

## MINUTES

### 1. CALL TO ORDER

Mayor Daggett called the meeting of the Flagstaff City Council held May 6, 2025, to order at 3:01 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: Mayor Becky Daggett  
Vice Mayor Miranda Sweet  
Councilmember Austin Aslan  
Councilmember Anthony Garcia  
Councilmember Khara House  
Councilmember Lori Matthews  
Councilmember David Spence

Staff 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, Vice Mayor Sweet 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.*

Mayor Daggett reordered the agenda to take Item 12A following Item 11A.

#### 4. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

- A. **Consideration and Approval of Minutes:** City Council Special Meeting Work Session March 23, 2021, City Council Work Session April 27, 2021, Joint City Council/Coconino County Work Session April 28, 2021, City Council Work Session November 23, 2021, City Council Special Meeting Work Session March 29, 2022, City Council Work Session October 25, 2022, Joint City Council/Coconino County Work Session March 6, 2023, City Council Work Session April 25, 2023, City Council Work Session September 26, 2023, City Council Work Session February 27, 2024, City Council Special Meeting Work Session May 14, 2024, City Council Special Work Session May 16, 2024, City Council Work Session May 28, 2024, City Council Special Meeting Work Session July 7, 2024, City Council Regular Meeting March 4, 2025, and Joint City Council/Coconino County Work Session April 14, 2025, City Council Work Session April 22, 2025.

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to approve the minutes of the City Council Special Meeting Work Session March 23, 2021, City Council Work Session April 27, 2021, Joint City Council/Coconino County Work Session April 28, 2021, City Council Work Session November 23, 2021, City Council Special Meeting Work Session March 29, 2022, City Council Work Session October 25, 2022, Joint City Council/Coconino County Work Session March 6, 2023, City Council Work Session April 25, 2023, City Council Work Session September 26, 2023, City Council Work Session February 27, 2024, City Council Special Meeting Work Session May 14, 2024, City Council Special Work Session May 16, 2024, City Council Work Session May 28, 2024, City Council Special Meeting Work Session July 7, 2024, City Council Regular Meeting March 4, 2025, and Joint City Council/Coconino County Work Session April 14, 2025, City Council Work Session April 22, 2025.

**Vote:** 7 - 0 - Unanimously

#### 5. 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.*

Mark Prouty raised concerns about panhandlers having dogs in the sun without water. There were no ordinances to address the behavior, and he encouraged Council to consider something that would give Animal Control more options.

Blake Nabours addressed Council seeking clarification on zoning code restrictions related to parking in an R1 zone and how they were enforced. He expressed concern about a city vehicle being allowed to park in violation of the current code and mentioned being told about a future code amendment that had not yet been adopted.

Silas and Fynn Loverich addressed Council with concerns about speed limits on Lake Mary Road. They mentioned recent accidents and the danger it posed to pedestrians, especially children. They suggested reducing the speed limit to 35 mph and adding pedestrian crossings to improve safety.

Stephen Puhr addressed Council and questioned the accuracy of the city's population growth projections used to justify a new \$300--\$400 million wastewater treatment center. He believed that

actual growth rates did not support the proposed 40% capacity increase and urged the Council to reconsider the project to avoid potentially wasting taxpayer money on unnecessary infrastructure.

Sustainability Specialist for Wildland Fire Management Noah Baker provided an update on the Pine Needle Drop Off project, highlighting its success and plans for the next project area.

Colleen Maring, Chief People Officer and Chief Legal Counsel at Northern Arizona Healthcare, addressed Council and shared updates on Northern Arizona Healthcare, including National Nurses Week and the hospital's high-quality care rankings. She highlighted the hospital's achievement of straight A grades from the Leapfrog Group for patient and hospital safety, placing them on par with renowned institutions like the Mayo Clinic and Cleveland Clinic.

Dapper Dre addressed Council and reported on the success of the Car-Free First Friday event and suggested making it a regular occurrence.

## 6. PROCLAMATIONS AND RECOGNITIONS

### A. Proclamation: Jewish Heritage Month

Councilmember House read and presented the proclamation.

### B. Proclamation: Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month

Councilmember House read and presented the proclamation.

### C. Proclamation: National Travel and Tourism Week

Mayor Daggett read and presented the proclamation.

## 7. COUNCIL LIAISON REPORTS

Councilmember Matthews reported that she and Vice Mayor Sweet attended the missing and murdered Indigenous peoples' ceremony. She also met with the Governor's office representative responsible for community engagement; they discussed community concerns, issues, and how people could reach out with concerns.

Vice Mayor Sweet reported that she would be attending the upcoming Beautification and Public Art Commission meeting.

Councilmember House reported that the Commission on Diversity Awareness met and discussed two different proclamations. They also received a presentation on the LASS/CAP and provided a nomination for a member to serve on the committee for the multicultural park exhibit.

Councilmember Spence reported that he was able to participate in a visit to Picture Canyon with the Open Spaces Commission. They discussed the Don Weaver Trail realignment, and the approvals needed to accomplish the project.

## 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.*

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

**Vote:** 7 - 0 - Unanimously

- A. **Consideration and Approval of Contract:** Change Order No. 2 with Eagle Mountain Construction, Inc. in the amount of \$439,009.00 for The Wedge Phase 3, GMP 5, Amendment No. Five, as part of the Spruce Wash Flood Mitigation Suite of Projects
1. Approve Change Order No. 2 for The Wedge Phase 3 in an amount of \$439,009.00; and
  2. Authorize the City Manager to execute the necessary documents.
- B. **Consideration and Approval:** Confirming appointees selected by Mayor for the citizen positions on PSPRS.
- Confirm appointees selected by Mayor.
- C. **Consideration and Ratification:** Letter of support for the Arizona Environmental Infrastructure program
- Retroactively approve the letter of support.
- D. **Consideration and Approval of Contract:** Joint Funding Agreement Renewal with the United States Geological Survey for a streamflow gage at Newman Canyon in the amount of \$148,910 for the period of May 1, 2025 to September 30, 2029.
1. Approve the Joint Funding Agreement with the U.S. Geological Survey (USGS) for a streamflow gage at Newman Canyon in the amount of \$148,910 for the period of May 1, 2025 to September 30, 2029; and
  2. Authorize the City Manager to execute the necessary documents.
- E. **Consideration and Approval of Amendment to Contract:** Approve the Second Amendment to the Cooperative Purchase Contract with GovernmentJobs.com, DBA NEOGOV (NEOGO), in the amount of \$102,869.72.
1. Approve the Second Amendment to the Cooperative Purchase Contract with NEOGOV, in the amount of \$102,869.72; and
  2. Authorize the City Manager to execute the necessary documents.

## 9. ROUTINE ITEMS

- A. **Consideration and Approval of Contract:** Approve the Construction Contract with Hope Construction LLC for Sport Courts at Bushmaster Park.

Assistant Parks and Recreation Director Amy Hagin provided a PowerPoint presentation that covered the following:

APPROVAL OF CONSTRUCTION CONTRACT FOR SPORT COURTS AT BUSHMASTER PARK - \$2,168,892  
SAFE AND HEALTHY COMMUNITY, LIVABLE COMMUNITY  
CITY COUNCIL PREVIOUS DECISIONS AND/OR COMMUNITY DISCUSSION  
ORIGINAL DESIGN, 2ND DESIGN LAYOUT  
COMPETITIVE BID, RESULT AND CONTRACT AWARD

Councilmember Spence asked how many responses were received for the procurement. Ms. Hagin stated that two responses were submitted for the two sets of plans. Councilmember Spence also asked what the unsuccessful respondents bid amount was. Ms. Hagin shared that the bid amount was \$3.8 million.

Councilmember Garcia asked how many trees would be removed. Ms. Hagin stated that 13 trees were removed, and 13 new trees would be planted. Councilmember Garcia also asked if there was any noise abatement planned for the southside of the park. Ms. Hagin stated that it was not part of the proposal.

Councilmember Matthews clarified that the design contract was already approved and what was before them was the actual construction of the courts. Ms. Hagin confirmed.

The following individuals addressed Council in support of the contract:

- Christine Sturgeon
- Alicia Hendricks
- Maximilian Kraus
- Devon Beam
- Rebecca Marlatt
- Jamie Whelan

The following comments were received:

- There was a recreational need for the courts.
- The courts would be a smart economical investment.
- Pickleball is the fastest growing sport.
- New courts create opportunities to host pickleball events and bring people to Flagstaff.
- Investing in quality courts and lighting means constant use and steady community engagement.
- Flagstaff can center itself as a hub for pickleball.
- Pickleball was more than a sport, it is a community builder.
- Pickleball is a sport that is accessible to everyone.
- The existing courts at Bushmaster Park are not adequate and they are deteriorating.
- This will provide dedicated space for pickleball, basketball, and tennis.
- The biggest issue facing the Flagstaff and NAU pickleball clubs was the lack of available court space.
- There is a lot of interest in pickleball from the community and students at NAU.
- The courts are an opportunity for people to stay active and build friendships.
- The demand for courts far exceeds the available resources.
- Further delay of the project means greater spend down the road.
- Flagstaff is overdue for dedicated pickleball, basketball, and tennis courts at Bushmaster Park.
- Indoor courts are also needed in Flagstaff.
- There needs to be more investment in parks and recreation, Flagstaff is so far behind.

The following individuals submitted written comments in support of the contract:

- Kelly Hanseth
- Alfredo Fernandez
- Bernice Carter

Councilmember Aslan asked for additional details about the fencing for the project. Ms. Hagin explained that the plan included six pickleball courts with eight-foot fencing on the north and south sides, and four-foot fencing around and between the individual courts. Two additional courts would be added to complete a total of eight. Tennis courts would have ten-foot fencing. Basketball courts, not adjacent to roadways, were preferred to remain open, with only some decorative fencing along the eastern and southern edges to prevent balls from rolling into landscaping.

Councilmember Aslan asked about potential economic benefit or cost recovery. Ms. Hagin stated that recreational play was 100% free. If there was a special event tournament, there would be fees that would be associated with that.

Councilmember Garcia asked if there would also be pickleball striping on the basketball and tennis courts. Ms. Hagin indicated that they would be dual striped but there was no dedicated pickleball for those courts. The only way there could be pickleball play on those courts would be through a permit with Parks and Recreation.

Councilmember House mentioned that a community member had brought up the Fort Tuthill Park master plan which included six pickleball courts and noted that there was a significant cost difference between their six courts and the city's project. She asked about that variance in price. Ms. Hagin

stated that staff had reached out to the county to inquire if the courts were budgeted, and they indicated that they had not been budgeted yet and the price in the master plan were estimated costs. Additionally, their plan did not provide a construction plan.

Councilmember Spence thanked staff for their work and efforts to try and mitigate the noise for residents, including increasing the distance from nearby homes. However, he continued to have concerns about cutting down 13 mature ponderosa pines, limited parking, and potential conflicts with other park uses. He felt that the existing tennis and basketball courts could be maintained rather than replaced and that the \$2.1 million cost was excessive. He suggested alternative locations, such as Fort Tuthill, unused mall space, Foxglenn Park, and city-owned land near the National Guard Armory, as more suitable sites. He indicated that he would vote no, because he felt that it was the wrong place, wrong amount, and wrong time.

Vice Mayor Sweet stated that she went out and looked at the space a few times and see the modifications that were made to move the courts as far away as possible from residences. She was disappointed that the cost had gone up but recognized that was a challenge they would be faced with for a while with all city projects. She expressed appreciation for addressing all of the parking, tree, and maintenance issues that had come up.

Councilmember Matthews noted that there had been eight rigorous meetings on the topic of pickleball. It was a difficult decision and many alternatives were considered. Costs continued to rise and delaying projects any further would only add more cost.

Councilmember Aslan expressed his support for pickleball throughout Flagstaff and he appreciated and acknowledged the concerns that had been shared from the public.

**Moved by** Councilmember Anthony Garcia, **seconded by** Councilmember Austin Aslan to approve the Construction Contract with Hope Construction LLC ("Contractor") in the amount of \$2,168,892 and a contract time duration of 210 calendar days and authorize the City Manager to execute the necessary documents.

**Vote:** 6 - 1

NAY: Councilmember David Spence

A break was held from 4:40 p.m. through 4:47 p.m.

## 10. PUBLIC HEARING ITEMS

- A. **Consideration and Adoption of Resolution No. 2025-25 and Ordinance No. 2025-11:** a resolution of the City Council of the City of Flagstaff, declaring that certain document known as "the 2025 City Tax Code Amendments" as a public record, and providing for an effective date; and an ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, title 3 Business Regulations, by adopting the "2025 City Tax Code Amendments" as set forth in that public record on file wit the City Clerk relating to codification of voter approved sales tax rates and Model City Tax Code Updates, and increasing the use tax rate to match sales tax rates; providing for repeal of conflicting ordinances, severability, clerical corrections, and establishing an effective date

Mayor Daggett opened the public hearing.

Management Services Director Rick Tadder and Senior Assistant City Attorney Anja Wendel provided a PowerPoint presentation that covered the following:

CITY TAX CODE CHANGES  
OVERVIEW OF CHANGES  
VOTER-APPROVED TPT RATE CHANGES  
RATE CHANGES  
MODEL CITY TAX CODE CHANGES

There being no public comment, Mayor Daggett continued the public hearing to May 20, 2025.

**Moved by** Councilmember Anthony Garcia, **seconded by** Vice Mayor Miranda Sweet to read Resolution No. 2025-25 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, DECLARING THAT CERTAIN DOCUMENT KNOWN AS "2025 CITY TAX CODE AMENDMENTS" AS A PUBLIC RECORD, AND PROVIDING FOR AN EFFECTIVE DATE*

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to read Ordinance No. 2025-11 by title only for the first time.

**Vote:** 7 - 0 - Unanimously

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA, AMENDING THE FLAGSTAFF CITY CODE, TITLE 3, BUSINESS REGULATIONS, BY ADOPTING THE "2025 CITY TAX CODE AMENDMENTS" AS SET FORTH IN THAT PUBLIC RECORD ON FILE WITH THE CITY CLERK RELATING TO CODIFICATION OF VOTER APPROVED SALES TAX RATES AND MODEL CITY TAX CODE UPDATES, AND INCREASING THE USE TAX RATE TO MATCH SALES TAX RATES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

- B. Consideration and Adoption of Ordinance No. 2025-10:** An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 7 Health and Sanitation, Chapter 4 Municipal Solid Waste Collection Service, Section 07-04-001-0010 Fees, to add a new fee for public use of city-owned electric vehicle charging stations; providing for penalties, repeal of conflicting ordinances, severability, providing for clerical corrections, and establishing an effective date

Mayor Daggett opened the public hearing.

Climate Program Manager Denae Presler provided a PowerPoint presentation that covered the following:

ELECTRIC VEHICLE CHARGING FEES  
BACKGROUND  
COST RECOVERY FEE STRUCTURE  
EXAMPLE OF CHARGING FEES IN ACTION

Councilmember Aslan asked about the cost savings in future years. Ms. Presler shared that it would be interesting to see the impacts over time. The city EV charging stations were near capacity, especially at City Hall. If demand remained high, revenue could increase over time alongside electricity rates. The goal was to reach a balance where idling fees covered maintenance and operational costs and potentially achieve full cost recovery.

#### STAFF RECOMMENDATION

Councilmember Spence asked if there had been any comparison done on the rate a person would pay at a Tesla or private charging station versus the city rate. Ms. Presler shared that they did a market analysis, and the Tesla stations were more expensive than the city because it was a faster charge. In reviewing NAU and Coconino County, the city rates were well in line with those fees in the community.

Councilmember House asked how the system switched from regular charging fee to the idling fee. Ms. Presler explained that the stations work through the ChargePoint dashboard so it knows as soon as it had stopped delivering energy to a vehicle and would switch to the secondary pricing. It was fully automated.

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

**Moved by** Councilmember Lori Matthews, **seconded by** Vice Mayor Miranda Sweet to read Ordinance No. 2025-10 by title only for the first time.

**Vote:** 7 - 0 - Unanimously

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF CITY CODE, TITLE 7 HEALTH AND SANITATION, CHAPTER 4 MUNICIPAL SOLID WASTE COLLECTION SERVICE, SECTION 07-04-001-0010 FEES TO ADD A NEW FEE FOR PUBLIC USE OF CITY-OWNED ELECTRIC VEHICLE CHARGING STATIONS; PROVIDING FOR PENALTIES, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, PROVIDING FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

## 11. REGULAR AGENDA

- A. Consideration and Adoption of Resolution No. 2025-20:** A resolution of the Flagstaff City Council naming the Rio de Flag Bridge at the Picture Canyon Natural and Cultural Preserve the "Jack Welch Memorial Bridge."

Open Space Supervisor Robert Wallace introduced Karin Malis Clark with Friends of Jack Welch who provided a PowerPoint presentation that covered the following:

JACK WELCH MEMORIAL BRIDGE  
RECOGNIZING MR. JACK WELCH  
COMMUNITY CONTRIBUTIONS  
COMMUNITY PROPOSAL

Vera Melkgraf submitted a written comment in support of renaming the Rio de Flag Bridge to Jack Welch Memorial Bridge.

Council expressed strong support and appreciation for naming the bridge in honor of Jack Welch. They shared that it was an honor to know and learn from Jack. He was described as a "pied piper" of Flagstaff. He demonstrated inspirational leadership and that they were grateful to be the City Council who approved the tribute and memorialize the lasting legacy of Jack and his commitment to Flagstaff.

**Moved by** Councilmember Khara House, **seconded by** Councilmember Lori Matthews to read Resolution No. 2025-20 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL NAMING THE RIO DE FLAG BRIDGE AT THE PICTURE CANYON NATURAL AND CULTURAL PRESERVE THE "JACK WELCH MEMORIAL BRIDGE"*

**Moved by** Councilmember Anthony Garcia, **seconded by** Councilmember Khara House to adopt Resolution No. 2025-20.

**Vote:** 7 - 0 - Unanimously

- B. Consideration and Adoption of Resolution No.2025-23:** A resolution of the Flagstaff City Council, approving an Intergovernmental Agreement between Coconino County and the City of Flagstaff for Criminal Justice Coordinating (CJCC) Management.

Senior Deputy City Manager Shannon Anderson provided a PowerPoint presentation that covered the following:

IGA: CRIMINAL JUSTICE COORDINATING COUNCIL  
CJCC  
CJCC DIRECTOR  
CJCC MANAGEMENT

Councilmember Matthews shared that as the Council liaison for the CJCC, she had been so impressed with the work that they did and how the strong collaboration between the many partners within the criminal justice system had a significant impact on the community.

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember David Spence to read Resolution No. 2025-23 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN COCONINO COUNTY AND THE CITY OF FLAGSTAFF FOR CRIMINAL JUSTICE COORDINATING COUNCIL MANAGEMENT*

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to adopt Resolution No. 2025-23.

**Vote:** 7 - 0 - Unanimously

**C. Consideration and Adoption of Resolution No. 2025-22:** A resolution of the Flagstaff City Council, authorizing the grant agreement for an Arizona State Parks Off-Highway Vehicle Supplemental Grant

Deputy Police Chief Charles Hernandez addressed Council and stated that the grant agreement authorized the city to accept a \$93,738 Arizona State Parks Off-Highway Vehicle supplemental grant. The funds would be used to purchase an off-highway vehicle, personal protective and communications equipment, and emergency lighting. The grant would also support enhanced patrol efforts in open spaces and trails, assist with large events like those at Cinder Lakes and Mormon Lake, and cover approximately \$20,000 in overtime for patrols. The primary goal was to promote safety and education, with enforcement as a last resort.

**Moved by** Councilmember Anthony Garcia, **seconded by** Vice Mayor Miranda Sweet to read Resolution No. 2025-22 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, AUTHORIZING THE GRANT AGREEMENT FOR AN ARIZONA STATE PARKS OFF-HIGHWAY VEHICLE SUPPLEMENTAL GRANT*

**Moved by** Councilmember Anthony Garcia, **seconded by** Vice Mayor Miranda Sweet to adopt Resolution No. 2025-22.

**Vote:** 7 - 0 - Unanimously

**D. Consideration and Adoption of Ordinance No. 2025-09:** An ordinance of the City Council of the City of Flagstaff, authorizing the acquisition of real property interests for the Arroyo Seco to Dortha Channel as part of the Spruce Wash Channel Improvements Project; providing for delegation of authority, repeal of conflicting ordinances, severability, authority for clerical corrections, and establishing an effective date

Real Estate Manager Bryce Doty addressed Council and stated that the ordinance would authorize the necessary property acquisitions for the Arroyo Seco to Dortha channel segment of the Spruce Wash project. The area lied between Dortha Street to the north and Ponderosa Park to the south. Due to outdated drainage easements from the 1950s that no longer aligned with current needs, the city had identified 18 parcels requiring access, five for permanent easements and the rest for temporary entry permits to complete grading work. Negotiations with property owners were underway and on track to meet the construction timeline.

**Moved by** Councilmember Khara House, **seconded by** Councilmember Lori Matthews to read Ordinance No. 2025-09 by title only for the first time.

**Vote:** 7 - 0 - Unanimously

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AUTHORIZING THE ACQUISITION OF REAL PROPERTY INTERESTS FOR THE ARROYO SECO TO DORTHA CHANNEL AS PART OF THE SPRUCE WASH CHANNEL IMPROVEMENTS PROJECT; PROVIDING FOR DELEGATION OF AUTHORITY, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

- E. Consideration and Adoption of Ordinance No. 2025-08:** An ordinance of the City Council of the City of Flagstaff, establishing the number of signatures required for City of Flagstaff candidate nomination petitions, providing for severability, authority for clerical corrections, and establishing an effective date

Communication and Civic Engagement Director Stacy Saltzburg addressed Council and stated that the ordinance would modify the number of signatures required for candidate nomination petitions.

The City Charter required the city to set the minimum number of signatures at 5% of the total votes cast for Mayor at the last preceding general election. Since the move from May elections to November elections in 2014, signature requirements had steadily increased ranging from 1,045 up to 1,602. State law allowed a City Council to adopt an ordinance that would set the minimum number of signatures at 1,000 or 5%, whichever was less.

Councilmember Matthews shared her experience collecting over 1,600 petition signatures to qualify for Council, noting it often required more than 2,000 due to duplicate or invalid entries. Despite challenges like winter weather and tight deadlines, she saw the process as a valuable rite of passage that demonstrated commitment to engaging with the community. She expressed concern about lowering the threshold and felt that the higher number better proved a candidate's dedication to public service.

Councilmember Garcia noted his support and added that the modification would add equity to the equation with candidates having similar requirements each election cycle rather than a number that varied, sometimes drastically, between different types of elections.

Councilmember House noted her support for the ordinance.

Councilmember Aslan shared that while he did not feel that it was a rite of passage for candidates it was a filter to determine who was serious about running for office. He also believed that the canvassing for signatures created a listening campaign and an opportunity for citizens to engage in conversation with candidates. He indicated that he was supportive of the change.

**Moved by** Councilmember Austin Aslan, **seconded by** Vice Mayor Miranda Sweet to read Ordinance No. 2025-08 by title only for the first time.

**Vote:** 7 - 0 - Unanimously

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, ESTABLISHING THE NUMBER OF SIGNATURES REQUIRED FOR CITY OF FLAGSTAFF CANDIDATE NOMINATION PETITIONS, PROVIDING FOR SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

## 12. DISCUSSION ITEMS

### A. LASS + CAP Code Concepts Report Follow-Up

Interim Community Development Director Michelle McNulty, Sustainability Analyst Genevieve

Pearthree and Housing Planning Manager Jen Mikelson provided a PowerPoint presentation that covered the following:

CODE ANALYSIS PROJECT -- CODE CONCEPTS REPORT  
AGENDA  
CITY HOUSING AND CLIMATE GOALS  
OVERVIEW & OBJECTIVES OF THE LASS+CAP PROJECT  
PUBLIC OUTREACH TO DATE  
PHASE 1: CODE DIAGNOSTIC REPORT  
PHASE 2: CODE CONCEPTS  
CODE CONCEPTS  
SCENARIOS FOR CORE STANDARDS AND INCENTIVES  
SCENARIO 1  
SCENARIO 2

Councilmember Matthews asked if the increase in density to 80 units per acre meant that it was required or did it allow for a developer to increase by right the number of units per acre and if there would be a minimum requirement. Ms. Mikelson explained that the intent would be to increase the density to a higher maximum but there were minimums that would still need to be met. The new requirements focused on encouraging transit-oriented development to increase housing density and promote transit use. She clarified that only the maximum density would be raised, not the minimum, which would allow developers the option to build more densely if they included certain sustainability features. The approach aimed to offset any added costs from new requirements by offering increased development potential. A "menu" of sustainability options provided flexibility for developers. Another recommendation was introducing Floor Area Ratio caps, currently only in commercial zones, to residential areas, alongside reduced parking minimums and scaled-back but still effective density bonuses tied to sustainable development incentives.

SCENARIO 3  
KEY FINDINGS & IMPLICATIONS FROM SCENARIOS  
TRANSIT-RELATED CODE ANALYSIS FINDINGS  
DECISION POINTS Q1: OUTCOMES  
DECISIONS POINTS Q2: DENSITY  
DECISIONS POINTS Q3: FAR  
FLOOR AREA RATIO  
DECISION POINTS Q4: MENU OF SUSTAINABILITY OPTIONS  
SUSTAINABILITY STANDARDS BY SCENARIO  
DECISION POINTS Q5: PARKING  
PARKING STANDARDS BY SCENARIO  
20-UNIT MULTIFAMILY DEVELOPMENT (EXAMPLE)  
DECISION POINTS Q6: REDUCED STREET WIDTHS  
DECISION POINTS Q7: WINTER PARKING ORDINANCE  
NEXT STEPS

Councilmember Spence stated that in consideration to whether the changes should apply to all zones citywide he offered the example of applying certain improvements, such as limiting parking to one side of the street or alternating sides by month, across all zoning areas could lead to better outcomes. He questioned whether it would be possible to implement those types of changes citywide.

Ms. McNulty stated that it was part of what they were trying to understand. Some code changes could be applied citywide, but others required a more thoughtful, targeted approach based on neighborhood readiness. For example, parking regulations may need to differ depending on the area's characteristics such as older single-family neighborhoods that now housed more residents, which led to increased vehicle congestion. In that scenario, applying blanket changes could worsen the issues. Instead, pilot programs in select neighborhoods may help evaluate the effectiveness of parking reductions before broader implementation. Coordination with partners was also necessary to assess the impacts on maintenance and infrastructure.

Councilmember Matthews asked for staff to explain how the Floor Area Ratio changes would impact High Occupancy Housing. Zoning Code Director Tiffany Antol stated that the density increase ranged from ten to 80 units per acre would exceed the current definition of high occupancy house which was anything over 29 units per acre. The shift challenged the existing framework and called for a reevaluation of how high occupancy housing was defined and regulated. Much of the higher-density development occurred in commercial zones, where single-use residential projects typically required Conditional Use Permits, which offered more oversight. There was an opportunity to creatively transition between zoning categories and explore incentives for affordable housing, especially considering new state legislation around middle housing. While the concept of high occupancy housing may need to evolve, its core principles like managing bedroom density could be preserved and adapted in new ways.

Mayor Daggett asked if there could be different parking standards depending on the intensity of use and if parking minimums could be eliminated in corridors and reduce the standards elsewhere. Ms. McNulty responded yes, there were ways to get to those types of solutions, it was not a blanket approach.

Tyler Denham addressed Council and stated that he supported urban infill as a way to promote affordability and sustainability. He recommended reducing barriers for market-rate and subsidized housing. He also suggested increasing base density citywide to allow middle housing, with additional increases in higher-intensity zones and for projects that included subsidized units or sustainability features. He also expressed support for introducing floor area ratio caps that modeled Portland's graduated system, which encouraged smaller-scale housing. He warned against adding complexity to Flagstaff's already dense zoning code and recommended replacing redundant rules rather than layering new ones. With regard to parking, he favored an open parking option and emphasized that right sized parking requirements benefitted affordability and sustainability and should not be used only as a bargaining tool. Lastly, he called for modifications to the winter parking ordinance and consideration for narrower local street design.

David Hayward addressed Council and praised the significant progress made by city staff and Council, especially in addressing concerns from vulnerable community members. He urged the Council to make as many zoning reforms as possible by right rather than relying on incentive-based systems, which had historically failed to produce their desired outcomes. Instead of using needed changes as bargaining chips, he suggested clear, straightforward allowances that permitted more building without added conditions.

Councilmember House emphasized the importance of thoughtful and equitable planning when considering where and how to increase housing density. She expressed concerns about historical zoning practices that contributed to inequality and gentrification and urged caution to not concentrate new density in communities that had historically borne the brunt of it, especially without corresponding investments in infrastructure and resources. She wanted there to be a more balanced approach by promoting missing middle housing across all neighborhoods to support both affordability and sustainability. She also cautioned against framing sustainable design standards as being in conflict with affordability. With careful planning, both goals could be achieved together. She stressed the need for continued intentionality, especially in community-facing conversations.

Councilmember Matthews shared her ongoing concern about potential conflicts between Flagstaff's carbon neutrality goals and its housing affordability efforts. Sustainable building mandates, like electrification, EV charging, solar readiness, and energy efficiency, could raise construction costs by \$5,000–\$20,000 per home which could potentially contribute to housing shortages and displacement of low-income residents. The policies promoting density, transit-oriented development, and energy savings could support affordability if paired with subsidies, streamlined regulations, and zoning reform. She also expressed concern about reduced parking and narrow roads in new developments, especially in snowy conditions. Eliminating parking was not feasible in many parts of the city. Lastly, she urged caution against losing community character by placing large-scale developments in the middle of established neighborhoods such as Southside or Sunnyside. She expressed regret over earlier support for blanket zoning citywide for fourplexes and triplexes.

Ms. McNulty responded by expressing support for the Council's earlier decision to allow fourplexes

citywide and stated that Council should not regret that decision because it aligned with the broader goal of doing things thoughtfully and equitably. Fourplexes represented a gentle density strategy that could be beneficial across neighborhoods and align with community goals if implemented carefully. She acknowledged the concern raised but emphasized that at-risk neighborhoods like Southside and Sunnyside already allowed high-density development, without equalizing zoning across the city, development pressure would remain concentrated in those areas. She noted that there was a need to fine-tune policy to balance density goals with infrastructure capacity to avoid triggering costly upgrades that might push developers to fall back on less ideal by-right zoning.

Ms. Antol reminded Council that state law required the zoning code text amendment to be completed by January 2026, so time was limited. She cautioned that pursuing overlays would significantly slow the process and risk missing the deadline. She clarified that the amendment did not change density requirements or mandates but simply permitted a building form such as fourplexes currently not allowed in some zones. Developers would have the option, not the obligation, to use that form which preserved flexibility.

Councilmember Garcia asked if the team had partnered with the Sustainability Division on creative outreach strategies to increase public participation in upcoming community meetings. Ms. McNulty shared that a community meeting would be held on June 13, 2025 at Lowell Observatory; a professional facilitator would lead the session so staff could participate more fully in the discussion. It was a collaborative project involving Sustainability, Housing, Planning, Engineering, and Building Safety. She acknowledged ongoing challenges with community outreach, especially due to the complexity of the material. Staff continued to find improved ways to effectively engage the public and ensure the information is accessible. They were beginning to engage directly with neighborhoods like Southside and Sunnyside and welcomed suggestions from Council on how to improve outreach and public connection.

Mayor Daggett asked when staff would like to finalize the decision points. Ms. McNulty stated that the goal was to re-engage Council on key questions and get them thinking in advance of the community meeting. She shared that the team was currently developing a new proposed solution based on recent feedback. The intent was to bring back refined concepts to Council before the summer break, to allow more time for deliberation. She emphasized the need for clear direction on the general approach, particularly whether to pursue by-right density or stick with incentive-based strategies to avoid investing resources into code changes that may not be supported. The process would involve multiple iterations, but early guidance was critical to set the path forward.

A break was held from 6:42 p.m. through 6:52 p.m.

**13. OPEN CALL TO THE PUBLIC**

None

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

Vice Mayor Sweet shared that she had the honor to read the proclamation at the Missing and Murdered Indigenous Relatives event at NACA. It was an emotional and impactful event to bring awareness to the crisis affecting Indigenous communities. She also shared that downtown had been decorated in blue and gold in celebration of the upcoming NAU graduation. She also shared that she had been able to participate in a mayoral roundtable in Williams that was focused on regional economic development. Lastly, she mentioned that the Bike to Work Week kickoff was the following week; she would read a proclamation and accept the brick award on behalf of Adam Shimoni to honor his contributions to cycling in Flagstaff.

Councilmember House recognized Mental Health Awareness Month and urged ongoing attention to the accessibility challenges many in the community faced regarding mental and behavioral health resources. Lastly, she referenced the public comment from Silas and Fynn Loverich about concerns with the speed limit on Lake Mary Road. She expressed a desire to have further discussion about potentially adjusting the speed limit.

Councilmember Spence shared that he was able to see the albino deer that was part of the herd that live up on McMillan Mesa.

Councilmember Matthews offered a reminder about the Housing Solutions breakfast fundraiser hosted by Coconino Community College. She shared that she would be attending the Airport Commission meeting and the NAU Indigenous convocation. She also encouraged everyone to ride their bike to work. Lastly, she requested a FAIR item to have a discussion regarding incentives for middle market work force housing similar to what was available for affordable housing developers.

Councilmember Garcia shared that he attended the Flagstaff Family Food Center 2025 food equity update.

Councilmember Aslan requested a FAIR item to have a discussion about requiring public speakers to announce their home address when giving public comment.

Mayor Daggett shared that she participated in the Flagstaff Festival of Science scavenger hunt. It was a fun event, and she encouraged others to participate next year.

**15. ADJOURNMENT**

The Regular Meeting of the Flagstaff City Council held May 6, 2025, adjourned at 7:26 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 May 6, 2025. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 26th day of August, 2025

\_\_\_\_\_  
CITY CLERK