

MINUTES

1. CALL TO ORDER

Vice Mayor Aslan called the meeting of the Flagstaff City Council held April 18, 2023, to order at 3:00 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 regular meeting, 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:

VICE MAYOR ASLAN
COUNCILMEMBER HARRIS
COUNCILMEMBER HOUSE
COUNCILMEMBER MCCARTHY

ABSENT:

MAYOR DAGGETT
COUNCILMEMBER MATTHEWS
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, Councilmember Harris 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. PUBLIC PARTICIPATION

Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. 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. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

Austin McCormick addressed Council about the road conditions in Flagstaff and requested that potholes be repaired along with repainting of the street striping.

Jill Stephenson addressed Council about climate change and urged them to take immediate action.

Due to technology issues, a break was called from 3:07 p.m. through 3:38 p.m.

Kaitlyn Hann addressed Council about affordable housing issues in Flagstaff.

Caleb Gullings addressed Council about road conditions on Route 66 and lack of visible lines on the roadway. He requested that the striping on Route 66 be repainted.

Paul Haro addressed Council with concerns about the potential installation of eight pickleball courts at Bushmaster Park.

5. COUNCIL LIAISON REPORTS

Councilmember House reported that she met with the City of Flagstaff Housing Team to discuss CDBG funding and the ten-year Housing Plan. They are working to bring forward the first-year implementation plan and start work on some of the programs within the plan.

Councilmember McCarthy attended the Planning and Zoning Commission meeting along with the Bicycle and Pedestrian Advisory Committee meetings, all were well attended with a lot of interest from the community. He also participated in the meet and greet for the Airport Director position.

Vice Mayor Aslan reported that he attended a webinar put on by Tyler Denham on Rethinking Parking – Lessons from Buffalo. It was a good webinar, and he recommended others watch the recording. He attended the Alliance meeting and also had a meeting with Solid Waste Director Evan Tyrrell about the repurposing of the Materials Recycling Facility. Lastly, he attended the Boys and Girls Club Youth of the Year event; it was great to attend and celebrate the youth of Flagstaff.

Councilmember Harris reported that she attended the Airport Commission meeting where they discussed the opening of the paid parking lots and working with Park Flag to monitor and manage the lots.

6. CONSENT ITEMS

All matters under Consent Agenda are considered by the City Council to be routine and will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.

Moved by Councilmember Khara House, **seconded by** Councilmember Deborah Harris to approve the Consent Agenda as presented.

Vote: 4 - 0 - Unanimously

- A. **Consideration and Approval of Contract:** Approve Change Order No. 17 with Shephard Wesnitzer, Inc. in the amount of \$190,700.00 and a 365 calendar day time extension for the Rio de Flag Flood Control Utility Relocation Design Services Contract.

1. Approve Change Order No. 17 with Shephard Wesnitzer, Inc. the amount of \$190,700.00 and a 365 calendar day time extension for the Rio de Flag Flood Control Utility Relocation Design Services Contract; and
2. Authorize the City Manager to execute the necessary documents.

7. ROUTINE ITEMS

- A. **Consideration and Adoption of Ordinance No. 2023-07:** An ordinance of the Flagstaff City Council authorizing the acquisition of real property for the Cinder Lake Landfill Road Improvement Project; providing for delegation of authority, repeal of conflicting ordinances, severability, authority for clerical corrections, and establishing an effective date

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Khara House to read Ordinance No. 2023-07 by title only for the final time.

Vote: 4 - 0 - Unanimously

AN ORDINANCE OF THE FLAGSTAFF CITY COUNCIL AUTHORIZING THE ACQUISITION OF REAL PROPERTY FOR THE CINDER LAKE LANDFILL ROAD IMPROVEMENTS PROJECT; PROVIDING FOR DELEGATION OF AUTHORITY, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE

Moved by Councilmember Jim McCarthy, **seconded by** Vice Mayor Austin Aslan to adopt Ordinance No. 2023-07.

Vote: 4 - 0 - Unanimously

- B. **Consideration and Adoption of Ordinance No. 2023-08:** An ordinance of the City Council of the City of Flagstaff authorizing the acquisition of real property interests for the Schultz Creek Stabilization Project and the Highway 180 Culvert Project; providing for delegation of authority, severability, repeal of conflicting ordinances, authority for clerical corrections, and establishing an effective date

Vice Mayor Aslan asked if there is an update on the work along Highway 180. Real Estate Manager Bryce Doty stated that ADOT has been out there doing emergency work on the culvert. Mr. Clifton stated that there are a lot of exciting things happening, and an update will be coming to Council in the near future. He noted that he met with a resident last week who

paid big compliments to staff on how the situation has been handled. It was a nice meeting to attend and he wanted to pass on the words of appreciation.

Moved by Councilmember Khara House, **seconded by** Councilmember Deborah Harris to read Ordinance No. 2023-08 by title only for the final time.

Vote: 4 - 0 - Unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF AUTHORIZING THE ACQUISITION OF REAL PROPERTY INTERESTS FOR THE SCHULTZ CREEK STABILIZATION PROJECT AND THE HIGHWAY 180 CULVERT PROJECT; PROVIDING FOR DELEGATION OF AUTHORITY, SEVERABILITY, REPEAL OF CONFLICTING ORDINANCES, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE

Moved by Councilmember Khara House, **seconded by** Councilmember Deborah Harris to adopt Ordinance No. 2023-08.

Vote: 4 - 0 - Unanimously

- C. **Consideration and Adoption of Ordinance No. 2023-09:** An ordinance of the City Council of the City of Flagstaff dedicating a public access easement across city-owned property located at 3500 N. West St.; providing for delegation of authority, repeal of conflicting ordinances, severability, clerical corrections, and establishing an effective date

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Khara House to read Ordinance No. 2023-09 by title only for the final time.

Vote: 4 - 0 - Unanimously

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF DEDICATING A PUBLIC ACCESS EASEMENT ACROSS CITY-OWNED PROPERTY LOCATED AT 3050 N. WEST ST; PROVIDING FOR DELEGATION OF AUTHORITY, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Khara House to adopt Ordinance No. 2023-09.

Vote: 4 - 0 - Unanimously

- D. **Consideration and Approval of Audited Financial Reports:** Year ending June 30, 2022

Finance Director Brandi Suda thanked the Finance Team and Grants and Contracts Team for their assistance in preparing for the audit. The Audit Committee met and reviewed the financial reports and approved the acceptance of the Annual Comprehensive Financial Report and Single Audits. Ms. Suda then introduced the City's Auditor Ann Fang with Clifton, Larson, and Allen who provided a PowerPoint presentation that covered the following:

JUNE 30, 2022 AUDIT SUMMARY
ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)
ACFR
SINGLE AUDIT
SINGLE AUDIT REPORT

PASSENGER FACILITY CHARGE (PFC) AUDIT
HIGHWAY USER REVENUE FUND (HURF)
AGREED UPON PROCEDURES
GASB PRONOUNCEMENTS IMPLEMENTED IN 2022

Council thanked Ms. Suda and Ms. Fang for the presentation.

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Khara House to approve the FY 2021-2022 Annual Comprehensive Financial Report and the FY 2021-2022 Single Audit Report.

Vote: 4 - 0 - Unanimously

8. DISCUSSION ITEMS

A. **Discussion on Public Notice of a Possible Primary Property Tax Levy Increase**

Finance Director Brandi Suda provided a PowerPoint presentation that covered the following:

DISCUSSION ON NOTICE OF PRIMARY PROPERTY TAX INCREASE
PRIMARY PROPERTY TAXES – STATUTES
PRIMARY PROPERTY TAXES
ANATOMY OF PRIMARY PROPERTY TAXES
NET ASSESSED PROPERTY VALUES
PRIMARY PROPERTY TAX

Vice Mayor Aslan stated that the posting will allow the Council to discuss property taxes as part of the upcoming budget retreat. It will provide the ability to be as flexible as possible. He noted that the posting could create some confusion in the public.

Councilmember McCarthy stated that he has not studied the budget yet so he does not know if he would be interested in increasing the property tax or not. He supports moving forward with posting but asked that there be strong messaging that the Council has not made any decisions on an increase but that it could be considered at the budget retreat.

Councilmember Harris noted that it is important for Council to leave all their options open for consideration. She agreed that the messaging to the public should focus on the fact that the posting allows for the discussion and that nothing has been decided.

Council gave direction to move forward with the 60-day notice.

9. PUBLIC PARTICIPATION

None

10. INFORMATIONAL ITEMS TO/FROM MAYOR, COUNCIL, AND STAFF, AND FUTURE AGENDA ITEM REQUESTS

Councilmember McCarthy stated that the Planning and Zoning Commission will be meeting later that week to continue their meeting about the zoning and other elements of the Northern Arizona Healthcare application.

Councilmember House reported that she received an email from an Environmental Sustainability student at NAU with ideas about supporting the Climate Action Goals. She forwarded that email to the Council to read. She also reported that she saw that there is a new business in downtown named Planet Science that refers to itself as Flagstaff’s place for science, space, merchandise, and memorabilia. It is exciting because Council was just speaking about the desire to see a science center or some sort of engagement with astro tourism in Flagstaff.

11. ADJOURNMENT

The Regular Meeting of the Flagstaff City Council held April 18, 2023, adjourned at 4:31 p.m.

MAYOR

ATTEST:

CITY CLERK

CERTIFICATION

I, STACY SALTZBURG, do hereby certify that I am the City Clerk of the City of Flagstaff, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Flagstaff held on April 18, 2023. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 20th day of June, 2023.

CITY CLERK