

City of Prescott
Workforce Housing Committee



January 7, 2026 | 10:00
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 (Excused)
Jeffrey Miller - Member
Gregory Riordan - Member
Corey Suttles - Member
Roger Thomas - Member

3. DISCUSSION & ACTION ITEMS

- A. Introductions: Committee Members and New Council Liaison, Councilman Patrick Grady.

Council Liaison Grady introduced himself, his background, and his hopes as a council liaison.

Each committee member introduced themselves, their background, and their interest in workforce housing.

- B. Approval of Minutes from the December 3, 2025 Workforce Housing Committee Meeting.

MOTION BY MEMBER MILLER TO APPROVE DECEMBER 3, 2025 MINUTES; SECONDED BY MEMBER SUTTLES: PASSED (6-0)

- C. Presentation & Discussion Regarding Workforce Housing Impacts on Recruitment, Retention, and Down Payment Assistance.

Staff Liaison McInnes introduced Human Resources Director Branden Nunez.

Mr. Nunez reviewed the impact of housing on talent acquisition and recruitment. He reviewed his background and the history of hiring and recruitment for the City of Prescott over the past 10 years as well as trends over the past few years. He

discussed the challenges of hiring for specialty positions in the community and said that interested candidates frequently step out of the process once they start looking at home prices in Prescott.

Chair Kennedy asked about staffing at other police departments in the area.

Mr. Nunez stated that he can't speak to other departments' staffing but that Prescott Police Department's pay is comparable, and they are striving to test and hire frequently as well as keep up on competitive pay.

Vice Chair Goodman asked for more specific financial numbers regarding the costs of turnover.

Mr. Nunez stated that he can coordinate with departments to get more specific data.

Member Miller discussed the costs of turnover for small businesses.

Mr. Nunez spoke about different down payment assistance programs that he had reviewed. He has spoken specifically with the City of Flagstaff regarding their programs. He spoke about what could be done for the City of Prescott as a model. He spoke about the ebbs and flows that Flagstaff has gone through with their programs and that he didn't have the data on which are more effective. He discussed down payment assistance being a multifaceted discussion on how to build a program specifically for this area. He spoke about acquisition issues and different approaches to keeping employees and professionally developing current employees to fill specialty positions. He discussed career paths within the City and the turnover rates of the City and said that the rate has been decreasing.

Member Miller discussed the challenges of working with banks and zoning and the impact of down payment assistance on that process.

Member Suttles asked about who funds the down payment assistance programs. Mr. McInnes discussed different opportunities for organizations, such as not-for-profit organizations, to pull money from HUD and similar grants that could help with funding.

Member Thomas discussed opportunities to issue municipal bonds to fund programs.

Member Riordan stated that there are state programs for down payment assistance programs as well as private sectors that offer programs as well.

Mr. Nunez stated that the administration and funding of a down payment program would need to undergo further analysis and that most of the successful ones he has seen are partnerships with non-profits that handle part of the administration.

Vice Chair Goodman discussed the role of impact fees on workforce housing.

Staff Liaison Fraser asked the committee what next steps they'd like to see on down payment assistance. The committee discussed addressing that further under the goals item.

D. Presentation & Discussion Regarding a Review of Workforce Housing Committee Goals.

Staff Liaison Fraser reviewed the previously set goals for the committee.

Planning Manager Bramlette discussed the current update on Accessory Dwelling Units (ADUs).

The committee had concerns about waiting for an ADU Code revision to be part of the review of the whole Land Development Code.

Community Development Director Walton discussed needing to look at the big picture to be efficient and effective rather than doing small pieces at a time.

The committee discussed having a more robust goal discussion after Council direction at the Council Study Session on January 13, 2026.

Member Suttles asked if main points from next week's meeting could be sent out afterward and if the committee could prepare some goal ideas electronically. The committee discussed sending goal concepts to staff liaisons to compile for the next meeting.

The committee further discussed community outreach. They discussed waiting to have a further goal discussion after the Council Study Session.

4. UPDATES

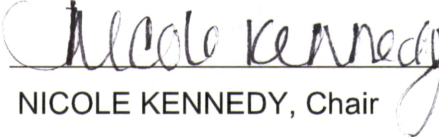
Mr. McInnes reviewed the contract with Elliott D. Pollack and Company and their work on the strategy and implementation plan.

Ms. Fraser discussed the Council Study Session and the next committee meeting agenda.

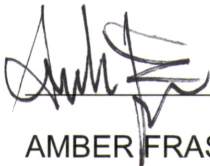
Council Liaison Grady stated that he would like further input from the committee members going forward and that he hopes to have further interaction with individual councilmembers on their input.

5. ADJOURNMENT

Chair Kennedy adjourned the meeting at 11:23am.


NICOLE KENNEDY, Chair

ATTEST:


AMBER FRASER, Staff Liaison