

ATTENTION
IN-PERSON AUDIENCES AT HOUSING COMMISSION MEETINGS HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE

[Click here to participate in the online meeting](#)

The public can submit comments to LBloom@flagstaffaz.gov. Public comment will be emailed to Housing Commissioners and will be read at the meeting by a staff member.

NOTICE AND AGENDA

**HOUSING COMMISSION
THURSDAY
OCTOBER 22, 2020**

**MICROSOFT TEAMS VIRTUAL MEETING
211 WEST ASPEN AVENUE
1:00 P.M.**

1. Call to Order

2. Roll Call

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

ROSS ALTENBAUGH
KAIJAYLAAN BEATTIE
ERIC DAVIS
MELINDA DEBOER-AYREY
NICOLE ELLMAN

CATHERINE ESQUIVEL
KAREN FLORES
KHARA HOUSE
CHRIS KEMMERLY
DEVONNA MCLAUGHLIN

MOSES MILAZZO
ERIN O'LOUGHLIN
TAD RIGGS

3. Public Comment

At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

4. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes:** Housing Commission Meeting, September 24, 2020.
Approve the minutes of the September 24, 2020 Housing Commission Meeting.

5. **DISCUSSION ITEMS**

- A. Questions and Answers: City Owned Land Presentation (September 24, 2020)
Informational only.
- B. Housing Commission Year End Review
Review, Discuss and Input
- C. Affordable Housing Needs Assessment for the Flagstaff Community Infographic
Informational only.

6. **INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE
AGENDA ITEM REQUESTS**

7. **ADJOURNMENT**

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____,
at _____ a.m./p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this _____ day of _____, 2020.

Leah Bloom, Housing Section



Housing Commission

4. A.

From: Leah Bloom, Affordable Housing Advancement Project Manager

DATE: 10/22/2020

SUBJECT: Consideration and Approval of Minutes: Housing Commission Meeting, September 24, 2020.

STAFF RECOMMENDED ACTION:

Approve the minutes of the September 24, 2020 Housing Commission Meeting.

Executive Summary:

Minutes of Commission meeting are the requirement of Arizona Revised Statutes and, additionally, provide a method of informing the public of discussions and actions taken by the Housing Commission.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Not applicable

Previous Council Decision on This:

Not applicable

Attachments

DRAFT MINUTES 09-24-20

DRAFT MEETING MINUTES

HOUSING COMMISSION
THURSDAY
SEPTEMBER 24, 2020

VIRTUAL MICROSOFT TEAMS MEETING
211 WEST ASPEN AVENUE
1:00 P.M.

1. Call to Order

Chair Nicole Ellman called meeting to order at 1:00pm.

2. Roll Call

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

ROSS ALTENBAUGH - Present
KAIJAYLAAN BEATTIE - Present
ERIC DAVIS - Present
MELINDA DEBOER-AYREY - Present
NICOLE ELLMAN - Present

CATHERINE ESQUIVEL - Absent
KAREN FLORES - Present
KHARA HOUSE - Present
CHRIS KEMMERLY - Absent
DEVONNA MCLAUGHLIN - Present

MOSES MILAZZO - Present
ERIN O'LOUGHLIN - Present
TAD RIGGS - Absent

COUNCIL LIAISON PRESENT: Councilmember Jim McCarthy

OTHERS PRESENT: Housing Manager Justyna Costa, Housing Director Sarah Darr, Housing Specialist Adriana Fisher, Housing Analyst Jennifer Mikelson, Community Development Block Grant Administrator Kristine Pavlik, Brinshore Senior Vice President Whitney Weller

3. Public Comment

At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

The following emails were sent to Adriana Fisher, Housing Specialist at the City of Flagstaff Housing Section:

Dear Members of the Housing Commission,

Thank you for the opportunity to submit public comment, and for your work on behalf of our community. I am writing today to express my support for immediate development of affordable housing on the city-owned Schultz pass parcel. The City has invested close to \$600,000 in this property, and it's frustrating to see the process stalled. The City Council in the 2000s voted unanimously to proceed after going through a rigorous public comment process. Our community is in the midst of several crises, with affordable housing at the top of the list. Our neighbors have waited long enough, it's time to build homes on this property for 20+ families in our community.

If the City is not prepared to move forward with building before a potential voter initiative on the 2022 ballot, I would rather see the parcel sold and the money recouped to build elsewhere.

It's time for all of us to stand up to NIMBYism and invest in all community members.

Sincerely,

Cristy Zeller

Dear Members of the Housing Commission,

Thank you for the opportunity to submit public comment, and for your work on behalf of our community. I am contacting you to share my support for immediate development of affordable housing on the city-owned Schultz pass parcel. The City has invested over \$500,000 in this property. Development of this parcel for housing has been voted on by previously elected councils after rigorous public comment. It is frustrating to see this process stalled by what I consider to be NIMBYism. Flagstaff is in the midst of several crises, with affordable housing at the top of the list. We have waited long enough to build on this land, and it is time to move forward.

If the City is not prepared to move forward with building before a potential voter initiative on the 2022 ballot, I would rather see the parcel sold. This way the investment of public can be recouped, faith can be kept with voters in this town and we can look to build elsewhere.

It's time for all of us to stand up to NIMBYism and invest in all community members.

Thank you for your time.

Dr. Lori Poloni-Staudinger

Dear Housing Commission Members,

Thank you for the opportunity to provide comment, and more importantly, thank you for the hard work you do to make our community a better place for everyone. I am writing in regards to the city-owned parcel on Schultz Pass that has become controversial in the eyes of many Flagstaff residents. While I am a native of Flagstaff, I can appreciate the natural beauty that our community has to offer. The forests, trails, mountains, and more provide one of the many reasons that we locals have chosen to call Flagstaff home. Unfortunately, many of those in our community don't have that very same luxury. Home. When so many of our community are forced to leave because of consistently escalating housing costs, as a community we all lose. We lose nurses. We lose teachers. We lose tradespeople. We lose servers. And cooks. And all of the essential workers that we rely on, now more than ever. This particular parcel is the product of YEARS of hard work, dedication, negotiation, and compassion from previous City Councils, staff members, developers, and more. Nearly \$600,000 has already been invested in infrastructure to improve this small parcel with the intent of providing attainable housing for our neighbors. Utilizing a small, triangular parcel adjacent to Highway 180 will not impede the use and enjoyment of millions of acres of Coconino National Forest, thousands of miles of trails, or views that grace the fronts of postcards. But it can help those in our community that need it most.

Unfortunately, recent opposition has been successful in delaying this improvement after years

of planning, costs and more. As a Housing Commission, you have the very difficult task of finding and recommending solutions that can aid in the accessibility of work force housing. This project is an easy solution to provide a small amount of such housing. In your role, you will undoubtedly not please everyone. But we all must start making the hard decisions for what is right, not what may be popular. You will hear the cries of those that oppose building workforce housing that will suggest we should simply build more housing "somewhere else." Well, we're just about out of "somewhere else."

We're also out of time. Hard choices need to be made, and made quickly, or we will continue to see a mass exodus of our local workforce to places that they can simply afford to live. I urge you to see this project through, and not let the efforts of so many for so many years prove fruitless in making a difference in helping Flagstaff's critical workforce.

Thank you for your consideration in this matter.

Please note that while I am the Chair of the City Of Housing Authority Board, and am involved in other housing-related organizations, I am speaking of my own volition and not on behalf of any other organization.

Thank you,
Tad Moore

To Members of the Housing Authority Board:

I would like to address the Ft. Valley Road Affordable Housing Site. I worked for the City's Community Development Department as a Landuse Planner for 26 years. I retired approximately 15 years ago. This affordable housing site was dedicated to the city during the approval process and negotiations with the developer of the Valley Crest Subdivision. Staff's preference for the affordable units to be located within the subdivision were not accepted. The developer did however dedicate an irregular portion of the property on the northwest side of Elden Lookout Road to the city for future use. The property is bisected with the El Paso gas right-of-way.

I would recommend the Board, with staff assistance, review the information contained in the Valley Crest files to determine if there was a development agreement created addressing affordability; was a conditional rezoning required and adopted by ordinance; and does the recorded final plat address the affordable housing site.

An aerial view of the site and surrounding properties with property lines, right-of-ways and easements, along with the buildable area, and preliminary building elevations might be helpful to educate the interested public and surrounding property owners.

I would encourage the city and the Housing Authority to move ahead on the development of the negotiated affordable housing site.

Thank you,
Reed Jenkins

4. APPROVAL OF MINUTES

- A. Consideration and Approval of Minutes:** Housing Commission Meeting, August 27, 2020
Approve the minutes of the August 27, 2020 Housing Commission Meeting.

Moved by Khara House, **seconded by** Moses Milazzo

Vote: 10 - 0 - Unanimously

5. DISCUSSION ITEMS

A. Discussion and Input: Review of Brinshore's Low Income Tax Credit Development, Starpoint Discussion and Input

Ms. Justyna Costa introduced Ms. Whitney Weller, Senior Vice President at Brinshore. Ms. Weller provided an overview of Brinshore's joint Low Income Housing Tax Credit (LIHTC) development, Starpoint, with Housing Solutions of Northern Arizona (HSNA). Ms. Devonna McLaughlin, Chief Executive Officer for HSNA, contributed supporting information.

Commissioners and Council Liaison asked clarifying questions, provided recommendations, and complimented the project. Questions were answered by Ms. Weller.

Ms. Costa told Commissioners and Council Liaison to also expect a presentation from Foundation from Senior Living regarding their new development at a later date.

B. Presentation on City Owned Land
Informational only

Ms. Costa introduced Ms. Darr, who provided a thorough description of City owned properties.

Ms. Darr thanked Ms. Bloom, who helped put together presentation, and was not able to attend meeting.

A question was asked about BBB funds, which was answered by Ms. Darr and Ms. Costa. Due to time constraints, Ms. Darr stated she will revisit the presentation and answer any questions at the October Housing Commission meeting.

6. INFORMATIONAL ITEMS TO/FROM COMMISSION MEMBERS, STAFF, AND FUTURE AGENDA ITEM REQUESTS

Ms. Costa answered an Open Meeting Law question received by Ms. Bloom regarding Commissioners talking to each other.

Ms. Darr explained the intent of the next meeting is to:

- Answer questions regarding City owned land,
- Cover a retrospective of what the Housing Commission has covered in their first year as it approaches its first year anniversary in October,
- Discuss future goals,
- And address expiring Commission seats.

A clarifying question was asked Ms. Melinda Deboer-Ayrey about expiring Commissioner seats, which was answered by Ms. Darr.

Several Commissioners agreed the following items should also be discussed in the future:

- A centralized location, easily accessible by the public, for upcoming affordable housing units and availabilities. Current resources will be emailed to Commissioners by Ms. Bloom.
- A comprehensive plan for affordable housing in a place easily accessible by the public.

Ms. Deboer-Ayrey provided a reminder about City Council's meeting regarding Schultz Pass next Tuesday night.

Ms. Ellman suggested any other ideas about future meetings should be emailed to Ms. Darr, Ms. Costa, and Ms. Bloom.

7. ADJOURNMENT

Meeting adjourned at 3:02pm by Chair Ellman.



Housing Commission

5. A.

From: Leah Bloom, Affordable Housing Advancement Project Manager

DATE: 10/22/2020

SUBJECT: Questions and Answers: City Owned Land Presentation (September 24, 2020)

STAFF RECOMMENDED ACTION:

Informational only.

Executive Summary:

This is an opportunity for Housing Commissioners to ask questions regarding city owned land. The presentation took place during the previous Housing Commission meeting and was based off of the March 12, 2020 City Council Meeting, a presentation provided by the City of Flagstaff's Housing and Real Estate Division.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Not applicable.

Previous Council Decision on This:

Not applicable.



Housing Commission

5. B.

From: Leah Bloom, Affordable Housing Advancement Project Manager

DATE: 10/22/2020

SUBJECT: Housing Commission Year End Review

STAFF RECOMMENDED ACTION:

Review, Discuss and Input

Executive Summary:

Presentation by Leah Bloom, Affordable Housing Advancement Project Manager.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Not applicable

Previous Council Decision on This:

Not applicable

Attachments

Year End Review Presentation



1

An overview slide for the Housing Commission 2020 Year End Review. The slide has a green header bar with the City of Flagstaff seal on the left and the Team Flagstaff logo on the right. The word "Overview" is written in white text in the center of the header. Below the header is a large photograph of a group of approximately 15 people, mostly women, standing outdoors in front of a building and mountains. To the left of the photograph is a white curved area containing a bulleted list of topics.

Overview

- Educational Foundation
- Review Accomplishments
- Review Ordinance 2019-15
- What's Ahead in 2021
- Next Meeting's Agenda

2



Educational Foundation



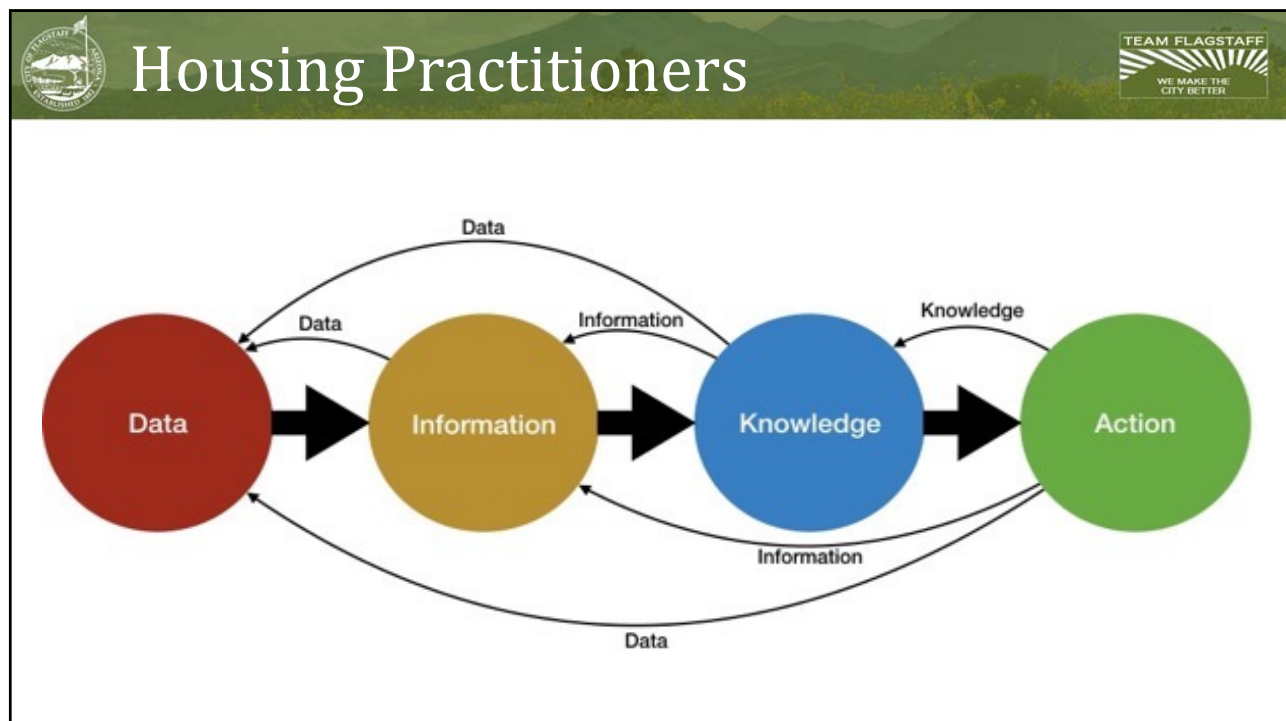
- What is Big "A" Affordable Housing?
- City of Flagstaff Housing Programs
- Units & Vouchers managed by the City
- Affordable Housing Bonding
- Development Fees
- Regional & Neighborhood Plans
- Planning and Zoning Education
- Climate Action and Adaptation Plan
- City owned Properties
- Different Types of Affordable Developments
- NAIPTA Overview

Housing Continuum



The diagram illustrates the Housing Continuum as a staircase with the following steps from bottom to top: Homeless Shelters / Transitional, Supportive Housing, Public Housing, Tax Credit Housing, Rental Housing, First Time Homebuyer, and Moving Up / Long Term Homeownership. A diagonal line separates the first three steps (labeled 'Public Sector Investment') from the last four steps (labeled 'Private Sector Investment').

3



4



5



Revisit Ordinance 2019-25

“The Housing Commission serves as an advisory board to City Council, makes recommendations with respect to housing policies, needs, and programs in Flagstaff, and furnishes the Council with information through the Housing Director.”

TEAM FLAGSTAFF
WE MAKE THE CITY BETTER

The graphic has a green header with the title 'Revisit Ordinance 2019-25' in white. Below the title is a quote in black text: '“The Housing Commission serves as an advisory board to City Council, makes recommendations with respect to housing policies, needs, and programs in Flagstaff, and furnishes the Council with information through the Housing Director.”'. To the right of the quote is an illustration featuring a hand pointing at a large magnifying glass that is focused on a circular gauge with a red needle. The background of the illustration includes stylized human profiles in orange and teal, and various gears. The top left corner features the Flagstaff City Seal, and the top right corner features the 'TEAM FLAGSTAFF WE MAKE THE CITY BETTER' logo.

6



Ordinance 2019-25



“The Housing Commission shall:

- Examine funding sources available for housing in Flagstaff, make recommendations to City Council on potential funding sources, including bond measures, and provide oversight of any funds approved by the electorate for housing purposes.
- Make recommendations on the creation and implementation of housing and housing policies and programs for the benefit of Flagstaff and its citizens.



7



Ordinance 2019-25



- Make recommendations regarding the prioritization of the community's housing needs.
- Make recommendations regarding how affordable market rate housing can be responsibly stimulated through changes in the City Code as well as other potential solutions.
- Examine and make recommendations regarding increasing the affordability of housing in Flagstaff.

8



Revisit Ordinance 2019-25



- Explore alternative models of housing and make recommendations to Council.
- Advise and assist the City Council on ways to educate the community on housing, including the role housing plays as infrastructure in Flagstaff.
- Upon request, serve as a resource on implementation of housing policy and programs.”

9



Path Moving Forward



What's ahead in 2021?

- New Council & Mayor
- New Commissioner Appointments
- Incentive Policy for Affordable Housing
- Housing Crisis Citizen's Petition
- Housing Needs Assessment & Goals

10



Thank You!

Next Meeting, Questions & Input

- Consolidated Plan
- Establish 2021 Housing Commission Goals





Housing Commission

5. C.

From: Leah Bloom, Affordable Housing Advancement Project Manager

DATE: 10/22/2020

SUBJECT: Affordable Housing Needs Assessment for the Flagstaff Community Infographic

STAFF RECOMMENDED ACTION:

Informational only.

Executive Summary:

In partnership with Housing Solutions of Northern Arizona, the City of Flagstaff's Housing Section co-created an infographic titled "Affordable Housing Needs Assessment for the Flagstaff Community". Devonna McLaughlin, Chief Executive Office of Housing Solutions of Northern Arizona will be presenting this infographic.

The goal of this informational tool is:

1. To offer a simple, easy to read document to community members in order to provide relatable data, such as; nearly half of Flagstaff households are low income and over 22,000 of Flagstaff's neighbors are living with a housing cost burden.
2. To illustrate what affordable rent and mortgages are for diverse Flagstaff households.
3. To confirm the critical need for affordable housing in the Flagstaff community.

The infographic sources data from the 2018 American Community Survey, Department of Housing and Urban Development, Council for Community and Economic Research, and Flagstaff's Multiple Listing Service.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Not applicable.

Previous Council Decision on This:

Not applicable.

Attachments

Flagstaff-Housing Needs Flyer



Flagstaff Community

Affordable Housing Needs Assessment

City of Flagstaff Housing Data report created by City of Flagstaff and Housing Solutions of Northern Arizona



Revised October 2020

Homeownership | Increasingly Unaffordable

Since 2010, the median sales price of a home rose by **53%**, while Area Median Income rose by only **14%**.

53%
INCREASE

Increase in Median Sales Price ¹

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
\$252,000	\$230,000	\$230,988	\$267,000	\$291,900	\$298,000	\$316,000	\$348,293	\$368,000	\$385,000

14%
INCREASE

Increase in Area Median Income ²

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
\$57,600	\$59,600	\$56,700	\$55,900	\$53,600	\$54,200	\$56,900	\$56,600	\$63,000	\$68,800	\$67,700

15%
INCREASE

Increase in Fair Market Rent (2-bedroom) ³

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
\$1,102	\$1,136	\$887	\$1,066	\$1,021	\$1,033	\$1,135	\$1,037	\$1,129	\$1,237	\$1,266

Housing Cost Burden Analysis ⁴

22,373

Flagstaff Community Members are housing cost burdened. *

All Households

Total Households with Payments | 20,071
Households Cost Burdened | 8,949

45% Cost Burdened

Homeowners

Total Households with mortgages | 7,511
Cost Burdened Homeowners | 2,055

27% Cost Burdened

Renters

Total Renter Households | 12,560
Cost Burdened Renters | 6,894

55% Cost Burdened

City of Flagstaff Income Levels ⁴

49%
of all households
are Low-Income

19%

Extremely Low
(0-30% AMI)

14%

Very Low
(30-50% AMI)

16%

Low
(50-80% AMI)

17%



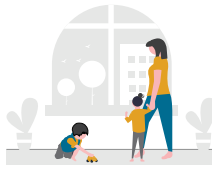

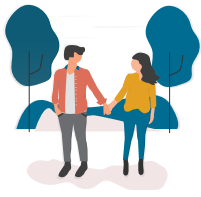
Moderate
(80-100% AMI)

34%

High
(120%¹ AMI)

* **Cost burdened households** pay more than 30% of their monthly income towards housing.

What Can Flagstaff Families Afford?

Household Type	Retiree on Fixed Income	Service Industry Worker @ \$15/hr.	Single Parent with 2 children	Family of 4 people	Young married couple
					
Number in Household	1	1	3	4	2
Estimated Household Income	\$16,000	\$31,200	\$54,000	\$75,200	\$72,200
% of Area Median Income	30%	60%	80%	100%	120%
Max Rent They Can Afford	\$400	\$780	\$1,350	\$1,880	\$1,805
Max Home Purchase Price They Can Afford *	\$74,100	\$144,000	\$248,700	\$347,200	\$333,700
\$ Needed for Downpayment & Closing Costs *	\$4,825	\$9,320	\$16,161	\$22,616	\$21,711

* 4.0% interest rate; 30-year term with 3.5% down payment. Assumes 30% housing ratio and that household debt does not impact affordability.

A National Comparison ⁵

Flagstaff Cost of Living

13.4%
HIGHER

13.4% higher than the national average

Flagstaff Cost of Housing

33.5%
HIGHER

33.5% higher than the national average

HUD Area Median Income (AMI) Limits

Income Category	AMI %	AMI Income Ranges*
Extremely Low	0 - 30%	\$0 - \$21,720
Very Low	30 - 50%	\$21,720 - \$33,850
Low	50 - 80%	\$33,850 - \$40,620
Low to Moderate	80 - 120%	\$40,620 - \$64,980
Moderate to High	120% >	\$64,980 >

* Income ranges based on three person household

Reference List | 1 Northern Arizona MLS. Information is deemed reliable, but is not guaranteed. | 2 <https://www.huduser.gov/portal/datasets/il.html#2020> | 3 <https://www.huduser.gov/portal/datasets/fmr.html> | 4 US Census 2018 ACS | 5 Data is from first quarter 2020 and comes from the Council for Community and Economic Research