

City Manager's Report April 16, 2021

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.

Water Awareness Month

Check out the following videos, including the girl scout video and a statement by Mayor Deasy regarding the Mayor's Challenge, all related to water conservation.

<https://www.facebook.com/flagstaffwater/videos/3926092957469995>

Water Services Division

With the recent departure of Interim Director Ryan Roberts, we have moved to make another internal adjustment to our Water Services Division in an effort to continue our interim leadership until our next scheduled recruitment process which will occur this summer.

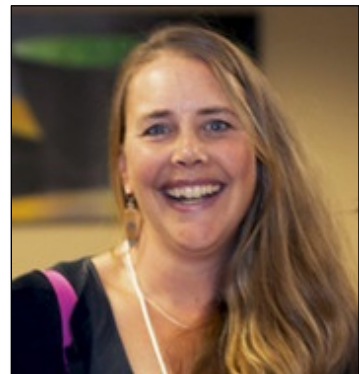
Erin Young has graciously agreed to serve in this capacity. We are very grateful. There are numerous vacancies within the Division and with the transition that has been occurring since Brad Hill's retirement last summer, there is need for continuity and familiarity. Erin brings these attributes.

The arrangement is as follows: Erin Young will serve as Interim Director until such time as the position is permanently filled. Brad Hill has been retained as a consultant to assist in the leadership of the Division, with Erin exercising all decision-making authorities and Mr. Hill serving as an advisor. From the City Manager's Office, we have also instituted a change whereby I will be overseeing the leadership of the Division, with an approach that will bring active engagement and connectivity.

Erin is excited to serve in this capacity and we are happy to have her dedication and her energy.

"Serving as the Interim Director for Water Services means more to me than just a title. This is my opportunity to build trust and serve our 70+ employees in Water Services, advocate for the needs of our Division, demonstrate my commitment to Team Flagstaff, and serve the needs of our Council and Commissions. I bring a strong work ethic dedicated to the mission and policies that govern our great city!"

Thank you, Erin, and welcome to the Leadership Team!



Boards and Commissions Newsletter

Please find attached to this Report two supplements of interest. The first, courtesy of our City Clerk's Office, is the inaugural Boards and Commissions Newsletter. Props to Stacy Fobar and others for this effort ... it will be a nice and succinct way for Council, and the Community, to see what the topics are with our many important boards and commissions. Enjoy!

April Capital Projects Update

The second supplement is the April Capital Projects Update. While it is a multi-page document, there are many photos to illustrate the numerous projects. The Report is preceded by a Location Map.

Legislative Update

Please also see attached the latest Legislative Update from Todd Madeksza with Elevated Advocacy, related to Statewide legislative matters.

Meetings

- I attended the United Way of Northern Arizona Board Meeting on Wednesday, April 14th. We had a housing update, amended the bylaws, and had a positive finance update.
- Also occurring on April 14th was the Criminal Justice Coordinating Council (CCJC) where much discussion was directed toward the City's pending Alternate Response Program, with expressed support by the numerous entities comprising the Council. Bylaws were also discussed and approved.
- The City will be hosting the next Alliance meeting scheduled for May 14th. Stay tuned as we nail down the date and time.
- The agenda for the Joint Meeting with the City Council and County Board of Supervisors, scheduled for Monday, April 26th, will be forthcoming. There will be five topics (potentially) for discussion.

Re-Entry

With Council's leadership, we will be implementing Phase III of the Re-Entry Plan on May 17th. Employees are being advised and we will be fully prepared. We indeed look forward to spending more time in the office environment and returning to some sense of normality if there is such a thing.

The Circus is Coming ...

The Circus is proposed to operate 7pm to 10pm starting 4/23 and concluding 5/9 at the Flagstaff Mall.

The tent is 3,000 square feet in size. Normal occupancy is 1,000 but they will only admit up to 500. We will require the tent walls to be raised.

The COVID protocol being followed, consistent with City PUD permitting processes related to private property events, is listed in that accompanying narrative.

While we would not typically include this level of minutia within these bi-weekly reports, the interest in special events and COVID protocol may warrant doing so here. Please let me know if you have questions.

**CIRQUE LEGACY
COVID-19 PROTOCOL**

Cirque Legacy is dedicated to the safety and well-being of our customers and staff. It is imperative to continue to avoid the spread of COVID-19 through maintaining CDC recommendations, so that we may soon see a brighter future for all human interactions. The circus is popular for the joy we provide during any of our events. Unfortunately, we have had to make new changes to the way we entertain our guests to protect them and our staff. Here are a few of the changes we have made to better accommodate everyone in a safe event.

We have installed transparent shields or other physical barriers where possible to separate employees and visitors where social distancing is not an option.

There are 4 emergency exits clearly marked and tent walls are raised to increase total air flow for better ventilation to occupied spaces.

We use signs, tape marks, or other visual cues such as decals or colored tape on the floor, placed 6 feet apart, to show where to stand when physical barriers are not possible.

Replace high-touch communal items, such as bulk snacks, with alternatives such as pre-packaged, single-serving items.

Cirque Legacy conducts daily in-person health checks (e.g., symptoms and/or temperature screening) of employees before they enter the worksite.

Hands-free sanitizer is set up throughout the circus tent for easy access. Handwash stations located at the main entrance near the porta-potties.

After every performance, our staff use a diluted bleach solution appropriate for surfaces and clearly marked effective against coronavirus to wipe down, chairs, handles, restrooms and any other commonly touched areas.

Two large signs are placed at the main entrance of the circus with clear indication that face coverings are required to enter the show and encourages audience members to maintain social distancing at all times. Both signs are in English and Spanish for better understanding.

Cirque Legacy will continue to follow CDC and local authority guidelines to operate in a safely manner.