

## 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 regular meeting, the City Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion 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

Present: Mayor Paul Deasy  
Vice Mayor Becky Daggett  
Councilmember Austin Aslan  
Councilmember Jim McCarthy  
Councilmember Regina Salas  
Councilmember Adam Shimoni  
Councilmember Miranda Sweet

Staff Present: City Manager Greg Clifton; City Attorney Sterling Solomon

### 3. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Council and audience recited the pledge of allegiance and Councilmember McCarthy read the Mission Statement of the City of Flagstaff.

#### MISSION STATEMENT

*The mission of the City of Flagstaff is to protect and enhance the quality of life for all.*

### 4. PUBLIC PARTICIPATION

*Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight'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 Public Participation. 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.*

John Viktora addressed Council regarding with concerns about conduct at the prior meeting with Flagstaff Shelter Services.

Matthew Ziegler submitted a written comment in support of revisiting COVID guidelines for events.

## 5. PROCLAMATIONS AND RECOGNITIONS

### A. Proclamation: Black History Month

Mayor Deasy read the proclamation.

## 6. LIQUOR LICENSE PUBLIC HEARINGS

Mayor Deasy opened the public hearing on all applications.

Sargent Ryan Turley introduced the applications and noted no concerns.

Councilmember McCarthy thanked the applicants for attending the meeting.

There being no public comment, Mayor Deasy closed the public hearing.

**Moved by Councilmember Regina Salas, seconded by Councilmember Adam Shimoni to forward all three applications to the State with a recommendation for approval.**

**Vote: 7 - 0 - Unanimously**

- A. **Consideration and Action on Liquor License Application:** Jeffrey Craig Miller, "Sportsman's Bar & Grill," 1000 N Humphreys Street #98, Series 12, New Application.
- B. **Consideration and Action on Liquor License Application:** Michelle Elain Gregory "Mobil," 2484 E. Butler Avenue, Series 09 (liquor store - all spirituous liquor), Owner Transfer.
- C. **Consideration and Action on Liquor License Application:** Devangkumar G. Patel "Mountain Spirits Co.," 1490 S. Riordan Ranch Street, Series 09 (liquor store - all spirituous liquor), New Application.

## 7. CONSENT ITEMS

*All matters under Consent Agenda are considered by the City Council to be routine and will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.*

It was requested that each item on the Consent agenda be taken individually for discussion.

- A. **Consideration and Approval of Purchase:** The purchase of four (4) 2021 Ford Police Interceptor Utility Hybrid vehicles, in the amount of \$152,108.55 from San Tan Ford.

Vice Mayor Daggett questioned whether the current vehicle bid process could be postponed to allow the local dealer, who had withdrawn due to an error, a chance to rebid. Purchasing Director Patrick Brown confirmed this was possible if Council rejected the current bid, though doing so would delay the process by about ten weeks which would negatively impact public safety operations.

Mayor Deasy asked if the vehicles being replaced were still usable. Police Chief Dan Musselman responded that some are close to aging out, but none are completely out of service yet.

Councilmember Aslan raised the issue of purchasing hybrid vehicles instead of all-electric options like the Tesla Model Y. Support Services Supervisor Allison Hughes and Chief Musselman, explained concerns over limited data on electric vehicles in 24-hour operations, lack of local repair support, and higher customization costs.

Mayor Deasy and Councilmember Sweet supported reconsidering bids if it might allow the local dealer another opportunity. Mr. Brown and City Attorney Solomon outlined the bidding and procurement process, including the legal limitations on local preference due to an Arizona Supreme Court ruling. Mr. Brown explained other ways the city supports local businesses within legal bounds, such as removing TPT (sales tax) from local bids and prioritizing local suppliers under \$50,000

thresholds.

Councilmembers Salas and Shimoni supported reviewing local preference practices and exploring a transition to an all-electric fleet. Mr. Clifton and Mayor Deasy noted that while electric fleets are the future and other communities are moving that way, hybrids are more practical for now. Mr. Solomon confirmed a discussion on electric vehicles could be held later.

Mr. Brown noted there are some risks and variables to consider if the bid is rejected.

**Moved by** Vice Mayor Becky Daggett, **seconded by** Councilmember Adam Shimoni to approve the contract with San Tan Ford for the purchase of four (4) 2021 Ford Police Interceptor Utility Hybrid vehicles, a total cost of \$152,108.55 (includes all applicable taxes and fees) and authorize the City Manager to execute the necessary documents.

**Vote:** 7 - 0 - Unanimously

- B. Consideration and Approval of Contract:** Contract with Corporate Technology Solutions (CTS) for the purchase of audio & video equipment, for the purpose of adding remote meeting technologies and enhancing select City Hall conference rooms in an amount not to exceed \$130,000.

Councilmember Shimoni inquired about efforts to improve public engagement in virtual settings. IT Manager Paul Santana said they aim to enhance all avenues of public participation. IT Director CJ Perry added that while staff had previously analyzed how other municipalities handled virtual engagement during the pandemic, they are open to further exploring ways to streamline and improve the process.

**Moved by** Councilmember Jim McCarthy, **seconded by** Councilmember Adam Shimoni to approve the agreement with Corporate Technology Solutions (CTS) to provide audio and video upgrades to Council Chambers, Council Conference Room and Staff Conference Room, in the amount not to exceed \$130,000 and authorize the City Manager to execute all necessary documents.

**Vote:** 7 - 0 - Unanimously

## 8. ROUTINE ITEMS

- A. Consideration of Contract:** Reject all Bids for the Elden Lookout Road Hazard Tree Mitigation

Forest Health Supervisor Neil Chapman explained that the recommendation to reject the bids is due to all submitted bids exceeding the budget, including a revised bid. Staff has identified alternative methods to remove the damaged trees within budget. However, Council must formally reject the bids in a public meeting.

**Moved by** Councilmember Jim McCarthy, **seconded by** Councilmember Miranda Sweet to reject all bids submitted for Invitation for Bids (IFB) #2020-27 and #2020-84 for the Elden Lookout Road Hazard Tree Mitigation project.

**Vote:** 7 - 0 - Unanimously

## 9. PUBLIC HEARING ITEMS

- A. Public Hearing:** Whispering Winds Sign Historic Overlay Zoning Map Amendment - PZ-20-00141-02, 922 E Route 66

Mayor Deasy opened the public hearing.

Comprehensive Planning Manager Sara Dechter explained that the case is being presented due to the Heritage Preservation Commission and that the Planning and Zoning Commission has not yet made a recommendation and that staff is asking for the item to continue until after the Planning and Zoning Commission considers it.

**Moved by Mayor Paul Deasy, seconded by Councilmember Miranda Sweet** to continue the public hearing to March 2, 2021.

**Vote: 7 - 0 - Unanimously**

10. **REGULAR AGENDA**

- A. **Consideration and Adoption of Ordinance No. 2021-01:** An Ordinance of the City Council of the City of Flagstaff, amending the Flagstaff Zoning Map to rezone approximately 23.08 acres of real property generally located at 2701 S Woody Mountain Road, a portion of APN 112-01-019 from the Rural Residential (RR) zone to the Medium Density Residential (MR) zone with conditions, providing for severability, authority for clerical corrections, and establishing an effective date.

Planning Director Tiffany Antol and the applicant were available to answer questions.

Councilmember Shimoni asked Mr. Crutchfield if they made any progress on the number of affordable units in the development. Mr. Crutchfield stated that they made a priority of going for an aggressive climate and sustainable project and that they will try to drive costs down with their partnership with Mosaic.

Councilmember McCarthy stated that making more affordable housing might drive costs up for the other 90 units. He stated they are providing walking access to other developments and ensuring that is included in the Development Agreement. Ms. Antol stated bicycle, and pedestrian access is included in the application and will be upheld. Mr. Crutchfield added that sod is not being used and they are looking at synthetic turf and other alternative options.

Mayor Deasy reiterated the desire for more solar panels.

**Moved by Councilmember Regina Salas, seconded by Councilmember Jim McCarthy** to read Ordinance No. 2021-01 by title only for the final time.

**Vote: 7 - 0 - Unanimously**

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF ZONING MAP TO REZONE APPROXIMATELY 23.08 ACRES OF REAL PROPERTY GENERALLY LOCATED AT 2701 S WOODY MOUNTAIN ROAD, A PORTION OF APN 112-01-019 FROM THE RURAL RESIDENTIAL (RR) ZONE TO THE MEDIUM DENSITY RESIDENTIAL (MR) ZONE WITH CONDITIONS; PROVIDING FOR SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

**Moved by Councilmember Regina Salas, seconded by Mayor Paul Deasy** to adopt Ordinance No. 2021-01.

**Vote: 7 - 0 - Unanimously**

- B. **Consideration and Adoption of Resolution No. 2021-07:** A resolution of the Flagstaff City Council, authorizing the execution of a development agreement between the City of Flagstaff and VP 66 and Woody Mountain LLC, for Sky Cottages at Timber Sky related to the development of approximately 23.08 acres of real property generally located at the northwest corner of Woody Mountain Road and McAllister Ranch Road and establishing an effective date.

Ms. Antol presented the draft development agreement contents.

**Moved by Councilmember Jim McCarthy, seconded by Mayor Paul Deasy** to read Resolution No. 2021-07 by title only.

**Vote: 7 - 0 - Unanimously**

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, AUTHORIZING THE EXECUTION OF A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF FLAGSTAFF AND VP 66 AND WOODY*

*MOUNTAIN LLC FOR THE SKY COTTAGES AT TIMBER SKY RELATED TO THE DEVELOPMENT OF APPROXIMATELY 23.08 ACRES OF REAL PROPERTY GENERALLY LOCATED AT THE NORTHWEST CORNER OF WOODY MOUNTAIN ROAD AND MCALLISTER RANCH ROAD AND ESTABLISHING AN EFFECTIVE DATE*

**Moved by Mayor Paul Deasy, seconded by Councilmember Regina Salas to adopt Resolution No. 2021-07.**

**Vote: 7 - 0 - Unanimously**

- C. **Consideration and Adoption of Ordinance No. 2021-02:** An ordinance of the Flagstaff City Council amending the Employee Handbook of Regulations, as established by Flagstaff City Code, Chapter 1-14, Personnel System, Section 1-14-001-0001, Personnel System Adopted.

Human Resources Director Jeanie Gallagher addressed Council in regards to the correction to the previous revision.

**Moved by Mayor Paul Deasy, seconded by Councilmember Jim McCarthy to read Ordinance No. 2021-02 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 EMPLOYEE HANDBOOK OF REGULATIONS RELATING TO COMPENSATION AND PROMOTION, AS ESTABLISHED BY CITY CODE, CHAPTER 1-14, PERSONNEL SYSTEM, SECTION 1-14-001-0001, PERSONNEL SYSTEM ADOPTED; PROVIDING FOR PENALTIES; REPEAL OF CONFLICTING ORDINANCES; SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE*

- D. **Consideration and Approval of Lease Amendment:** Lease No: GS-09P-94446 for Building 3 of the United States Geological Survey (USGS) facility located at 2255 North Gemini Drive, Flagstaff, Arizona 86001

Real Estate Manager Bryce Doty addressed Council and explained the reasoning for the amendment and that there is no additional cost to the amendment for telecommunications and video surveillance services since the City is in compliance.

**Moved by Councilmember Jim McCarthy, seconded by Vice Mayor Becky Daggett to approve the Lease Amendment to incorporate the Federal Acquisition Regulations Clause 52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.**

**Vote: 7 - 0 - Unanimously**

- E. **Consideration of Consent:** APS Easement on Veteran's Home property (McMillan Mesa)

Mr. Doty addressed Council regarding the need of an easement to connect power to the Veteran's home.

**Moved by Mayor Paul Deasy, seconded by Councilmember Miranda Sweet to approve consent to the Easement between APS and the State of Arizona.**

**Vote: 7 - 0 - Unanimously**

- F. **Consideration and Adoption of Resolution No. 2021-08:** A resolution of the Flagstaff City Council, directing the City Manager to reduce the stage of the 2020 Economic Recession Plan from the Significant to the Moderate, and providing for an effective date

Management Services Director Rick Tadder provided a PowerPoint Presentation that covered the following:

RECESSION PLAN RESOLUTION

ECONOMIC RECESSION PLAN UPDATE  
 ALERT/MINOR  
 MODERATE  
 SIGNIFICANT  
 MAJOR  
 CRISIS

Councilmember Salas asked about capital improvement projects on hold. Mr. Tadder clarified that no projects are currently on hold, though some capital purchases have been paused. Projects with existing contracts are proceeding without major impacts.

City Manager Clifton noted that during the budget retreat, the implementation plan was reviewed, and any transition from moderate to minor levels will be approached cautiously and with Council involvement. He emphasized staff's commitment to fiscal responsibility.

Mayor Deasy thanked staff for their efforts and fiscal prudence, expressing relief that the situation is better than expected.

**Moved by** Councilmember Regina Salas, **seconded by** Mayor Paul Deasy to read Resolution No. 2021-08 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, DIRECTING THE CITY MANAGER TO REDUCE THE STAGE OF THE 2020 ECONOMIC RECESSION PLAN FROM THE SIGNIFICANT TO THE MODERATE, AND PROVIDING FOR AN EFFECTIVE DATE*

**Moved by** Councilmember Regina Salas, **seconded by** Mayor Paul Deasy to adopt Resolution No. 2021-08.

**Vote:** 7 - 0 - Unanimously

Mayor Deasy called a break from 4:30 p.m. through 4:40 p.m.

11. **DISCUSSION ITEMS**

A. **Fourth Street-Lockett Road-Cedar Avenue Roundabout Alternatives Discussion**

Project Manager Jeremy DeGeyter and Traffic Engineer Jeff Bauman provided a PowerPoint presentation to Council that covered the following:

PROJECT LOCATION  
 HSIP PROJECT  
 FINANCIAL IMPACT  
 COMMON SITE APPLICATIONS  
 BENEFITS OF ROUNDABOUTS  
 SAFETY -- REDUCE THE CONFLICTS  
 EXISTING CONDITIONS  
 PEDESTRIAN CIRCULATION  
 BICYCLE CIRCULATION -- THE BASICS  
 BICYCLE PAVEMENT MARKINGS  
 BICYCLE ENTRANCE RAMPS  
 CONCEPTUAL BICYCLE PAVEMENT MARKINGS  
 AUTO/BUS/TRUCK OPERATIONS  
 DESIGN VEHICLES -- BUSES AND TRUCKS  
 EXISTING CONDITIONS  
 DECISION MATRIX SUMMARY  
 NEXT STEPS

Councilmember Aslan expressed strong support for roundabouts. He asked about resident engagement, carbon footprint comparisons between roundabouts and traffic signals, and center

beautification. Mr. Bauman confirmed outreach to neighbors, coordination with the property owner, and involvement of the beautification team. He noted they have not modeled carbon emissions but can, and that power use is comparable due to LED lights and similar luminaire counts.

Mayor Deasy cited a study showing a 30% reduction in carbon emissions from roundabouts.

Councilmember Sweet inquired about crosswalk design and student outreach, emphasizing safety.

Vice Mayor Daggett supported the roundabout.

Councilmember McCarthy also supported the roundabout and extra precautions for safety.

Councilmember Shimoni advocated for separated bike lanes, emphasized pedestrian safety, and suggested creating an outreach video. He also asked about future connections to the FUTS trail, which staff confirmed are planned.

Councilmember Salas thanked staff and voiced support for the project.

Mayor Deasy asked about Alternative B3, which avoids direct residential impact but may compromise truck movement and speed control. Mr. Bauman explained that while it avoids having to acquire the house, it reduces the roundabout's effectiveness. Real Estate Manager Bryce Doty added that full property acquisition would be required, including relocation costs.

Council expressed support for the single roundabout with continued attention to design, safety, and community engagement.

## **B. State Legislative Update**

Management Analyst Sarah Langley and State Lobbyist Todd Madeksza presented a state legislative update to Mayor and Council.

SUPPORT RECOMMENDATION  
S1177 FOREST PRODUCTS  
S1377 CIVIL LIABILITY  
H2127 APPROPRIATION  
H2481 SHORT-TERM RENTALS  
H2562 TAX CREDIT AFFORDABLE HOUSING  
OPPOSE RECOMMENDATION  
S1406 AIRCRAFT REGISTRATION FEES REPEAL  
S1459 AGENCY DECISIONS  
H2737 CORPORATION COMMISSION ACTIONS  
H2551 MISCONDUCT INVOLVING WEAPONS; PUBLIC PLACES  
UPCOMING BILLS  
S1797/H2772

Vice Mayor Daggett, Councilmembers McCarthy, Sweet, and Aslan fully supported the staff recommendations.

Councilmember Shimoni also supported the list but expressed interest in learning more about short-term rental zoning. Ms. Langley noted a legislative amendment on zoning and stated she would send him the details.

Mayor Deasy supported all but opposed the Civil Liability bill due to its strong language.

Councilmember Salas addressed concerns about the Civil Liability bill, questioned whether it mandates adherence to CDC guidelines, and requested staff and Mr. Madeksza provide input on HB 241A. Ms. Langley read from the bill, confirming it does not explicitly mention the CDC, and Mr. Madeksza agreed to follow up.

**12. COUNCIL LIAISON REPORTS**

Councilmember Sweet shared that a new mural was completed near the Sweet Shop with help from the beautification team. She also noted that the Water Commission will meet this week.

Councilmember Shimoni reported that the CJCC met last week and has hired an agency to manage operations during a leadership transition at the County level. The goal is to streamline the executive team from over 20 members down to nine.

Councilmember Salas attended the Airport Commission meeting, where they discussed the second parking lot, a possible three-hour free parking zone for pickups/drop-offs, and electric charging stations. She also toured the New Life Forest Products site in Bellemont and Catalyst Space Technologies with ECoNA and other local leaders.

Councilmember McCarthy attended the recent Pedestrian Advisory Committee meeting.

Vice Mayor Daggett mentioned the public process for the new housing plan. Staff is getting contact info from people who would like to be in the loop and give input.

**13. FUTURE AGENDA ITEM REQUESTS**

*After discussion and upon agreement by three members of the Council, an item will be moved to a regularly-scheduled Council meeting.*

- A. Future Agenda Item Request (F.A.I.R.):** A request by Councilmember Salas to place on a future agenda a discussion about a citywide comprehensive cost recovery policy.

Councilmember Salas gave the background on why she proposed this item.

There was requisite support to move the item forward to a future meeting.

**14. CITY MANAGER REPORT****A. City Manager Report**

City Manager Clifton briefly reviewed his report and stated the Capital Improvements report was also attached.

Councilmember Salas asked when there can be a discussion about the City's re-entry plan with respect to the City facilities, especially the athletic facilities and the fields. Mr. Clifton reported that this will be in front of Council next week.

**i. Public Works Snow Operations**

City Manager Clifton expressed that both Public Works Director Andy Bertelsen and Street Section Director Scott Overton were available for questions.

Councilmember Shimoni asked about clearing cinders from bike lanes before spring. Mr. Overton explained that sweeping is now a year-round program, paused only during storms. They recently managed three days of sweeping between storms, with two sweepers operating at night and one during the day. He confirmed sweepers start at the road edge for bike lanes.

Councilmember Shimoni acknowledged several positive highlights from the City Manager's report, including the work of Corporal Lahey, Officer Mike Randall, Emergency Communication Specialist Celeste Hanson, and the Economic Vitality team's work on the Green Book.

City Manager Clifton thanked Councilmember Shimoni for recognizing staff efforts, especially during major snow events. Deputy City Manager Anderson added that next week's report will include a fire rescue story and significant COVID-related updates.

15. **INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF, FUTURE AGENDA ITEM REQUESTS**

Councilmember Aslan reported that Representatives Grijalva and O'Halleran introduced HR1052, related to the Grand Canyon, to update the resolution supporting a uranium mining ban on the Colorado Plateau. He also suggested surveying City staff to gauge their comfort and feelings about returning to in-person work as vaccinations increase, ideally through a scientific survey.

Councilmember McCarthy requested a future agenda item to review barriers to homeowners building accessory dwelling units, especially rules that require owner-occupancy. He suggested this could be addressed by Council or after review by the Housing Commission.

Councilmember Salas requested a future agenda item for a discussion on the review of the city's current tax code in respect to exemptions on rental, leasing, licensing of real property tax for TPT. She stated that exemptions do not include non-profits who provide services to individuals with disabilities.

Councilmember Shimoni gave shout-outs to the Indigenous Commission co-chairs and Assistant Parks and Recreation Director Amy Hagin's team for fixing the basketball hoop at Thorpe Park. He noted the upcoming Mountain Line Board meeting, which will discuss an Arizona Stop (allowing bicycles to roll through stop signs). He mentioned ongoing conversations about youth sports and vaccine availability now expanded to Phase 1b by the County. Councilmember Shimoni also highlighted new state funding for rent assistance launching in February.

16. **ADJOURNMENT**

The Regular Meeting of the Flagstaff City Council held February 16, 2021, adjourned at 6:59 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 February 16, 2021. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 16th day of December, 2025

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CITY CLERK