

## MINUTES

### 1. CALL TO ORDER

Mayor Daggett called the meeting of the Flagstaff City Council held January 21, 2025, 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 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 Aslan 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.*

Nadine Hart addressed Council with concerns about a proposed housing voucher program expansion. She also spoke about concerns with the frequency of public housing inspections.

Andrea Kelly with Northern Arizona Healthcare (NAH) provided an update on the new primary care clinic on Jasper on Macmillan Mesa, which now houses 16 primary care providers and a sleep clinic. She emphasized the need for more providers and the new patient experience model being implemented. She described the new patient experience model being implemented at the clinic and shared that NAH continues to explore opportunities for a new hospital in the Flagstaff area.

#### 5. PROCLAMATIONS AND RECOGNITIONS

##### A. Proclamation: Martin Luther King Day

Councilmember Garcia read and presented the proclamation.

#### 6. COUNCIL LIAISON REPORTS

Councilmember House thanked Chief Connolly for attending the Commission on Diversity Awareness meeting and sharing his vision for community engagement and trauma-informed approaches. She also recognized Senior Assistant City Attorney Marianne Sullivan's appointment to the state Supreme Court Steering Committee on Mental Health and the Justice system. Lastly, she reported that she attended the 2024 Citizen of the Year award event; it was a great event, and she shared a quote that was presented to the awardees "may you be proud of the work you do, the person you are, and the difference you make."

Councilmember Spence stated that he was still getting acquainted with his assigned commissions but looked forward to providing updates in the future.

Councilmember Matthews reported on the Indigenous Commission meeting, announcing Mariah Zavala as the new Vice Co-Chair. The commission discussed initial plans for a potential Powwow event. She also mentioned the Mountain Line board meeting with no new information to report.

Councilmember Garcia provided updates from the Parks and Recreation Commission, including new Chair and Co-Chair appointments, a Snow Heroes update, and an overview of the five-year budget. The commission discussed the redesign of public restrooms at Heritage Square, the rebuilding of Ponderosa Park, and improvements to the Hal Jensen Recreation Center.

Councilmember Aslan reported that the Tourism Commission held their annual retreat and covered travel trends for 2026, visitor services, international travel trends, and social media outreach. He also mentioned an award received by Flagstaff for tourism and ecotourism marketing and branding efforts.

Mayor Daggett shared that the Commission on Inclusion and Adaptive Living would be meeting later that week.

## 7. APPOINTMENTS

*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 the City Council may vote to go into executive session, which will not be open to the public, for the purpose of discussing or considering employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body...., pursuant to A.R.S. §38-431.03(A)(1).*

### A. Consideration of Appointments: Heritage Preservation Commission

**Moved by** Councilmember Khara House, **seconded by** Councilmember Lori Matthews to appoint Abbey Buckham to a term expiring December 2027.

**Vote:** 7 - 0 - Unanimously

**Moved by** Councilmember Lori Matthews, **seconded by** Vice Mayor Miranda Sweet to appoint Bernadette Burcham to a term expiring December 2027.

**Vote:** 7 - 0 - Unanimously

## 8. 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.*

Mayor Daggett opened the public hearing on all applications.

Deputy City Clerk Georganna Staskey introduced the applications 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.

### A. Consideration and Action on Liquor License Application: Kyle Winfree, "All You Mead", at 2781 W Pico Del Monte Cir, Series 13 (Farm Winery), New License

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

**Vote:** 7 - 0 - Unanimously

### B. Consideration and Action on Liquor License Applications: Lauren Kay Merrett, "Majestic Marketplace," 601 E Piccadilly Dr, Series 07 (Beer and Wine Bar) and Series 09 (Liquor Store), Owner Transfers.

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

**Vote:** 7 - 0 - Unanimously

## 9. 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.*

**Moved by** Vice Mayor Miranda Sweet, **seconded by** Councilmember Anthony Garcia to approve the Consent Agenda as presented.

**Vote:** 7 - 0 - Unanimously

- A. **Consideration and Approval of Contract:** Approve the Cooperative Purchase Contract with Black & Veatch for Engineering Services on the Rio de Flag Water Reclamation Plant Backup Generators ("the Project") in the amount of \$400,000.00.

1. Approve the Cooperative Purchase Contract with Black & Veatch ("Consultant") for Engineering Services on the Rio de Flag Water Reclamation Plant Backup Generators in the amount of \$400,000.00; and
2. Authorize the City Manager to execute the necessary documents.

- B. **Consideration and Approval of Contract:** Cooperative Purchase Contract with Samsara, Inc. in the amount of \$173,643.52, for the vehicle telematics licensing (hardware is included) for a 36-month period. This contract will provide telematics for specified units with the Streets, Solid Waste, Fleet Services, Sustainability, Library, Water Services, and PROSE sections/divisions.

1. Approve the 36-month Cooperative Purchase Contract with Samsara, Inc. in the amount of \$173,643.52; and
2. Authorize the City Manager to execute the necessary documents.

- C. **Consideration and Approval of Contract:** First Amendment to the Contract for Purchase of Materials with Mountain States Pipe & Supply Co. in the amount of \$549,587.27 for Itron Encoder Receiver Transmitters (ERT) Endpoints and related parts and supplies.

1. Approve the First Amendment to the Contract for Purchase of Materials with Mountain States Pipe & Supply Co. in the amount of \$549,587.27 for Itron Encoder Receiver Transmitters Endpoints and related parts and supplies for a total contract amount of \$749,587.27; and
2. Authorize the City Manager to execute all necessary documents.

## 10. **ROUTINE ITEMS**

- A. **Consideration and Approval:** 2025 State and Federal Legislative Priorities

Public Affairs Director Sarah Langley addressed Council and stated that the feedback and input provided from Council last week had been incorporated into the priorities. She briefly summarized the changes.

**Moved by** Councilmember Anthony Garcia, **seconded by** Vice Mayor Miranda Sweet to approve the 2025 State and Federal Legislative Priorities.

**Vote:** 7 - 0 - Unanimously

- B. **Consideration and Approval of Grant Agreement:** Approve the Grant Agreement with State of Arizona Department of Public Safety for the Anti-Trafficking Grant Award of \$428,658.00.

Senior Deputy City Manager Shannon Anderson, Police Detective Bethany Hyde, and Northland Family Help Center Director of Human Trafficking Services Michelle Rucker provided a PowerPoint presentation that covered the following:

ANTI-HUMAN TRAFFICKING GRANT  
BACKGROUND  
ANTI-HUMAN TRAFFICKING GRANT

**NORTHLAND FAMILY HELP CENTER  
FLAGSTAFF POLICE DEPARTMENT**

Council expressed appreciation for the program and the funding provided through the grant. They thanked everyone involved for their support of victims and for bringing the community together to support the initiatives.

Councilmember Garcia asked about the new detective position. Detective Hyde explained that the grant would fund a dedicated human trafficking detective position and that she had been appointed to the position. The grant would allow for continued training for enhanced expertise and leadership in best practices in emerging trends.

Council further discussed other forms of trafficking such as labor exploitation and how the Flagstaff Police Department coordinated with Victim Witness. Ms. Rucker offered that Northland Family Help Center supported 32 confirmed victims of trafficking in 2024. Through the community crisis hotline, they fielded 242 calls with a primary complaint of trafficking and exploitation in 2024 and since 2018 when they started compiling data, they have served over 462 adult victims who sought services in Flagstaff.

**Moved by** Councilmember Khara House, **seconded by** Councilmember Lori Matthews to approve the acceptance of the grant from the State of Arizona Department of Public Safety Anti-Human Trafficking grant funds in the amount of \$428,658.00 for FY2024-2025.

**Vote:** 7 - 0 - Unanimously

- C. Consideration and Approval of Contracts:** (1) Design Build Services Contract, (2) City Conduit Lease Agreement, (3) City Fiber Network Maintenance Agreement, and (4) Fiber License Agreement, all with Wecom, LLC.

IT Director CJ Perry provided a PowerPoint presentation that covered the following:

WECOM FIBER DESIGN/BUILD  
MULTIPLE AGREEMENTS  
RIGHT OF WAY LICENSE AGREEMENT  
CITY OF FLAGSTAFF FIBER DESIGN/BUILD  
FINANCIAL TERMS  
WHAT THE CITY GETS  
MULTIPLE AGREEMENTS

Council briefly discussed how the project would benefit the community and bring services to underserved areas.

**Moved by** Councilmember David Spence, **seconded by** Vice Mayor Miranda Sweet to approve (1) Design Build Services Contract, (2) City Conduit Lease Agreement, (3) City Fiber Network Maintenance Agreement, and (4) Fiber License Agreement, all with Wecom, LLC. and authorize the City Manager to execute the necessary documents.

**Vote:** 7 - 0 - Unanimously

**11. REGULAR AGENDA**

- A. Consideration and Approval of Grant Agreement:** Approve the Grant Agreement with the Department of Emergency Management and Military Affairs (DEMA) for the Rio de Flag Water Reclamation Plant Backup Generators.

Water Services Section Director Mac McNamara addressed Council and stated that the grant was the first phase of the DEMA grant for the backup generators at the Rio de Flag Water Reclamation Plant. The grant share was \$450,000 with a city match of \$50,000 funded by the Proposition 441 bond. He explained that it was a multiphase grant and when the performance metrics in Phase 1 were met DEMA would release the funds for Phase 2 which would include a \$5.1 million grant and a

city match of \$575,000 which would fully fund construction and development of the site.

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to approve the Grant Agreement with DEMA for the Hazard Mitigation Grant Program (HMGP) for Rio de Flag Water Reclamation Plant Backup Generators (HMGP DR-4524-16-11R) for \$450,000.00 (90% State Share), with a \$50,000.00 (10% local match) requirement and authorize the City Manager to execute the necessary documents.

**Vote:** 7 - 0 - Unanimously

12. **OPEN CALL TO THE PUBLIC**

None

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

Councilmember Matthews reported that she went to the Boys and Girls Club to see the exercise equipment that was donated by Pine Canyon. It was great to see how the community came together to support the Club. She also shared concern about the challenges people are experiencing with loosing their fire insurance. The devastation in California is terrible and she would like to have more discussion about city efforts toward fire prevention and mitigation. She expressed a desire to look aggressively at the resource protection overlay and the possibility of elevating fire restoration and mitigation in the Carbon Neutrality Plan.

Councilmember Garcia reported that he attended the art activation at the Coconino Center for the Arts put on by Creative Flagstaff. He noted that the exhibit would run through February and encouraged the public to attend. He also reported that he would be doing a facilities tour with Public Works and would also be meeting with Economic Vitality Director Heidi Hansen to learn more about the Economic Vitality team. Lastly, he encouraged the public to attend the upcoming Library Board meeting.

Vice Mayor Sweet reported that she attended the Aging Well Arizona event. She learned that Flagstaff had earned the Dementia Friendly Community designation, the first Northern Arizona city to do so. She hoped that other communities follow suit and increase awareness and recognition of the need for support services.

Mayor Daggett reported that the Annual Point in Time Count would be happening that week. The count was important to connect with people in the community and help with advocacy for state and federal funding.

Mr. Clifton reported that he would be out of the office for the next week and that Senior Deputy City Manager Shannon Anderson would be the Acting City Manager in his absence.

14. **ADJOURNMENT**

The Regular Meeting of the Flagstaff City Council held January 21, 2025, adjourned at 4:42 p.m.

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MAYOR

ATTEST:

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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 21, 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