

## MINUTES

### 1. Call to Order

Mayor Daggett called the meeting of the Flagstaff City Council held January 20, 2023, to order at 10:29 a.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. **ROLL CALL**

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

PRESENT:

ABSENT:

MAYOR DAGGETT  
VICE MAYOR ASLAN  
COUNCILMEMBER HARRIS  
COUNCILMEMBER HOUSE  
COUNCILMEMBER MATTHEWS  
COUNCILMEMBER MCCARTHY  
COUNCILMEMBER SWEET

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

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

The Council and audience recited the pledge of allegiance, Mayor Daggett read the Mission Statement of the City of Flagstaff, and Councilmember House read the 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. City Council Budget Retreat

Mr. Clifton offered some opening remarks and turned things over to the facilitator Katie Wittekind who reviewed the objectives for the day.

#### COUNCIL BUDGET RETREAT WELCOME AND OBJECTIVES

Assistant Finance Director Heidi Derryberry and Finance Director Brandi Suda continued the presentation.

AGENDA  
BUDGET INTRODUCTION  
BUDGET TEAM CHARTER  
PURPOSE  
MEETINGS  
ROLES  
CODE OF CONDUCT  
BUDGET PROCESS  
BUDGET TIMELINE  
FISCAL POLICIES  
COLOR OF MONEY  
FUND TYPES  
SPECIAL REVENUE FUNDS  
ENTERPRISE FUNDS  
CAPITAL PROJECT FUNDS  
DEBT SERVICE FUNDS  
GENERAL FUND

Management Services Director Rick Tadder continued the presentation.

MAINTAINING FISCAL HEALTH  
RECESSION PLANNING  
FISCAL RESPONSIBILITY  
FUND BALANCE RESERVE POLICY  
STRUCTURALLY SOUND 5-YEAR PLANS  
DEDICATED PROFESSIONAL STAFF

A break was held from 11:45 a.m. through 12:20 p.m.

Management Analyst Chris Rhode continued the presentation.

PRIORITY BASED BUDGET (PBB)  
PBB OVERVIEW  
PRIORITY AND OBJECTIVE DEVELOPMENT  
KEY COMMUNITY PRIORITIES

PRIORITY BASED BUDGETING PRIORITIES AND OBJECTIVES  
PBB ANNUAL PROCESS  
PUBLIC FACING PBB DATA

Mr. Tadder continued the presentation.

REVENUE UPDATES  
RECESSION CONSIDERATIONS  
ECONOMIC OUTLOOK  
GENERAL FUND – SALES TAX  
GENERAL FUND – STATE SHARED  
BBB TAX FUNDS  
LODGING METRICS

Interim Deputy City Manager Heidi Hansen continued the presentation.

BUDGET TEAM FOCUS

HR and Risk Management Director Randy Tracy continued the presentation

COMPENSATION  
MINIMUM WAGE ORDINANCE  
MINIMUM WAGE – CPI IMPACTS  
MERIT  
PAY FOR PERFORMANCE  
MID-YEAR MARKET ADJUSTMENTS  
PAY PLAN MARKET ADJUSTMENTS  
COMPENSATION SUMMARY

A break was held from 2:03 p.m. through 2:22 p.m.

Mr. Clifton continued the presentation.

BIG PICTURE GOALS AND PRIORITIES  
BIG PICTURE PRIORITIES  
EXPECTATION FOR FEBRUARY RETREAT

Council discussed their priorities for the upcoming budget process. The following are the priorities identified:

- Community involvement and meeting people where they are
- Housing
- Employee benefits
- Wastewater Treatment Plant
- Streamlining Capital Improvement timelines
- Fire equipment
- The Big Shift policies

## 5. Public Participation

Adam Shimoni addressed Council in support of improvements for pedestrians and cyclists. He indicated that a letter had been sent to the Council that included a series of recommendations and he would like for those to be considered as the Council enters the budget process.

**6. Adjournment**

The Retreat of the Flagstaff City Council held January 20, 2023, adjourned at 3:15 p.m.

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MAYOR

ATTEST:

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CITY CLERK