

City Manager's Report April 30, 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 Services Division

We would like to recognize one of our longstanding employees who is retiring. Lisa Adams, Water Services Supervisor, is leaving the organization after a 28 year tenure! She is pictured below with her son who is serving in the USAF.

As a 1990 NAU Environmental Science graduate, Lisa's career with the City began in 1993. Her City career path included operations and administrative duties with the Rio de Flag Water Reclamation Plant and subsequently the Wildcat Plant where she soon became Senior Plant Operator. When the opportunity to become Wildcat's Lab Director opened, she pursued that successfully. "That was over 20 years ago, and with its constant deadlines and required high-level of attention-to-detail, the position really suited me."

Lisa notes that she has been very proud to work for the City of Flagstaff. "I did not have children when I hired-on in 1993, but as a City employee, I raised two amazing kids. Those 'kids' now have successful careers of their own – one in Washington State and the other in Washington D.C. Flagstaff is the best place to raise a family and working for the City afforded me the opportunity to really enjoy my life!"



Those who have worked with Lisa know her for her mentorship. As noted by Troy Dagenhart, Water Services Operations Supervisor, "if it wasn't for Lisa I might not be where I am at today. She has always been the one that wants to help and wants the best for everyone. The City of Flagstaff will miss her, we will miss her." And as noted by Jim Huchel, Water Reclamation Plant Manager, "Lisa was one of the first employees I met when I joined the city, her assistance was invaluable in helping me understand how the City, Division and our Sections operated. I appreciate all that she has done for City, Section and for me and she will be missed."

Thank you for your hard work and dedication, Lisa. We will lift a quote that you have often used with your kids and with your colleagues: "Good luck is what happens when preparation meets opportunity." Lisa, we wish you the best of luck as you prepare for a well-deserved retirement.

Sustainability Section

In response to strong community interest in the Carbon Neutrality Plan, staff will host a community conversation with the City Council at their May 25th work session. The discussion is likely to consume much of the work session and we will endeavor to keep the remainder of the agenda very light accordingly.

Staff will provide the Council with an updated Plan and results of their outreach efforts. Staff will then invite community members to join the conversation. The final Carbon Neutrality Plan will be considered for adoption at a date to be identified by Council.

Fire

- Flagstaff Fire crews worked for two and half hours to successfully extricate an individual from a tractor trailer flipped on its hood on east bound I-40. The individual was transported to FMC and later released, having suffered only minor injuries.



- In the category of tragic stories with positive outcomes, the Flagstaff Fire Department responded to two separate calls for male patients who had overdosed on heroin. Luckily with the administration of Narcan, both patients are expected to recover. Thank you FFD for your life-saving efforts!

- On March 28th, the Flagstaff Fire Department responded to a mutual aid request from Prescott Fire Dept. Our 'Station 2' crew spent the day covering calls in the Prescott community as their fire personnel participated in services for a Line of Duty loss for one of their personnel.



- Crews responded to a trailer fire where they were able to contain the fire to its origin. There was very limited access and no hydrants in the area, so a water tender was utilized as the water supply for the incident.
- Ten new recruits began the Greater Flagstaff Region Fire Academy.



Human Resources

- HR staff are finalizing compensation structures and how employees will be placed into the new structures in July 2021.
- The team has been working with leadership, Information Technology and Risk Management to develop a flex work policy that will promote some level of working remotely. This is one outcome from the pandemic that will transform how many of our employees continue to perform their day-to-day duties. The reduced travel will also lead to a significant reduction in carbon footprint.

Police Department

- Officer Nicholas Rubey was honored by the Exchange Club as the 2020 FPD Officer of the Year!

Rubey has assisted with multiple community policing projects, despite the pandemic. These included countless positive contacts with city business owners and managers to assist with trespass issues and abandoned vehicles. During the past year, Rubey also served as the assistant to the field training program.

As both a field training officer and a firearms instructor, he ensured that our newer officers were properly trained and prepared to handle the challenges of the profession. He has grown from being a trainer to a true mentor for our younger officers, guiding them toward successful careers that are rooted in service to our community.



By passing on his work ethic and values to the new officers that he mentors, Officer Rubey has multiplied the good that is done for our community exponentially. It is for these reasons, that Officer Nicholas Rubey is hereby honored as the 2020 Exchange Club Officer of the Year. Let's give it up for Officer Rubey!

- This week was National Telecommunications week. We celebrate all those dispatchers who work in our Communications Center. These dedicated public servants work long hours, answering emergency and non-emergency calls, providing emergency medical instructions, and dispatching for dozens of public safety agencies around the clock. They are the first point of contact for those in need. In 2020 our dispatchers answered over 280,000 calls from the public, including over 69,000 emergency 911 calls! We salute our dispatchers ... they are rock stars!

- Dad to the rescue ... a nice post here from a citizen, giving props to Officers Potts and Custer for diffusing an altercation on site without any needed use of force. (Officer Custer shown on left; Officer Potts on the right).



Flagstaff Buy, Barter, Sell and Services ...
 Group post by Mark Monthofer · 2h · 📷

👍👍 to Flagstaff P.D.-
 Yesterday I witnessed an altercation in my neighborhood. One person was screaming obscenities and trying to hit someone else with crutches. This person left but came back quickly screaming again so I called the police. After about an hour an officer came to my house and explained the person didn't calm down even when the police showed up (which is usually the point where things don't go well). However, they were able to determine this person had a mental health issue and it would be best (for everyone) to let his father control the situation.
 THANK YOU! I wish I knew before I called. After the police left I realized how that situation could have gone south and was really impressed by the decisions this officer made. (BTW- the other person in the altercation left before the police arrived and was not injured.)
 Kudos Flag PD!



Public Works

- It's the windy season, so Parks staff ask all for patience and please share any gratitude toward our coworkers that are consistently picking up litter and other debris around town. And please share the message of leave no trace in our parks, civic spaces, trails system, and all around town.
- Trash Talk ... the waste stream at Heritage Square is being monitored as the dining outside options begin to pick up with the warmer temperatures. Parks took the "top hats" off the refuse side of the downtown styled cans last week to enable an easier refuse toss and have added four new cans to the square.

- The sport court lighting will be accessible for those playing into the evening hours beginning on April 15th, as well as windscreens at our tennis courts (17 of them) in all park grounds.
- The Aquaplex Aquatics staff hosted an in-service training for ten Lifeguards to get them recertified with American Red Cross. It is so good to be reporting on the Aquaplex, isn't it! The training will allow us to open the pool when we are ready. Staff will continue to recruit more aquatics staff as we are still low in staffing, but this is a huge start.
- On a related note, Athletics staff is beginning to create flyers, advertise, and secure facility space for the adult hockey league, adult softball leagues, and the adult grass volleyball league. And Community Events staff is working with Library Services on finding locations for outdoor library programs this summer.
- Invasive Russian Olive and Siberian Elm tree removal is scheduled to continue in May. The goal will be to treat along Izabel Street, and the east side of the McMillan Mesa Natural Area. In addition to social media posts, the neighborhood will be notified with sign postings and some home notices. Subsequently, treatment will include work along the McMillan Mesa Natural Area Cedar Street boundary. Slash will later be scheduled for clean-up with community volunteers before the end of June.
- The *Friends of the Rio de Flag*, with assistance from numerous partners, are launching a new volunteer program centered around the need for mitigating invasive weeds along the Rio de Flag. Open Space staff attended and provided input at the group's first meeting. The Friends of the Rio have a draft map of reaches. For stream reaches that run alongside a FUTS trail, the stream reach will align with the Adopt-a-FUTS trail segment, which is typically ½ mile long. City-owned and city-maintained open channel segments have also been mapped, and City Stormwater staff also attended the initial meeting to provide input. Logistical work is still being completed, including determining what reaches will be included in the focus and how to partner with private property owners along the Rio. The *Friends of the Rio* have set the approximate target date of June 2021 to launch the volunteer program.
- Open space staff met with Lowell Observatory representatives and agreed to collaborate on drafting the Greater Observatory Mesa Trail Plan. The Open Space Program will provide mapping support to Lowell Observatory as the first step of the two-phase project. The target date for the completion of phase one is June 2021. Material completed in phase one will support the community outreach that Lowell Observatory is conducting related to their property. The trail plan in its entirety will address trail planning for the Observatory Mesa Natural Area, neighboring City park property, Lowell Observatory, and neighboring Forest Service property.
- The concrete crew is proactively removing various downtown concrete tree rings that have heaved and resulted in tripping hazards this past winter season. This will make Dean Coughenour very happy! Several locations are requiring paver resets and the crew is adjusting as time allows during the ring removal.
- Councilmember Aslan, you will like this: Sweeping crews have been making great progress, we are focused on deeper cleaning and continued efforts on roadway edges, bike lanes, and

medians. Neighborhood service has also resumed with an additional unit assigned to complete twice the work.

- The Streets team welcomed two new employees this week. Lyle Kenefick is transferring from the Parks Section and has been assigned to the signs and markings crew. Jason Gifford is new to our organization and will be working with our concrete crew as well as supporting the lighting group. Welcome Lyle and Jason.

- Chalk one up for new efficiencies. Fleet Services, with a lot of help from Shawn, Wayne, and the IT Team here at the City of Flagstaff, brought our latest computerized diagnostic software online, *Noregon's JPro Professional*. This software not only defines trouble codes, but provides guided diagnostics and repair assistance on Cat, International, Mack, Mercedes, and Volvo engines ... to name a few. The photo to the right is living proof that, yes, we really do have this software and, yes, it really works!



- And chalk one up for saving money. The Fleet team completed the under-carriage repair, transmission final drive overhaul along with multiple other repairs and major service on Wildcat's dozer-crawler and it is back on site tearing up the injection pond. These repairs were completed at a cost savings to Water Services, several thousand dollars less than RDO quoted. Great Job Juston and team!
- This just in: two guys named Alvin and Nate made a trip out to the Landfill to provide preventative maintenance on their heavy equipment and the "crambo" (picture below on right) that grinds up everything comprised of wood ... everything.



- Facilities will be installing an exit only door at Jay Lively in an effort to control user traffic in exiting the facility, Twin Peaks Glass will be installing a modified storefront allowing for "exit only" egress from the lobby and is to be installed by the end of April.

- That time of year! Solid Waste staff delivered 17 roll-off containers on campus for student moveouts Wednesday April 21st.

Risk Management

- Meeting with Division Directors on risk management, sharing AMRRP online training opportunities and discussing how to encourage staff to obtain their COVID vaccination.
- The safety committee meeting was conducted in a hybrid approach (some in person and other remote) for the first time in a year due to the pandemic. Yes, they had masks and socially distanced themselves!

And more on Employee Recognition:

We will be acknowledging current work anniversaries in the next CM Report. But we would like to take opportunity at this time to honor our own City Clerk, Stacy Saltzburg, for her amazing accomplishment.

Stacy began the Masters of Public Administration (MPA) program at NAU in the Spring of 2018 and graduated ... today (April 30th)! The MPA program is no walk in the park. The curriculum consists of 39 credit hours of course work. She did this while serving the City, raising two rambunctious sons with her spouse, and orchestrating our own virtual meetings during the pandemic. Oh, and this ... Stacy was able to maintain a 4.0 GPA allowing her to graduate with distinction. How cool is that!

Her Capstone Project was entitled *“Doing the People’s Work...Without the People”* where she evaluated how all 91 incorporated cities and towns in Arizona conducted their public meetings during the pandemic. Her project focused on the importance of access to, and citizen participation in, municipal decision-making; how COVID-19 has impacted how municipalities conduct their meetings; and how citizens access and participate in the meetings. One of the recommendations offered as a result of her evaluation is that cities and towns consider implementing hybrid meetings that include a variety of ways to participate, both virtually and physically, to accommodate a wider range of the community. Also, Stacy’s capstone instructed fellow clerks on the important function of randomly muting city managers during public meetings.



Stacy, you rock, and we are all so proud of you!