

City Manager's Report

June 11, 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...

Misc. Department Updates

Sustainability Section

The City Hall EV charging stations installation is wrapping up this week with the final painting. Staff is working on signage and communications.

Regarding some policy updates, the Environmental Management Fee and Wildland Fire Management Rates ordinance will be subject to second reading at Council meeting on June 16th. This important milestone will establish the reliable and independent funding source for these important programs.

The Resolution re Climate Emergency, which came before the City Council via Citizen Petition in advance of the Pandemic, will be back in front of Council on June 23rd. Efforts are underway to try to consolidate and manage the volume of public input that this very important policy will garner. It will be discussed together with a proposed Resolution re Advocacy to the Arizona Corporation Commission to adopt 100% statewide clean energy standard, and a Resolution re Advocacy re Federal Carbon Fee and Dividend legislation.

The Open Spaces Commission will next meet on June 22nd, and the Sustainability Commission will meet on June 25th.

We welcome our new Sustainable Food Systems VISTA, Heidi Hetzel, who will start on June 8th!

The Adopt-A -FUTS signs are in production. Installation of these signs will take place, partnering with Arizona Conservation Experience, and ACE, once their operations are up and running again-due to COVID-19. Staff met with leadership at Water Services and the national Building Electrification Institute to refine the ESCO Scope of Work language. Staff is working with the Purchasing Section to release the RFP for ESCO services in June or July.

Staff is working with CD to find a viable solution for mitigating stormwater discharge from the Arizona Department of Veterans' Services (ADVS) Flagstaff veteran's home that is being constructed on North Gemini Road. Based on the ADVS site plan, they are requesting an

additional outfall rip rap basin to mitigate stormwater discharges for the facility. These changes will impact Stormwater flows and City Open Space surrounding the ADVS property. We are collaborating to be sure that the concerns of both the Stormwater Program and the Open Space Program are minimized as we work with ADVS to come up with a solution.

Staff installed a trail counter to help obtain use estimates for the McMillan Mesa Natural Area. More unauthorized trails were discovered at Observatory Mesa this week. Staff are installing cameras at both Observatory Mesa and Picture Canyon to discourage inappropriate use.



The unauthorized trail seen in the map below is over a mile in length. Staff is working to obtain an accurate estimate of the damages.



Staff completed the Open Space Program's annual report, which outlines 2019 accomplishments. You can view the report at: <https://www.flagstaff.az.gov/2194/Natural-Areas>

Related to solid waste diversion, staff is working on a proposal to the USDA's Cooperative Agreements for Community Compost grant proposal. The grant focuses on pilot-scale projects that expand composting opportunities and utilization within the community. As noted during the Council presentation on June 11th, staff will begin recycling inspection work next week (6/8).

Lastly, staff is participating in the Social Safety Net Coalition, which is currently focused on communicating available hunger relief resources to residents in need, including community gardens.

Police

During the time period between March and the beginning of June, Flagstaff Police Department Officers have saved the lives of six community members utilizing first-aid and Narcan training skills. The following summaries are demonstrative of the Department's commitment to the community and life:

Officer Cordes / Officer Wesley

On March 7, 2020 at approximately 1:50 AM, Officer Cordes responded to the 5000 block of E. Allen Ave for a report of a female unresponsive and not breathing. Officer Cordes took immediate action and began CPR. Officer Wesley observed signs the female was suffering from a possible opiate overdose. Officer Wesley provided Narcan to Officer Cordes, which he immediately administered to the female. Officer Cordes' quick action, with the assistance of Officer Wesley, was commended by medical personnel and cited as contributing to saving the female's life.

Officer Johnston / Officer Blair

On May 11, 2020 at approximately 6:36 AM, Officer Johnston responded to the 2700 block of S. Woodlands Village Drive for a report of an unresponsive male who was not breathing. Officer Johnston took immediate action and began CPR. Within minutes, Officer Blair arrived and administered Narcan after observing signs the male was suffering from a possible opiate overdose. The male began breathing on his own and was stabilized by medical personnel who commended the officer's quick actions, citing their response contributed to saving the male's life.

Officer Wesley

On March 18, 2020 at approximately 2:21 AM, Officer Wesley responded to the 400 block of Tombstone Ave for a report of an unresponsive female who was not breathing. Officer Wesley immediately began CPR and observed signs the female was suffering from a possible opiate overdose. Officer Wesley administered Narcan which helped the female regain a pulse and begin breathing on her own. Officer Wesley's actions stabilized the female and his actions were cited by medical personnel as saving the female's life.

Officer Kim / Officer Holland

On May 3, 2020 at approximately 1:03 AM, Officer Kim and Officer Holland responded to the 2400 block of E. Lucky Lane for a report of an unresponsive juvenile male not breathing. Officer Kim immediately took action and began administering CPR with the assistance of Officer Holland. Information provided by adults with the juvenile indicated the juvenile was suffering from an opiate overdose. Officer Holland administered Narcan as Officer Kim continued CPR efforts. The juvenile male regained a pulse and began breathing on his own in a stable condition. Medical personnel arrived and commended

Officer Kim and Officer Holland's actions, citing their actions contributed to saving the juvenile's life.

Officer Padilla

On May 30, 2020 at approximately 2:13 AM, Officer Padilla responded to the 3000 block of E. Route 66 for a report of an unresponsive male not breathing. Officer Padilla immediately began CPR and assisted in reviving the male, stabilizing him until medical personnel arrived. Officer Padilla's immediate action was commended by medical personnel who cited her actions as saving the male's life.

Officer Hyde / Officer B. Shantz

On May 30, 2020 at approximately 1:26 AM, Officer Hyde and Officer B. Shantz responded to the 100 block of S. Milton Rd for a report of an unresponsive male who was not breathing. Officer Hyde took immediate action and began CPR. After observing the male and Officer Hyde's efforts, Officer B. Shantz recognized the male was suffering from a possible opiate overdose. Officer B. Shantz then administered Narcan to the male while Officer Hyde continued CPR efforts. The male regained a pulse and began breathing on his own having been stabilized until medical personnel arrived. Medical personnel commended Officer Hyde and Officer B. Shantz for their actions citing their actions contributed to saving the male's life.

Officer Schafer

On June 2, 2020 at approximately 6:34 PM, Officer Schafer responded to the 400 block of Switzer Canyon for a report of an unresponsive female who was not breathing. Officer Schafer immediately began CPR and recognized the female was suffering from a possible opiate overdose. Officer Schafer administered Narcan and continued CPR. The female was stabilized, having regained a pulse and began breathing on her own. Medical personnel commended Officer Schafer's action and cited his actions contributed to saving the female's life.

The Flagstaff Police Department and our staff value life as our highest priority and commend these Officer's actions in upholding the Department's Mission and Core Values. They will be formally recognized for their life saving efforts and presented with the Department's Life-Saving Award.

Fire

Crews from Flagstaff Fire Department and Guardian Medical Transport were dispatched to Mt. Elden Lookout trail for a hiker with a broken ankle. Crews were able to make access to the patient by hiking about two miles up the trail. FFD crews performed ALS measure to stabilize the patient, and a stokes basket was used to extricate the patient off the mountain.

The patient was transported to FMC for further treatment, but the injury was isolated to the ankle. (picture below).

Crews from Flagstaff Fire Department, Guardian Medical Transport and Summit Fire and Medical District were dispatched to an apartment complex on Cortland Blvd for a 2-year old child not breathing. It was reported that the child was in the swimming pool and began to submerge. Citizens began bystander CPR. Crews from FFD and GMT transported the child to FMC where the child regained consciousness. The child was later released from FMC after observation.



Scott Walton, Regional Fire Training Coordinator, retired after five years with the Flagstaff Fire Department serving all of the regional training partners. Congratulations Scott!

Public Works

Staff continues to offer virtual programming including Art and Craft and Cooking projects. A Flagstaff family sent in pictures of their whole family doing one of the paint-along projects

Coconino County Flood Control District and County/City Public Works are monitoring Spring sandbag materials that have been provided to the residents in the areas



with potential flooding this summer as a result of the Museum fire. Prefilled sandbags are available at King St. and at numerous locations throughout the Sunnyside, Grandview, and Paradise areas.

City Hall lobby window replacement and roof repairs are to begin on June 15, 2020 for the metal roof and clerestory window replacement during the dry weather season and will begin on Monday. The project is to complete by July 10, 2020.

The preventive maintenance striping and concrete coating/sealing work was completed at the Bushmaster Park outdoor roller rink this week. This is a great improvement to the space and should last for years to come.



A new Mayor's Monarch Pledge pollinator space will be created on the northeast corner of City Hall in an existing planter. This space will have high visibility and will not be impacted by nearby infrastructure improvement projects.

Capital Projects Update

Last, but certainly not least, please see the Update Report that is attached. It should give the Council a clear snapshot as to where we are in the multiple projects that are underway. Special thanks to the Capital Projects Team and all others who contributed in putting this summary together. Enjoy!



Monthly Capital Project Report

June 2020

Procedures for Temporary Interruptions of Water Service During Health Emergency

Community Development and Water Services have an established procedure to manage temporary water service interruptions caused by tying in new services and capital construction. Due to the existing health crisis, Water Services and Community Development revised the procedures to include implementation during a health or public emergency, such as the COVID-19 pandemic. The revised procedures include increased public notification, revised public information, and tips on how to prepare for the service interruption. These interruptions occur during an identified window, typically for a few hours during the daytime or overnight hours. **A CCR with more information on the revised procedures is forthcoming.**

City Municipal Court (CONSTRUCTION PHASE)

FUND: GENERAL GOVERNMENT

Project Update -

- All trade crews are fully active.
- MEP, framing, drywall and audio/visual install is proceeding on all floors.
- Aspen Communications' off-site fiber installation continues.
- **Due to project delays due to COVID-19, completion is now mid - August 2020**
- Presiding Judge Thomas Chotena (pictured below with Jessica Cortes and Andrew Staskey) walked the site on Friday, May 29 to monitor progress on the building. Picture is taken in the third floor main hallway looking north.



Sunnyside Phase 6 – Second Avenue (DESIGN PHASE)

FUND: GENERAL GOVERNMENT

Project Update -

- 90% design plans should be ready for City review next week.
- Additional exhibits have been completed to mitigate drainage and access items.
- 90% plans will be reviewed by City Staff to push forward to 100% (final) plans.

J.W. Powell - South 4th Street (PLANNING PHASE)

FUND: GENERAL GOVERNMENT & TRANSPORTATION TAX

Project Update -

- Change Order Item being routed for approval by Committee and ultimately the City Manager to extend the contractual days of existing contract.
- Meeting with City Planning Team to come in mid-June.
- Preparing for an update to Council in late summer/early fall.

Beulah/University (DESIGN PHASE)

FUND: TRANSPORTATION TAX

Project Update -

- Purchase order (PO) issued to Shephard-Wesnitzer, Inc. (SWI) to design an erosion control plan and conduct environmental sampling of remaining structures to be demolished within City Right-of-Way for the Beulah/University Roadway Project; SWI is working with Western Technologies (WTI) to cultivate a project schedule.
- Met to review action plan for new revised Development Agreement (DA) Amendment between the City of Flagstaff and Vintage Partners to work toward achieving final design of project.

I-40/Fourth St Bridges (CONSTRUCTION PHASE)

FUND: TRANSPORTATION TAX

Project Update -

- Installation of formwork for bridge deck has begun.
- Night detours of I-40 are expected for the coming weeks.
- The three girder side of the bridge (pictured below) is in its permanent location. This will become the Emergency and Pedestrian access during the demolition of the existing bridges.
- The seven girder portion, located to the east of the existing bridges, will be moved (bridge slide) into place in July.



Industrial Dr. & Fanning Wash Improvements (CONSTRUCTION PHASE)

FUND: TRANSPORTATION TAX

Project Update -

- The spillway work has been completed including the tie in of the retaining walls.
- Driveway approaches into Block-Lite and half of the north curb and gutter have been poured this week.
- Following installation of the wall cap, retaining wall work will be complete.
- Roadway aggregate base installation continues.



Sheep Crossing FUTS Trail (CONSTRUCTION PHASE)

FUND: TRANSPORTATION TAX

Project Update -

- Grading and earthwork have begun for trail footprint and new drainage channels.
- Median underdrain along I-17 has begun.
- Tree removal, clear and grub, and branch limbing work has been completed.
- Purchase Order (PO) issued to Turner Engineering for construction phases services.



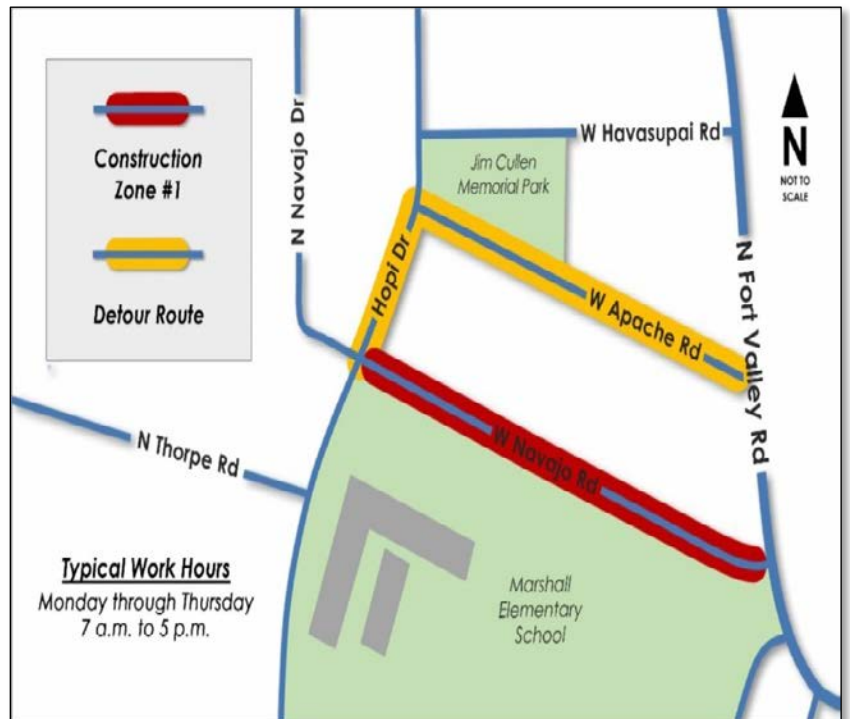
View to the west of Interstate Tank and the lowering of the current spillway.

Coconino Estates Improvements Phase I (CONSTRUCTION PHASE)

FUND: ROAD REPAIR & STREET SAFETY

Project Update -

- Construction started May 26 on the Navajo Road (Construction Zone 1) of the Project.
- Navajo Road is closed to thru traffic with the posted detour down Apache Road.
- The Contractor is currently installing the new sewer main.
- Working to find a storage/staging area for the project.



McAllister Ranch Sign (CONSTRUCTION PHASE)

FUND: BED, BOARD & BEVERAGE

Project Update -

- Reviewed and approved sign submittals for materials.
- Materials and fabrication have been ordered.

East Rt. 66 and El Paso Flagstaff Waterline Extension (CONSTRUCTION PHASE)

FUND: AGING INFRASTRUCTURE

Description – A utility improvements project that extends the 12” ductile iron waterline approximately 2,450 linear feet from the intersection of Test Dr. and Rt. 66 to the intersection of El Paso Flagstaff Rd. The waterline extension continues up El Paso Flagstaff Rd towards the Wildcat Treatment plant with approximately 1,600 linear feet of 8” ductile iron waterline. The project also calls for a repave of El Paso Flagstaff Rd. for the extents of the waterline extension.

Project Update -

- A Professional Services contract was approved with SWI on 4/22.
- Civil Plans were received on 5/12 and are now under review with the County and City.
- Tentative construction schedule is to construct the waterline extension along Rt. 66 and El Paso Flagstaff Rd. during winter of 2020/2021 followed by paving of El Paso Flagstaff Rd. in the Spring of 2021.

Summit Water Project (CONSTRUCTION PHASE)

FUND: AGING INFRASTRUCTURE

Description - Approximately 3,300 ft of new waterline, services, etc. and pavement reconstruction on several streets, on and around Summit Ave, Spring St, etc.

Project Update -

- Contract approved at June 2nd City Council meeting.

Industrial Waterline Replacement (CONSTRUCTION PHASE)

FUND: AGING INFRASTRUCTURE

Description - A utility improvements project on E. Industrial Drive from approximately Steve’s Boulevard to N. Caden Court. The improvements consist of replacing approximately 2,050 linear feet of 16” ductile iron waterline pipe, associated paving for the waterline trench, removal and replacement of curb, gutter and valley gutter.

Project Update -

- Industrial Revolution has been identified as the low bid and has been notified by Purchasing.
- Staff Summary is currently under review and scheduled for the June 16th Council meeting to award a contract to construct.
- Current proposed start of construction is for early July with an end of construction and closeout in early November.

Rio de Flag Flood Control Project (DESIGN PHASE)

FUND: STORMWATER & AGING INFRASTRUCTURE

Project Update -

- **100% plans status -Phase I & Phase II**
 - The Agency Technical Review submittal was delivered on May 13, 2020.
 - The City team reviewed and provided comments on May 29, 2020.
 - The project plans are anticipated to be complete by July 2020.
- **Utility relocations status - Phase I & Phase II**
 - **City**
 - The City's consultant (Shephard Wesnitzer, Inc.) has completed draft 100% plans for relocating the City's water/sewer/reclaim lines.
 - The draft 100% plans will be submitted to the US Army Corps and their designer (TetraTech) by June 26, 2020.
 - **Franchise**
 - Work plans from each utility (cable, phone, electric & gas) have been received, reviewed and submitted to the US Army Corps and TT.
 - Additional coordination with the US Army Corps will occur with the 100% plan approval process to determine when the relocations will occur (prior to or with the project) .
- **Environmental Status - Phase I & Phase II**
 - The City is working with our consultants (Western Technology, Inc and SCS Engineers) to review and address US Army Corps comments on the Environmental documents.
 - Response plans are being formulated by the City's consultants that will address the mitigation and will be completed by June 26, 2020.
 - Underground bunkers on BNSF property are being evaluated .
 - US Army Corps' working to revise the overall project Environmental Statement Report.
- **Property acquisition status -Phase I**
 - **City**
 - The City's consultant (Shephard Wesnitzer, Inc.) has completed 100% of the legal descriptions for Phase I (Lower and Clay Wash Reaches).
 - The legal descriptions have been submitted to the appraiser.
 - The appraisals for the BNSF properties are in progress.
 - The City is working to acquire a Transportation Corridor appraiser as required.
 - The City is seeking input from proposed appraisers regarding TC qualifications and is looking into procurement possibilities.
 - The City has not made any offers at this time as the appraisals for Phase I are either in review with the US Army Corps or in progress.

- No Eminent Domain cases have been filed at this time.
 - US Army Corps
 - The appraisals for the City's leased properties were submitted to the US Army Corps in April 2020.
 - No response to date.
 - The appraisals for the Clay Wash commercial properties are in progress.
 - Completion is expected by July 1,2020.
- Property Acquisition Status - Phase II
 - City
 - Legal descriptions for Phase II are on hold.
 - Legal descriptions for Phase II are approximately 25% complete.
- BNSF Issues
 - Construction & Maintenance Agreement – Phase I
 - The City/US Army Corps are reviewing the draft CMA - Phase I.
 - The City Attorney is editing the draft document and expects to submit back to BNSF by June 9, 2020.
 - BNSF preliminary engineering review of the 100% Plans is on Council's agenda for consideration June 16th.
 - Technical Team
 - The Technical Team has narrowed the crossing options down to either Tunneling or an In-Line Bridge.
 - BNSF still considering if they can support the track window requirement of the In-Line Bridge option.
 - The preferred crossing option will be included in the CMA – Phase II.
 - Next Technical Team meeting is expected by July 17, 2020.
- Executive Meeting
 - The US Army Corps and the City have been scheduling and holding bi-weekly meetings with senior staff to discuss schedule, real estate, project cost, property acquisition and the project design.
 - The last meeting held was May 22, 2020.
 - The next meeting is still being scheduled at this time.
- Cash contributions
 - The US Army Corps and the City are in discussions regarding project cost.
 - The City was notified on May 21, 2020 that a cash contribution is required.
 - The latest cost analysis shows a cash amount due of approximately \$14M - \$15M.
 - We are working to determine if a one-time payment or multiple payments can be made to meet the City responsibilities per the approved Project Cooperation Agreement (2004)
- Schedule
 - The latest schedule from the US Army Corps shows Phase I for the project to be advertised in August 2020 with an award in October 2020.
 - Phase II is scheduled to be advertised and awarded in calendar year 2021.
- Council Updates
 - Staff has been providing monthly project updates for the Council to provide information on the US Army Corps, Project Design, BNSF, Real Estate and Environmental
 - The next Council update is set for June 16, 2020.

- Internal & external meetings
 - Staff held our internal monthly staff on June 3, 2020.
 - This meeting provided information on the BNSF technical meeting, clarification on CMA #1 and #2, US Army Corps contract options, City Cash contribution, Environmental and Property Acquisition update.
 - The next monthly meeting is scheduled for July 1, 2020.
 - Weekly staff meetings for project concerns continue.
 - Weekly coordination meetings with SWI are ongoing.
- Website
 - City's website for the Rio de Flag Flood Control Project has been updated the week of May 29, 2020 for the video and presentation used at the May 19, 2020 Council update.
- Public outreach/contacts
 - Mr. Grekey was contacted June 4, 2020 about his property on Dale and Bonito.
 - A project updated was issued via social media on June 5, 2020.



Rt. 66 Utility Relocation Project (CONSTRUCTION PHASE)

FUND: STORMWATER & AGING INFRASTRUCTURE

Project Update -

- The electrical relocation is continuing for the work on the south side of Rt. 66. Arizona Department of Transportation is managing this work.
- Project area is being cleaned and damaged pavement/curb is being replaced. The lawn area will be restored the week of June 8th.

