

City Manager's Report

December 4th, 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.

Also, this report will include our monthly report from Economic Vitality, Sustainability, and Water Services.

In no particular order,

Interim Recreation Manager

Amy Hagin has graciously agreed to take on the role of Interim Recreation Manager (Jon Wilson's previous position) in addition to her existing Parks Manager duties for the next several months. Guess there will be no more trekking in the Sierra Nevadas for while!

This interim arrangement allows us time to review our organizational structure and determine the best path forward for our new Division. The organization has been greatly reliant upon these interim leadership roles during these times of high vacancy, recruitment challenges, and organizational restructuring. We very much appreciate Amy's assumption of these extra leadership responsibilities.



Human Resources & Risk Management

- The Division is working on the implementation of the temporary pay plan and minimum wage changes for January 1st.
- We are grateful for Brandi Suda and her interim role with HR. Interviews are currently underway for the permanent position.

Community Development

With the departure of Mark Stento earlier this year, we had a vacancy that needed to be filled to continue to provide services in our Dark Sky Program. We are pleased to announce that Ms. Janice Hakala has been hired as our new Dark Sky Specialist. She began working in this capacity on Monday, November 15. Please join us in welcoming her to her new work family in Community Development. Welcome Janice!!



Fire Department

- New recruits continue with training on ladders and hoses, here are some pictures showing what they are currently experiencing in their training efforts.



- The B shift crews responded to a structure fire on Oak Ave in the early morning hours this week. Further information enroute was that there were seven-foot flames and smoke coming from one of the apartments in the duplex. First arriving crews found heavy smoke in an apartment with an active fire in the water heater/furnace room. Crews were able to extinguish the fire before it extended into the attached apartment. This fire caused significant damage to the apartment, but fortunately there were no injuries. An investigation of this fire is underway.

Police Department

- The Police Association and Leadership brought in food for Officers working to keep the community safe on the Thanksgiving Holiday last week.
- Patrol and Detectives were able to investigate and make arrests of two subjects who were found to be involved in the thefts of catalytic converters from several victims in our community. Both suspects were from Las Vegas. Apparently there is a high demand for catalytic converters in Vegas. Anyway, great work by all!
- The Police Department hosted a Vera Vaccine Clinic in our Auditorium for willing staff to receive the COVID booster.
- Several staff assisted in taking the award of four (4) Advanced Electronic Defibrillators, to be carried in our supervisor's patrol cars.
- Officer Dustin Eberhardt who was patrolling the Sunnyside neighborhood came upon a subject who had overdosed. Eberhardt recognized this and administered Narcan which likely saved the individual's life. Thank you to Officer Dustin Eberhardt for your heroic actions. Well done, Sir!



PROSE

- Yep, it's a drainage thing. Parks have been busy performing some self-repairs to the FUTS segments damaged by the flooding events this past summer with infill, regrading, and some debris cleanup. The trail segments include off the Foxglenn Trail and the Sinclair Wash Trail behind Sawmill. One of the locations that was an area where both the Stormwater Team and Parks Team worked together toward a solution as sheet flow was impacting the rear yard of one of our residents. The accompanying image shows the handy work ... very cool to see a collaborative approach to solve a problem for a community member.



- Recreation Assistant Danny Neal used his community connections to bring a new bonus to the youth at the center. The first Wednesday of the month, IHOP will donate food for 50 students. This is another example of the support our great community shows the Rec. Center!



Public Works

- Fleet completed repairs this week which including testing the unit's ability to draft water at Fleet Services. With the assistance of FFD, we set up a temporary simulated water pond with a tender and drafted water using the unit, which passed the test. The truck was put back into service. The second picture shows the line of Solid Waste Collections vehicles being repaired. Another very busy week for Fleet Services.



- Facilities is upgrading the Airport rental area lighting and the interior of the Joe C Montoya facility lighting to LED lighting.

Management Services

Two awards are worth noting here.

First, the City of Flagstaff received this award for the 27th consecutive year for the annual financial report ending fiscal year June 30, 2020! The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Reports submitted to the COA program are reviewed by selected members of the Government Finance Officers Association (GFOA) professional staff and the Special Review Committee which comprises individuals with expertise in public sector financial reporting. GFOA continually looks at improving governmental financial reporting and frequently issue new standards which the city must comply with to continue our award-winning document. Congratulations to Management Services and the Finance team for this continued achievement!



The second award goes to the Purchasing team which achieved the prestigious Achievement of Excellence in Procurement (AEP) for 2021 from the National Procurement Institute, Inc. This year marks 11 consecutive years that the Purchasing Section has received the AEP award. The AEP Award, which kind of resembles the Washington Monument, is earned by public and non-profit agencies that demonstrate a commitment to procurement excellence. The achievement is based upon 33 criteria with a weighted point value. There are a total of 200 points possible for all criteria, and this year the City of Flagstaff received 155 points for its submission.

For 2021, there were 181 successful organizations that received the award nationally. Congratulations to our Purchasing team for this amazing achievement!



Appended Monthly Reports

Council attached hereto are the October monthly reports from Sustainability, Economic Vitality, and Water Services.

Letter of Support for NAU

Below is a cut and paste of a letter that was sent from our office to support NAU's provision of network services to allow access for a variety of educational programming to underserved individuals.

That is all for now. Thanks!



City of Flagstaff

To Whom It May Concern,

The City of Flagstaff supports Northern Arizona University's NTIA CAC proposal for creating a CBRS 3.5 LTE/5G/mmWave network to provide access to a variety of educational programming and community resources for underserved and qualifying students and families in the proposed service area. We will support this effort through previously established relationship with NAU, coordinating communication, planning, permitting, programming, access to facilities, and right-of-way as may be prudent to facilitating this proposal.

We recognize the great value of this proposal to the Flagstaff community and the intersections with our objectives to close the digital divide and create opportunity for prosperity among all citizens. I strongly urge you to consider it with respect for the great and positive impact it will have in our community.

Sincerely,

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Greg Clifton
City Manager
City of Flagstaff