

MINUTES

1. Call to Order

Mayor Daggett called the Retreat of the Flagstaff City Council held January 30, 2025, to order at 8:39 a.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 (virtually)
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. City Council Orientation Retreat

FLAGSTAFF CITY COUNCIL RETREAT WELCOME AND INTRODUCTIONS

Mr. Clifton introduced Dr. Sara Rinfret, Dr. Fred Solop, and Dr. Nancy Wonders of Global Local who facilitated the retreat.

TODAYS AGENDA GROUND RULES

Dr. Rinfret lead the Council and the Leadership Team through an icebreaker activity.

Mr. Clifton continued the presentation.

OVERVIEW OF CITY COUNCIL COUNCIL AS POLICY MAKER THE DICHOTOMY COUNCIL ROLES ROLE OF THE MANAGER ROLE OF STAFF TYING IT ALL TOGETHER ENGAGEMENT WITH STAFF ENGAGEMENT BY STAFF COUNCIL/STAFF RELATIONSHIPS COUNCIL DECORUM

Communication and Civic Engagement Director Stacy Saltzburg continued the presentation.

MEETING RULES AND PROCEDURES CITY COUNCIL RULES OF PROCEDURE COUNCIL MEETINGS LOBBYING AND DELEGATION MEETINGS

A break was held from 10:30 a.m. through 10:45 a.m.

Dr. Solop continued the presentation.

OVERVIEW OF COMMUNITY UNDERSTANDING OUR COMMUNITY WHAT ARE YOUR TOP TWO PRIORITIES FOR FLAGSTAFF? GENERAL OVERVIEW FLAGSTAFF: TOP 10 EMPLOYERS COMPARATIVE POPULATION GROWTH: 1990-2020 COMPARATIVE POPULATION GROWTH: 2000-2020 FUTURE POPULATION GROWTH AGE AGE: 2000-2020 SEX AND RACE/ETHNICITY RACE/ETHNICITY: 2000 -- 2020 DIVERSITY IN FLAGSTAFF INCOME AND POVERTY EDUCATION HOUSING AND MOBILITY OWNER-OCCUPIED HOUSING: 2000 -- 2020 THE FLAGSTAFF ELECTORATE OUR COMMUNITY DATA RESOURCES

ADDITIONAL RESOURCES
FOCUSED LUNCH DISCUSSION

A break was held from 12:00 p.m. through 1:00 p.m.

Ms. Saltzburg continued the presentation.

THE WORK OF THE CITY COUNCIL
CITY CHARTER
FLAGSTAFF CITY CHARTER
CITY CODE

City Attorney Sterling Solomon continued the presentation.

OPEN MEETING LAW
WHAT CONSTITUTES A MEETING?
LEGISLATIVE INTENT
QUORUM REQUIREMENT
PROHIBITED ACTS/VIOLATIONS
E-MAIL AND OTHER COMMUNICATIONS
PENALTIES
SOCIAL EVENTS
HOW TO AVOID PITFALLS WITH THE OPEN MEETING LAW
PUBLIC RECORDS LAW AND CONFLICT OF INTEREST
PUBLIC RECORDS LAW
RECORD KEEPING REQUIREMENT
CONFLICT OF INTEREST LAW
APPLICABILITY
GENERALLY ARS § 38-503
SUBSTANTIAL INTEREST ARS § 38-502(11)
IDENTIFYING CONFLICTS
REMOTE INTEREST
EXAMPLES
WHAT TO DO
SEEKING HELP
OTHER PROHIBITIONS
PUBLIC PERCEPTIONS
REMEDIES
PENALTIES

Public Affairs Director Sarah Langley continued the presentation.

PUBLIC OUTREACH
MEDIA RELATIONS
PITCHING STORIES
RESPONDING TO INQUIRIES
SOCIAL MEDIA
VIDEOS
CITY WEBSITE
COMMUNITY ENGAGEMENT PLATFORM SOCIAL PINPOINT
RESIDENT EMAILS

A break was held from 2:30 p.m. through 2:45 p.m.

Ms. Wonders and Ms. Rinfret continued the presentation and led the Council and attendees through a group exercise on communication and collaboration.

SKILLS AND STRATEGIES
COMMUNICATION STYLES

COLLABORATION
PUBLIC PARTICIPATION
CONCLUSIONS AND NEXT STEPS

Mr. Clifton, Ms. Wonders, Ms. Rinfret, and Mr. Solop offered closing comments and expressed appreciation for the participation of the group.

5. Adjournment

The retreat of the Flagstaff City Council held January 30, 2025, adjourned at 4:17 p.m.

MAYOR

ATTEST:

CITY CLERK