adjourned the meeting at 11:45am.

ATTEST:



AMBER FRASER, Staff Liaison

NICOLE KENNEDY, Chair

Randy Goodman