

## MINUTES

### 1. CALL TO ORDER

Mayor Daggett called the meeting of the Flagstaff City Council held January 7, 2025, 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 regular meeting, 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:

ABSENT:

MAYOR DAGGETT  
VICE MAYOR SWEET  
COUNCILMEMBER ASLAN  
COUNCILMEMBER GARCIA  
COUNCILMEMBER HOUSE  
COUNCILMEMBER MATTHEWS  
COUNCILMEMBER SPENCE

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 Matthews 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. 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.*

*If you wish to address the Council in person at today'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 Open Call to the Public and Public Comment. 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.*

Colleen Maring, Chief Legal Counsel and Chief People Officer for Northern Arizona Healthcare (NAH) addressed Council with an update on recruitment and retention at NAH. In 2024 they made 796 external hires which brought people to the community. They focused on retention in the first year of service and they were able to reduce the number of employees leaving from 20% to 15%.

#### 5. PROCLAMATIONS AND RECOGNITIONS

##### A. Proclamation: Human Trafficking Awareness Month

Mayor Daggett read and presented the proclamation.

Councilmember House requested an update on the City's progress toward becoming a Cease City. Mr. Clifton indicated that staff would follow up with the information.

#### 6. COUNCIL LIAISON REPORTS

Councilmember Aslan reported that the Sustainability Commission drafted a six-page letter with recommendations for the 2045 Flagstaff Regional Plan, including removing mandatory parking minimums, sustainable transportation, and climate justice integration.

Vice Mayor Sweet announced her election as Chair of Metro Plan and Supervisor Judy Begay as Vice Chair. She stated that the Water Commission met to discuss reclaimed water rates and formed a small working group to draft recommendations for Council. She also reported that the Beautification and Public Art Commission discussed the executive summary of the draft Land Use Plan. Lastly, she reported that she had a tour of the progress of the Downtown Connection Center.

Councilmember House shared that the Housing Commission engaged in a dot voting activity to prioritize agenda items for the year and received updates on the Community Development Block Grant process. The Commission on Diversity Awareness discussed a Martin Luther King Day proclamation and received updates on the Municipal Equality Index scorecard, the anti-camping ordinance, and discussed programming at the library.

Mayor Daggett reported that the Commission on Inclusion and Adaptive Living had created an Accessibility Expedition working group to identify infrastructure gaps for greater mobility.

#### 7. LIQUOR LICENSE PUBLIC HEARINGS

*Applications under Liquor License Public Hearings may be considered under one public hearing and may be acted upon by one motion unless otherwise requested by Council.*

- A. **Consideration and Action on Liquor License Application:** Jose Manuel Gutierrez Hernandez "El Tapatio 9", 2004 E Historic Route 66, Series 12 (Restaurant), New License

Mayor Daggett opened the public hearing.

Deputy City Clerk Georganna Staskey introduced the application and indicated that the Police Department and Community Development had provided their respective findings.

Councilmember House indicated that there was a note on the application with regard to a case currently under investigation. She asked if that had any impact on the license request. Police Lieutenant Ryan Turley stated that the case was for an unrelated matter.

There being no public comment, Mayor Daggett closed the public hearing.

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to forward the application to the state with a recommendation for approval.

**Vote:** 7 - 0 - Unanimously

- B. **Consideration and Action on Liquor License Application:** Kelsey Justin Drayton, "Proper Meats and Provisions", 110 E Route 66, Series 12 (Restaurant), New License

Mayor Daggett opened the public hearing.

Deputy City Clerk Georganna Staskey introduced the application and indicated that the Police Department and Community Development had provided their respective findings.

There being no public comment, Mayor Daggett closed the public hearing.

**Moved by** Vice Mayor Miranda Sweet, **seconded by** Councilmember Lori Matthews to forward the application to the state with a recommendation for approval.

**Vote:** 7 - 0 - Unanimously

## 8. **CONSENT AGENDA**

*All matters under Consent Agenda are considered by the City Council to be routine. Unless a member of City Council expresses a desire at the meeting to remove an item from the Consent Agenda for discussion, the Consent Agenda will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.*

### **STAFF RECOMMENDED ACTION:**

Approve the Consent Agenda as posted.

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

**Vote:** 7 - 0 - Unanimously

- A. **Consideration and Approval of Contract:** Design Phase Services Agreement with PCL Construction, Inc. for the Lake Mary Sedimentation Basins Rehabilitation Project

1. Approval of a Design Phase Services Agreement with PCL Construction, Inc. for the Lake Mary Sedimentation Basins Rehabilitation Project in the amount of \$199,235.00; and
2. Authorize the City Manager to execute all necessary documents.

- B. Consideration and Approval of Contract:** Five (5) water and wastewater treatment chemical contracts in an amount not to exceed \$1,500,000.00
1. Approve and award five (5) water and wastewater treatment chemical contracts in an amount not to exceed \$1,500,000.00, annually that may be distributed between the following five vendors:
    1. DPC Enterprises, L.P. of Glendale
    2. Thatcher Company of Arizona
    3. Univar USA Inc. of Phoenix
    4. Hills Brothers Chemical Company of Phoenix
    5. Environmental Operating Solutions, Inc.
  2. Authorize the City Manager to execute the necessary documents.
- C. Consideration and Approval of Contract Amendment:** Approve the Second Amendment to the Professional Services Contract with Emergency Management Partners, LLC to develop a Citywide Continuity of Operations Plan and a Continuity of Government Plan.
1. Approve the Second Amendment to the Professional Services Contract with Emergency Management Partners, LLC (EM Partners) in the amount of \$92,119.00 to develop a Citywide Continuity of Operations Plan (COOP) and a Continuity of Government Plan (COG); and
  2. Authorize the City Manager to execute all necessary documents.
- D. Consideration and Approval of Contract Amendment:** Approval of a contract amendment for the City Attorney effective September 24, 2024.

Approve City Attorney Contract amendment adding an additional \$7,500 to Sterling Solomon's deferred compensation amount annually.

## 9. REGULAR AGENDA

- A. Consideration and Adoption of Resolution No. 2025-01:** A resolution of the Flagstaff City Council, listing 101 North Leroux Street, 103 North Leroux Street, 8 West Aspen Avenue, and 12 West Aspen Avenue on the Flagstaff Register of Historic Places

Heritage Preservation Officer Lauren Clementino and Comprehensive Planning Manager Sara Dechter provided a PowerPoint presentation that covered the following:

FLAGSTAFF REGISTER OF HISTORIC PLACES LISTING  
 HERITAGE PRESERVATION  
 PROGRAM DESCRIPTION  
 HERITAGE PRESERVATION COMMISSION  
 COMMISSION OVERVIEW  
 CURRENT PHOTOGRAPHS  
 SPECIAL DISTRICTS MAP  
 DOWNTOWN OVERLAY ZONE AND RAILROAD ADDITION HISTORIC DISTRICT  
 PROPERTY REHABILITATION PROJECT  
 STORMWATER PERMIT AUDIT  
 FLAGSTAFF REGISTER OF HISTORIC PLACES  
 HISTORICAL SIGNIFICANCE  
 HISTORIC MAP  
 HISTORIC PHOTOGRAPHS  
 HERITAGE PRESERVATION COMMISSION REVIEW

Councilmember House pointed out that the 1926 advertisement made reference to the Flagstaff housing problem. She indicated that the goals at the time the building was built was to maintain the property and provide adaptive reuse homes which is a telling moment in Flagstaff history as that is also the intention of today. She asked what the implications of listing the property were. Ms. Clementino explained that the listing was mostly honorary at the local level. If the owner were to

pursue a national designation it could open the door for financial incentives.

Councilmember Garcia asked if the historic designation added any property value. Ms. Clementino stated that there was generally no impact on property value.

**Moved by** Vice Mayor Miranda Sweet, **seconded by** Councilmember Khara House to read Resolution No. 2025-01 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, LISTING 101 NORTH LEROUX STREET, 103 NORTH LEROUX STREET, 8 WEST ASPEN AVENUE, AND 12 WEST ASPEN AVENUE ON THE FLAGSTAFF REGISTER OF HISTORIC PLACES*

**Moved by** Councilmember Khara House, **seconded by** Vice Mayor Miranda Sweet to adopt Resolution No. 2025-01.

**Vote:** 7 - 0 - Unanimously

## 10. DISCUSSION ITEMS

### A. Discussion on 2025 State and Federal Legislative Priorities

Public Affairs Director Sarah Langley introduced State Lobbyist Brian Murray and Federal Lobbyist Bob Holmes.

Mr. Holmes provided a brief overview of what to expect in the 2025 federal session. He indicated that there was not much change with earmarks, community funding projects, or congressionally directed spending. One change would be the use of budget reconciliation which includes a number of things including border and immigration, renewal of prior tax cuts, energy, and others. He also noted that there was a Senate and House majority for Republicans which may make some things difficult for Flagstaff initiatives.

He also announced that Flagstaff received a \$19 million RAISE grant for Butler and Fourth Street multi-modal improvements.

Ms. Langley reviewed the proposed 2025 Federal Priorities.

The Council raised concerns about the affordability and accessibility of flood and fire insurance, with discussions on advocating for reasonable assessments and combating insurance companies' refusal to provide coverage due to perceived risks.

Mr. Holmes indicated that there were efforts at the federal level to change the hazardous incident period because some of the fire and flood events occur over a period of time.

Council requested that language specific to flood insurance affordability be added to the federal priorities

Mr. Murray provided an update on what to expect in the 2025 state session. He noted that there would be a certain amount of anxiety this year and likely a long session. There was a lot of work to be done to figure out how to pay for a large budget shortfall and he was hopeful that the legislature would refer Proposition 123 by the first part of February.

Ms. Langley reviewed the proposed 2025 State Priorities.

Council discussed support for housing in Flagstaff and advocating for additional funding through the Arizona Department of Housing. They also discussed efforts to double the LIHTC funding and to allow the private sector to come in and access those funds. There was also discussion around the installation of EV stations and the delays associated that project despite funding at the state level.

Councilmember Aslan expressed a desire to engage in discussion for a special Dark Sky license plate. Mr. Murray explained that the specialty plates required private capital and public funds; if the city was interested in exploring it further he could come back with more information.

The Council also discussed the decline in state shared revenues as a result of the move to a flat tax along with the unencumbered ESA program. The flat tax would keep revenues flat and low and until more jobs and companies come to Arizona it would be difficult to recover.

## **B. Courtesy Snow Berm Relocation and Snow Hero Information and Discussion**

Sustainability Manager Steven Thompson and Parks Manager Gino Leoni provided a PowerPoint presentation that covered the following:

COURTESY BERM RELOCATION AND SNOW HERO PROGRAM DISCUSSION  
COURTESY BERM RELOCATION PROGRAM -- OVERVIEW  
ELIGIBILITY CRITERIA  
HOW DOES PROSE MANAGE THIS PROCESS?  
PROSE SNOW ASSIGNMENTS  
PARKS COURTESY BERM RELOCATION ASSIGNMENTS  
SNOW HERO PROGRAM  
PROGRAM OVERVIEW  
BE A SNOW HERO  
REQUEST A SNOW HERO  
PILOT YEAR -- HOW DID IT GO?  
YEAR 2  
KEY COMMUNITY PRIORITIES  
RECAP OF PROGRAMS  
PROGRAM CONTACTS

Councilmember House asked if there was any consideration as to how a program such as Snow Heroes could be applied to neighborhoods that did not have sidewalks but that have significant snow challenges. Mr. Thompson indicated that staff could look at opportunities to expand to those areas.

Councilmembers expressed appreciation for how the program brought the community and neighbors together to help each other and build friendships. They were excited to see the program grow.

There were also questions about communication and outreach. Mr. Thompson stated that they traditionally relied on social media and targeted engagement with community groups, high schools, and other volunteer focused groups. They were focused on building the community between snow heroes themselves to encourage new volunteers through word of mouth. Council requested that communication efforts be expanded to include young adult groups through local churches, schools, and NAU.

## **C. City of Flagstaff Quiet Zone Discussion**

Capital Improvements Senior Project Manager Christine Cameron, Traffic Engineer Jeff Bauman, Lieutenant Ryan Darr, Public Affairs Director Sarah Langley, and Railroad Safety Inspector with the Federal Railroad Administration Sara Logan provided a PowerPoint presentation that covered the following:

QUIET ZONE UPDATES  
WHAT WILL WE COVER TODAY  
WHAT ARE QUIET ZONES?  
WHERE IS THE QUIET ZONE?  
BEAVER STREET CROSSING  
SAN FRANCISCO STREET CROSSING  
PONDEROSA PARKWAY CROSSING  
STEVES BOULEVARD CROSSING  
FANNING DRIVE CROSSING

QUIET ZONE STATUS  
2010-2024 ACCIDENT HISTORY  
2023-2024 PEDESTRIAN COLLISION LOCATIONS  
2023-2024 PEDESTRIAN INCIDENT LOCATION TYPE  
ENFORCEMENT ACTIVITIES

Council expressed concern for the investigating officers who responded to incidents and who had to watch video as part of the investigations. It was asked what measures were in place to ensure that officers had support when needed. Lieutenant Darr explained that there were ongoing wellness programs for officers through counseling and peer support. They watch out for each other and provide access to any services needed to support them.

FEDERAL RAILROAD ASSOCIATION  
DOWNTOWN MILE SAFETY AND CONNECTIVITY PROJECT  
ADOT SECTION 130 PROJECTS  
LONE TREE OVERPASS  
INTERIM SAFETY IMPROVEMENTS  
SAFETY IMPROVEMENTS  
PUBLIC OUTREACH & EDUCATION  
KEY MESSAGES  
PUBLIC OUTREACH & ENGAGEMENT  
NEXT STEPS

Councilmember House asked if the 988 crisis hotline would be used for the signage. Lieutenant Darr explained that they would not use the 988 hotline because it did not have the ability to be tracked through location. It was important for calls related to the railroad be dispatched directly to the Flagstaff dispatch center for the fastest response and connection with local services.

Council requested that outreach on rail safety include hotels to engage with people who may be visiting Flagstaff.

Council expressed appreciation for the work and attention being put into the issue.

The following individuals addressed Council in support of establishing a quiet zone in east Flagstaff:

- Margrit Novack
- Matt Nichols

Comments included the following:

- Unable to leave windows open due to the sound of the horns.
- Train traffic has increased significantly.
- Wayside horns were supposed to be quieter and they are not.
- There is no good reason not to do for the east side what has been done for downtown.
- It is hoped that a solution could be found that balances sound and safety.
- There are things that could be done to the east side intersections to permit quiet zones.

Alexander Shenkin addressed Council with concerns about all types of transportation noise and suggested that a study be done to see what the noise levels were throughout Flagstaff and what could be done to reduce or eliminate it.

A written comment was submitted by Nadine Hart that suggested information be shared with hotels so their guests can be aware.

A written comment was submitted by Ben Ruddell that requested the implementation of quiet zones at the east side crossings.

## D. City Council Liaison Assignments

Communication and Civic Engagement Director Stacy Saltzburg addressed Council and stated that members of the City Council are asked to participate as liaisons on a variety of community boards and groups. Participation within the groups is advisory in nature and helps foster communication about issues and projects affecting Flagstaff. In addition to the community groups, the Council's commissions also have a Councilmember liaison to represent the various commissions. The Council liaison was responsible for sharing information to and from the commission and reporting back to the City Council. Representatives did not have a voting capacity within the commission but were there to enhance communication between the commissions and the City Council on their work programs. Finally, the Arizona League of Cities and Towns have policy committees to represent cities and towns on a variety of issues. These committees are made up of representatives from each city and town that advise the League on their municipalities respective position on a variety of issues.

The City Council made the following appointments:

### **Alliance for the Second Century**

Mayor Daggett

Vice Mayor Sweet

Alternate: Councilmember House

### **Audit Committee**

Councilmember Matthews

### **Colorado Plateau Water Advisory Council**

Councilmember Aslan

Alternate: Councilmember Garcia

### **Criminal Justice Coordinating Council**

Councilmember Matthews

Alternate: Mayor Daggett

### **Economic Collaborative of Northern Arizona Executive Board**

Mayor Daggett

Alternate: Councilmember Matthews

### **Flagstaff Metropolitan Planning Organization**

Councilmember Aslan

Vice Mayor Sweet

Mayor Daggett

Alternate: Councilmember Garcia

### **Mountain Line**

Vice Mayor Sweet

Councilmember Matthews

Alternates:

Councilmember Spence

Councilmember Garcia

### **Northern Arizona Council of Government**

Vice Mayor Sweet

Alternate: Councilmember House

### **Northern Arizona Municipal Water Users' Association**

Mayor Sweet

Alternate: Councilmember Garcia

### **Sister Cities International**

Councilmember House  
Alternate: Councilmember Garcia

**Budget, Finance, and Economic Development**  
Councilmember Matthews

**General Administration, Human Resources, and Elections**  
Councilmember House

**Transportation, Infrastructure, and Public Works**  
Vice Mayor Sweet

**Neighborhoods, Sustainability, and Quality of Life**  
Mayor Daggett  
Alternate: Councilmember House

**Airport Commission**  
Councilmember Matthews

**Beautification and Public Art Commission**  
Vice Mayor Sweet

**Commission on Diversity Awareness**  
Councilmember House

**Commission on Inclusion and Adaptive Living**  
Mayor Daggett

**Housing Commission**  
Mayor House

**Indigenous Commission**  
Councilmember Matthews

**Library Board**  
Councilmember Garcia

**Open Spaces Commission**  
Councilmember Spence

**Parks and Recreation Commission**  
Councilmember Garcia

**Public Safety Personnel Retirement System**  
Mayor Daggett

**Sustainability Commission**  
Councilmember Aslan

**Tourism Commission**  
Councilmember Aslan

**Transportation Commission**  
Councilmember Spence

**Water Commission**  
Vice Mayor Sweet

11. **OPEN CALL TO THE PUBLIC**

Nadine Hart addressed Council about dissatisfaction and safety concerns with the operation of the Aquaplex.

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

Vice Mayor Sweet thanked city staff and the Downtown Business Alliance for their work in cleaning up the downtown after the New Years celebrations.

13. **ADJOURNMENT**

The Regular Meeting of the Flagstaff City Council held January 7, 2025, adjourned at 6:42 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 7, 2025. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 18th day of March, 2025

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CITY CLERK