

City of Prescott

Workforce Housing Committee



April 1, 2026 | 10:00 AM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Workforce Housing Committee** at their meeting to be held **April 1, 2026**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION & ACTION ITEMS**
 - A. Approval of Minutes from the February 4, 2026 Workforce Housing Committee Meeting.
Recommended Action: MOVE to approve minutes as presented
 - B. Presentation & Discussion Regarding Follow-up from the March 24, 2026 Council Meeting.
Recommended Action: This item is for discussion only. No formal action will be taken.
4. **ADJOURNMENT**

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));

(7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 3/26/26 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Thornhill

Sarah M. Thornhill, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: April 1 Workforce Housing Committee Meeting
DATE: April 1, 2026
DEPT: City Manager
ITEM #: 3.A
SUBJECT: Approval of Minutes from the February 4, 2026 Workforce Housing Committee Meeting.

ITEM SUMMARY

This item is for the approval of minutes from the February 4, 2026 Workforce Housing Committee Meeting. Staff recommends approving the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. February 4, 2026 WHC Minutes

City of Prescott
Workforce Housing Committee



February 4, 2026 | 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
Randy Goodman - Vice Chair
Mike Fann - Member
Jeffrey Miller - Member
Gregory Riordan - Member
Corey Suttles - Member
Roger Thomas - Member

3, DISCUSSION & ACTION ITEMS

- A. Approval of Minutes from the January 7, 2026 Workforce Housing Committee Meeting.

**MOTION BY MEMBER MILLER TO APPROVE JANUARY 7, 2026 MINUTES;
SECONDED BY MEMBER FANN: PASSED (7 -0)**

- B. Presentation & Discussion Regarding a Follow-up on the January 13, 2026 Council Study Session.

Staff Liaison Fraser reviewed information from the housing needs assessment and implementation strategy. She gave an overview of the Council Study Session from January 13, 2026 as well as some topics discussed at the Council Strategic Planning Retreat from January 20- 21, 2026.

Consultant Rick Merritt gave a more detailed overview of the implementation plan and requested feedback from the committee on the plan. He discussed density bonuses and additional incentives that have been looked at. He spoke about how many incentives need to be provided to a developer for a workforce housing project to work.

Vice Chair Goodman discussed previous discussions on density bonuses and Council feedback.

Member Fann discussed what he sees as realistic moving forward and what safe gaps need to be addressed. He asked what strategies could be done now. Mr.

Merritt discussed items such as down payment assistance are programs that could be done quickly.

Vice Chair Goodman asked about Phoenix's multi-unit container projects and if Mr. Merritt had experience with those which Mr. Merritt said he had not. Vice Chair Goodman then discussed how to keep affordable housing available to the workforce so it isn't taken by people who can afford market rent. Mr. Merritt stated that monitoring the programs would be the way to address that concern that the correct people are using the programs and that will take staffing. Chair Kennedy stated that the concern of staff goes back to the committee's initial goals.

Member Miller asked about the breakdown of unit numbers and if they were houses or apartments. Mr. Merritt stated they looked at homeownership and rentals.

Vice Chair Goodman discussed if anyone in the state has looked at purchasing old hotels and converting them to living units. Mr. Merritt stated there are different examples all over the state and that some are transitional housing and some are other forms of affordable housing. Member Suttles discussed an example locally on Gurley Street. Vice Chair Goodman stated that it should be an ownership situation rather than a rental situation, but there are concerns regarding sewer, water, and parking. Member Riordan discussed examples from Moab, UT and how they have addressed housing issues.

Chair Kennedy stated that she heard at a meeting recently that the influx of growth and 90% of people coming to Prescott are still over 65, and she asked Mr. Merritt if he could confirm that number, but he could not at the time. He did state that 25% of the burdened households in Prescott are 65 years or older.

Member Miller discussed other aspects that effect developers and architects like the 30 year timeframe. Vice Chair Goodman stressed homeownership and how to ensure the people purchasing the houses are workforce and not investors. Member Miller discussed SP330 in California that allowed people to subdivide their lots and asked if that is something realistic in Prescott. Mr. Merritt stated that there are state requirements that may apply to that.

Vice Chair Goodman asked how many units would need to be added to a project for it to be affordable for a developer. Mr. Merritt stated he has some numbers and he can provide those for discussion.

Member Thomas stated that new employees may not want to buy a house initially, and they may want to rent first. The committee discussed different concepts such as homesteading and providing incentives for already established affordable housing projects. Chair Kennedy asked if there have been any successful YIMBY (Yes In My Back Yard) projects the consultant has seen. Mr. Merritt stated that the City of Phoenix has been the most successful and they have used GPLETs (Government Property Lease Excise Tax) extensively.

C. Presentation & Discussion Regarding Committee Goals and Objectives.

Ms. Fraser reviewed the role of the committee as a recommending body. She then reviewed goals that were completed, in progress, and not started. She

reviewed proposed new goals from committee members and suggested goals based on that feedback and previous goals.

Vice Chair Goodman discussed concerns about discussing anything other than workforce, such as senior housing.

Chair Kennedy discussed codifying something such as density bonuses.

The committee discussed employee assistance programs and Ms. Fraser reviewed Human Resources data regarding costs and turnover.

The committee discussed costs of turnover and the impact of economic development.

Ms. Fraser continued reviewing possible goals of the committee.

The committee discussed further reviewing the goals and providing feedback to staff by February 13th.

4, UPDATES

- A. Staff Announcements & Discussion Regarding Future Agenda Items.
Ms. Fraser provided an update that the Workforce Housing Strategy and Implementation Plan would be going to Council for review on March 10th.

5, ADJOURNMENT

Chair Kennedy adjourned the meeting at 11:22am.

NICOLE KENNEDY, Chair

ATTEST:

AMBER FRASER, Staff Liaison



TO: MAYOR AND CITY COUNCIL
AGENDA: April 1 Workforce Housing Committee Meeting
DATE: April 1, 2026
DEPT: City Manager
ITEM #: 3.B
SUBJECT: Presentation & Discussion Regarding Follow-up from the March 24, 2026 Council Meeting.

ITEM SUMMARY

This item is to discuss the March 24, 2026 Council meeting regarding the Workforce Housing Strategy and Implementation Plan as well as the future of the Workforce Housing Committee.

BACKGROUND

On March 10, the City Council approved the Workforce Housing Strategy and Implementation Plan and provided preliminary direction on several initiatives to prioritize. Staff brought the item back to Council on March 24 for confirmation that the direction from March 10 reflected the majority of Council's desired focus areas for the near-term use of remaining State Housing Trust Fund grant dollars.

During the March 24 discussion, Council provided direction to move forward with using the grant funding to advance several of the initiatives within the Workforce Housing Strategy and Implementation Plan:

- Initiative 1: Amendments to the Land Development Code (LDC)
- Initiatives 4 and 5 (combined by Council): Homeownership Tools
- Initiative 7: Exploring Housing Resources for City Employees

Another significant point of discussion was the future of the Workforce Housing Committee. Because the next steps are implementation-focused and will be carried out by staff and the consultant, Council considered where they would like the Committee's efforts directed moving forward. After discussion, Council concluded that the Committee has largely completed its role. They directed the City Clerk to return with a Resolution to formally dissolve the Committee after the next WHC meeting. This means the April 1, 2026 meeting will serve as the final meeting of the Workforce Housing Committee.

FINANCIAL IMPACT

There is no fiscal impact associated with this item at this time.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None