

MINUTES

1. Call to Order

Mayor Daggett called the special meeting of the Flagstaff City Council held January 31, 2023, to order at 3:06 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. Roll Call

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

PRESENT:

ABSENT:

MAYOR DAGGETT
VICE MAYOR ASLAN
COUNCILMEMBER HARRIS
COUNCILMEMBER HOUSE (virtual)
COUNCILMEMBER MATTHEWS
COUNCILMEMBER MCCARTHY
COUNCILMEMBER SWEET

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

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

The Council and audience recited the pledge of allegiance, Councilmember Sweet read the Mission Statement of the City of Flagstaff, and Vice Mayor Aslan read the Land Acknowledgment.

MISSION STATEMENT

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

LAND ACKNOWLEDGMENT

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 at the meeting 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 to have 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.

Tom Pearson addressed Mayor and Council regarding Carbon Net Zero, Carbon off-setting, and mitigating climate change.

Convention and Visitor Bureau Director Trace Ward addressed Mayor and Council regarding National Plan your Staycation Day.

Anthony Garcia addressed Mayor and Council to promote a non-profit mini-golf tournament at Coconino Center of the Arts.

5. Review of Draft Agenda for the February 7, 2023 City Council Meeting

Citizens wishing to speak on agenda items not specifically called out by the City Council may submit a speaker card for their items of interest to the recording clerk.

None.

6. Proclamation: Career and Technical Education Month

Mayor Daggett read and presented the proclamation.

7. January Work Anniversaries

Senior Deputy City Manager Shannon Anderson shared the January Employee Work Anniversaries.

8. Consideration and Approval of Contract: Purchase Contract with Scheidt & Bachmann USA Inc. for the Airport Paid Parking System.

Airport Programs Manager Brian Gall provided a PowerPoint presentation that covered the following:

- Airport Paid Parking System
- Parking at the Airport
- Move to a Paid Parking System
- Previous Council Decisions
- Steps to Implement Paid Parking
- Proposed Supplier
- Proposed System
- Parking Operations

Vice Mayor Aslan inquired about the possibility of a fee for lost parking tickets. Mr. Gall clarified that there were no plans for a fee for lost tickets and that staff could rely on license plate records as a backup. He explained that license plates were recorded using a license plate reader and by staff manually recording license plates.

Councilmember House asked if there have been discussions about continuing an airport shuttle program. Mr. Gall mentioned ongoing conversations with Mountain Line for airport service but noted the absence of a current funding source. Interim Deputy City Manager Heidi Hansen stated that a

shuttle service was a more favorable option than a bus line but cited staffing challenges. She indicated that efforts were underway to try to sustain the shuttle service.

Councilmember McCarthy voiced his support for the initiative.

Moved by Councilmember Jim McCarthy, **seconded by** Councilmember Miranda Sweet to find that Scheidt & Bachmann USA Inc. has offered the proposal most advantageous to the City, approve a contract with Scheidt & Bachmann USA Inc. for the purchase, installation, and support a parking access and revenue control system for the Flagstaff Pulliam Airport in an amount not to exceed \$286,714.03, plus applicable taxes, and authorize the City Manager to execute all necessary documents.

Vote: 7 - 0 - Unanimously

9. **Consideration and Adoption of Ordinance No. 2023-03:** An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 12, Floodplains, Chapter 12-02, Stormwater Management Utility, by amending Section 12-02-002-0003, Schedule of Stormwater Management Utility Service Charges and Fees; providing for repeal of conflicting ordinances, severability, penalties, authority for clerical corrections, and establishing an effective date.

Mayor Daggett continued the public hearing that was initially opened at the meeting of November 15, 2022.

Stormwater Manager Edward Schenk, Water Resources Principal Consultant Sanjay Guar, Finance Director Brandi Suda, and Water Services Management Analyst Lisa Deem provided a PowerPoint presentation that covered the following:

- Overview
- Utility Structure
- Stormwater Rate & Program History
- Stormwater Rates: Rate Basis - EUR
- Stormwater Program Accounts
- Stormwater Rates: Current Rates
- Stormwater CIP History
- Financial Planning
- Financial Planning 101
- Financial Plan Before Fire
- Capital Needs Before Fire
- 2021-2022 Flood Impact on Stormwater Fund Financial Impact of Flooding Event
- Rate Study Journey
- GO Bonds Pass
- Stormwater Rate Assessment
- Rate Adoption Journey
- New Baseline O&M
- Operating Position with Increased O&M
- Baseline Operational Needs: Two-Year Increase to meet O&M Needs
- Stormwater Maintenance
- Maintenance example -- Copeland
- Maintenance example -- Frances Short Pond
- Operating Position Needs
- Capital Plan Scenarios
- Scenario 1: Minimal Capital Plan
- Scenario 2: Recommended CIP, with Future Grants
- Scenario 3: Recommend CIP, with Rates
- Scenario 1: Minimal Capital Plan -- Proposed Financial Plan
- Scenario 2: Recommended CIP, with Future Grants -- Proposed Financial Plan
- Scenario 3: Recommend CIP, with Rates -- Proposed Financial Plan
- Rate Summary of Scenarios
- Rate Impact
- Future Impact on Rates
- Rate Comparison -- National Perspective

- National perspective
- Outreach
- Rate Timeline 2023

Laura Kessler addressed Council and stated that she was a flood-impacted resident. She disagreed with the presentation and stated that residents were at a safety risk for flooding.

Tom Pearson addressed Council and stated that residents were willing to pay additional fees to secure the safety of residents. He addressed mitigation and the importance of it for the residents of Flagstaff.

Joe Galli, Senior Advisor Public Policy of the Greater Flagstaff Chamber of Commerce, addressed Council and stated that the Chamber had concerns about a fee increase. He suggested seeking grants to fund the projects and suggested a sunset on the fee schedule. He also suggested using general fund money for the improvements to supplement the funds a rate increase would raise so that the rate increase could be lower.

Michelle James, the Executive Director for Friends of Flagstaff's Future, stated that rates were not keeping up with the times. She stated that Friends of Flagstaff's Future was supportive of Scenario 3.

Steve Puhr addressed Council and spoke about funding.

Mayor Daggett asked about the timeline for Highway 180. Mr. Schenk stated that they were currently working through design and property acquisitions. They were hopeful to have the review in April. Mayor Daggett asked if staff needed approval from the Arizona Department of Transportation, and Mr. Schenk said that staff did need permission for design and utility relocation.

Moved by Councilmember Miranda Sweet, **seconded by** Vice Mayor Austin Aslan to continue the public hearing to February 14, 2023 to allow staff time to gather more information.

Vote: 4 - 3

NAY: Councilmember Deborah Harris
Councilmember Jim McCarthy
Councilmember Khara House

10. Adjournment

The Special Meeting of the Flagstaff City Council held January 31, 2023, adjourned at 5:26 p.m.

WORK SESSION

1. Call to Order

Mayor Daggett called the special meeting of the Flagstaff City Council held January 31, 2023, to order at 5:51 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. City Manager Report

Mr. Clifton briefly reviewed his report.

IT Director CJ Perry briefly reviewed the IT monthly report.

Water Services Management Analyst Lisa Deem briefly reviewed the Water Services monthly report.

Climate Section Director Jenny Niemann briefly reviewed the Sustainability monthly report.

Vice Mayor Aslan asked about the winter snowplay cleanup and whether the issue was improving or worsening. Ms. Niemann stated that she had observed a significant amount of trash in the woods. There was community-wide messaging to encourage trash cleanup and the presence of dumpsters at snowplay areas had proven helpful.

3. Economic Development - Year in Review 2022

Community Investment Director David McIntire, Business Attraction Manager Jack Fitchett, Business Retention and Expansion Manager John Saltonstall, and Administrative Specialist Creag Znekto provided a PowerPoint presentation that included the following:

- Introduction
- Awards & Key Partners
- Business Attraction Incentives
- Business Attraction -- End of the Year Successes
- Business Attraction -- Looking Ahead
- Business One Stop Shop
- Buxton Analytics
- Placer A.I. Analytics
- Brownfields
- Moonshot at NACET
- Marketing
- Business Retention & Expansion
 - BR&E Incentives 2022
 - BR&E Incentive 2022 -- Awardees
 - Innovate Waste: The Carbon Neutrality Challenge
 - Expansions
 - Workforce Development

The team highlighted their dedication to promoting economic growth, supporting local businesses, and maintaining the unique identity of Flagstaff while fostering innovation and sustainability in the community.

President and CEO of the Economic Collaborative of Northern Arizona Gail Jackson addressed Council to state her support of the Economic Development team.

4. Downtown Connection Center (DCC) Art Concepts: Art Glass and Southside Grove Sculpture

Beautification, Arts, and Sciences Program Manager Jana Weldon provided a PowerPoint presentation that included the following:

- Downtown Connection Center (DCC) Art Concepts
- Agenda
- Artist Selection
 - Haddad/Drugan
 - Design Contracts
- Community Input Prior to Design
- Design and Review
- Art Glass and Southside Grove Sculpture
- Art Glass
- Southside Grove Sculpture

Councilmember McCarthy mentioned his admiration for much of the sculpture. He inquired about the possibility of incorporating more needles and expressed his concern that the chimes might be considered a nuisance.

Vice Mayor Aslan expressed his excitement and addressed the relocation of the site concerning the equinox. He also mentioned his interest in incorporating more sound elements.

Council expressed their appreciation and support of the project.

Matt McGrath and Anthony Garcia each addressed Council in support of the project.

A break was held from 7:37 p.m. through 7:46 p.m.

5. Parking Update and Discussion

Park Flag Parking Manager Gail Brockman provided a PowerPoint presentation that covered the following:

- Why Parking?
- Initial Success
- Program Improvements
- Program Suspension
- Re-Implementation
- Current State of the Program
 - Ambassadorship Enforcement Model
 - Revenue
 - Staffing
 - Current State of the Program
- Future Agenda Item

Councilmember McCarthy inquired about employee parking and whether designated areas existed for them. Ms. Brockman clarified that employee parking is allocated to specific zones, namely Employee North (EN) and Employee South (ES).

- Requesting Input
 - Ordinance Changes
 - Information

The Council provided direction to staff to bring an ordinance forward.

- Multi-Use Permit
- Input

Councilmember McCarthy asked if overnight parking in winter would be allowed. Ms. Brockman explained that parking would be available in lots, and Councilmember McCarthy expressed his support. Vice Mayor Aslan also voiced support.

Councilmember Harris questioned where people were currently parking, to which Ms. Brockman replied that residents currently had limited parking options, with some using private lots.

- South Leroux Street Non-Residential Mgmt. Request

Councilmember McCarthy stated that the change was beneficial and raised a concern about a red curb near the Murdoch Center, which he felt might not be proper. Ms. Brockman agreed to look into it.

Tyler Denham addressed Council in support of shared parking. He had questions about implementation, including why Park Flag preferred a lottery system over raising permit costs and why it wanted to limit it to Park Flag rather than implementing a fee. Ms. Brockman explained that the lottery aimed to address anticipated high demand relative to supply, and it would be evaluated as a pilot program over a year. The two-hour time limit aimed to align with other streets in the area.

Mr. Denham also submitted a written comment in support of the proposed ordinance.

6. Public Participation

None.

7. Informational Items To/From Mayor, Council, and City Manager; future agenda item requests

Councilmember House noted that it was the start of Black History Month and National Freedom Day on February 1, 2023.

Councilmember Harris shared that she attended her first Open Space Commission meeting.

Vice Mayor Aslan requested updates on the Attorney General's cancellation and rescheduling, and he expressed the desire for an update on the abortion resolution, requesting it to be scheduled on the working calendar.

Councilmember Sweet requested a FAIR Item to explore options for clearing ice and snow from alleys and also sought an update on snow operations.

Councilmember McCarthy requested a FAIR item for a discussion on snow removal, specifically focusing on attachments for snow removal equipment that could minimize driveway blockages. He suggested bringing in a consultant to discuss available equipment and its practicality.

Mayor Daggett mentioned that she would not be present at the next Council Meeting as she would be attending the State of the Union address.

8. Adjournment

The Work Session of the Flagstaff City Council held January 31, 2023, adjourned at 8:34 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 January 31, 2023. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 1st day of October, 2024

CITY CLERK