

City Manager's Report

May 14, 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.

We are featuring the May Work Anniversaries in this Report. Enjoy!

Work Anniversaries – May, 2021

Five Years

- John Jaramillo,
Firefighter – 5/9



- Heidi Derryberry,
Asst. Finance Director – 5/23



- Krista Snow,
Water Services Supervisor – 5/9



10 Years:

- Mark Richardson,
Water Services Operations Section Director – 5/2



15 Years:

- Gary Miller,
Development Engineer – 5/21



20 Years:

- Casey Rucker,
Police Corporal, Detective – 5/6



- William Katlin,
Meter Technician – 5/14



30-Plus Years:

- Hilario Lopez,
Maintenance Coordinate – 5/9

47 Years!!! Yes, 47! Truly amazing dedication and perseverance by Hilario, who we simply know as ... Larry. In the words of Ms. Sarah Darr, a big fan of Mr. Lopez,

“Larry has a smile for everyone he meets and is an invaluable part of our Housing Staff. His caring and dedication is seen not only in the number of years he has been here, but in his everyday work and the relationships he builds with the people we serve.”

Rock on, Larry, and never stop smiling!



Retirements



Carolyn Pinnick has worked for the City of Flagstaff for 21 years. She started in Community Deleopment in 1999 and moved over to the Flagstaff Visitor Center in 2003.

After much consideration, Carolyn has decided that it’s time to retire and spend more time with her family.

In her 18 years at the Visitor Center, Carolyn has helped countless visitors get the most out of their stay in Flagstaff. She is welcoming and friendly to our visitors and her visitor center teammates. We will miss Carolyn, but are excited for her next chapter.

Well done, Carolyn. The very best to you in that next chapter!

Fire Department

- Recognizing our Heroes: City Manager's Excellence Award recipient – Kevin Wiles (left picture below). Lions Club Firefighter of the Year awardee – Kyle Denham (right picture below). Paramedic Engineer received the Chief's Meritorious Service Award this week for his response and patient care overnight on a Mt Elden rescue this past month (lower picture below).



- We had two of our firefighters and one of our future firefighters complete their Paramedic course through FMC. Congratulations to Kate Williams, Justin Roederer, and Jacob Tracy.
- Crews responded to Motel 6 for the report of a person not breathing. Crews from FFD and GMT, along with early CPR from FPD, were able to get a pulse back on the patient. Crews transported him to FMC for further care and evaluation.
- And another life-saving event to report. Crews and GMT responded to a female patient approximately 28 year-old who had overdosed on meth. The patient was not breathing upon arrival. Narcan was administered and ALS care given, and the patient was rapidly transported to FMC and where she is expected to fully recover.
- *Recruit of the Week* for week 5 of the Fire Academy was Gannon Hunt. New personnel in the academy continued with "Search and Rescue" skills and "May Day" emergencies training. We

have the luxury of using the vacant St. Mary School and the old "White House" next door to the school for this training (see picture below).



- Recruit of the Week for week 6 of the Fire Academy was Marcos Trejo from Highlands Fire Department. This week the recruits spent time being evaluated on the past four weeks of skills. Recruits also began ground ladder training (see photo below).



- Crews responded for a CO2 leak with one person feeling faint. The Battalion Chief added GMT and Haz-Mat to the assignment. The crew found that there was a significant leak inside the gas station on S. Milton and were able to transfer care of patient to GMT and shut the large CO2 tank off. The leak was between the outside tank and the soda machine. The building was ventilated and the Haz-mat team was able to confirm that the leak was stopped by using some specialized meters.

- Crews also responded to an alarm sounding with water flow to the mission from a business on Butler Avenue. On arrival crews advised of reports of smoke coming from the building. Initial crews were able to make access and find heavy, “cold smoke” coming from inside. The sprinkler system was activated and kept the fire contained to one area in the building. Crews were able to ventilate the building and remove the large pile of linens that had initially caught fire. Six fire units and two Battalion Chiefs were on scene for almost two hours working on this fire. There was no damage to the building, but there was significant damage to the contents therein. There were no injuries, and the cause of the fire is under investigation

Human Resources

- Human Resources is working on the implementation of the Neogov LEARN module to provide online training to City employees.
- In a bit of a milestone, HR is finalizing pay plan structures for Police and Fire and determining where all employees will fit into each pay plan in July 2021.

Police Department

- A very compelling message from Caleb Beath:
On the late afternoon/early evening drive home from work on April 12, I had stopped to grab dinner to go in downtown. After grabbing dinner for the family, I made the walk back to my vehicle south of the tracks. I noticed an officer helping an elderly lady into his patrol car along with her suitcase. I stopped and asked the officer if everything was OK and if I could help. He identified himself as Sergeant Lavelle and stated that everything was fine and she just needed a ride home from the station as she didn't know how to hail a Uber or Lyft that most of us typically do these days. The officer mentioned that he was just going to give her a ride home. I thought to myself, "What an awesome gesture by an officer of the law to help an elderly woman get home from the train station." Time to focus on some positivity and commend police officers for having humility in this world. Try not to always focus on the negativity, there is a better world out there for all of us, including in Flagstaff. Thank you, Sergeant Lavelle, for your hard work and dedication to the City of Flagstaff. You deserve to be recognized for some positive light in a dark world right now.



- Lt. Darr and staff worked on a crime prevention through environmental design survey for the Mountainside Village Apartments.
- Officers began woods watch patrols in response to the dry weather and fire danger. Mostly abandoned camps found so far.
- On May 3rd Flagstaff Police received a call for service from a citizen stating a male pointed a gun at them in the area of the Coconino Community College on N. Fourth Street. After pointing the gun at the citizen, reports indicated the male placed the handgun into his pants waistband and ran toward N. Fourth Street. Officers responded to the area, with Sergeant Lavelle and Officer Castaneda being first on scene. Sergeant Lavelle and Officer Castaneda quickly located the individual and attempted to stop the male just north of the Circle K on N. Fourth Street. The male refused to obey Sergeant Lavelle's and Officer Castaneda's commands to stop; and ran south in an alleyway behind the Circle K on N. Fourth Street. In this instance, Sergeant Lavelle and Officer Castaneda received information the male had just pointed the handgun at individuals; which gave rise to the concern of further victimization of community members at the Circle K, as it is very busy during the time of this incident. Sergeant Lavelle coordinated the responding officer response via radio while Officer Castaneda continued to pursue the male on foot. Witnesses described the male as running from police in the alleyway while having the handgun in his hand.

Officer Holland observed the male near the Circle K entrance and immediately began providing verbal commands to the male. The male refused to obey verbal commands and continued walking away from Officer Holland with his hands raised above his head. Sergeant Almendarez positioned his patrol vehicle ahead of the male and initiated contact with the male. The male continued to refuse commands, walking directly at Sergeant Almendarez. Sergeant Almendarez was able to protect himself by grabbing onto the male and controlling him to the ground. Officer Holland and Sergeant Almendarez were able to place the male into handcuffs and prevent any further escalation of the incident. Once the suspect was taken into custody officers learned he was no longer in possession of the gun. The gun, a .45 caliber handgun was later found along the route the suspect had taken while fleeing from the officers.

It goes without saying that this incident could have had an entirely different outcome. However, as a direct result of the experience, training, and professional policing the police officers involved in this incident exhibited, the male was taken into custody without any injuries or deaths occurring. Sergeant Lavelle, Sergeant Almendarez, Officer Holland, and Officer Castaneda are all to be commended for their response and actions during this incident. Their actions in this case exhibited their commitment to public safety, professional policing, and upholding the Mission of the Flagstaff Police Department.

Photos to follow, in order of left to right top, and left to right bottom: Sgt. Nick Almendarez, Sgt. Mike Lavelle, Officer Zak Holland, Officer John Castaneda.

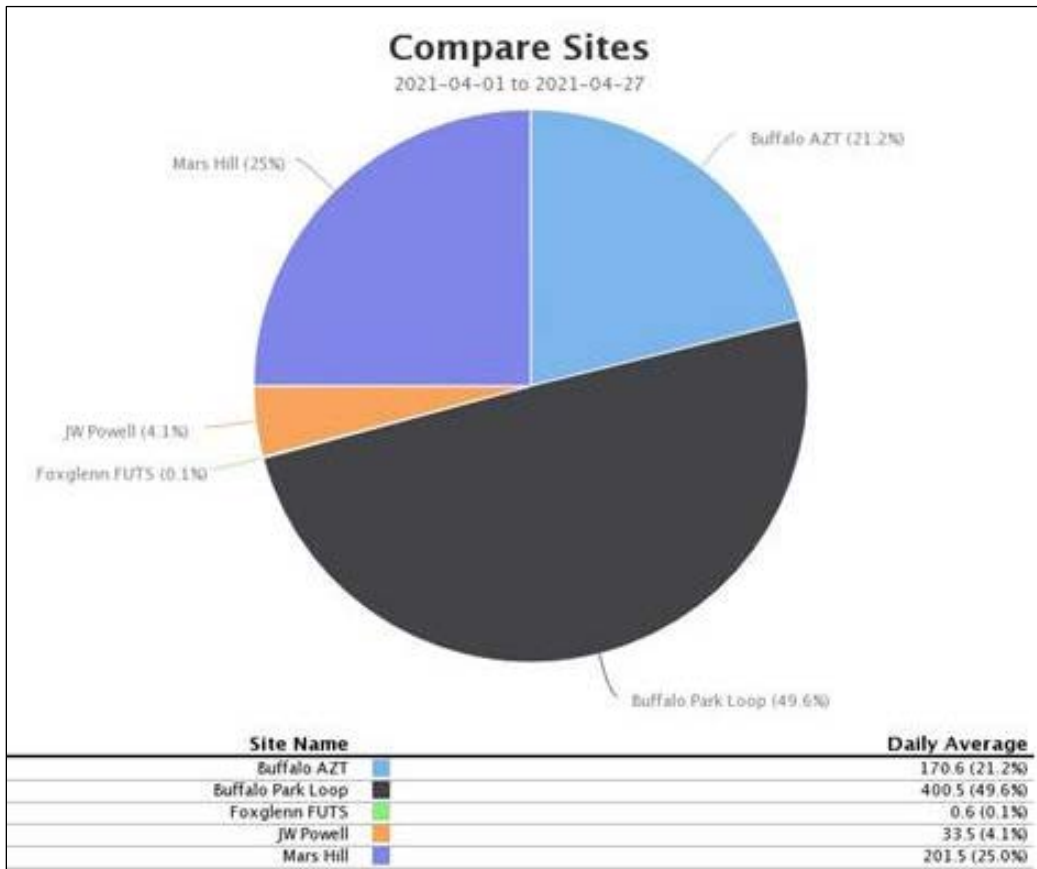
Thank you all for your safe and professional response to a violent action involving a firearm, which resulted in no injuries!



Public Works

- The EUROW team is excited to advance the construction of a mid-block crosswalk on Aspen Avenue between Leroux and San Francisco that will connect the alley across the street to Heritage Square. Construction will begin next week and will be complete by May 14, 2021. Public Works will then coordinate the crosswalk design, which will resemble bricks but is an applied product, in some ways similar to the vinyl applications used by our internal Signs and Markings team. Many thanks to our partners in Engineering and Capital Improvements and Public Works for delivering the project.
- It's electric, woohoo! Parks purchased our first electric lawn mower, and with the initial usage staff are thoroughly enjoying the small equipment. The mower comes from Husqvarna which is also the manufacturer of an electric chainsaw that staff purchased, tested, and will bring into the rotation. The family of Husqvarna tools share the same batteries making this adventure along with our partnership with Sustainability and the Carbon Neutrality Plan a great way to head down the best path for our community.
- Our community walks, hikes, and rides! Check out the trail counter numbers of five select areas along the FUTS for the month of April. These trail counters are located at Mars Hill, Buffalo Park Loop, Buffalo Park Arizona Trail connection, Foxglenn Park and lastly John Wesley Powell. We did

encounter an issue with the Foxglenn counter and have made adjustments to remedy. Please note the on average usage at Buffalo Park Loop which is 400 per day!



- Our signal and lighting crew installed a radar speed display on Butler, near Mt. Pleasant. The new display is in place as a traffic calming improvement based on speed violations and traffic accidents in the nearby intersection.
- Underground utilities installation at the new long-term airport parking lot scheduled to begin this week.
- And, in the category of 'shiny new things that make some people happy' the Fleet Section's new 12,000 lb. lift is being installed this week (see picture).
- Buffalo Park parking lot will be closed for maintenance beginning on Monday, May 10th. Parks and Streets have partnered on placing millings as a Phase two to the overall maintenance improvement. Phase one was in early March with Streets blading the parking lot. A big thank you to the Streets and Parks coworkers who have worked diligently on ensuring the deferred maintenance project happens for the community!



- The City Hall southern side lawn is unfortunately not going to irrigate this season with the construction activity occurring onsite with the bridge replacement at Route 66. Parks will be seeking direction from Leadership on action.
- Jay Lively staff attended the two-part “How to Have Conversations About Race” webinar, made available through the “Center for Creative Learning” website. The series focused on how to approach discussions on race from all perspectives in a respectful manner.
- Open Space Stewards supported the first of the season Picture Canyon weed pull on May 5th. Volunteers spent over three hours removing scotch thistle along the Rio De Flag.
- The line striping crew is making excellent community progress, they are working well and accomplishing line striping daily city-wide. Below are great images of the striper in action!



- Street sweeper bay construction is scheduled to begin the week of May 10th at the Core Services Yard.
- Lion’s Club Spring Auction, which includes some City equipment will be held on May 22nd.

Meetings

Whitehall

We met with principals from Whitehall Industries on Monday. For the City, Jack Fitchett, Dave McIntire, and myself, attended, along with Gail Jackson from ECONA. Representing Whitehall was Steve Gray, Vice President, and Michael Oaks, the new Plant Manager here in Flagstaff.

Pulliam Ground Leases

The City has been asked to approve transfer of the Pulliam ground leases to a new lessee/transferee. Pursuant to Section 7.1 (c) of the Pulliam ground leases, the City Manager has been delegated authority to approve transfer, upon finding that the proposed transferee is a qualified operator. we are in the process of background review. We met with the Transferee (a Limited Liability Company) this week, and the process is going quite well. Stay tuned on this, as once the process is successfully completed, we will be reporting on the new transferee. The current lessee, Pulliam co-owner Jim Zemezouak, will provide asset management services for six months following the purchase closing. Transferee is also planning to retain Pulliam’s current property manager, property accountant, and day porter following the purchase closing to ensure that operations are not interrupted or affected by new staff needing time to learn proven procedures and established management practices.

CJCC

The Coconino County Criminal Justice Coordinating Council (CCJC) met on May 12th. The meeting agenda is pasted below. The CCJC will be having a retreat in June ... stay tuned for details.

Coconino County Criminal Justice Coordinating Council Meeting Agenda

Location: [Zoom Meeting \(Click Here\)](#)
Or via telephone: 1-253-215-8782 (meeting ID: 916 5289 9572#)

Date: May 12, 2021

Time: 3:00-5:00 P.M.

Officers: Superior Court Presiding Judge Dan Slayton
Flagstaff Municipal Court Presiding Judge Thomas Chotena

Facilitators: The Justice Management Institute (JMI)

Agenda Details:

- | | |
|--|---------------------------|
| I. Welcome | <i>Hon. Judge Slayton</i> |
| a. Roll Call | |
| II. CJCC Restructuring | <i>Hon. Judge Slayton</i> |
| a. Comment of CJCC Restructuring/Bylaws | |
| b. Introduction of New CJCC Vice Chairperson | |
| c. CJCC Associate Members | |
| III. Council Business and Updates | <i>Hon. Judge Slayton</i> |
| a. Approval of April 2021 Executive Committee Minutes | |
| b. Funding for CJCC Position (<i>Joanne Keene</i>) | |
| c. Virtual Courts Hearings Workgroup (<i>Tom Eberly</i>) | |
| IV. Quarterly Justice System Data Report | <i>JMI</i> |
| a. Review of Recent Data Trends | |
| V. June Working Retreat | <i>JMI</i> |
| a. Purpose of Retreat | |
| b. Selection of Priority Areas to Cover | |
| VI. Closing | <i>Hon. Judge Slayton</i> |
| a. Next Meeting Date (Retreat): June 9, 2021 (12:00-5:00) | |
| b. Adjournment | |

Alliance Meeting on May 21

The City is hosting the next quarterly Alliance Meeting on May 21st. The draft agenda is attached (thank you Sarah Langley).

Alliance for the Second Century

Management & Policy Team Agenda

Friday, May 21, 2021

7:30 – 9:00 AM

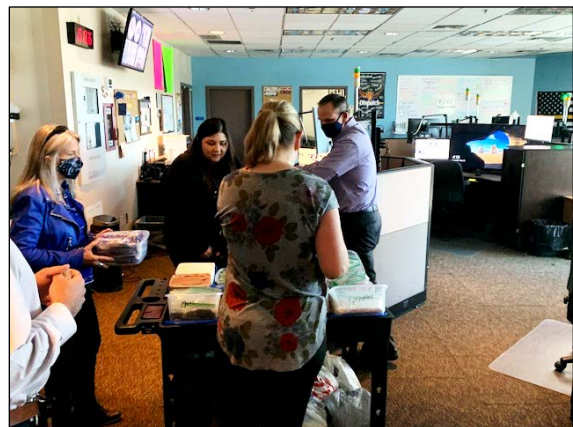
(Virtual Meeting – TEAMS platform)

1. Welcome & introductions (Mayor)
2. Alliance meeting coordination rotation (Sarah Langley)
3. Agency updates (COVID-19, legislative and FY22 budget updates)
 - a. NAIPTA
 - b. NAU
 - c. FUSD
 - d. County
 - e. CCC
 - f. City (Sarah Langley, Greg Clifton)
4. Other business (Sarah Langley)
5. Adjournment (Mayor)

National Police Week

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

In 2021, the week of May 9th through the 15th is National Police Week. There have been a few internal events to show for it, including a cameo appearance by the two Deputy City Managers, the HR Director, and myself, with a cart of ice cream and a multitude of toppings, root beer, and ... gummy bears. It was a small gesture, but well received. A heartfelt thank you to our amazing Police Department, and a special thanks to Shannon Anderson, Deputy City Manager, for organizing the event



Visit from Senator Kelly

Senator Mark Kelly visited Flagstaff on May 5 for a discussion with the city, county and Forest Service. The group had a great conversation about the Flagstaff Watershed Protection Project, 4FRI, ongoing flood risk from the Museum Fire scar, ecological forest restoration efforts and living with fire.



Attached Monthly Reports

Council, please find attached three monthly reports. The first is from Sustainability, the second is Economic Vitality, and the third is from Capital Improvements. These are all excellent reads and we will call each of them out for some discussion during your regular meeting.

That's all for now. Onward and upward ...