

City Manager's Report

May 29, 2020

Council and Colleagues, Greetings.

These reports will be included in the City Council packet for regularly scheduled Council meetings, excluding Work Session meetings. The reports are intended to be informational, covering miscellaneous events and topics involving the City organization. In no particular order...

Update re Pension Liability

We have had numerous meetings with the Stifel team as we progress toward the issuance of Certificates of Participation (COPs) to refinance the unfunded pension liability. Things are on track and formalization will be before Council prior to the summer recess. Our meetings of late have involved detailed presentations with bond insurers. The presentations have gone well.

Specifically, at the June 16th meeting, Council will be considering formal approval to issue the Certificates with final read of the Ordinance occurring on June 23rd.

To remind Council of the major talking points of this finance package, I am excerpting a couple frames that are included in our presentation materials.

Public Policy Goals and Objectives

- ♦ **At time of issuance, COPs issuance would allow for 100% funded PSPRS liability**
- ♦ **PSPRS amortization schedule have over the years become a budget challenge due to actuarial swings**
- ♦ **Incorporate Contingency Reserve Funds into the transaction as a Liability Management tool to address annual actuarial budget challenges**
- ♦ **COPs amortization structured to achieve level debt service with reduced amortization period**
- ♦ **Amortization and average life shortened:**
 - PSPRS Police Amortization: 2048 (28-years currently)
 - PSPRS Fire Amortization: 2038 (18-years currently)
- ♦ **Achieve Net Cash Flow Savings – currently estimated at \$102.4 million**
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Pride Month

June is LGBT Pride Month and, pursuant to the City's policy re flag display, the Pride banner is now flying at City Hall.



Discussions with DBA

Downtown Visioning

Our meetings with DBA are frequent and we are covering much ground. Of late, the meetings with the consultant for the Downtown Visioning process have been occurring. We had a meeting with PUMA (Progressive Urban Management Associates) on May 20th and a follow up meeting last Friday (May 29th). It is going well.

Beautification

On the subject of DBA, the scaled-down beautification project involving hanging flowers will be presented to the Council in the near future. Stay tuned. Finally, the below image reveals

some efforts by local business owners to help advance the very important message of COVID-19 precautions and protocols.



Restrooms

Beginning Friday, May 22nd, a trailer restroom was established at the Library parking lot alongside an accessible portable unit “porta-potty”. There are three separate public restroom stalls available for use seven days a week at this location with the adjacent civic facilities closed. The trailer restroom, shown below, is unlocked in the morning hours by Parks staff, cleaned by a custodial service at least once a day, and then locked in the evening by a security staff.

The overall monthly expenditure will exceed \$7,000 that is currently being evaluated by Budget Team to identify the utilization of funds. All expenditures will be coded to COVID-19. The location of the restrooms, which are seeing good usage, is shown here.



Downtown Flagstaff Public Restrooms



Public Restrooms



Flagstaff Visitor Center - Information and Public Restrooms

Open Monday-Saturday 8am-5pm | Sunday 9am-4pm | 800.842.7293



Please adhere to required CDC healthcare travel guidelines, business recommendations and hours, and fire restrictions. **Stay, play, distance, and wear a mask responsibly.**

Movies Not in the Square

This event is happening in a different venue this year, in attempt to help the local businesses and keep some level of activation in the downtown core, while respecting the needs for social distancing. This, from the Downtown Business Alliance website:

Movies on the Square "Drive-in Style!"

Each summer the FDBA presents Movies on the Square, a FREE family friendly evening on Heritage Square – Flagstaff’s downtown living room. However, for the health and safety of our community, we have decided to transform this year's "Movies on the Square" event into a drive-in movie series. But hey, who doesn't love the nostalgia of drive-in movies?!

Movies on the Square "Drive-in Style" will be every Saturday for the month of June, and will be located at the parking lot on the corner of Leroux Street & Cherry Avenue in Downtown Flagstaff. There are limited parking spaces available, so make sure to secure your spot ahead of time HERE. If you don't get a spot for the first movie, don't fret! We will be hosting a movie every Saturday for the month of June.

For those who reserve a spot, the parking lot will open at 7pm, and the movie will begin at sunset (around 8pm). Boxed dinners and movie treats will also be available for purchase!



Recovery Roundtables

We introduced this program within the last Manager’s Report, and the schedule is simply restated here for convenience. I understand that it is going well. The Roundtables will be posted on Tuesday and Thursday of each week and is posted on the City’s website and Facebook page.

Major props to Jessica Drum and her team for orchestrating these videos. The following are the scheduled topics:

- May 19th: **City of Flagstaff phased reentry approach** (Greg and/or Shannon)
- May 21st: **Flagstaff Parks and Recreation overview and holiday tourism** (Amy and Mayor and Councilmember)
- May 26th: **Lobbying efforts and grant funding** (Sarah Langely and SBK)
- May 28th: **Business Expansion and Retention Policy and Adaptive Reuse** (John Saltonstall)
- June 2nd: **Food availability** (Dylan Lenzen) (This discussion will highlight resources for receiving food assistance, donating to food distribution centers, community gardens, gardening education resources, etc).
- June 4th: **Waste management** (Dylan Lenzen) (This discussion will include proper disposal and recycling of Personal Protection Equipment (PPEs), reducing food waste, and recycling.

Misc. Department Updates

Water Services

Courtesy of Ryan Roberts, Engineering Manager (soon-to-be Interim Water Services Director) the following statement was issued on June 1st:

Wastewater treatment plants are continuing to process/treat lower sewer flows than average. We are currently treating 4.5 MGD of sewer flow, our normal flow is 5.6 MGD at this time of year. There is 15% less sewer coming into the plant resulting in less RW available to be produced.

We have less reclaimed water to provide our customers at this time. We are currently relying upon the Wildcat Hill facility for all Reclaimed Water demand. The Rio Water Reclamation Plant (WRP) plant is experiencing a high turbidity issue and unable to produce permit grade reclaimed water. We suspect the opening of restaurants and the higher use of cleaners (bleach/disinfectant) has affected the effluent entering the plant and impacted the normal plant biology.

Here what we are doing about it. The Rio staff has since taken the following steps: added Polymer for better coagulation, added nitrification bugs to improve biology, and started using the sand filter for better clarity. Those actions have resulted in much lower turbidity levels, and the those levels continue to trend downward which is a very positive sign. As soon as the plant meets permit conditions, achieves a turbidity level (NTU) less than 2 NTU's for a 24 hour period, we may resume pumping RW from Rio plant (RDFWRP).

Due to these measures we were able to achieve permit levels today, with a turbidity level (NTU) less than 2.0. Based on today's results, and the positive trending I believe Rio WRP will be within permit and pumping RW by Tuesday.

We have curtailed and notified the 2-Golf courses (CCC and Pine Canyon), City Of Flagstaff Parks Dept, NAU irrigation, and FUSD irrigation. Unfortunately, Sunday night is when many of these customers mentioned have their irrigation programmed to occur. We are reaching out to them today (Sunday) and requesting that they delay their irrigation till later in the week. Some customers have the option of using potable water for their irrigation, in cases of the Golf Courses they are required by code to use reclaimed water for irrigation. In the case of Golf Courses that have to use reclaimed

water, the Golf Courses both built RW lakes and ponds in which to draw from during situations like this.

Fire

Pictured to the left is the custom Velocity Pumper. The cab is double coated ready for assembly and the body awaits second coat of paint.



As of May 21st the FFD has responded to 161 COVID related calls, an average of 2.51 per 24-hour shift.



C shift crews responded to a 1/2-acre brush fire at Butler and Fourth. The fire was quickly brought under control despite high winds. (See picture). Related, Wildfire Call-Out stand down has been temporarily lifted. One engine, one medic team and all IMT personnel are available.

Jerolyn Byrne is working with Hidden Hollow residents on about 40 acres of thinning plans.

Finally, and most importantly, Paul Summerfelt retired after 22 ½ years of service to the City of Flagstaff and over 40 years in forestry. During Paul's tenure as Wildfire Manager, he was instrumental in building a coalition leading to the Flagstaff Watershed Protection Project and building a Wildfire Management Program both of which are national models often referenced as best practices. Paul is relocating to Cour d' Alene Idaho. Thanks, Paul Summerfelt, for your devoted service!

We intend to honor our recent retirees, and there are a few of them, in a ceremonial fashion toward the end of the summer, subsequent to the Council recess.



Also, join us in welcoming our new Fire Inspector/Fire investigator Chris Jack. Chris has a large amount of experience with the State as a Deputy Fire Marshal, and also a large amount of line experience with Winslow Fire.

Neil Chapman interviewed with the AZ Daily Sun regarding FWPP update (May 2020 update posted at <https://flagstaffwatershedprotection.org/may-2020-update/>).

Human Resources

HR is working hard to transition the City to a new evaluation tool. There is also a new vacancy in the Department which will likely be re-filled as the Department is operating at about 70% staffing capacity.

Police

Flagstaff Police Department Special Enforcement officers have begun the flyover associated with the woods watch program looking for smoke or camps within City limits.

The community will see a new uniform on bike officers. It is a light-weight bike shirt with the FPD patch and Police written across the back in reflective material.

Public Works

The Bushmaster Park roller rink resurfacing project will begin on May 26, 2020 where a grinding activity followed by a sealant as well as striping for both roller derby and inline skating will be permanently installed.

Community Events Staff are coordinating with local artists to plan a virtual concert series to take the place of Concerts in the Park.

Coconino County Flood Control District and County Public Works will begin to provide sandbag materials to the residents in the areas with potential flooding this summer as a result of the Museum fire. Expect a brief update on this at a proposed City Council/Board of Supervisors joint meeting being scheduled for later in June.

The City's second EV charging depot was activated this week at the Rio de Flag Water Reclamation Plant.

The Landfill is currently utilizing temporary labor to clean up windblown litter in the forest to stay in compliance with ADEQ and USFS regulations. Landfill traffic continues to be far above normal. Wait times to get into the Landfill exceed 30 minutes at times due to volume, and only one lane is open due to reduced staffing at the scale house (physical distancing requirements).

The south lawn at City Hall continues to receive repairs from damages on the utility relocation project. Parks staff have been working directly with the contractor. Watering schedules have been secured for Wheeler Park and the Library, and staff will do their best to save turf at the south lawn as the construction dissipates.

Hal Jensen Recreation Center staff submitted the paperwork to St. Mary's Food Bank to be a part of the Summer Feeding Program again and provide free and healthy meals to youth ages 18 and

younger. Facilities has received the necessary materials and installation of personal hygiene barriers is underway.

Joint City/County Meeting

The County Board of Supervisors would like to meet with the City Council prior to the Council's recess. As you may recall, the last joint meeting was cancelled. Topics could include an update on the sandbag regeneration project, COVID testing and updates, and potential partnerships. It is my understanding that June 29th will not work, and our City Clerk is endeavoring to establish a new date. Stay tuned.

New Policy re Street Closures in Downtown

Back to the discussion of DBA and related topics, there is an exploratory discussion related to possible street closures to assist in the downtown core and perhaps other areas, in terms of adding new spaces to enhance social distancing. The desire is to increase table capacity outside to better accommodate social distancing requirements and reduced capacity inside the businesses. We are hoping to have some discussion of this at the June 9th meeting with the City Council.

Proposed Climate Resolution

Finally, we would like to broach a topic for future discussion, likely coincident with Council's consideration of the Climate Emergency Resolution on June 26th. At the request of Councilmember Aslan, and with some assistance from our Sustainability Section, please find attached a rough draft of a possible resolution that will speak to policy objectives to be lobbied at the Arizona Corporation Commission.

Draft Resolution

Re:

Policy Objectives for Arizona Corporation Commission

Whereas Flagstaff has a long history of protecting natural resources and is committed to the promotion of sustainable practices in all spheres of life; and

Whereas in November 2018, Flagstaff completed its Climate Action & Adaptation Plan, which calls for an economy wide reduction in greenhouse gas emissions of 80% by 2050, as well as:

- Improve energy efficiency in all sectors.
- Expand renewable energy generation and use.
- Manage energy demand and consumption in residential, commercial, and industrial sectors, to reduce greenhouse gas emissions
- Lobby for State legislative and regulatory changes to allow broader implementation of solar in the community and decrease the proportion of fossil fuels in the energy mix; Promote the need for improvements in and expansion of demand-side management programs and incentives
- Whereas, the Climate Action and Adaption Plan further encourages legislation that enables local governments to establish Commercial Property Assessed Clean Energy (CPACE) programs; and
-

Whereas in February 2017, Flagstaff completed its strategic plan for 2018-2020, which seeks to achieve a 100% renewable energy portfolio for municipal operations, as well as:

- Reduce energy consumption in the residential sector.
- Improve efficiency of the City fleet.
- Reduce municipal energy use and improve employee awareness of energy use.
- Continue work toward City Council goals with renewable energy and energy efficiency.

Whereas in July 2011, Flagstaff launched its Municipal Sustainability Plan, which strove to increase energy efficiency and energy performance and reduce greenhouse gas emissions of municipal operations; and

Whereas in March 2010, Flagstaff adopted Resolution 2010-16 which committed Flagstaff to increased energy efficiencies and renewable energy production and purchases for city facilities and properties; and

Whereas science demonstrates that the emissions released from the burning of fossil fuels can be substantially reduced by investing in energy efficiency and renewable energy sources; and

Whereas Flagstaff is aware of the economic, environmental, and societal benefits of taking a lead role in the implementation of clean energy; and

Whereas Flagstaff recognizes that a sustainable future requires statewide action; and

Whereas climate change is a pressing issue that warrants immediate action; and

Whereas Flagstaff supports moving the state to 100% zero carbon energy no later than [2050](#);
and

Whereas the Arizona Corporation Commission is currently reviewing their Renewable Energy Standard and Tariff.

Now, therefore, be it resolved by the Mayor and Council of the City of Flagstaff that the Mayor and Council strongly recommend the Arizona Corporation Commission adopt a statewide clean energy standard of 100% by no later than 2050.