

## MINUTES

### 1. Call to Order

Mayor Daggett called the Work Session of the Flagstaff City Council held September 9, 2025, to order at 3:00 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  
Miranda Sweet, Vice Mayor  
Austin Aslan, Councilmember  
Anthony Garcia, Councilmember  
Khara House, Councilmember  
Lori Matthews, Councilmember  
David Spence, 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 Garcia read the Mission Statement of the City of Flagstaff, and Councilmember Matthews read the Land Acknowledgement.

#### **MISSION STATEMENT**

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

#### **LAND ACKNOWLEDGEMENT**

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

### 4. 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.*

Executive Assistant for the Library Amelia Mason addressed Council and stated that September was Library Sign Up Month and that they currently had about 28,000 card cardholders. She highlighted other Library focused programs.

Sustainability Climate Section Director Jenny Niemann addressed Council and spoke of the Carbon Neutrality Plan community input opportunities.

Evan Anderson submitted written comments suggesting a "locals" pass that locals could purchase at a discounted rate for parking downtown.

## 5. PROCLAMATIONS

### A. Proclamation: IT Professional's Day

Mayor Daggett read and presented the proclamation.

## 6. Review of Draft Agenda for the September 16, 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

## 7. Presentation and Discussion of City-Owned Land for Housing

Housing Director Sarah Darr provided a PowerPoint presentation that covered the following:

PRESENTATION AND DISCUSSION OF CITY-OWNED LAND FOR HOUSING  
PURPOSE AND OUTLINE  
WHAT CAN THE CITY DO?  
OPTIONS  
USE CONSIDERATIONS FOR HOUSING  
IS THIS A NEW MODEL?  
MOUNTAIN SIDE VILLAGE/CEDAR CREST  
RIO HOMES  
HIGH COUNTRY TRAIL  
HABITAT ALONG BUTLER  
IZABEL HOMES PROJECT  
BUTLER CORRIDOR TRADE  
WOODSHIRE ON BUTLER  
IZABEL STREET APARTMENTS  
CITY OWNED LAND DESIGNATED FOR HOUSING  
10-YEAR HOUSING PLAN  
JOHN WESLEY POWELL "SHARKBITE"

Councilmember Matthews emphasized the need to begin work on sewer infrastructure and believes the issues can be resolved. Ms. Darr confirmed there are currently no nearby sewer lines, but as development expands, connecting the site will become more feasible.

Councilmember Garcia asked if a nearby utility structure is required before moving forward, to which Ms. Darr responded that potentially they would and noting that infrastructure will be key. She added that the city is exploring cost-sharing or alternative funding sources for the necessary infrastructure.

Councilmember Spence asked about the "Sharkbite" nickname, and Ms. Darr explained it refers to the shape of the property taken from the larger property. Councilmember Spence also raised concerns about the affordable housing site being isolated from the main Pine Canyon development, questioning how this aligns with inclusive housing goals.

Ms. Darr clarified that the development agreement was established in the 1990s and that the parcel was originally designated for affordable housing by Pine Canyon. It later came under city control through a legal settlement. She noted that not all of the land must be used for affordable units and that the city is exploring ways to better integrate this site with surrounding developments, favoring mixed-income approaches to create stronger, more inclusive neighborhoods.

#### THORPE AND AZTEC WEST STREET AND LINDA VISTA

Councilmember Aslan asked for clarification on the downside of not receiving a proposal. Ms. Darr explained that it would require significant time, energy, and staff resources to go through the procurement process without a clear project. Councilmember Aslan asked for a more detailed example, and Ms. Darr described the effort involved in site visits and planning, referencing a previous project with Habitat for Humanity along Butler Avenue, which included construction and securing access easements. She noted it is common for housing partners to approach the city when they have one-time funding opportunities.

Councilmember Aslan expressed appreciation for the explanation and acknowledged the often-unseen staff work involved in these processes. Ms. Darr added that the city uses flexible language in agreements to allow for identifying future options.

Councilmember Matthews referred to the Habitat homes and asked about a north-end easement, which she thought was temporary during roadwork. She also asked if it is normal for nonprofits to approach the city with housing proposals, leading to potential negotiations. Ms. Darr clarified that the easement in question also serves as a viable site access point. She confirmed that, yes, nonprofits can and do approach the city with proposals, and such discussions can lead to negotiations.

Vice Mayor Sweet asked how community partners are made aware of land the city has available for development. Ms. Darr responded that the city meets regularly with partners to keep them informed. Often, organizations reach out directly when they have opportunities, and the city is able to respond, particularly to help smaller nonprofits that may not be equipped to manage large-scale projects.

#### O'LEARY AND LONETREE 180 AND SCHULTZ PASS

Councilmember Aslan asked about the feasibility and cost of relocating a regional pipeline. Ms. Darr responded that while she has not reviewed exact costs in recent years, moving the pipeline is not considered feasible. Councilmember Aslan acknowledged the response, suggesting others might have more details, but noted it was not essential to the current discussion. Ms. Darr added that when she inquired back in 2006, the utility company stated it was not possible.

#### SAWMILL -- 320 S. ELDEN ST.

Councilmember Spence shared his observation that while the area was previously described as ideal for commercial use, several multi-story commercial buildings along Butler and Milton currently sit vacant. He expressed a preference for prioritizing low-income housing on this site, especially given its location along a transit route.

Councilmember Matthews asked whether the term "housing" in the current context implies formal, designated affordable housing or if there is flexibility in the interpretation. Ms. Darr clarified that the

site is designated for housing, but there is flexibility in how that is defined. There is no formal obligation specifying the type of housing; that decision is up to the Council.

Councilmember Matthews then asked whether the Southside Neighborhood Plan includes this property and what its intended use might be under that plan.

Ms. Darr responded that she did not have the details of the Southside Plan readily available but would follow up. She believed the site was identified for housing use.

Comprehensive and Neighborhood Planning Manager Sara Dechter added that she would look up the relevant information and provide it to the Council.

A QUICK DETOUR  
DECLARATION OF TRUST  
RENTAL ASSISTANCE DEMONSTRATION  
RAD/REDEVELOPMENT  
SILVER HOMES

Councilmember Garcia spoke about his campaign for the RAD program and asked whether the program would apply to the entire site, including areas without existing housing, and what the future vision for the site looks like under RAD. Ms. Darr explained that RAD is a paper transaction that shifts funding from Section 8 and other programs. She emphasized the opportunity for redevelopment, noting that simple rehabilitation would not increase housing units. She also described a central area of the site currently used as a retention basin and playground, which some see as quaint campgrounds, but stressed the need to create more housing units for the community.

BRANNEN HOMES  
3190 E MILLER DR/ LOCKETT

Councilmember Matthews asked for an update on the RAD process, recalling discussions and a city-owned property tour around three years ago following the 2022 housing bond.

Ms. Darr responded that staff had tried to advance the project but lacked the necessary capacity to continue earlier. However, a contract is expected within the next few months, and the project schedule is now moving forward. She assured the Council that more information will be shared soon.

RECOMMENDATIONS -- HOLD  
RECOMMENDATIONS -- MOVE FORWARD  
QUESTIONS

Councilmember Spence thanked the Housing Division and staff for their comprehensive review of nine city-owned parcels that can be developed without state oversight, highlighting the greater flexibility with these parcels compared to others. He noted this effort will support the Housing Emergency Plan.

Vice Mayor Sweet asked about the timeline if recommendations, including the RAD process, are approved tonight. Ms. Darr recommended moving forward with 180 first, Butler second, then continuing the RAD process. If directed tonight, the process could be completed before next summer break, allowing time for respondents and analysis. Vice Mayor Sweet also inquired about public communication, and Ms. Darr said updates would be included in newsletters and annual progress reports.

Councilmember Garcia expressed strong support for all recommendations except one, emphasizing the importance of the "Sharkbite" parcel as a major opportunity. He asked about current funds available to purchase additional properties like the 2.9 acres at Lockett and Fanning. Ms. Darr confirmed recent budgets allocated funding for future property acquisitions.

Councilmember Matthews voiced support for the recommendations and hope for a speedy process on the "Sharkbite," thanking staff for expanding efforts and bringing in consultants to manage workload. She noted the housing emergency urgency.

Councilmember Aslan agreed with staff recommendations, emphasizing the importance of purchasing city land for housing.

Councilmember House appreciated the presentation and supported staff recommendations. She raised concerns about federal program cuts impacting partnerships and noted the importance of staying aware of changing opportunities.

Mayor Daggett asked about vulnerabilities of the RAD program. Ms. Darr acknowledged all programs have risks but noted RAD consolidates funding and offers better local budget control. She said Flagstaff is in a good position as many units are unoccupied and not forced into RAD. Future funding looks stable.

Mayor Daggett noted that many residents in these housing developments are low/moderate income, reinforcing the housing emergency's significance. She emphasized limited city land for housing and praised staff efforts to address the problem, acknowledging the scale is much larger than the 226 units planned.

Deputy City Manager Joanne Keene echoed thanks to the housing team. She noted that housing is now its own division, allowing more nimble operations. She also mentioned design procurement is underway for the "Sharkbite" site, including plans around the fire station.

Mary Williams addressed Council and spoke regarding the Highway 180 / Schultz Pass parcel. She clarified that although the parcel is listed as 3.08 acres, a 70-foot-wide gas line easement runs through it, restricting buildable space. Utilities are located at the back of the property, along the fence line. After measuring and accounting for setbacks and easements, she estimates the actual developable area is closer to 0.56 acres, not the full 3 acres. She also noted that during early development discussions in 2017, there were questions about the funding source used to acquire the land. Ms. Darr responded that the site plan presented in the slides already accounts for easements and setbacks. Extensive research has been done into the funding source, and while the former City Manager may not have had full information at the time, the land purchase was made using funds from a specific account, which has since been broken out for transparency.

Jodi Clements addressed Council and reflected on a previous petition involving the Sunflower parcel, which she chose not to sign. She voiced support for the housing plan, emphasizing the reality of residents living in cars and RVs due to unaffordability. She urged the Council to recognize that many people are leaving Flagstaff because of the high cost of living and that housing opposition contributes to the loss of community members.

Charity Lee from Capstone Homes addressed Council and pointed out that the Sunflower parcel and related housing proposals have come before Council repeatedly over the years. She encouraged the Council to stand firm in moving forward with all developable parcels, noting that barriers like sewer access can be overcome. She emphasized the need for unity and long-term planning, including looking into submitting plans for state land near John Wesley Powell to expand housing capacity and address the growing need.

Tyler Denham, Executive Director of Flagstaff for Affordable Housing, addressed Council and thanked staff for advancing city-owned land housing proposals, highlighting their importance for creating permanent affordable housing. He acknowledged the effort required but expressed strong support and appreciation for the Council's engagement.

Councilmember Matthews thanked Ms. Lee for her comments and updates and encouraged staff to have more conversations.

Mayor Daggett confirmed unanimous support for direction on staff recommendations.

Ms. Darr stated that housing staff are actively moving forward with the plans, engineering is involved, and other divisions may join soon--work is already underway and ongoing.

## 8. Updates to the Flagstaff Water Services Enforcement Response Plan (ERP)

Water Services Section Director Jolene Montoya provided a PowerPoint presentation that covered the following:

ENFORCEMENT RESPONSE PLAN  
BACKGROUND  
REGULATIONS  
PRESENT DAY  
CHANGES  
HOW THE ERP HAS BEEN USED  
QUESTIONS

Councilmember Spence asked about stormwater management, specifically whether it is legal in Flagstaff to divert stormwater for landscaping or other uses. He noted that some jurisdictions prohibit diverting stormwater to protect aquifers and wanted to confirm the local stance. Ms. Montoya responded that Flagstaff does not have any code prohibiting stormwater diversion; in fact, the city promotes the use of storm barrels. Mr. Solomon added that there are no state or local laws prohibiting rainwater collection, and from a legal perspective, no restrictions are being recommended.

Vice Mayor Sweet asked whether floodplain language is included in the proposed changes. Ms. Montoya explained that floodplain provisions are being removed from the code and incorporated into the enforcement plan instead.

## 9. County Comprehensive Plan 60 day review

Planning and Development Services Director Michelle McNulty introduced Coconino County Long Range Planner Melissa Shaw provided a PowerPoint presentation that covered the following:

COCONINO COUNTY COMPREHENSIVE PLAN ENVISION 2045  
COCONINO COUNTY COMPREHENSIVE PLAN ADOPTED IN 2015  
ENVISION 2045  
COMPREHENSIVE PLAN, AMENDMENTS, ORDINANCES, AND COLLABORATIONS  
WHAT IS NEW IN THE COMPREHENSIVE PLAN  
CORE PLANNING PRIORITIES  
RURAL LIFESTYLE  
STEWARDS OF THE NATURAL ENVIRONMENT  
DIVERSE COMMUNITIES AND SERVICES  
COMPREHENSIVE PLAN 60-DAY REVIEW  
60 DAY REVIEW COMMENTS  
PUBLIC HEARING DRAFT, SCHEDULE, AND INTERACTIVE MAP SITE  
QUESTIONS AND COMMENTS

Vice Mayor Sweet acknowledged the heavy lift involved for both the City and County and expressed appreciation for the teamwork. She asked about mechanisms in place to ensure ongoing partnerships after plans are adopted. Ms. Shaw highlighted the importance of an implementation plan to track ongoing efforts and noted that multiple partners, including the City and County, are involved. She cited a county needs assessment as one example.

Councilmember Garcia reflected on the regional planning process and asked whether the City and County plans are well-connected, with mechanisms to ensure seamless coordination despite differences in geography, climate, and politics. Ms. Shaw explained that City and County planning staff and commissions work together on projects that span jurisdictions. Although the plans have different geographies, they are complementary. Specific area plans exist for places like Bellemont, Mountaineer, and the 180 corridor to help align efforts. Councilmember Garcia emphasized the importance of fluid communication to avoid the County feeling excluded from City processes and to foster collaboration despite differences.

Councilmember Aslan asked about the data and survey results underlying the county plan. Ms. Shaw

described extensive outreach efforts including 23-29 focus groups across the county, engagement with many individual groups, and contracting a local research firm to validate findings and ensure broad representation.

Councilmember Aslan asked specifically about outreach to Havasupai and other Indigenous communities, Ms. Shaw noted meetings were held with tribal representatives at Tuba City and through Indigenous focus circles, though travel to Havasupai was not possible. Councilmember Aslan pointed out this might be a blind spot in the plan given the importance of those perspectives.

Councilmember Spence asked about the ultimate adoption process and whether there is a final step. Ms. Shaw clarified that unlike the City, the County is not required to put the plan on a ballot; final approval will come from the Board of Supervisors.

Mayor Daggett inquired whether the County has considered utilizing county-owned land for housing. Ms. Shaw responded that the County is conducting a county-wide housing needs study.

Mayor Daggett emphasized that housing challenges extend beyond City limits and affect the broader region, including other cities and the county.

## 10. Open Call to the Public

None

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

Councilmember Matthews shared an update on efforts to establish a detox center, noting ongoing collaboration with the County Attorney, Police Chief, and state and federal partners. A recent in-person meeting with Senator Rogers was significant, as she has access to discretionary funds and showed openness to supporting such projects. Budget discussions at the state level begin in November, offering a timely opportunity. Councilmember Matthews also mentioned progress on temporary street lighting, potentially within the next few months.

Councilmember Garcia reminded the community of an event the coming weekend that the Mexican Consulate is hosting at the Flagstaff Mall. He added that the Mexican Consultant will be performing a historic ceremony.

Councilmember Aslan requested a future agenda item to consider adopting film regulations similar to the federal EXPLORE Act and Phoenix's model. He emphasized Flagstaff's appeal to the film industry and the economic benefits from film crews, including BBB revenues and local spending. He would like to discuss a clear policy to coordinate departments and streamline film production. He also suggested waiving fees for small productions and cited a recent Nike shoot as an example of the potential, and the challenges, without a formal process.

Vice Mayor Sweet reminded the community about Pickin' in Pines event the coming weekend.

Councilmember Spence invited everyone to a lecture later that evening at Prochnow Auditorium featuring renowned Native American author Robin Kimmerer. He recommended her latest publication and expressed appreciation that the Council meeting ended in time for people to attend.

Mayor Daggett shared that the bioscience roadmap was unveiled at NAU earlier that day, and expressed excitement about the increased collaboration among different regions across Arizona. She also announced a few upcoming community events: the Coconino Center for the Arts will host "Flagstaff Takes the Stage" on Saturday to preview next year's season, and the Flagstaff Festival of Science is coming up soon -- both events she encouraged the community to check out.

Deputy City Manager Joanne Keene spoke more on the meeting with Councilmember Matthews and Senator Rogers. She stated that the agreement will be coming to Council soon for consideration. She also stated that Senator Rogers committed to funds for Route 66 as well.

Senior Deputy City Manager Shannon Anderson reminded Council that the Employee BBQ is the following week and invited Council to attend.

**12. Adjournment**

The meeting of the Flagstaff City Council held September 9, 2025, adjourned at 5:53 p.m.

ATTEST:

\_\_\_\_\_  
MAYOR

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