

MINUTES

1. Call to Order

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).

Mayor Daggett called the Work Session of the Flagstaff City Council held February 25, 2025, to order at 3:02 p.m.

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

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.

The Council and audience recited the pledge of allegiance, Councilmember Alsan read the Mission Statement of the City of Flagstaff, and Councilmember Matthews read the Land Acknowledgement.

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.

None.

5. Review of Draft Agenda for the March 4, 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. February Work Anniversaries

Deputy City Manager Joanne Keene highlighted those employees who have work anniversaries in February.

7. City Manager Report

City Manager Greg Clifton briefly reviewed his report and covered recent award recipients for the Annual Employee Event.

Mr. Clifton highlighted the Ponderosa Award recipient, Captain Casey Gonzales for distinguished accomplishments of the year. Captain Casey Gonzales expressed gratitude to the city and the honor of being selected.

Mr. Clifton reviewed the Washington DC trip schedule and Council rotation.

8. Route 66 Centennial Celebration Plans

Economic Vitality Director Heidi Hansen, Marketing, Public Relations Manager Lori Pappas, and Convention, and Visitors Bureau Director Trace Ward provided a PowerPoint presentation that covered the following:

FLAGSTAFF ARIZONA ROUTE 66 100TH ANNIVERSARY

TARGET AUDIENCE

SIGNIFICANT DATES

STRATEGY

TACTICS WALK THIS TALK TOUR

TACTICS NOSTALGIC ROAD TRIP

TACTICS BEAUTIFICATION

TACTICS CONTINUED BEAUTIFICATION OF ROUTE 66

TACTICS SIGNAGE ENHANCEMENTS

TACTICS MOUNTAIN LINE BUS WRAP

TACTICS KEEPSAKE PUBLICATIONS & FLIP BOOKS
TACTICS SALES
TACTICS INTERNATIONAL TRAVEL TRADE
TACTICS VISITOR SERVICES
TACTICS CO-OP EFFORTS WITH ARIZONA OFFICE OF TOURISM

Council discussed the following points:

Councilmember House states her excitement for the project and upcoming celebrations and asked if we can engage historic communities and cultural communities that have travelled the Mother Road. Ms. Pappas explained the close partnerships with businesses throughout town and utilizing local festivals for marketing. Ms. Pappas explained that earned media has also provided some national coverage with the traveling Australian show sharing some advertising as well. She continued with sharing details on surrounding city collaborations with Seligman, Williams, and Sedona, beautification walks, and capturing a broader audience with the upcoming Olympics possibly in Los Angeles. Councilmember House seeks clarification on how multicultural communities were being engaged. Mr. Ward responded that it is a work in progress, and they would get back to her with more information.

Councilmember Aslan requested information for how interested members of the community are being engaged and opportunities for involvement. Ms. Hansen explained that there are opportunities to be involved and people are welcome to coordinate with Discover Flagstaff, she noted their office is not currently partnering with people who are requesting payment for additional services. She also relayed that they are working with the cities in Arizona and all eight states that have Route 66 for additional collaboration opportunities and shared the coordinated plans with the group that is traveling the whole route.

Councilmember Aslan requested an update on the walking 66 park and encouraging the public to go there. Community Investment Director Dave McIntire explained the park was part of the original Route 66 pavement that has been preserved. He stated there is no vehicle access currently so despite efforts of directing people there, there is not currently as much use as the team would like. Staff is working with BNSF on possibly utilizing their access road for the public. Councilmember Alsan questioned the sizing of the logo and Ms. Hansen stated the logo cannot be changed but did reassure that it was a collaboration effort with the Tourism Commission. Councilmember Alsan states an additional way to advertise would be noting Flagstaff is the first STEM city and asked if there is a reason Germany has a high interest in Route 66 and the Centennial celebrations. Mr. Ward responded that quite a bit of Europe has a high interest in Route 66, and that it is likely available research when they plan their trips.

Councilmember Sweet stated she would like more information on business outreach. Ms. Hansen states local businesses have collaborated on the Route 66 Centennial Passports. She also explained that Mr. Ward has coffee monthly with business owners to get their continued input and coordinated with many downtown businesses for window advertising including QR codes for the community to have easy access to information. Ms. Hansen stated she recently spoke on the radio regarding the upcoming celebrations as another means of providing information to the community.

Councilmember House requested more information on the prizes from the passport book. Ms. Pappas explained there are fun things like stickers, rearview dice, and air fresheners. Councilmember House noted this would be good to highlight because until reading the app she was not aware of prizes for completing the passport.

Councilmember Spence asked if other cities have original Route 66 pavement as well and Mr. Ward confirmed other cities have original pavement as well and Ms. Hansen reiterated the collaboration with other Arizona cities.

Mayor Daggett asked if there was anything special happening at City Hall and Ms. Hansen stated there would likely be advertising and signage as it gets closer.

Mayor Daggett thanks the team for all their hard work and continued efforts to make Flagstaff shine.

9. **USDA Urban Agriculture and Innovative Production Grant Update: Phase 2 Community Conversations**

Sustainability Manager Steven Thompson, Food Systems Coordinator with Flagstaff Foodlink Sara Sprague, and Executive Director of Pinnacle Prevention Adrienne Udarbe provided a Notice of Award, Community Conversation Report, Community Food Systems Assessment, Community Conversation Stakeholder Gathering Invite, and a PowerPoint Presentation that covered the following:

ASSESSING & GROWING A SUSTAINABLE COMMUNITY FOOD SYSTEM
DISCUSSION OVERVIEW
PURPOSE OF THE USDA GRANT PROJECT
PROJECT TIMELINE
CITY OF FLAGSTAFF COMMUNITY FOOD SYSTEM ASSESSMENT COMMUNITY ENGAGEMENT
PROJECT SUPPORT
ENGAGEMENT METHODOLOGY
OVERVIEW
COMMUNITY REFLECTIONS
COMMUNITY REFLECTIONS, CONTINUED
OPPORTUNITIES INFORMED BY COMMUNITY IN RESPONSE TO THE ASSESSMENT
STAKEHOLDER RELECTIONS
STAKEHOLDER REFLECTIONS, CONTINUED
STAKEHOLDER FOOD SYSTEM PRIORITIES
STAKEHOLDER INFORMED POTENTIAL FOOD BUSINESS OPPORTUNITIES
QUESTIONS

Council discussed the following points:

Councilmember House asked what led to the pivot of centering on indigenous perspectives. Ms. Sprague stated that looking not only at demographics, but really understating the census of the area and how certain areas may not be fully captured and ensuring indigenous community members had a space to express their concerns.

Councilmember House asked if food forests, and community fruit and nut trees were part of the conversations. Ms. Udarbe explained that the environment here is harsh but reassured her that growing food on city-owned spaces is a part of the conversation. Mr. Thompson stated that through the BBB funds there was a small food orchard planted at Bushmaster Park and stated other staff have also been working on opportunities through a variety of means including code changes that would allow for more conversations on food forests.

Councilmember Matthews stated she has space on her property for fruits and vegetables but the weather and short growing cycles in the area make producing fruit and gardening difficult. She stated most of the contributors to the farmers market are coming from areas further south and asks what we can do to overcome these challenges and make our own farmers market more robust. Ms. Udarbe stated there is an engaged community and farmers grow different capacities depending on their locations but there are more conversations for food recovery as well. Mr. Thompson further explained that combating hunger and food access is a part of the regional plan, and we can do this with local partnerships and growers in the area.

Councilmember Matthews stated the foodbank already gets food from the grocery stores and anything not safe for consumption goes to the farmers to feed their livestock. She asked if there is a different level in food recovery that we are not addressing. Mr. Thompson confirms the Flagstaff Family Food Center does this but states the expanded focus is how to capture hot food from restaurants when staff is not always available to pick up hot food.

Councilmember Spence states one of the goals in Flagstaff is to become a more sustainable city. He asked what we can do to help local grocery stores be on the same level as big chain stores or ways to incentivize people to shop at small grocery stores. Ms. Udarbe stated this is exactly what the community wants, and there is more in phases two and three of the plans for the community.

Mayor Daggett states that the Flagstaff Family Food Center has seen hunger grow in the region at an alarming rate. She states that community gardens for the new housing units and parks would be a great idea. She asked if the Flagstaff community market has conversations about accessibility. She notes that the double-up bucks program is great and that community members might not be aware of it. Ms. Udarbe states that there is a need to increase awareness of double-up bucks. She further states that in the forthcoming action plan there will be more details to address cost barriers and tax incentives that can be put into place. Mayor Daggett asks if there is a concern regarding possible federal cuts and Ms. Udarbe states there is a concern and Mr. Thompson added that the team is in communication with stakeholders at all levels of federal programs to ensure members have knowledge.

10. U.S. Department of Treasury, American Rescue Plan Act (ARPA), Local Recovery Fund Update

Grants, Contracts and Emergency Management Director Stacey Brechler-Knaggs provided a PowerPoint presentation that covered the following:

AMERICAN RESCUE PLAN ACT (ARPA) UPDATE
 ARPA UPDATE
 CITY OF FLAGSTAFF RECEIVED \$13,252,816
 FEDERAL FUNDING STATUS TABLE (100% OBLIGATED)
 WHAT WAS FUNDED -- FEDERAL
 NON-FEDERAL FUNDING STATUS TABLE
 WHAT WAS FUNDED -- NON-FEDERAL
 ARPA UPDATE
 QUESTIONS

Council discussed the following points:

Mayor Daggett, Vice Mayor Sweet, and Councilmember House thanked the team and expressed how grateful they were for all their hard work. They highlighted the impacts these fund allocations have had on the community and small businesses. They were proud to see and participate in ensuring the community needs were met through these funds.

11. Overview of the Water Services Division and a Water Resources & Conservation Update

Water Conservation Manager, Tamara Lawless, Water Services Manager Erin Young, and Water Services Director Lee Williams provided a PowerPoint presentation that covered the following:

WATER SERVICES/WATER RESOURCES & CONSERVATION UPDATE
 WATER SERVICES OVERVIEW (LEE)
 FIELD OPERATIONS PATRICK O'CONNOR
 PLANT OPERATIONS -- LEE WILLIAMS
 STORMWATER -- ED SCHENK
 ENGINEERING -- MAC MCNAMARA
 REGULATORY COMPLIANCE -- JOLENE MONTOYA

Mayor Daggett acknowledges and congratulates recent City Manager Award for the Water Services Team.

Councilmember Aslan asks why Flagstaff tap water tastes better than others in the state. Mr. Williams states the variety of reasons including colder water, mineral levels, and less chlorine levels and invites anyone for a tour for the facility.

RESOURCE MANAGEMENT -- ERIN YOUNG
 WATER RESOURCE HISTORY
 WATER RESOURCE DEVELOPMENT
 WATER RESOURCE MANAGEMENT

Mayor Daggett recognized the team for considering future populations and taking the Regional Plan into account.

Councilmember Matthews asks when the projections call for Red Gap Ranch usage. Ms. Young states that if current variables and projections maintain, Red Gap Ranch usage would project to be utilized in 2046. However, outside variables such as a catastrophic fire could cause the need for it to be utilized sooner.

Councilmember Spence asked how the population growth was being calculated. Ms. Young states that while projections are variable there is density cap of 170,000 people and reiterates that if the City needs to pivot there are possibilities and the equation takes into consideration volume of water for usage not just population. Mayor Daggett and City Attorney Sterling Solomon reiterate how thoughtful and science-based staff has been during their research.

Councilmember Matthews asked where we pulled the growth number from, and Ms. Young states the number comes from the Regional Plan and it is a 40 year average.

WATER DEMAND PROJECTIONS (UPDATED 2024)
 WATER CONSERVATION STRATEGIC PLAN
 WATER CONSERVATION
 WATER USE (PULL)
 WATER CONSERVATION PROGRAM
 WATER CONSERVATION
 QUESTIONS

Council discussed the following points:

Councilmember Garcia highlighted that even with a higher population now we are using less water than with our previous lower population. He states he did also question the 100-year designations however with research and a better understanding of how the metrics are fluid, he now understands that there is not a simple answer but the theoretical variances make sense.

Mayor Daggett asked how residents can request staff to come check their home for water efficiencies. Ms. Lawless stated that residents can email the Water Team with questions and stated that the customer service staff does flag accounts that seem far off their normal usage to be reviewed by the Water Team as well.

12. Presentation and Discussion on an Opportunity to Expand Housing Choice Voucher Program Resources by Accepting a Voluntary Program Transfer From the City of Williams

Housing Director Sarah Darr, provided a HUD Intent Letter, City of Williams Resolution and Transfer Letter, and a PowerPoint Presentation that covered the following:

OPPORTUNITY TO EXPAND VOUCHER PROGRAM RESOURCES
 THE OPPORTUNITY TO SERVE & INCREASE COMMUNITY RESOURCES
 TERMS USED TODAY
 OUTLINE
 THE OPPORTUNITY TO SERVE & INCREASE COMMUNITY RESOURCES
 PEOPLE AND BUSINESS
 HOUSING CHOICE VOUCHER PROGRAM (HCV)
 HOW DO VOUCHER PROGRAMS WORK?
 LOCAL IMPACT OF VOUCHER PROGRAM IN FLAGSTAFF
 WHAT IS UTILIZATION?
 LOCAL PERFORM METRICS UTILIZATION & TIME FROM ISSUANCE TO MOVE IN
 LOCAL PERFORMANCE METRICS SUCCESS AND TURNOVER RATES
 VOUCHER PROGRAM WAITING LISTS
 MULTIFAMILY NEW CONSTRUCTION IN FLAGSTAFF
 THE REQUEST
 WHY?

CONTEXT
CURRENT PROGRAM DYNAMICS
HOW DOES A TRANSFER WORK?
HOW WILL THIS WORK?
LET'S TALK ABOUT MONEY
WHAT ABOUT OUR STAFF
WHY WOULD WE DO IT
CONDITIONS OF ACCEPTANCE
HUD COMMITMENT (SO FAR)
OTHER IMPORTANT INFO
TIMELINE
OPPORTUNITY TO EXPAND VOUCHER PROGRAM RESOURCES
QUESTIONS?

Council discussed the following points:

Councilmember Matthews asked about resident preference and what happens when someone comes from out of state, she asks if a Williams resident will receive resident preference if they come to live in Flagstaff. Ms. Darr reviews the "portability" element of the vouchers which allows voucher holders to move across the country. She explains the difference between portability and absorbing the vouchers which would take away from our allotted vouchers. Additionally, she explained how we would not absorb their vouchers but would be adding the William's vouchers to the total number currently assigned to the program as this includes expanding the areas the program currently covers and the administrative work associated with it. She explained local preference would include individuals within all the zip codes listed in the presentation.

Councilmember Matthews asked if the City is still eligible for the \$60,000 for accepting the additional vouchers or if it is contingent on 100% utilization of the vouchers. Ms. Darr explains that the whole Williams program would be transferred to the City's current program, and the City would receive the \$60,000 once all vouchers are used, currently there is 100% utilization as of January. Councilmember Matthews asks if the William's Program has unused vouchers if they can be applied to people on the current Flagstaff waiting list. Ms. Darr confirms that is accurate and states if this is approved that starting July 1, 2025 any additional vouchers could be utilized. She also clarifies that vouchers can be used for any units or homes that qualify for the program including affordable housing units.

Councilmember Garcia states he is happy with the team working on this and how the additional funds from absorbing the program will assist the department. He asked if William's residents will be displaced or if they will have a seamless move to Flagstaff. Ms. Darr clarified that voucher holders are not required to move to Flagstaff, they are able to stay in their current homes.

Councilmember House asked for clarification on how the City can capture these additional vouchers and have the capacity to meet the need with the existing need in the community given the current waiting list and limited properties. Ms. Darr reiterated the slide titled Multifamily New Construction in Flagstaff and explained that while no city in the country can meet all the needs of the community there are more resources available now, and the voucher holders are already present in households at this time. It is not 50 new individuals or families looking for households, it is 50 households within the community that are already utilizing the voucher program.

Mayor and Council unanimously express support for staff to move forward with the transfer of the Williams voucher holder program.

13. Open Call to the Public

Nadine Hart addressed Council and stated she is dissatisfied with the voucher program and her current lived experiences as a voucher member.

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

Vice Mayor Sweet requested a discussion to use to the Council Initiative Funds to support the Habitat for Humanity project scheduled for the summer by providing food and drinks to all the volunteers.

Councilmember House stated she attended several events the prior week including the Athena Awards, a County Emergency Management Overview, the Police Academy Graduation, and the Black Renaissance Gala at Northern Arizona University. She also attended the Bridging Progress Presentation in Phoenix from Governor Hobbs and that during that presentation the Arizona Commission on African American Affairs stated they hope to have a community forum in June. She reminded the community that the Black History Month Closing Reception through the Lived Black Experience is later in the week at the Market of Dreams.

Councilmember Spence stated he is excited for the Open Spaces Commission and Parks and Recreation Commission future budget planning presentation that will come forward soon.

Mayor Daggett welcomed the new police officers to the City. She reminded the community that the Commission on Inclusion and Adaptive Living meets that week and encouraged the community to attend the opening of the Youth Arts Exhibit at the Coconino Center of the Arts.

15. Adjournment

The meeting of the Flagstaff City Council held February 25, 2025, adjourned at 7:35 p.m.

MAYOR

ATTEST:

CITY CLERK