

## MINUTES

### 1. Call to Order

Vice Mayor Aslan called the meeting of the Flagstaff City Council held April 9, 2024, to order at 3:05 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 discussion and consultation 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:

MAYOR DAGGETT (virtual, arrived at 3:29 p.m.)  
VICE MAYOR ASLAN  
COUNCILMEMBER HARRIS  
COUNCILMEMBER HOUSE  
COUNCILMEMBER MATTHEWS  
COUNCILMEMBER MCCARTHY  
COUNCILMEMBER SWEET

#### ABSENT:

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 Councilmember McCarthy 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. Open Call to the Public

*Open Call to the Public enables the public to address the Council about an item that is not on the prepared agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. Open Call to the Public appears on the agenda twice, at the beginning and at the end. The total time allotted for the first Open Call to the Public is 30 minutes; any additional comments will be held until the second Open Call to the Public.*

Dennis Givens addressed Council regarding the procedure for selecting for Vice Mayor and asked to not change the process. He also addressed the need to conserve water.

Sustainability Analyst Genevieve Pearthree and Community Investment Director Dave McIntire addressed Council regarding the Green Business Boot Camp.

Library Director Linda Tillson addressed Council regarding National Library Week. She recognized Library Board member Catherine Moore and Deputy Directors Demaris Hill and Richard Tutwiler who attended the meeting. She shared a few fun facts about libraries in general and a few facts about the Flagstaff Library.

Deputy Library Director Richard Tutwiler addressed Council regarding the Library of Things collection. He added that the number one checked-out item was a Nintendo Switch controller and the second most checked-out items were charging devices. He shared a few more items that could be checked out and highlighted the cultural passes. Deputy Director Hill shared information on the most checked-out graphic novels.

Paul Richardson addressed Council regarding resolutions, staying away from political speech, and asked Council to stay focused on items that the City can control.

#### 5. **Review of Draft Agenda for the April 16, 2024 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: Fair Housing Month

Councilmember Matthews read and presented the proclamation.

#### 7. Proclamation: National Poetry Month

Councilmember House read and presented the proclamation to Youth Poet Laureate Micaela Merryman who recited a poem she wrote for the occasion.

#### 8. **City Manager Report**

Mr. Clifton briefly reviewed his report.

Police Chief Dan Musselman spoke about Officer Austin Rogers who assisted in a life-saving event while attending a training in Phoenix.

Interim Deputy Human Resources Director Jennifer Caputo briefly reviewed the Human Resources/Risk Management newsletter.

PROSE Director Rebecca Sayers briefly reviewed the PROSE monthly report. Vice Mayor Aslan asked about the letter to the editor in the paper regarding the basketball courts and stated that it was a nice letter about increasing the number of basketball hoops in town. Ms. Sayers stated that

basketball hoops would be addressed in the PROSE presentation later in the meeting.

Housing Director Sarah Darr briefly reviewed the Housing Section Newsletter.

**9. Presentation and discussion regarding the City of Flagstaff Community Development Block Grant Program Year 2024 Annual Action Plan and Staff recommendations for Program Year 2024 CDBG funding allocations**

Housing and Grants Administrator Kristine Pavlik presented the Community Development Block Grant (CDBG) Program Year 2024 Annual Action Plan and the recommended funding allocations. The presentation covered the following:

- Overview of CDBG
- Explanation of why the City of Flagstaff receives CDBG funds
- Primary objective of CDBG
- Eligible uses of CDBG dollars
- National objectives and criteria for using CDBG funds
- Process for accessing the funds
- Discussion on the 2021-2025 Consolidated Plan target areas
- Responsibilities of the Council and Staff
- Priorities outlined by the Council for CDBG
- High priority needs and activity goals identified
- Proposal for the CDBG 2024 Annual Action Plan
- Available funding and proposals received
- Discussion on allocations and recommendations made by the ranking committee
- Next steps and open questions

Councilmember Matthews asked about the criteria for fund allocation, particularly concerning the CATS program. She expressed reservations about allocating \$200,000 for a program established less than three years ago without robust financial documentation. She also questioned the redundancy of service numbers. Ms. Pavlik addressed these concerns by explaining the ranking committee's focus on funding reliability and clarifying the categorization of the Boys and Girls Club under Public Services rather than Housing/Public Facility Improvements like the CATS Acquisition.

Councilmember Matthews requested specifics on the grants administered by CATS. Wendy White, Co-Founder and Treasurer of CATS, provided insights into their previous grants and financial administration. Councilmember Matthews also inquired about the resilience hub concept and the possibility of the downpayment funds serving as a loan. She raised concerns about funding CATS twice while neglecting the Boys and Girls Club and sought clarification on the difference between the \$50,000 CDBG grant and the Resilience Hub grant.

Councilmember Sweet recommended involving the Sunnyside community in developing a good neighbor plan for the CATS acquisition project. She emphasized the importance of engaging communities affected by such projects.

Councilmember Harris expressed support for the Boys and Girls Club request and emphasized the necessity of community engagement in site placements.

Councilmember McCarthy questioned the effectiveness of a mobile facility compared to a permanent location for the CATS program. He sought clarification from Ms. White on the need for a mobile facility versus a stationary one.

Vice Mayor Aslan voiced concerns about public engagement and the project's potential impact on the surrounding community. He emphasized the need for a robust community engagement process and sought clarification on the funding source for purchasing abutting property.

Mayor Daggett echoed concerns about allocating funds without public input and highlighted the importance of funding the Boys and Girls Club. She suggested postponing the discussion or exploring reallocation options.

Councilmember McCarthy asked about the plans for the second property, prompting Ms. White to discuss the potential for a tiny home village.

Vice Mayor Aslan emphasized the need for a community dialogue and expressed concerns about rushing the process.

Councilmember Matthews proposed allocating funds to the Boys and Girls Club and delay the decision on the CATS property. She emphasized the importance of community input and suggested collecting feedback from the neighborhood.

Councilmember Sweet praised the work of the CATS bus program but expressed reservations about funding the CATS property without public engagement.

Nadine Hart addressed Council and stated that community input was important and expressed concerns about potential conflicts arising from the project.

Housing Director Sarah Darr sought clarity on Council's preferences regarding fund reallocation and project funding.

Vice Mayor Aslan suggested reallocating funds and delay the decision on the CATS property.

Councilmember McCarthy expressed support for splitting the remaining funds between the CATS program and the Boys and Girls Club.

Councilmember House highlighted the challenges of funding allocations without confirmed funding amounts and recommended postponing the decision.

Councilmember Harris proposed splitting the remaining funds between the CATS program and the Boys and Girls Club.

The majority of the Council supported splitting the remaining funds between the CATS program and the Boys and Girls Club.

## 10. Resilience Hubs 101

Climate Action Section Director Jenny Niemann, Sustainability Coordinator Jenna Ortega, and Climate Corps Resilience Hub Coordinator Sam Wiley provided a PowerPoint presentation that covered the following:

- Overview of Resilience Hubs
- Operating Modes and Foundations of Hubs
- Flagstaff Regional Resilience Project
- Environmental Justice Government-to-Government Grant
- Project Partners, Goals, and Activities
- Details on Southside, Sunnyside, and Mobile Hubs
- Budget and Timeline
- Next Steps

Councilmember Matthews inquired about the EPA grant's duration and its coverage. Ms. Presler confirmed that the funding spans three years, with CATS having a two-year subaward, and both the Sunnyside and Southside Neighborhood Associations receiving three-year subawards. Ms. Presler stated that staff was exploring additional funding sources such as grants for funding beyond the three-year period.

Councilmember House sought clarification on the community-led focus of the project. Ms. Presler explained the engagement efforts and highlighted the involvement of hubs in community activities. She expressed staff's commitment to facilitating outreach and engagement efforts, and collaborating

closely with partners to collect data for the Environmental Protection Agency (EPA).

Councilmember Sweet expressed optimism about the project's potential and inquired about volunteer opportunities. Ms. Presler indicated that there would likely be opportunities for community members to volunteer and emphasized the goal of establishing more resilience hubs.

Councilmember Harris shared that she served as the volunteer Executive Director of the Southside Community Association and emphasized the project's significance for the community, particularly the Southside neighborhood. She highlighted the Association's efforts to leverage additional funds and emphasized the importance of volunteer engagement and student internships.

Nadine Hart addressed Council with concerns about the budget allocation for City staff, questioning its proportion. Ms. Niemann clarified that the staff number represented a project manager's role over three years and did not encompass the current in-kind contributions from staff already involved in the project.

A break was held from 6:35 p.m. through 6:50 p.m.

## 11. Presentation on City of Flagstaff Fleet Electrification Assessment and Efforts

Facilities and Fleet Section Director Jennifer Brown and Climate Analyst Denae Presler, introduced a study on fleet electrification. Consultants Walter Schaefer and Andrey Gribovich from DNV provided a PowerPoint presentation that covered the following:

- Agenda
- Glossary
- Fleet Electrification Assessment Scope
- Fleet Electrification Analysis Approach
- Flagstaff's Selected Facilities
- High-level Fleet Summary
- Total Cost of Ownership (TCO) Analysis Overview
- Fleetwide Total Cost of Ownership Savings Summary
- Summary: Recommended Infrastructure
- Fleet Electrification: Recommendations, Considerations, and Challenges
- Strategic Fleet Electrification
- Market Availability & Suitability
- Overarching Fleet Status & Policies
- Transitioning to EVs: A Phased Approach
- Streamlining EV Procurement
- Level 2 Existing Charging Stations
- Level 2 Planned Charging Stations

Councilmember Matthews asked about the total cost of ownership, specifically with the potential increase in property insurance due to the high risk of fires from EVs was considered. Mr. Gribovich responded that he had not observed any such increase in literature or research and he asked for Councilmember Matthews to share the literature she referenced. Mr. Schaefer noted that most EV parking would be outdoors but agreed to look for insurance cost data.

The appendix slides provided additional details, including:

- Infrastructure Cost Breakdown (one-time and recurring/annual)
- Detailed Recommendations (from December 2023)
- Considerations (from December 2023)

Stefan Sommer addressed Council regarding the urgency of climate action, urging faster fleet replacement to meet carbon neutrality goals.

A written comment about safety measures for electric vehicles was submitted by Nadine Hart.

Vice Mayor Aslan inquired if there was a working plan. Ms. Brown explained that staff was currently developing a comprehensive plan, starting with the assessment, followed by establishing policies and procedures.

Councilmember House asked about the timeline for charging infrastructure deployment. Ms. Presler mentioned that 16 planned charging ports should be completed by the end of the summer, but there was no set timeline for chargers.

Councilmember Harris asked Police Chief Dan Musselman about vehicle allocation among officers. Chief Musselman explained that not every officer had a dedicated patrol vehicle; there were 123 sworn officers and 78 patrol officers, with 43 patrol vehicles in use at any given time. Ms. Brown noted that for electric vehicles to be feasible, they would need a third more vehicles to allow for charging between shifts. She confirmed that charging needs were being considered in the planning process, with a cautious approach for emergency vehicles. Support Services Manager Allison Hughes attributed the shortage of vehicles to delays in outfitting new vehicles, losses due to accidents, and end-of-life retirements. She added that they recently received four new vehicles and were working to purchase more.

Councilmember Matthews also asked Ms. Brown about the possibility of using cooperative purchase agreements to facilitate bulk purchases of electric vehicles. Ms. Brown confirmed that placing bulk orders with dealerships was feasible and could aid in the conversion to electric vehicles.

Councilmember Matthews inquired about the capacity of charging ports to support additional vehicles. Ms. Presler stated that there were ongoing discussions about the charger-to-vehicle ratio. She mentioned that, conservatively, a one-to-one ratio could support at least 46 vehicles. She added given that most vehicles averaged 40 miles a day, charging every few days allowed for shared charging ports.

Councilmember McCarthy asked about battery capacity options for EVs and the possibility of upgrading to larger batteries. Fleet Manager Nathan Naliborski explained that options varied by make and model, and the industry was continually evolving with new range and capacity options.

## **12. Parks, Recreation, Open Space, and Events (PROSE) projects and planning discussion**

Parks, Recreation, Open Space, and Events Director Rebecca Sayers and Parks, Recreation, Open Space, and Events Deputy Director Amy Hagin shared a presentation on PROSE. Slides included:

- Who are the PROSE?
- PROSE Leadership Team
- Parks
- Recreation
- Open Space
- Events
- Getting in the details
- How is PROSE funded?
- How does PROSE receive feedback and set priorities?
- Parks and Recreation Commission priority ranking exercise
- Current Parks and Recreation Commission priorities (as ranked in 2022)
- How does PROSE receive feedback and set priorities?
- 5-year BBB-recreation capital fund
- Sport courts at Bushmaster Park
- FAIR: Bankshot opportunities

Ms. Hagin stated that there were nine and a half basketball courts and asked Council to discuss Bankshot.

Vice Mayor Aslan stated that there should be a few Bankshot courts added throughout town, but they should not replace basketball courts.

Councilmember Harris stated that the City is missing an opportunity if Bankshot was not given serious consideration.

Councilmember Sweet stated that she would like to explore Bankshot more and that it would be a great addition to the parks.

Ms. Hagin stated that there could be an opportunity for Bankshot at Thorpe Park.

Councilmember McCarthy asked what Bankshot was. Ms. Hagin described the sport and how it benefits people who were differently-abled as well as other users. She added that PROSE staff was looking at where to place Bankshot and how to fund it. She stated that staff would need to go back to the Parks & Recreation Commission to discuss placement and funding.

Councilmember Harris stated that Bankshot could be funded by other organizations since it would be accessible to differently-abled individuals.

Councilmember House stated that she was in favor of pursuing Bankshot.

Councilmember McCarthy stated that he was supportive of Bankshot as well.

Ms. Hagin continued the presentation.

- West Side Park
- Thorpe Park
- Heritage Square Restrooms
- FAIR: Potential pond near I-17/Cosmic Rays FUTS

For the West Side Park, Councilmember McCarthy asked what would be placed at the park since the ground was not level. Ms. Hagin stated that the terrain would be difficult, but that staff would communicate with the community to see what amenities they would like to see. Councilmember McCarthy asked if parking would be added to the park and Ms. Hagin stated that parking was uncertain and would require a large part of the budget to construct. She indicated that staff would work with the community to determine the priorities for the park.

Councilmember McCarthy asked who owned the restrooms at Heritage Square. Ms. Hagin stated that there was a maintenance agreement with the Hopi Building where the City maintained the restrooms.

Vice Mayor Aslan stated that a pond would be a great amenity for the neighborhood and the community. He stated there might be environmental concerns and possibly more than the City could handle, but that it was worth looking into.

Councilmember Harris expressed concerns about creating similar issues that existed with Lake Elaine in Continental Country Club. She stated that the city needed to be careful to avoid those types of issues and that there would need to be land acquisition for the proposed lake, so she was not interested in moving forward.

Councilmember McCarthy stated that it might be worth a preliminary investigation on how complicated and expensive it could be to maintain a lake at the location.

Councilmember Sweet stated that she was not interested in moving the proposed lake discussion forward.

The FAIR item regarding the pond did not receive enough support from the Council to move forward.

- What next?
  - Thorpe Park -- ICC
  - Provide air conditioning inside the gym at Hal Jensen Recreation Center

- Ponderosa Park Reconstruction
- Cheshire Park - \$1M plus a partner
- Continental Park - \$3M over two FY, need a partner
- Parks & Recreation Operating Capital -- Impacts of a Good Change

Councilmember Harris asked about the NAU ice rink. Ms. Hagin stated NAU was working on it but it had not yet been completed. Councilmember Harris asked if NAU moved forward with the ice rink if it would take pressure off of Jay Lively. Ms. Hagin stated that she did not see it impacting the youth programs.

Vice Mayor Aslan stated that there was a need in the Ponderosa Trails neighborhood for more basketball amenities.

### **13. John Wesley Powell (JWP) Project Update**

Capital Improvements Project Manager David Pedersen and Planning Director Michelle McNulty presented an update on the JWP Project.

Councilmember Matthews inquired if staff had engaged small property owners. Mr. Pedersen responded that communication had been limited with small property owners, with a focus on large property owners.

Councilmember Matthews also raised concerns about the bridge and drainage culvert's impact on current access roads and elk migration. Mr. Pedersen stated that they had collar data from Arizona Game and Fish and were collaborating with them to ensure wildlife crossings. He added that the crossing of Harold Ranch Road would be enhanced by the County to withstand flooding better, and preliminary plans for a secondary road were being considered.

Councilmember Harris asked if small property owners would be affected by the road. Mr. Pedersen indicated that there would be indirect impacts due to the road's proximity.

Councilmember Harris also asked about NAU purchasing Kinsey School and the potential construction of another school by FUSD, and its effect on the road. Mr. Pedersen mentioned that there had been no specific development plans from NAU or FUSD for that parcel, but there were discussions about connectivity if required.

Mayor Daggett asked about the road's width. Mr. Pedersen stated that the plan included northbound and southbound lanes, with provisions to expand if necessary.

Orville Wiseman addressed Council and expressed his dissatisfaction with the communication regarding the project and disappointment in the proposed road. Councilmember McCarthy stated that there had been substantial public involvement and that many letters were received. Mr. Wiseman disagreed, claiming River Valley Road residents were not informed.

Councilmember Matthews requested assurance that staff would engage small parcel homeowners and gather their feedback. Mr. Pedersen emphasized staff's commitment to transparency and communication. He mentioned a received suggestion for a filling station to reduce the distance homeowners needed to travel to haul water.

### **14. Open Call to the Public**

Nadine Hart addressed Council regarding Section 8 Housing and the cost of housing for people who are trapped in the system because they did not make enough money to get out.

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

Councilmember House stated that the state legislators passed a bill to recognize Pluto as Arizona's State Planet and discussed the Northern Arizona Festival of Books.

Mayor Daggett shared that she was in Waco, Texas to support Lowell Observatory in their celebration of the eclipse.

Councilmember Harris stated that she was looking forward to seeing the poem read during the National Poetry Month proclamation hanging in City Hall and added that there would be a Housing Symposium at Murdoch Community Center on April 20, 2024.

**16. Adjournment**

The Work Session of the Flagstaff City Council held April 9, 2024, adjourned at 9:18 p.m

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MAYOR

ATTEST:

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CITY CLERK