

MINUTES

1. Call to Order

Mayor Deasy called the Orientation Retreat of the Flagstaff City Council held December 16, 2020, to order at 1:00 p.m.

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this work session, the City Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. Pledge of Allegiance and Mission Statement

The Council and audience recited the pledge of allegiance and Councilmember Salas read the Mission Statement of the City of Flagstaff.

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

3. **ROLL CALL**

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

PRESENT:

ABSENT:

MAYOR DEASY (virtually)
VICE MAYOR DAGGETT (virtually)
COUNCILMEMBER ASLAN (virtually)
COUNCILMEMBER MCCARTHY (virtually)
COUNCILMEMBER SALAS (virtually)
COUNCILMEMBER SHIMONI (virtually)
COUNCILMEMBER SWEET (virtually)

Others present: City Manager Greg Clifton; City Attorney Sterling Solomon.

4. Introductions and Welcome

Mr. Clifton welcomed the Council and staff and provided a brief overview of the agenda for the afternoon. He indicated that the Council participated in a Team Building Retreat in the morning that was facilitated by Julie Lancaster and Mayor Bavasi was there as a guest speaker. He introduced Ms. Lancaster who facilitated the afternoon orientation.

Ms. Lancaster provided a PowerPoint presentation that covered the following:

CITY COUNCIL RETREAT
AGENDA

5. Overview of City Governance

Mr. Clifton continued the presentation.

OVERVIEW OF CITY GOVERNANCE
THE DICHOTOMY
THE ACCEPTED MODEL
AREAS OF OVERLAP
AREAS OF AUTONOMY
THE CURRENT LANDSCAPE
BREAKDOWN OF LOCAL GOVERNMENTS

6. Legal Sphere

Mr. Solomon provided a PowerPoint presentation that covered the following:

HOME RULE – ALTERNATIVE EXPENDITURE LIMITATION
CHARTER
CITY CODE
OPEN MEETING LAW

Councilmember McCarthy indicated that social media can be a challenge with the open meeting law. Mr. Solomon agreed and suggested that it is best to keep statements high level on the platforms. Mayor and Councilmember social media pages are open forums and must be treated as such.

QUORUM
PUBLIC HEARING PROCESS
CONFLICT OF INTEREST
RULES OF PROCEDURE

A break was held from 2:33 p.m. through 2:48 p.m.

7. Administrative Sphere

Mr. Clifton continued the presentation.

MANAGEMENT STRATEGIES
ORGANIZATIONAL STRATEGIES

STAFFING LEVELS
RESTRUCTURES

Councilmember Shimoni asked what the role is for the Executive Assistance and Chief of Staff to Mayor and Council. Mr. Clifton explained that the positions are in response to what has been heard from Mayor and Council about needing additional assistance. The role is to provide assistance to the Mayor and Council with regard to city business such as scheduling meetings, making travel arrangements, developing talking points, writing letters, and the like. Elected officials should refrain from asking for things that may drift more into the social media or personal assistance realm.

CURRENT ORGANIZATION
THE ROLE OF STAFF

City Clerk Stacy Saltzburg continued the presentation.

PREPARING THE OFFICIAL AGENDA & PUBLIC RECORD
PUBLIC RECORD
AGENDA CREATION
DRAFT AGENDA
REGULAR CITY COUNCIL MEETINGS
CITY COUNCIL WORK SESSIONS
EXECUTIVE SESSIONS
PUBLIC COMMENT/PARTICIPATION
PUBLIC COMMENT/PARTICIPATION VIRTUALLY
RETREATS

8. Policy Sphere

Mr. Clifton continued the presentation.

THE ROLE OF COUNCIL
LEGISLATIVE AGENDA

Senior Management Analyst Sarah Langley continued the presentation.

INTERGOVERNMENTAL AFFAIRS

Mr. Clifton continued the presentation.

ENGAGEMENT WITH STAFF
STAFF PRESENTATIONS TO COUNCIL
RESPONDING TO CITIZENS
MEETING PROTOCOL

Ms. Saltzburg concluded the presentation.

F.A.I.R. FUTURE AGENDA ITEM REQUESTS
CITY COUNCIL REPORTS (CCR)

9. Public Comment and Wrap Up

There was no public comment

Mayor Deasy thanked Council and staff for their participation and for engaging in the meeting with their cameras. It is helpful to be able to put names with faces and building relationships with staff.

Ms. Lancaster offered closing remarks and thanked the Council for their participation and discussion throughout the day.

Mr. Clifton thanked Ms. Lancaster for her facilitation and for guiding the discussions.

10. Adjournment

The City Council Orientation Retreat held December 16, 2020, adjourned at 4:08 p.m.

MAYOR

ATTEST:

CITY CLERK