

JOINT CITY OF FLAGSTAFF / COCONINO COUNTY
WORK SESSION AGENDA

JOINT CITY/COUNTY WORK SESSION
MONDAY
OCTOBER 16, 2023

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
3:00 P.M.

All City Council Meetings are live streamed on the city's website
(<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

*****PUBLIC COMMENT*****

Verbal public comments may be given through a virtual public comment platform or in-person

If you want to provide a verbal comment during the Council Meeting, use the link below to join the virtual public comment room.

VIRTUAL PUBLIC COMMENT WAITING ROOM

Written comments may be submitted to publiccomment@flagstaffaz.gov. All comments submitted via email will be considered written comments and will be documented into the record as such.

1. Call to Order

2. Roll Call

NOTE: One or more Councilmembers or Board Members may be in attendance through other technological means.

CHAIRMAN VASQUEZ
VICE-CHAIRWOMAN BEGAY
SUPERVISOR HORSTMAN

SUPERVISOR RYAN
SUPERVISOR FOWLER

MAYOR DAGGETT
VICE MAYOR ASLAN
COUNCILMEMBER HARRIS
COUNCILMEMBER HOUSE

COUNCILMEMBER MATTHEWS
COUNCILMEMBER MCCARTHY
COUNCILMEMBER SWEET

3. Pledge of Allegiance, Mission Statement, and Land Acknowledgement

MISSION STATEMENT

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

LAND ACKNOWLEDGEMENT

The Flagstaff City Council humbly acknowledges the ancestral homelands of this area’s Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

4. Public Participation:

Public Participation enables the public to address the Council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment on an item that is on the agenda is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak.

5. Update on the Flagstaff Regional Plan 2045 Process

Information and discussion only.

6. Informational Items To/From Chairman, Supervisors and County Manager, Mayor, Council and City Manager

7. Public Participation

8. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2023.

Stacy Saltzburg, MMC, City Clerk

THE CITY OF FLAGSTAFF ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. With 48-hour advance notice, reasonable accommodations will be made upon request for persons with disabilities or non-English speaking residents. Please call the City Clerk (928) 213-2076 or email at stacy.saltzburg@flagstaffaz.gov to request an accommodation to participate in this public meeting.

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Flagstaff makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Flagstaff City Council meetings are live-streamed and recorded and may be viewed on the City of Flagstaff’s website. If you permit your child to attend/participate in a televised Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Sara Dechter, AICP, Comprehensive Planning Manager
Co-Submitter: Melissa Shaw
Date: 10/03/2023
Meeting Date: 10/16/2023



TITLE:
Update on the Flagstaff Regional Plan 2045 Process

DESIRED OUTCOME:
 Information and discussion only.

EXECUTIVE SUMMARY:

The Flagstaff Regional Plan 2045 Update is a joint process of the City of Flagstaff and Coconino County. For the past two years, the project team has been meeting with the public about their vision and values and working on a scenario planning effort. A Regional Plan Committee has been appointed to guide the policy translation of these efforts and review the draft plan as it is being developed.

INFORMATION:

The Flagstaff Regional Plan is the General Plan for the City and a comprehensive plan amendment for Coconino County. The planning area encompasses the City of Flagstaff and unincorporated areas within the Metroplan boundary for Greater Flagstaff jurisdiction. This intergovernmental approach creates a stronger foundation for land, transportation, water, and natural resources management and planning. As a shared policy guide for the region, it influences future land use, infrastructure, and social and economic conditions for generations. It is therefore critical that the process for creating and adopting the plan is inclusive and endorsed by the elected officials.

In March 2021, City Council and the Board of Supervisors, separately reviewed and provided feedback on the [Public Participation Outline](#) for the update process, and since then, have had regular updates jointly and separately with opportunities to review and provide feedback on the efforts planned and underway.

Attachments: [Project timeline](#)
[Committee Appointments Summary](#)
[Tentative Regional Plan Committee Schedule](#)
[Summary of CBO Outreach](#)

Minutes Attachments

No file(s) attached.

**CITY OF FLAGSTAFF/COCONINO COUNTY
STAFF SUMMARY REPORT**

To: Mayor Daggett and City Council
Chairperson Ryan and Board of Supervisors
Greg Clifton, City Manager and Steve Peru, County Manager

From: Sara Dechter, AICP, Comprehensive Planning Manager

Co-Submitter: Melissa Shaw, AICP, Coconino County Long Range Planner

CC: Joanne Keene, Daniel Folke, Michelle McNulty, Andy Bertelsen, Jay Christelman, Jess McNeely; Stacy Saltzburg, Lindsay Daly

Date: 10/03/2023

TITLE:

Regional Plan Committee Appointments

DESIRED OUTCOME:

Information only.

EXECUTIVE SUMMARY:

This memo is a summary of the nominations that were sent from City Council and the Board of Supervisors to the City and County Managers for consideration as members of the Regional Plan Committee. The report also summarizes the appointments and next steps for the committee. The purpose of this Committee is to collaborate with city staff, consultants and the public on the creation and review of the Flagstaff Regional Plan 2045. Ultimately, this process will lead to a recommendation by the Committee on the final Regional Plan draft before public hearings begin.

INFORMATION:

Background

On March 6, 2023, the City Council and Board of Supervisors gave direction to have a manager-appointed committee for the Regional Plan based on nominations from elected officials. Nominations were provided to staff in May 2023 and appointments were made by the City and County Managers in September 2023.

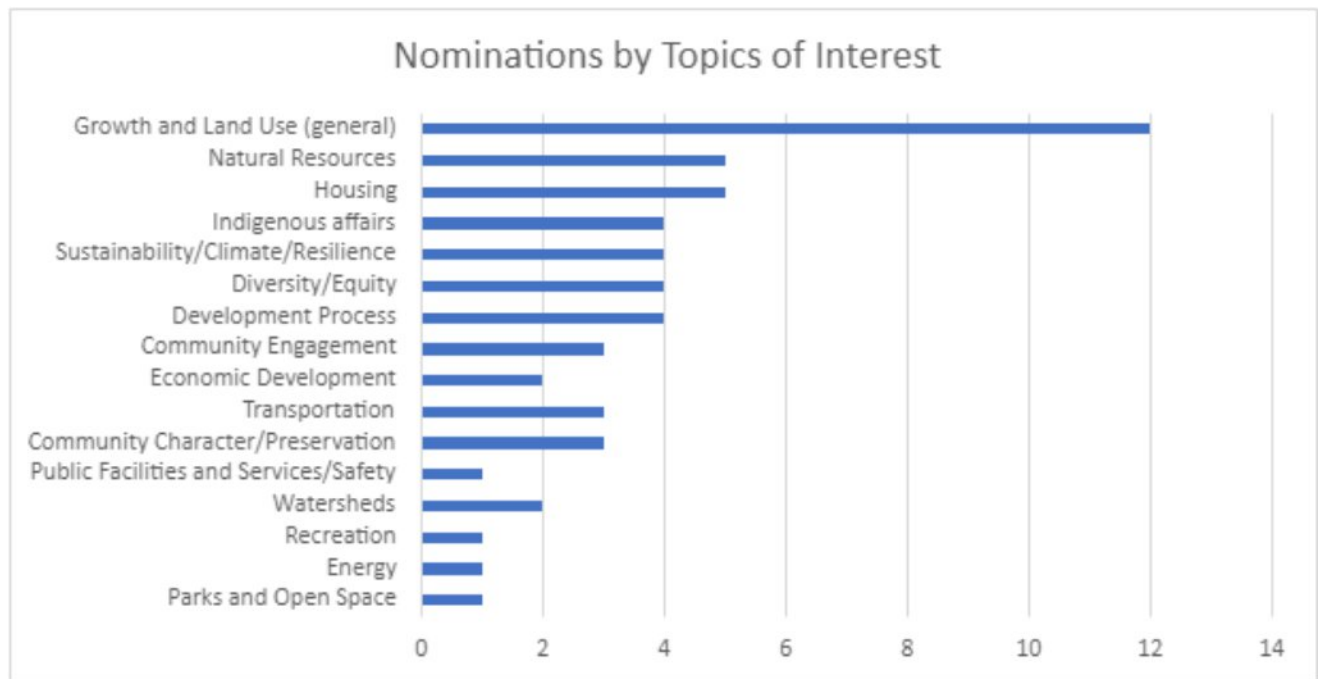
Nominations

Elected officials provided 32 nominations in total. Some individuals were nominated by more than one Supervisor or Councilmember. Staff reached out to the nominees and requested they submit a letter of

interest. As a result of this outreach, 3 of the nominees declined due to other commitments and 25 submitted letters of interest. 24 nominees were appointed by consensus of the City and County Managers.

Topics of Expertise and Interest

There are diverse areas of interest and knowledge in the appointments made. The areas with the low representation are recreation, energy, and parks and open space, and drinking water and wastewater. To fill these gaps, staff will recommend to the Committee that their process include consultation with the Planning and Zoning Commissions, Parks and Open Space Commissions, the Sustainability Commission and the Water Commission to address concerns and policy translation relevant to their areas of expertise.



Regional Plan Committee Process

In November 2023, Phase 3 will begin centered on choosing a preferred scenario, developing a Future Growth Illustration, writing goals and policies, and developing implementation strategies. Advisory committees are a well-established tool for building consensus and ensuring a diverse set of voices are heard in the development of a plan's goals and policies.

The committee will meet once a month at the beginning of the process and then twice a month when staff begins providing chapters for their review. The first meeting will be to establish the rules and procedures for the committee including meeting notices and postings, review processes and public comment. Once the committee has reviewed all chapters and made their recommendations. The Plan will then be sent for public review along the following process:

1. 60-day public review
2. Incorporation of Public Comments
3. Final Regional Plan Committee Review and Recommendations
4. Joint retreat with the City Council, Board of Supervisors, Planning and Zoning Commissioners (advertised as Citizen Review session for the City)

5. City of Flagstaff Public Hearings with the Planning and Zoning Commission and City Council
6. City of Flagstaff Voter Ratification
7. Coconino County Public Hearings with the Planning and Zoning Commission and Board of Supervisors

Attachments:

- A. List of Nominations
 - B. Geographic Representation
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Attachment A: List of Nominations

Nominee	Nominating Elected Official	Appointed
Abel Estrella	Coconino County Supervisor Jeronimo Vasquez, District 2	Yes
Al White	COF Vice Mayor Austin Aslan	Yes
Ali Applin	Coconino County Supervisor Matt Ryan, District 3	Yes
Alicia Chee	Coconino County Supervisor Lena Fowler	Yes
Andrea Meronuck	COF Councilmember Deborah Harris	Yes
Anthony Garcia	COF Councilmember Jim McCarthy, Coconino County Supervisor Jeronimo Vasquez, District 2	Yes
Captain Tom Pearson	COF Councilmember Lori Matthews	Yes
Cristy Zeller	COF Councilmember Khara House	Yes
David Hayward	COF Councilmember Miranda Sweet, COF Vice Mayor Austin Aslan, COF Councilmember Khara House, COF Mayor Becky Daggett	Yes
Diane Vosick	COF Vice Mayor Austin Aslan	Yes
Dirch Foreman	Coconino County Supervisor Matt Ryan, District 3	Yes
Jesse Delmar	Coconino County Supervisor Judy Begay	Yes
John Ruggles	Coconino County Supervisor Jeronimo Vasquez, District 2	Yes
John Vandlandingham	Coconino County Supervisor Patrice Horstman, District 1	Yes
Julie Leid	COF Councilmember Jim McCarthy	Yes
Kimberley Robinson	COF Councilmember Khara House	Yes
Michelle James	Coconino County Supervisor Patrice Horstman, District 1, COF Mayor Becky Daggett, COF Councilmember Khara House, COF Vice Mayor Austin Aslan	Yes
Paul Beier	COF Vice Mayor Austin Aslan, COF Councilmember Khara House	Yes
Rick Miller	Coconino County Supervisor Matt Ryan, District 3	Yes

Nominee	Nominating Elected Official	Appointed
Sara Aleman	COF Councilmember Deborah Harris	Yes
Susie Garretson	Coconino County Supervisor Patrice Horstman, District 1	Yes
Talyne Corlyn	Coconino County Supervisor Jeronimo Vasquez, District 2	Yes
Tina Burger	Coconino County Supervisor Jeronimo Vasquez, District 2	Yes
Walter Phelps	Coconino County Supervisor Judy Begay	Yes
Bobby Woodruff	COF Mayor Becky Daggett	No
Dina Riggs	COF Councilmember Lori Matthews	No
Kevin Dobbe	COF Councilmember Lori Matthews	No
Marie Jones	COF Councilmember Jim McCarthy	No
Ross Schaefer	COF Mayor Becky Daggett	No

Attachment B: Geographic Representation based on Neighborhood of Residence

Geographic area	Count	Nominees
Bellemont	0	
West Flagstaff: Woodlands Village, Boulder Point, Railroad Springs, Timber Sky, Flagstaff Ranch/Belle Springs	0	
Northeast Flagstaff: Christmas Tree, Smokerise, Mobile Haven	0	
Fort Valley	1	Susie Garretson
Southwest Flagstaff: University Heights, Forest Highlands, Mt. Dell	1	Rick Miller
South Flagstaff: Ponderosa Trails, Bow & Arrow Estates, JWP	1	Julie Leid
Cameron	1	Alicia Chee
Kachina Village/Mountaineire	2	Walter Phelps, Dirch Foreman
Southeast Flagstaff: Continental, Fox Glenn	1	Sara Aleman
Northwest Flagstaff: Coconino Estates, Cheshire, North Hospital, Lockett Ranches	3	David Hayward, Diane Vosick, Ali Applin
Doney Park/Fernwood/Timberline/ Cosnino/Winona	3	Jesse Delmar, John Ruggles, Kimberley Robinson
Central-North Flagstaff: Townsite, Downtown, Cherry Hill, McMillan Mesa, Switzer Canyon,	3	Cristy Zeller, Michelle James, John VanLandingham
Central-South Flagstaff: NAU, Southside, La Plaza Vieja, Aspen Place, Rio Homes, Pine Knoll- Brannen	2	Andrea Meronuck, Paul Beier
East Flagstaff: Shadow Mountain, McMillan Mesa, Sunnyside, Greenlaw	5	Al White, Anthony Garcia, Talyne Corlyn, Tina Burger, Abel Estrella

Regional Plan Committee

2024 Tentative Schedule

To be presented and reviewed at first two Committee meetings in November/December 2023

November 2023 Meeting 1: (1) Introductions (2) Timeline and Milestones (3) Roles and Expectations (4) Rules and Procedures Part 1

Committee Homework: Read Snapshots and Public Participation reports on website

December 2023 Meeting 2: (1) Election of Chair and Vice-Chair (2) Rules and Procedures Part 2 (3) Chapter Review Scope and Conflict Resolution (4) Subcommittees and inclusion of other Boards and Commissions expertise

January 2024 Meeting 3: (1) Proposed document structure (2) Principles for Major and Minor Plan Amendments (3) Initial Scenario Planning findings (4) Vision Statement selection and endorsement

February Meeting 4: (1) Natural Resources and Environmental Planning

February Meeting 5: (1) Open Space (2) Recreation

March Meeting 6: Preferred Scenario Review and Endorsement

April Meeting 7: (1) Water Resources (2) Energy

April Meeting 8: (1) Public Services and Facilities (2) Cost of Development

May Meeting 9: (1) Initial Land Use Framework (2) Development Guidelines and Community Character

May Meeting 10: Future Land Use Map Draft

June Meeting 11: (1) Transportation - Road Network, Bicycle and Pedestrian, and Transit

June Meeting 12: (1) Growth and Land Use Chapter

July Meeting 13: (1) Implementation priorities (2) Monitoring and metrics

July – August: Writer Editor document clean up and reviews

Late August Meeting 14: (1) Full Draft Endorsement

Legal and staff complete document review August-September

60 Day public review

30 days for comment integration and resolution

Reconvene in January –February 2025: up to 4 meetings to review public comments and edits post public review

Summary of Community Based Organization Outreach

Flagstaff Regional Plan 2045 - March 2023 to January 2024

Purpose: Cascadia Partners reserved \$10,000 of their contract as approved by City Council in October 2023 to support engagement with marginalized and hard to reach communities within the Region. The method of creating relationships with Community Based Organizations (CBOs) is a model that combines financial support for working on behalf of the project and providing insight and input to improve the accessibility of public engagement.

Selection Process

In January 2023, the Regional Plan Communications and Outreach group which includes public affairs and outreach staff in various departments from the City and County brainstorm a list of community non-profits and networks that can share information with populations within Flagstaff that have not historically been well represented in the Regional Plan process. This list generated about a dozen groups that were well connected with these populations and were unlikely to participate in the Regional Plan without additional support.

Of the dozen groups identified in this meeting, staff and the consultants reached out and all were offered the compensation opportunity to participate in the Regional Plan per the attached agreement between Cascadia Partners and their organization. Some organizations stated they didn't have the capacity to participate at this time, some wanted to participate but declined the additional compensation.

Engaged Organizations

The groups that have participated with or without compensation include:

- ANew Living transitional housing
- Native American Club and Hispanic Heritage Club - Flagstaff High School/Coconino High School
- Native Americans for Community Action (NACA)
- Northern Arizona Interfaith Council (NAIC)
- La Plaza Veja Neighborhood Association
- Southside Community Association/ Black Lived Experience
- Sunnyside Neighborhood Association/ Market of Dreams

So far \$3,000 Of compensation has been distributed to five organizations with the completion of Phase 3 pending. Not all participating organizations have participated in all phases based on their availability and interest.

Accomplishments

Engaging with these organizations has improved participation in terms of both total outreach and diversity of populations heard from in the following ways:

- 18 Spanish speaking participants participated in the Face the Future Workshop in a fully Spanish environment
- 16 High School students engaged in a field trip/workshop
- 10 League of Neighborhoods representatives came to workshops and open house events
- Coordination meetings and process checks with the League of Neighborhoods
- Additional Open House hosted by the League of Neighborhoods with 40 attendees in July 2023.
- Higher attendance of youth (under 20) at public open house than previous engagement opportunities.
- Meeting with 20 residents in a transitional housing setting
- 1 Workshop held with seniors at the Montoya Center
- Sharing of social media advertising through newsletters, email lists and social media accounts of CBO partners.

In addition to these more measurable accomplishments, the partnerships with the CBOs have produced unique feedback that would not have been shared in the broader public engagement. For example:

- For Spanish-speaking participants, the areas where they were concerned about the risk of displacement were different than where English-speaking residents described similar concerns.
- The League of Neighborhoods brought forward concerns about the ongoing vulnerability of mobile home parks to displacement and loss of housing.
- Mobility and easier access to goods and services was a big theme for the transitional housing and Spanish-speaking workshops.
- Native American Club participants focused some of their input on how Flagstaff supports and promotes the wellbeing of native nations and neighbors in the County and at the edges of the City.
- Better representation of low income, African American, Hispanic and indigenous community members. Higher middle and high school youth participation in the same activities and engagement styles as older participants.

Upcoming Phase 3/Scenario Choosing engagement

Description of scenario choosing: Meetings with CBOs in advance of the Scenario Choosing Workshops are already influencing the methods and messaging of our next phase of engagement. While the feedback is overall very good for this process, we are also hearing challenging messages on the way we introduce, invite and collect input from the communities that are harder to reach. Some of the engagements we are planning for the next 4 months are:

- Ambassador Orientation at Hal Jensen Center (November 2023)
- Stone Soup Supper outreach (November 2023)
- Sunnyside Neighborhood Association meeting (January 2024)
- Indigenous youth-led workshop to be hosted by The Flagstaff and Coconino High School Native American Clubs (November 2023)
- Spanish language workshop to be hosted by NAIC (December- January 2023)