

MINUTES

1. Call to Order

Vice Mayor Shimoni called the Work Session of December 10, 2019, to order at 6:00 p.m.

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this work session, the City Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. Pledge of Allegiance and Mission Statement

The Council and audience recited the Pledge of Allegiance and Deputy City Manager Anderson read the Mission Statement of the City of Flagstaff.

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

3. Roll Call

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

PRESENT:

VICE MAYOR SHIMONI
COUNCILMEMBER MCCARTHY
COUNCILMEMBER SALAS
COUNCILMEMBER WHELAN

ABSENT:

MAYOR EVANS
COUNCILMEMBER ASLAN
COUNCILMEMBER ODEGAARD

4. Public Participation

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

Aaron Kane addressed Vice Mayor and Council regarding declaring a climate emergency in the City of Flagstaff.

5. Review of Draft Agenda for the December 17, 2019 City Council Meeting

Citizens wishing to speak on agenda items not specifically called out by the City Council may submit a speaker card for their items of interest to the recording clerk.

Councilmember Whelan stated that she will send some questions to staff by email and Vice Mayor Shimoni stated that he had his questions answered on Monday.

6. Flagstaff Airport Parking Update

Airport Director Barney Helmick gave a presentation to Council regarding the temporary parking solution, winter snow parking, and the permanent parking program. Operations/ARFF Manager Tim Skinner, Public Works Senior Project Manager Adam Miele, and Streets Director Scott Overton joined Mr. Helmick in the presentation. Mr. Helmick discussed the successes and the challenges at the airport. There are currently 385 parking spots at the airport with an average of 335 passengers per day with about 500 cars parking at the airport each day.

Mr. Overton took over the presentation. He stated that the permanent parking solution is being worked on and addressed the challenges faced by the airport. He also discussed the current temporary solutions and the steps that have been taken regarding design of a permanent solution. Within three weeks of identifying the need for a temporary solution, a parking lot with 235 temporary spaces was developed.

Vice Mayor Shimoni asked who will park in the new parking lot. Mr. Overton stated that there are two areas and everything to the east of the watershed is for rental car parking and everything to the west is for airport employees, TSA employees, and overflow airport patrons.

Councilmember Whelan asked how many spaces are left for patrons after employees park in the lot. Mr. Helmick stated that there are about 135 employees working just in the terminal facilities. He elaborated that there is a daily average of 45 employees parking with 100 parking spots designated for employees and temporary overflow.

Mr. Skinner resumed the presentation and addressed the controls of the temporary parking lot. He reviewed the map of the overflow parking and the temporary lot.

Mr. Helmick added that another factor in the creation of the temporary lot was winter snow removal since snow plows could not get through when cars are parked illegally in the roadway and in the landscaping. He also covered the Request for Information (RFI) for a permanent parking solution and the challenges with the RFI and the next steps. He stated that there is an aggressive timeline with the hope of starting on the next steps in the spring.

Councilmember Whelan asked how much growth the permanent parking lot would encompass. Mr. Helmick stated that they will know more after the concept plan is completed. The existing parking lot is supposed to manage today's numbers, but the numbers are not accurate. Councilmember Whelan asked about potential growth at the airport and if the parking lot will be large enough to incorporate potential growth. Economic Vitality Director Heidi Hanson added that an Airport Master Plan for 20 years was approved earlier this year and it includes parking. They were looking at surface parking versus a vertical parking structure because of pricing. Also, a two-lot solution was identified to create short-term and long-term parking lots with a paid parking solution. She believes that the lot would last for at least five years, but she does not know how the commercial growth will develop. United Airlines has seen 90% load rate when they expected a 70% load rate. Ms. Hansen stated that she expects to see more routes in the future and that American Airlines is currently seeing about a 78% load rate.

Vice Mayor Shimoni asked if there is adjacent land next to the parking lot to expand. Mr. Helmick added that the old master plan identified a second permanent lot location. The cost of a vertical parking structure was identified to be about \$8 million dollars ten years ago versus \$3 million to develop the surface lot. There would be options in the future to develop a parking structure. Vice Mayor Shimoni asked NAIPTA CEO Erika Mazza about the participation of NAIPTA at the airport. Ms. Mazza stated that there is currently a route there and that there could be more routes developed. The initial proposal is for the route to run from the downtown connection center through Ponderosa Trails.

Councilmember Whelan inquired about the purchase of the land by the hospital off I-17 and to see if NAIPTA has looked at running a temporary shuttle in that area for a test. Ms. Mazza stated that there is a nominal difference between a shuttle and a fixed route bus. They have not looked at a shuttle solution at this time, but that if the will of the organization is to try a shuttle to start, that is a possibility. NAIPTA is happy to support this project in any way possible. Councilmember Whelan added that she believes that the airport usage will continue to grow and that she would like to put in a structure that can handle the growth along with transit rather than addressing it in another ten years. She is concerned that the project will not last if future growth is not taken into consideration.

Vice Mayor Shimoni stated that the parking needs could be based on the downtown parking model and can be done with phases like the downtown parking model as money is raised. Mr. Helmick added that building a parking garage would close the front lot, so that a new lot would be necessary. Mr. Helmick added that if the lot does

not fill up, it could be used for a park and ride if a transit route is established.

Councilmember Whelan asked about hotel shuttle service. Mr. Helmick and Ms. Hansen stated that they have had discussions with hotels in the area on that subject.

Mr. Helmick resumed the presentation. He shared the initial conceptual design created by Mr. Miele and then addressed the potential of a paid parking system. Mr. Helmick is not convinced that a kiosk system would work well at the airport and recommended a gate arm system. Over a twenty-year period, the paid lots would pay off the required loan and would create additional revenue as well. The cost of the parking lots would come back to Council for direction and a decision.

Councilmember Whelan asked if the overflow lot has lights at this time. Mr. Helmick stated that there are not, but there are plans to do so. Mr. Miele stated that there are plans to get dark-sky compliant lighting there as soon as possible. The staff parking lot overflow area would be in the temporary lot until the construction on the new permanent lot is completed.

Councilmember Salas stated that she is looking forward to the next presentation and invited everyone to look at budget requirements for capital improvements for the necessary improvements and maintenance of the airport. She added that the City needs to identify permanent revenue streams for the airport. Ms. Hansen stated that a paid parking system would be one revenue stream that would allow for improvements to the airport. Staff will come in front of Council again regarding the 32-acre parcel to see what to do with it to create an additional revenue stream for the airport.

Slides included in the presentation were:

- Airline Success and Airport Parking
- Temporary Parking Solution
- Winter Snow & Parking
- Permanent Parking System

7. Flagstaff Metropolitan Planning Organization (FMPO) Update

FMPO Executive Director Jeff Meilbeck reported to the Council on the progress of FMPO transitioning to an independent organization. He stated that Councilmember McCarthy serves on the FMPO Board with Councilmember Salas as an alternate and Councilmember Odegaard and Mayor Evans also serve on the Board. FMPO has been hosted by the City of Flagstaff for the past 20 years. He discussed the plans for becoming independent, the potential expansion of the Board, and the reasons for the change. He also thanked the CVB staff for their assistance with the rebranding effort. Mr. Meilbeck thanked the City of Flagstaff for their support.

Slides included:

- Rebrand and Independence
- Why Metroplan Exists
- Vision
- Mission
- Rebranding to Metroplan

- Project Description
- Timeline

Councilmember McCarthy asked if going independent is revenue neutral or if it will take additional resources to cover staffing for HR, office space, legal, and more. Mr. Meilbeck stated that the increased costs are estimated to be about \$20,000 a year.

Councilmember Whelan asked how FMPO was originally funded, how the City is part of the funding, and where FMPO wants to be when they are independent. She wanted to see where the funds come from. Mr. Meilbeck replied that because the metropolitan organization was formed that the organization and the City became eligible for federal funding. Approximately \$750,000 a year comes to the FMPO. The City provided services to FMPO and some of the awarded grants received would go to the City to pay for the services. The City for the past ten years or so has made a \$22,500 a year contribution in matching funds so that about \$750,000 in federal funds could be accepted.

Vice Mayor Shimoni reiterated that the reason for FMPO to go independent is for more flexibility. Mr. Meilbeck stated that his synopsis is correct. Vice Mayor Shimoni asked Mr. Meilbeck to review the timeline. He asked if Mr. Meilbeck is planning to come back to Council for another presentation. Mr. Meilbeck stated that he does not have a date scheduled at this time, but he will try to set up annual updates at least. Vice Mayor Shimoni asked for the FMPO to come back perhaps in the fall and to let Council know if there are any major hurdles that the City can assist with. Mr. Meilbeck stated that the process is moving ahead and that he can come back in the fall next year with an update. He believes that the timeframe is realistic at this time and does not anticipate challenges. If the FMPO is unable to make the deadline to become independent by January 1, 2020, there is an agreement in place for the City to host the organization for another year.

Councilmember McCarthy stated that the long-term goal is reorganization which could result in larger and more grants. Mr. Meilbeck agreed.

8. Public Participation

None

9. Informational Items To/From Mayor, Council, and City Manager; future agenda item requests

Councilmember Salas spoke about the meeting with the Chamber last night.

Deputy City Manager Anderson notified that the two F.A.I.R. items for the January 7, 2020 meeting were requested to be pulled by the proposing Councilmember. The first was an item proposed by Vice Mayor Shimoni to have a discussion about cyclist safety infrastructure and planning, evaluate the plan and how the City approaches cyclist safety. The second F.A.I.R. item pulled was proposed by Mayor Evans to have a presentation by Citizens Climate Lobby to brief the Council on HR 763: The Energy Innovation & Carbon Dividend Act. A community meeting will be planned on this topic.

Councilmember McCarthy asked that the F.A.I.R. items be emailed to Council.

Vice Mayor Shimoni added his reasons for removing the F.A.I.R. item. He added that tomorrow there is a 2020 Census Open House.

10. Adjournment

The Flagstaff City Council Work Session of December 10, 2019, adjourned at 7:05 p.m.

MAYOR

ATTEST:

CITY CLERK