

# City Manager's Report

September 3, 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. This report will include the following supplemental attachments:

- City Manager's Budget Transmittal Letter
- Sustainability Monthly Report
- Capital Improvements Monthly Report

## Fire Department

The FFD has a longstanding tradition of buying ice cream for your crew when a member has a first- time experience on a call. Recently ice cream was bought...

On August 29<sup>th</sup> the members of Engine 4 on C shift were called to rescue a dog who was 'stuck on a roof'. Firefighters laddered to the roof and had to get creative to help an agitated Gracie, the large pit bull, back through the window from where she had leapt through to escape. As the photo reveals, rescuing Gracie was no easy feat and required some degree of finesse. Props to the bravery and success of the pet-loving firefighters. Gracie is now back in the comfort of her home.



Crews from FFD, Highlands Fire District, and Summit Fire and Medical District practiced training where they had to rescue victims from a second story window at night. This probably was an easier undertaking than rescuing stranded pit bulls from roof tops ... just saying.

This just in! Kyle Denham has been designated as a Fire Officer from the Center for Public Safety Excellence. The Fire Officer credential is a sign of an individual's commitment to professionalism and professional development. Designated officers are often described as being progressive and well-rounded. Part of the reason for this is the holistic scope of the CPC model. It looks at the "whole officer", focusing on seven components that cover the span of an officer's experience: Education, Experience, Professional Development (training and certifications), Professional Contributions and Recognitions, Professional Memberships and Affiliations, Technical Competence, & Community Involvement.

Well done, Kyle Denham! Well done.



### **Human Resources**

There are many things in play, with a bit of a short-staffed team, who themselves are trying to help recruit candidates to fill our many short-staff teams. Of note:

- Finalizing temporary pay plan for budget team review.
- Beginning implementation and set-up for Multi-Skilled Workers Step Pay Plan (it was represented to Council and to staff that this would be concluded by November of this year ... we are on track).
- Human Resources has been providing extra assistance working on recruitment with so many vacancies open (see narrative in Manager's Budget Transmittal Letter re recruitment challenges).
- Human Resources has been rolling out training for the online training tool – LEARN. It is a great tool with classes already included in the training library, but also can be expanded with City specific training. Very cool.
- Working with IT to create electronic workflows using OnBase.
- Working with Employee Advisory Committee representative to identify what benefits are most important to retaining City employees.

### **Police Department**

FPD has been working with the Budget Team and Human Resources to address the critical staffing levels in the Communication 9-1-1 Center. Staffing is critically low, and many creative and resourceful measures are being implemented to help fill seats in the Dispatch Center. Stay tuned.

Check out the following uplifting messages were sent to the Flagstaff Police Department about the exemplary service provided by Flagstaff Police officers:

E-mail re Officer Jackson Potts:

Hi Chief -

*I continue to hear about challenges facing FPD, so I wanted to take the time to write about something positive. Officer Potts embodies "Community Policing," and has become a true partner in our efforts to keep downtown safe and welcoming. He makes a concerted effort to be out of his vehicle, talks frequently to the FDBA and business owners, engages with visitors, all resulting in him being an integral part of the downtown community.*

*Sometimes, I know the Walking Beat officer is not thrilled with this assignment. However, Officer Potts has shown genuine interest in being downtown which is noticed and greatly appreciated. I recognize the pressure on FPD to keep a Walking Beat presence downtown, especially when the department is faced with staffing shortages.*

*As I know you are aware, the need to have an invested Walking Beat officer is critical to support downtown's economic vitality. Officer Potts has demonstrated his investment in downtown.*

*Thank you for taking the time to read this. Please share with Officer Potts' supervisors (I am not sure of his chain of command) so they are also aware of his exceptional service and our appreciation.*

Terry Madeksza

Executive Director: Flagstaff Downtown Business Alliance

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Posted on Facebook re Officers Custer and Cade:

*earlier today i had to call for help and one of your officers came to my aid - my wife is sick and I needed to make sure she was ok.*

*the officer was kind... caring. and I deeply appreciate him doing everything in his power to keep the home calm*

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Posted on Facebook re Officer Medley:

Officer Medley helped me in a high stress and traumatic experience yesterday. He was so very kind and helpful. He had great advice and took the time to really step up and make sure I felt safe given the extent and nature of the crime.

I would love to see him recognized for not only his work but the manner in which he performs it. Thank you all for your service to keep Flagstaff safer.

Heather Brown

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E-mail received from parents of a student re Officer Kallai and Detective Seay:

Chief Musselman.

*My name is (name redacted for privacy) and I am a retired police officer from Bakersfield CA, my daughter is a student at NAU. Recently she had an incident in downtown Flagstaff where she and everyone else believed she had been raped. From the first responding officer to the detective handling the case and all the people in between I have never experienced such professionalism.*

*Officer A Kallai was the officer on scene and he is the type of officer a parent wants with their child during a time of crises. He was compassionate and caring; he did not judge he just did his job. He stayed with her until we arrived from Prescott. Detective M Seay took over the case and she also was a true professional. She returned every call we made and kept us updated. Due to the diligence of everyone involved we were able to determine that she was not raped which is a huge weight off all our shoulders.*

*Chief you should be proud of these officers and the way they represented the Flagstaff Police Department. In this day and age when the police are vilified at every turn your department shows what it means to protect and serve.*

*Respectfully,*

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E-mail received form School Security Officer Sifling:

*Good Morning Chief,*

*I wanted to make you aware of the professional service that not only Coconino High School has received, but the entire school district from Officer Mike Worley. He has a special way of communicating with the students, parents and staff that makes them feel valued and understood. He is compassionate about what he does, and it shows with every contact. Officer Worley truly represents your department with honor and integrity. I wanted you to know how much he is respected and appreciated by the entire Coconino Administrative team.*

*Sincerely,  
Michael Sifling*

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And, on another positive note, Pastor Nathaniel Bradford of Mountain View Church has accepted the position of being our new lead Chaplain. He will be making the rounds over the next month or so getting to know our folks. We welcome Pastor Bradford!



## Public Works

- The Sinagua Middle School was awarded a research permit to investigate decomposition processes, water quality, and macroinvertebrates at Picture Canyon Natural and Cultural Preserve. Students will temporarily install a number of leaf packs in the Rio de Flag enabling students to explore energy flow in ecosystems, biodiversity, and water quality. Students will learn to identify species of invertebrate decomposers and observe the conversion of matter and energy from dead to living organisms. The Open Space Program is excited to continue this long-standing partnership for its eighth year. (pictures below)



- Hauling operations continue to move debris from the Museum flood event clean up to the Cinder Lake Landfill. It is anticipated that we are now over 800 tons of debris has been removed and hauled in the last six weeks.
- Fleet Services enjoys the opportunity to freshen up the City's Fleet at the request of City Programs. These pictures are of one of Angel Baca's crews' trucks, updating their program name and City logo. It is obvious that they care about their image in our community. Way to go Engineering ... very sporty!



- Close to 200 youth attended the Hal Jensen Recreation Center Back to School Bash on Friday, August 20. Youth learned about services, programs, and amenities of the center. Food and drinks were provided for free to all in attendance.



### **Community Development**

Some updates here, and not an exhaustive list by any means.

#### **Foundation for Senior Living (FSL)**

Staff has been working with FSL on a final list of code exemptions that exceed staff's authority to approve. These exemptions, per code, need to be brought back to Council for approval. Staff's efforts are in trying to get the project as close to Code as possible.

The project is tracking on a schedule established by FSL, and FSL is complimentary of staff's efforts. Looking at Site Plan Approval this month or next. Once Site Plan is approved, staff will put the final list of requested exemptions/variations from code FSL needs to proceed with the staff approved site plan. The applicant has indicated that the plan is to finalize the desired lot split and legal descriptions (to support the City's parking structure, before FSL will be at the table to discuss points of the needed IGA. Stay tuned.

#### **In-N-Out Burger**

The applicant has continued to proceed concurrently with work on their site plan with the City and traffic mitigation with the State Dept of Transportation (ADOT).

The applicant is applying pressure on the City to advance the city's process by allowing them begin construction in advance of them designing and beginning construction on those ADOT mitigation measures. Hold the fries! Staff is reluctant to see construction commence until these measures are addressed and has so advised the Applicant. Stay tuned.

#### **Downtown Connection Center (DCC)**

Efforts of this team will be to ensure that in balancing all the proposed developments on this parcel, the public parking component is represented at the table through all the future planning steps of Concept Plan approval, CUP approval, Site Plan approval (likely a site plan for Phase 1 and one for Phase 2), and an IGA. The Concept Plan contains both phases of the project and is expected to be approved very soon. Stay tuned on this very important project, and thanks to Mountain Line for their participation and responsiveness.

## Recent Events and Meetings

Many staff and elected officials participated in the 4<sup>th</sup> Annual Community Welcome last week. The following thank you letter is from Valeria Chase. Valeria herself deserves a huge thanks for helping to orchestrate this important event.

*I would like to sincerely thank you for your participation on the 4th annual Community Welcome walk! This year, over 40 volunteers met with 240 residents and visited over 370 homes. Neighbors were happy that we made personal connections with them, shared helpful information, and loved on their pets. I am excited to see how our efforts help make a difference in the neighborhoods.*

*Many volunteers expressed how much they enjoyed connecting with their teams, welcoming back students, and getting out in the community after a long time. I appreciate your enthusiasm and cannot thank you enough for taking time out of your busy schedule to volunteer. I look forward to your participation at the 5<sup>th</sup> annual Community Welcome walk next year. Without your help and dedication to both NAU and the Flagstaff community, this event would not be possible.*

*Thank you for helping make Community Welcome a successful event!*



*Sincerely,  
Valeria Chase | Program Manager  
Off-Campus Life & Neighborhood Liaison*

That is all for now, Council. Onward and upward ...