

City of Prescott
Workforce Housing Committee



July 2, 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 10:01am.

2. ROLL CALL

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

3. DISCUSSION & ACTION ITEMS

- A. Approval of Minutes from the April 17, 2025 Workforce Housing Committee Meeting.

**MOTION BY MEMBER FANN TO APPROVE APRIL 17, 2025 MINUTES;
SECONDED BY MEMBER RIORDAN: PASSED (6 - 0)**

- B. Presentation & Discussion Regarding Introduction of New Committee Members.

Each committee member gave an introduction due to having four new committee members.

Discussion & Possible Action Regarding the Appointment of Chair and Vice Chair.

- C.

**MOTION BY MEMBER FANN TO APPROVE NICOLE KENNEDY AS CHAIR &
RANDY GOODMAN AS VICE CHAIR; SECONDED BY MEMBER RIORDAN:
PASSED (7 - 0)**

- D. Presentation & Discussion Regarding Open Meeting Law and Conflict of Interest.

Staff Liaison Fraser reviewed that the training video regarding open meeting law and conflict of interest was previously sent and all committee members need to watch the video. She reviewed that if there were any concerns, the Deputy City Attorney would be able to speak with each member regarding the concerns.

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

Ms. Fraser gave a review of the May 27th City Council Study Session.

Vice Chair Goodman asked Council Liaison Cantelme how she felt the meeting went.

Council Liaison Mayor Pro Tem Cantelme reviewed highlights she observed and expressed a positive overall impression.

Vice Chair Goodman asked whether she thought the policy would pass.

Mayor Pro Tem Cantelme responded that there was a lot of input from Council, and she heard concern particularly regarding fees and impact fees.

Vice Chair Goodman brought up low or no-cost options and asked for Mayor Pro Tem Cantelme's input on that.

Mayor Pro Tem Cantelme said that more education is needed for those who are not in the industry.

Chair Kennedy expressed disappointment that Council did not allow more time for questions following the presentation and requested that more time be given in the future.

Mayor Pro Tem Cantelme said the topic may require one or two more study sessions.

Member Suttles asked if the policy was only intended for first responders and education careers.

Chair Kennedy clarified that it is for the "missing middle" and anyone who fits within that category.

Vice Chair Goodman added that the policy applies to anyone who works in the city but emphasized there is a specific crisis for emergency personnel.

Mayor Pro Tem Cantelme discussed the "Not In My Backyard" (NIMBY) issue and explained that the committee has focused on the workforce who actively contribute to the community.

Ms. Fraser reviewed additional trends from the Study Session.

Vice Chair Goodman asked whether shorter affordability periods could be considered.

Chair Kennedy asked if the request for longer timeframes was due to LIHTC (Low-Income Housing Tax Credit) requirements.

Ms. Fraser confirmed that LIHTC was part of the reasoning, but there was also a general desire for longer affordability periods from council members she met with.

Mayor Pro Tem Cantelme shared that a local LIHTC development had recently reached the end of its 20-year affordability requirement, resulting in senior displacement.

Member Fann stated that Sandy Griffis with Yavapai County Contractors Association (YUCCA) is launching an initiative to gather feedback from builders about what is and isn't working.

Vice Chair Goodman asked if Sandy Griffis could be invited to speak.

Ms. Fraser confirmed that staff would reach out to Ms. Griffis and continued her review of the trends from the meeting.

Chair Kennedy asked how changing "wills" to "mays" in the policy language would maintain an unbiased process.

Mayor Pro Tem Cantelme said those changes were primarily in relation to Accessory Dwelling Units (ADUs) and parking requirements.

Ms. Fraser continued with the review of trends.

Member Fann commented that the policy contains too many instances of "may," especially in areas open to interpretation, and that it needs more structure and definitive language using "will."

Chair Kennedy asked if new members of the committee had any input.

Member Thomas inquired about housing that had already been built.

Ms. Fraser discussed revitalization and infill opportunities and mentioned that additional ideas from new members could be brought forward when the policy returns for review at the next meeting.

Member Suttles asked what other initiatives are being pursued and whether the City is studying strategies implemented in other areas.

Chair Kennedy remarked that it is a new approach for the City of Prescott to take an active role as a housing partner.

Vice Chair Goodman stated that the committee has already met with other agencies, including the City of Flagstaff, to explore established concepts, and emphasized that the proposed policy serves as a necessary foundation.

Member Fann revisited the importance of hiring a full-time employee to support housing efforts.

4. UPDATES

- A. Staff Announcements & Discussion Regarding Future Agenda Items.
Ms. Fraser discussed the Council summer break and the committee gave consensus to have an August meeting. She reviewed that staff will reach out to Ms. Griffis to see if she is available for August or September to speak.

Staff Liaison McInnes provided an update regarding the Arizona Department of Housing (ADOH) grant.


5. ADJOURNMENT

Chair Kennedy adjourned the meeting at 11:15am.



NICOLE KENNEDY, Chair

ATTEST:



AMBER FRASER, Staff Liaison