

## MINUTES

### 1. Call to Order

Mayor Daggett called the meeting of the Flagstaff City Council held June 11, 2024, to order at 3:05 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 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

Present: Becky Daggett, Mayor  
Austin Aslan, Vice Mayor  
Deborah Harris, Councilmember  
Khara House, Councilmember  
Jim McCarthy, Councilmember  
Lori Matthews, Councilmember  
Miranda Sweet, Councilmember

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, Councilmember Matthews read the Mission Statement of the City of Flagstaff, and Councilmember McCarthy read the Land Acknowledgement.

#### MISSION STATEMENT

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

#### LAND ACKNOWLEDGEMENT

*The Flagstaff City Council humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.*

### 4. Open Call to the Public

*Open Call to the Public enables the public to address the Council about an item that is not on the prepared agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. Open Call to the Public appears on the agenda twice, at the beginning and at the end. The total time allotted for the first Open Call to the Public is 30 minutes; any additional comments will be held until the second Open Call to the Public.*

*If you wish to address the Council in person at today's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. You may address the Council up to three times throughout the meeting, including comments made during Open Call to the Public and Public Comment. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.*

Ralph Hernandez, a summer resident of Kit Carson Mobile Home Park, addressed Council and shared concerns about eviction notices requiring all residents to move their homes and vehicles by the end of October. He noted that only a pre-application meeting for redevelopment has occurred with the City, and the project is not yet approved. Mr. Hernandez argued the evictions may be premature and possibly unjust, asking the City to clarify the legitimacy of the notices and consider intervening, referencing a similar case in Phoenix.

Eileen Robinson addressed Council and explained she is another resident in the area and the park has 250 trailer spaces, including 30 permanent manufactured homes, many of which have been in place for decades. She stated that alternative parks within 100 miles either cannot accommodate their trailers or have no space. Ms. Robinson emphasized that many residents are seniors, veterans, and widows, and said the eviction notice was devastating both financially and emotionally. She asked for any support the City could offer.

Leslie Rudders addressed Council and agreed the park needs upgrades but opposed the sudden approach. She proposed slowing down the process, possibly relocating units within the park, or providing buyouts. She stressed the need for transparency and consideration, and requested the City assign a liaison or tenant advocate to assist residents with logistics and documentation.

Nadine Hart addressed Council regarding the housing authority management and voucher programs, noting that some properties resemble third-world conditions. She criticized poor oversight, especially when tenants take in others without proper vetting. As a voucher holder, Ms. Hart said misbehavior by some discourages landlords from participating in the program. She urged more accountability and on-the-ground involvement from housing authority leadership to ensure safety and property maintenance.

Ralph Hernandez also submitted written comments regarding Kit Carson campground.

**5. Proclamation: Pride Month**

Mayor Daggett read and presented the proclamation.

**6. Review of Draft Agenda for the June 18, 2024 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.*

Councilmember House stated she would not be present at the next meeting but asked Council to consider a Juneteenth Proclamation.

**7. City Manager Report**

Mr. Clifton briefly reviewed his report.

Assistant Parks and Recreation, Open Space, and Events (PROSE) Director Amy Hagin briefly reviewed the PROSE monthly report.

Housing Director Sarah Darr briefly reviewed the Housing monthly report.

Deputy Human Resources Director Jennifer Caputo briefly reviewed the June Human Resources and

Risk Management Newsletter.

**8. Engage, Empower, Elevate program update from recipient Community Assistance Teams of Flagstaff**

Sustainability Coordinator Tia Hatton and Executive Director of CATs Wendy White provided a PowerPoint presentation that covered the following:

ENGAGE, ELEVATE, EMPOWER ANNUAL UPDATE  
TODAY'S AGENDA  
E3 INITIATIVE  
COMMUNITY ASSISTANCE TEAMS OF FLAGSTAFF  
C.A.TS' MISSION  
LOST HUMAN POTENTIAL  
C.A.TS OF FLAGSTAFF  
UNSHELTERED PEOPLE WANT TO WORK  
C.A.TS PEOPLE AT WORK PROGRAM (C.A.TS P@W)  
WHAT OUR CREW OF HOMELESS PEOPLE DID IN 2023  
WHERE THEY PICKED UP LITTER  
LITTER COLLECTED BY LOCATION  
P@W CREW EXPERIENCES  
DEMOGRAPHICS  
REAL OUTCOMES

Councilmember House thanked the speakers for their presentation and expressed appreciation for the work they do to contribute to and be part of the community.

**9. Airport Emergency Plan and Triennial Full-Scale Exercise Update**

Emergency Program Manager Daniel Kelly, Airport Director Brian Gall, and Ashley Makuch with EM Partners provided a PowerPoint presentation that covered the following:

FLAGSTAFF PULLIAM AIRPORT  
AIRPORT EMERGENCY PLAN UPDATE & TRIENNIAL FULL-SCALE EXERCISE  
AGENDA  
OPENING COMMENTS  
PROJECT OVERVIEW  
PROJECT TIMELINE  
PLANNING GUIDANCE  
WHY UPDATE THE AEP?  
AEP STRUCTURE  
PARTNER ALIGNMENT  
THE PLANNING UNIVERSE  
EXERCISE OVERVIEW  
EXERCISE OBJECTIVES  
PREPARING FLAGSTAFF

Councilmember Harris asked whether Northern Arizona University would be involved in the upcoming training exercise. Ms. Makuch confirmed that NAU Emergency Management would serve as the controller for the event.

Councilmember Harris also inquired about community notification, to which Mr. Gall responded that a communications plan is being developed to ensure broad outreach through multiple channels.

Councilmember McCarthy asked if regular flights would continue during the exercise. Mr. Gall clarified that normal airport operations will not be impacted, aside from closures in specific areas.

10. **Discussion regarding High Occupancy Housing zoning requirements and zoning code regulations tied to components of the Regional Plan**

Zoning Code Manager Tiffany Antol provided a PowerPoint presentation that covered the following:

HIGH OCCUPANCY HOUSING  
UPDATES TO THE ZONING CODE GENERAL REQUIREMENTS  
PURPOSE OF WORK SESSION  
HIGH OCCUPANCY HOUSING PLAN  
HIGH OCCUPANCY HOUSING LAND USE DEFINITIONS  
ZONING DISTRICTS THAT PERMIT HOH  
ACTIVITY CENTER MAP  
CITY COUNCIL WORK SESSION  
PROVISIONS THAT ARE BASED ON REGIONAL PLAN CLASSIFICATIONS

Mayor Daggett inquired whether a pedestrian shed is calculated as a quarter mile to commercial areas or transit access points. Ms. Antol clarified that it is measured as a quarter mile to a point such as an intersection. She noted that the ideal setup includes mixed-use areas with higher concentrations of residential and commercial activity. However, she added that not all designated activity centers are immediately suitable for development, often due to a lack of supporting infrastructure, which is why the Conditional Use Permit (CUP) provision exists.

Mayor Daggett then asked if a CUP is the only available remedy for a desirable project located outside of a pedestrian shed. Ms. Antol responded that, under the current framework, the only recourse for such a project would be a regional plan amendment.

EXAMPLE CODE PROVISIONS  
CHANGES TO DENSITY TABLE FOR ALL DEVELOPMENTS  
EXAMPLE -- VILLAGE AT ASPEN PLACE

Councilmember House expressed general support for the proposed changes and appreciation for the recognition of how historic zoning regulations have created equity barriers. She referenced the proposal to shift from strict standards to more flexible preferences and asked whether compatibility determinations by the Planning and Zoning Commission would be guided by objective criteria or left to subjective interpretation. Ms. Antol responded that the intent is to develop objective criteria based on existing code parameters and community-identified priorities. She noted that referencing existing historic districts and building clear preferences into the code would help ensure developers understand how their projects would be evaluated.

Councilmember McCarthy reflected on the original intent of the High Occupancy Housing (HOH) amendments, recalling that they were designed to prevent the construction of oversized apartments with multiple bedrooms and bathrooms in residential neighborhoods. He noted that the current example being discussed was quite different and seemed to be the kind of project people would want to live in. He voiced support for making adjustments to avoid penalizing projects that fall just outside of established parameters.

Councilmember Matthews also supported the changes, emphasizing how efforts to prevent certain developments often lead to unintended consequences that block desirable projects. She asked if concerns about fire hazards and housing restrictions were being factored into the Resource Protection Overlay (RPO) discussions. Ms. Antol confirmed they were, noting that recent tours with Regional Plan Committee members helped visualize the implications. She acknowledged that more work is needed and that the regional plan will provide a stronger foundation moving forward.

Councilmember Sweet agreed it was the right time to review these issues alongside the regional plan and voiced appreciation for efforts to maintain appropriate guardrails in the process.

Councilmember Harris stated her conditional support, emphasizing the need to ensure the changes do not further harm communities already impacted by past policies. She stressed the importance of

trusting staff expertise but also voiced concerns about representation on the Regional Plan Committee and whose voices are driving the decision-making.

Vice Mayor Aslan reiterated his support for increasing housing density in Flagstaff as a key solution to the city's housing challenges. However, he urged caution in discussions related to resource overlays, warning against assumptions--such as the idea that reducing trees will automatically lower insurance costs--without solid evidence. He called for a thoughtful, gradual rollout with robust community engagement to minimize unintended consequences.

Mayor Daggett concluded by expressing general support for the direction of the proposals. She echoed the sentiment that flexibility is important as long as it leads to achieving the desired outcomes and stated she looked forward to seeing what staff would bring back.

#### **11. Open Call to the Public**

None

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

Councilmember Harris shared her experience attending the recent workforce summit, highlighting it as an eye-opening opportunity to learn about issues such as workforce development, housing, and childcare. She also reminded everyone of the upcoming Juneteenth celebration at the Murdoch Center on the 15th.

Councilmember McCarthy reflected on the earlier comments from Kit Carson residents, expressing concern about the situation and suggesting that the City help facilitate conversations between the parties involved. He emphasized the importance of helping residents come together to talk and explore solutions.

Councilmember Sweet reported attending the Habitat for Humanity ribbon-cutting at Timber Sky and expressed excitement about the progress of the project. She also attended a potluck at Mobile Haven with the Mayor and city staff, as well as a visit to the Museum of Northern Arizona. She mentioned participating in the Beautification and Public Arts meeting, noting several exciting projects in the pipeline. She also shared plans to take part in the upcoming Pride Parade and a "Name That Tune" event.

Councilmember House participated in a briefing with the Bravo Fire team and toured the Incident Command site, expressing appreciation for the Fire Department and Wildland Fire team's efforts. She thanked Councilmember Matthews for her insightful questions and strong articulation during the event. She also attended the Habitat ground-breaking, describing it as an amazing opportunity for the community. She noted she would be absent next week due to an upcoming conference.

Mayor Daggett discussed ongoing conversations around property insurance, referencing a prior meeting with the Governor where she and others encouraged state-level involvement in addressing insurance industry practices and climate-related risk. She suggested gathering local insurance agents and industry leaders to showcase Flagstaff's forest health work. She stated that she also attended a webinar titled People Over Parking, focused on eliminating parking minimums, and offered to share the recording with anyone interested. She met with the Indigenous Circle of Flagstaff, attended the Habitat for Humanity ground-breaking, and joined the Mobile Haven potluck, thanking Councilmember Sweet for initiating the event and emphasizing the value of connecting staff with residents. Lastly, she shared details from a recent press conference in Phoenix with Congressman Stanton and other Arizona mayors, highlighting the signing of agreements with ACE. She celebrated Flagstaff receiving \$1.5 million in funding for the Killip School water retention basin through the 595 program and praised City staff for their hard work securing external funding to support local projects.

**13. Adjournment**

The Work Session of the Flagstaff City Council held June 11, 2024, adjourned at 5:51 p.m.

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MAYOR

ATTEST:

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CITY CLERK