

MINUTES

1. Call to Order

Mayor Daggett called the Work Session of the Flagstaff City Council held January 14, 2025, to order at 3:02 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:

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 Garcia read the Mission Statement of the City of Flagstaff, and Councilmember Matthews 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.

Jamie Paul addressed Council to share information about the Flagstaff Big Read 2025 and requested that the Council consider using their initiative fund to purchase 100 copies of the book *There There* for the event.

Wildland Fire Manager Neil Chapman addressed Council about the increasing severity of fires and the city's proactive measures, including education, enforcement, and emergency response, to reduce wildfire risk.

5. Review of Draft Agenda for the January 21, 2025 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. City Manager Report

Mr. Clifton briefly reviewed his report.

7. An update on the City of Flagstaff's Arts, Culture and Science Survey and upcoming Request for Statement of Qualifications (RSOQ).

Community Investment Director Dave McIntire provided a PowerPoint presentation that covered the following:

ART, CULTURE, SCIENCE AND THE FUTURE
WHY THIS REPORT NOW?
KEY OVERARCHING QUESTIONS
OUTREACH
PUBLIC SURVEY PARTICIPANT AFFILIATIONS
SECTOR LEADERSHIP PARTICIPANT AFFILIATIONS
FINDINGS
SUCCESSSES
SUCCESSSES: PROGRAMS AND INITIATIVES
SUCCESSSES: RECEIVED MULTIPLE MENTIONS
SWOT ANALYSIS
AREAS FOR IMPROVEMENT
FUNDING AND RESOURCE ALLOCATION
COLLABORATION AND INCLUSIVITY
VENUES
COMMUNITY VISION AND STRATEGIC OPPORTUNITIES

ART, CULTURE AND SCIENCE AS CENTRAL TO FLAGSTAFF'S IDENTITY
 SUPPORTING EMERGING ARTISTS, CREATIVES, ENTREPRENEURS
 ENGAGEMENT WITH TECHNOLOGY
 INSIGHTS FROM PEER CITIES
 ASHEVILLE, NORTH CAROLINA
 BELLINGHAM, WASHINGTON
 BENTONVILLE, ARKANSAS
 BOULDER, CO
 PATHWAYS FORWARD
 ENHANCE FUNDING MECHANISMS
 DEVELOP A CENTRALIZED HUB OR SATELLITE VENUES
 STRENGTHEN MARKETING AND OUTREACH
 FOSTER INCLUSIVITY AND COMMUNITY ENGAGEMENT
 COLLECTIVE VISION
 KEY POINTS FROM OVER 100 VISIONS

Council discussed the following points:

Artistic Placement & Wayfinding: The idea of integrating creative wayfinding signage into the community, particularly through artistic elements, was highlighted as a way to enhance the visibility of arts in downtown and beyond. This could help with representation and make spaces more accessible.

Inclusivity & Partnerships: There was a desire to expand collaborations with neighborhood associations and community centers to bring arts directly into local neighborhoods, improving both accessibility and engagement with the arts. The Murdoch Center and Sunnyside's Market of Dreams were examples of successful community partnerships.

Youth Engagement & Cultural Identity: A proposal for youth art exhibits connecting Flagstaff's sister cities worldwide was suggested as a way to engage youth and showcase diverse cultural identities. This would be a significant addition to the community's cultural offerings.

Arts District Concept: Conversations around creating an official arts district have been happening, with a study done pre-pandemic exploring venues and funding. While the idea is still in the learning and planning phase, the community's support suggests it could be a valuable future development.

Event Promotion Challenges: There was discussion on how difficult it was to promote local events. Suggestions for using platforms like Flag 365, Discover Flagstaff, and newsletters were shared as ways to better publicize events, though it was acknowledged that getting the word out can still be a challenge due to the abundance of information available.

They also discussed the move from traditional to contemporary art, suggesting a shift toward more vibrant, modern artistic expressions as a way to reflect Flagstaff's creative evolution.

IDENTIFIES LEAD ARTS AGENCY FOR NEXT 5 YEARS
 LEAD AGENCY
 GRANT MAKING AGENCY

Julie Cornick, Interim Executive Director of Creative Flagstaff, addressed Council with gratitude to staff for administering the survey. The survey results align with Creative Flagstaff's mission and vision along with their recent and actionable efforts to demonstrate them. Their goal is to continue to respond and align with the feedback to ensure the community is heard and they support the direction of the city's request for statement of qualifications.

8. Community Development Block Grant (CDBG) Introduction and Overview; Establishment of CDBG Council Priorities for Program Years 2025 and 2026

Housing and Grants Administrator Kristine Pavlik provided a PowerPoint presentation that covered the following:

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHAT IS CDBG?

WHY DOES THE CITY OF FLAGSTAFF RECEIVE CDBG FUNDING?

OTHER CDBG REQUIREMENTS

HOW CAN THE CITY SPEND THE MONEY?

CDBG PRIMARY OBJECTIVE

CDBG NATIONAL OBJECTIVES

LIMITED CLIENTELE

AREA BENEFIT

HOUSING BENEFIT

JOB CREATION / RETENTION

TARGET NEIGHBORHOODS

HUD ANNUAL FUNDING CAPS

TIMELY EXPENDITURE

WHAT HAS CHANGED IN RECENT YEARS?

PROPOSAL PROCESS

RISK ASSESSMENTS

RULES, LAWS AND REGULATIONS

CONSOLIDATED PLAN GOALS

10 YEAR HOUSING PLAN

CDBG COUNCIL PRIORITIES

PROGRAM YEAR 2025 ANNUAL ACTION PLAN PUBLIC PARTICIPATION

QUESTIONS, SUGGESTIONS AND NEXT STEPS

Council discussed the following:

Neighborhood Revitalization and Gentrification: Programs should benefit the entire neighborhood, not just individuals moving into newly built housing, to avoid issues like gentrification. Ms. Pavlik noted that extra points were awarded for projects benefiting existing residents.

Homelessness and Housing: Housing and addressing homelessness remain top priorities. However, there was a suggestion to elevate workforce and job training, as it overlaps with housing issues and could enhance overall community livability.

Challenges with Fund Utilization: The pandemic and supply chain issues previously affected fund spending. There has been progress, with over \$400,000 recently spent, and an additional \$400,000 was expected to be spent soon, bringing the program back on track.

Program Income and Fund Balance: The fund could be replenished through program income (e.g., repayments from down payment assistance loans) and the funds needed to be spent in a timely manner to avoid complications with HUD compliance.

Rehabilitation Projects: Smaller-scale rehabilitation (like window replacements) could be funded through CDBG, though it often requires income-qualified households. Community-wide projects (like neighborhood clean-ups) could also be eligible.

Childcare as a Priority: There was support for adding affordable childcare to the list of priorities, recognizing its importance to workforce participation. However, there was some concern about whether it should be funded through CDBG since other community entities were already addressing it.

Workforce Development: There was support for prioritizing workforce development. Non-profits and city divisions (such as Economic Vitality) could apply for funding for workforce development projects targeting Flagstaff residents.

Council discussed equal weight for all priorities to avoid creating competition between essential services, such as homelessness support and infrastructure projects like streets and sidewalks. They gave direction to continue the current priorities and remove the different scoring weights.

9. Land Availability and Suitability Study and Code Analysis Project (LASS+CAP) Project Update and Discussion

Planning Director Michelle McNulty and Zoning Code Manager Tiffany Antol provided a PowerPoint presentation that covered the following:

LASS+CAP
 AGENDA
 PROJECT PURPOSE AND GOALS
 1. PROJECT INTRODUCTION
 PROJECT SCOPE
 PURPOSE AND GOALS -- LASS
 PURPOSE AND GOALS -- CAP
 THREE PHASES OF THE CODE ANALYSIS
 2. LAND AVAILABILITY / SITE SUITABILITY PROJECT FINDINGS
 STUDY AREA MAP
 HIGH LEVEL PROCESS
 VACANT ACREAGE BY LAND USE -- STUDY AREA
 VACANT ACREAGE BY LAND USE -- CITY LIMITS

Councilmember Spence asked why the study included areas outside city limits. Ms. McNulty explained that the Regional Plan covers the greater Flagstaff region and there were areas outside of city limits that may be ripe for development from a planning standpoint and there could be consideration for annexation into the city. It was an evaluation of areas in and around the city that may be more ready than others to develop.

LASS FINDINGS
 OPPORTUNITY SITES
 GENERAL CONCLUSIONS -- OPPORTUNITY SITES
 3. CODE ANALYSIS PROJECT: APPROACH AND METHODOLOGY
 DISTILLING POLICIES AND GOALS INTO CLEAR OUTCOMES
 SCOPE OF THE CODE ANALYSIS
 METHODOLOGY
 4. CODE DIAGNOSTIC KEY FINDINGS:
 ZONING AND SUBDIVISION CODES
 WHERE IS THE BUILDABLE LAND? WHAT ZONES HAVE THE MOST CAPACITY FOR NEW HOUSING?
 WHERE DOES THE REGIONAL PLAN CALL FOR NEW HOUSING TO BE PRIORITIZED TO MEET CLIMATE AND HOUSING GOALS?
 WHERE ARE THE HOUSEHOLDS THAT ARE VULNERABLE TO DISPLACEMENT IF HOUSING PRODUCTION DOES NOT KEEP PACE?
 OVERVIEW OF MAJOR BARRIERS AND ISSUES
 REVIEW PROCEDURES: ZONING MAP AMENDMENT, SUBDIVISION
 SINGLE-FAMILY RESIDENTIAL ZONE
 MEDIUM DENSITY RESIDENTIAL ZONE
 RESOURCE PROTECTION OVERLAY ZONE
 COMMERCIAL ZONES
 MINIMUM PARKING REQUIREMENTS
 HIGH OCCUPANCY HOUSING REGULATIONS
 AFFORDABLE HOUSING INCENTIVES
 SUSTAINABLE BUILDING INCENTIVES
 TENSIONS WITH OTHER POLICY GOALS

Council discussed the tensions that also existed between fire risk, safety, and resource protection. Staff shared that they work closely with the Fire Department to understand those tensions and identify ways to preserve the right trees in the right locations to reduce risk and maintain safety. That becomes challenging when working within the existing code that requires certain percentages to be preserved. Additionally, it was not just about making changes to resource protection standards but also

landscaping requirements, secondary access points, building materials, etc. all of which are important.

Council also discussed the tensions that exist between housing affordability and carbon neutrality goals. There was some concern about reaching some goals at the expense of other priorities and that needed to be considered as part of the decision-making process. Staff agreed that there were many different priorities and that it would require a prioritization of the priorities and understanding that there may not be success in all areas. Their goal was to consider all the priorities within their analysis and provide a full picture to Council on the impacts and the tensions.

5. CODE DIAGNOSTIC KEY FINDINGS
 STAKEHOLDER COMMENTS -- EXAMPLES
 WATER AND SEWER POTENTIAL BARRIERS
 TRANSPORTATION AND ACCESS CODE ISSUES
 TIA REQUIREMENTS POTENTIAL ISSUES
 6. CODE DIAGNOSTICS KEY FINDINGS
 BUILDING CODE KEY FINDINGS
 NEXT STEPS
 KEY DATES

Councilmember House expressed appreciation for the collaboration between various policies and goals to reexamine policies and codes to find areas for improvement and an alignment of goals. She asked about equity in affordability and balancing those needs with other goals and policies that may impact that need. Ms. McNulty stated that there had to be a focus on the removal of barriers associated with greenfill development and putting more continuity in better dispersing different types of housing throughout the community. Ms. Antol added that they were also looking at other public improvements that are required especially in neighborhoods that there were not certain levels of infrastructure such as sidewalks.

There was discussion regarding public engagement and who was targeted as a stakeholder to this point. Staff stated that they were focused on people who were directly using the code at this stage. That included large property owners, developers, engineers, architects, realtor groups, and financiers. As they move into code concepts and how to address the barriers the stakeholder focus would expand further into the community.

The following individuals addressed Council with concerns about the study:

- Charlie Silver
- Duffie Westheimer

The following comments were provided:

- The mission of the city is to protect and enhance the quality of life for all; who is for all, residents or future populations?
- There was no public input in drafting the plan.
- The Heritage Preservation Commission should be engaged.
- Urgency should not preclude thoughtfulness.
- The term underutilized in describing property was biased and offensive.
- There are different values not competing values.
- The issue must include making employment and wages match housing.
- Council needs to look more broadly than where and what developers can build.
- R1 and R1N zoning designations are very different but are lumped together in the presentation misrepresenting much of what is already built.
- The report is judging property based on tax valuations and deciding if private property is underutilized.

10. Resilience Hubs: EPA Grant Update

Sustainability Analyst Jenna Ortega and Resilience Hubs Specialist Sam Wiley provided a PowerPoint presentation that covered the following:

FLAGSTAFF RESILIENCE HUBS
 EPA ENVIRONMENTAL JUSTICE GRANT UPDATE
 OVERVIEW
 1. EPA ENVIRONMENTAL JUSTICE GRANT REFRESHER
 FLAGSTAFF REGIONAL RESILIENCE PROJECT
 WHAT IS A RESILIENCE HUB?
 2. OPERATIONS ACROSS ALL THREE RESILIENCE HUBS
 PROJECT PARTNERS
 FLAGSTAFF HUB OPERATIONS
 3. HUB-SPECIFIC UPDATES
 THE MURDOCH CENTER
 THE MARKET OF DREAMS
 CATS MOBILE HUB
 4. WHERE WE'RE HEADED NEXT
 RESILIENCE HUBS ADVISORY GROUPS
 NEXT STEPS

Councilmember Aslan asked about parallel effort in Los Angeles. Mr. Wiley stated that through their networks they have had the ability to connect with colleagues but he had not reached out to the people in Los Angeles. He would be making those connections in the future but wanted to give them some time in light of current events.

Councilmember House asked how the advisory group was established. Mr. Wiley state that they continue to welcome and invite more people into the advisory group. They have asked their project partners to participate which makes up the majority of the group.

11. Open Call to the Public

None

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

Councilmember Garcia reported that he attended the Northern Arizona Healthcare site visit and felt that the community would appreciate how they are moving forward with smaller facilities in more areas. He requested a meeting with the Fire Department and the County to provide information on fire efforts.

Councilmember Spence stated that there was a movement by three organizations, Friends of Flagstaff's Future, Catchfire, and Coconino Community College, to explore the economic basis of our society and see if there was a better way. The goal was to come to a better understanding of what what economic parameters, goals, guidelines, and methods could be improved. They plan to come to the county and the city with recommendations.

Councilmember House reported that the annual MLK Day Celebration put on by the NAU Black Student Union would be on Monday, January 20, 2025. She encouraged the community to participate in the different free events that would be happening, She also requested that the Council consider using the Council initiative fund to support the Big Read project.

Vice Mayor Sweet indicated that she also participated in the Northern Arizona Healthcare tour.

Mayor Daggett reported that there had been conversations about the Fire Department providing an update on preparedness and joint communications from the city and county. She would like to share information with the public to help everyone feel more safe and encourage them to do their own preparations as well.

13. Adjournment

The meeting of the Flagstaff City Council held January 14, 2025, adjourned at 6:29 p.m.

MAYOR

ATTEST:

CITY CLERK