

## MINUTES

### 1. CALL TO ORDER

Mayor Daggett called the meeting of the Flagstaff City Council held October 15, 2024, 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 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:

ABSENT:

MAYOR DAGGETT  
VICE MAYOR ASLAN  
COUNCILMEMBER HARRIS  
COUNCILMEMBER HOUSE  
COUNCILMEMBER MATTHEWS  
COUNCILMEMBER MCCARTHY  
COUNCILMEMBER SWEET

Others 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 McCarthy read the Mission Statement of the City of Flagstaff, and Councilmember House 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.*

Dennis Givens addressed Council and shared his recent experience participating in a ride-along with the Police Department and encouraged others to do the same. He also addressed ongoing housing challenges in the community.

Colleen Maring, Chief People Officer for Northern Arizona Healthcare, addressed Council and provided updates from Northern Arizona Healthcare and expressed appreciation for the Council's support of the Out of the Darkness walk. She highlighted upcoming Indigenous Peoples' Day events and invited councilmembers to attend the Courage and Care event for Breast Cancer Awareness Month, which will feature specialized providers speaking on education and awareness topics.

#### 5. PROCLAMATIONS AND RECOGNITIONS

##### A. **October Work Anniversaries**

Deputy City Manager Joanne Keene highlighted those employees with work anniversaries in October.

#### 6. COUNCIL LIAISON REPORTS

Councilmember Matthews shared that the city celebrated its first official Indigenous Peoples' Day holiday, describing it as a highly attended event focused on reflection, learning, and community.

Councilmember Harris also attended the Indigenous Peoples' Day celebration and found it both enjoyable and informative, particularly noting the presentation by Indigenous business owners and their suggestions for how the city can support their growth.

Councilmember Sweet noted several upcoming meetings, including Mountain Line Technical Advisory Committee, the Rural Transportation Summit, and the Water Commission.

Councilmember House attended the "push-in" ceremony for the new fire truck, sharing how fun it was and mentioning recent fire academy graduates. She also noted that October was Housing America Month and planned to participate in online discussions on workforce housing. She shared that the Commission on Diversity Awareness meeting was scheduled for the next day and hoped to increase city involvement in the Martin Luther King Day celebration.

Mayor Daggett announced the upcoming Flagstaff Housing Authority meeting that week.

#### 7. LIQUOR LICENSE PUBLIC HEARINGS

*Applications under Liquor License Public Hearings may be considered under one public hearing and may be acted upon by one motion unless otherwise requested by Council*

**A. Consideration and Action on Liquor License Application: Andrea Dahlman Lewkowitz, "Home 2 Suites/Tru Flagstaff" 3451 Lake Mary Rd, Series 07 (Beer and Wine Bar), New Application**

Mayor Daggett opened the public hearing on the applications.

Sergeant Nick Almendarez introduced the applications and noted no concerns.

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

**Moved by** Councilmember Khara House, **seconded by** Councilmember Jim McCarthy to forward the application to the state with a recommendation for approval.

**Vote:** 7 - 0 - Unanimously

**B. Consideration and Action on Liquor License Application: Jeffrey Miller, "Baddies Food Joint", 409 S San Francisco St, Series 12 (Restaurant), New License**

Mayor Daggett opened the public hearing.

City Clerk Stacy Saltzburg clarified that while a related Series 6 bar license application had also been submitted, it was not yet ready for Council review and would come forward in the coming weeks. She noted that the Council would ultimately provide two separate recommendations and that while a public objection had been received, it referenced the Series 6 license but was clarified to apply to both. She emphasized that the current recommendation should focus solely on the Series 12 application.

Sergeant Nick Almendarez reviewed his report and findings.

Olivia Gillette addressed Council and spoke in opposition of the application, citing concerns based on her hospitality experience, including underage serving, drug sales, and other safety issues.

Anthony Miele addressed Council and opposed the application, raising concerns about management practices and underage drinking.

Arhlyn Johnson addressed Council and expressed opposition, speaking to concerns regarding sanitation at the establishment.

Chris Cateriniccho emphasized that past violations occurred under a former owner and expressed frustration with enforcement. He encouraged the city to push the state for stricter oversight.

Arhlyn Johnson also submitted written comments in opposition of the application.

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

Vice Mayor Aslan acknowledged the concerns and reminded attendees that the Council's role was to make a recommendation, while the State ultimately determined whether to issue the license.

Mayor Daggett re-opened the public hearing to allow additional discussion.

Applicant Don Hulen addressed the Council, explaining that in his 12 years of holding liquor licenses, he had only one violation and had since implemented ID scanners. He stated that he took over operations at the Southside Tavern and prioritized creating a safe environment. He mentioned specific efforts, such as staff tasked with ensuring the safety of patrons, especially women. He also noted that the majority of his staff remained with him and that former employees who spoke against the application were upset and spreading misinformation. Mr. Hulen expressed confidence in the legitimacy of his business and said he had maintained good communication with the State Liquor Department.

Councilmember McCarthy questioned why, despite many reports of violations, action had not been

taken by the state or city. He specifically asked about a reported incident involving a patron falling. Mr. Hulen responded that the individual had been denied service when they returned later in the night and reiterated that violations were taken seriously.

Councilmember McCarthy also referenced a letter from a competitor recommending denial and asked for a response. Mr. Hulen stated that some complaints were motivated by competition and reiterated that he would not risk his business over liquor violations.

Sergeant Almendarez reported that in 2024, there were 122 police records associated with the location. He clarified that each report was forwarded to the State Liquor Department. He explained that while police send reports to the State, enforcement and follow-up were handled by the liquor board.

Mayor Daggett inquired further about how reports translated into citations. Sergeant Almendarez explained that each incident was investigated independently and that citations depended on the actions taken by responding officers.

With no additional comments, Mayor Daggett closed the public hearing.

Councilmember House expressed concern about the license given the testimony and evidence presented. While leaning toward recommending denial, she noted the complexity of the issue and urged caution.

Councilmember Matthews stated that many of the issues raised did not relate directly to the liquor license and emphasized the need for more information before making a final decision.

Councilmember Harris echoed concern and encouraged those with complaints to pursue them with the appropriate authorities.

Councilmember McCarthy initially moved to recommend further investigation but, following legal clarification from City Attorney Sterling Solomon that such action must come from the Liquor Board, he withdrew the motion.

Councilmember McCarthy concluded that while there was enough cause for concern, the Council's recommendation may not ultimately impact the State's decision.

**Moved by** Councilmember Khara House, **seconded by** Councilmember Deborah Harris to forward the application to the state with a recommendation for denial based on the testimony received at the public hearing and other factors.

**Vote:** 7 - 0 - Unanimously

**Moved by** Councilmember Khara House, **seconded by** Councilmember Deborah Harris to forward the application to the state with a recommendation for denial based on the testimony received at the public hearing and other factors.

Councilmember McCarthy stated that the State Liquor Board would conduct their investigation and make a rational decision based on the facts presented.

Councilmember House added that she believed the concerns raised during the hearing warranted further investigation by the State.

Councilmember Sweet agreed, stating that she did not feel she had enough information to support the license and that a denial recommendation would trigger additional review at the state level.

**Vote:** 7 - 0 - Unanimously

## 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 Miranda Sweet, **seconded by** Councilmember Khara House to approve the Consent Agenda as presented.

**Vote:** 7 - 0 - Unanimously

- A. **Consideration and Approval of Contract:** Airport Custodial Services Contract with Pinnacle Janitorial, Inc., not to exceed the budgeted amount of \$156,000 annually for the Term of the Contract.
1. Approve the Airport Custodial Services Contract with Pinnacle Janitorial, Inc., not to exceed the budgeted amount of \$156,000 annually for the Term of the Contract; and
  2. Authorize the City Manager to execute the necessary documents.
- B. **Consideration and Approval of Contract:** Ratification of First Amendment to City-Wide Custodial Services Contract with Pinnacle Building Services to assume additional City facilities.
1. Ratify the First Amendment to the City-Wide Custodial Services Contract with Pinnacle Building Services, previously executed to ensure continuity of custodial services for additional City facilities.
  2. Authorize the City Manager to execute any further necessary documents.
- C. **Consideration and Ratification:** Letter of Opposition to ACC Docket 24-0025: Proposed Modifications to the Electric Energy Efficiency Standards Rules -- Article 24
- Retroactively approve the letter of opposition.
- D. **Consideration and Approval of Contract:** First Amendment to the Cooperative Purchase Contract with AT&T Corp. in the amount of \$179,721.45 to add three additional 9-1-1 telephone systems to the emergency communications center.
1. Approve the First Amendment to the Cooperative Purchase Contract with AT&T Corp. in the amount of \$179,721.45 to add three additional 9-1-1 telephone systems to the emergency communications center; and
  2. Authorize the City Manager to execute the necessary documents.
- E. **Consideration and Approval of Meeting Cancellation:** City Council Regular Meeting of November 26, 2024
- Cancel the Regular Council Meeting of November 26, 2024.

9. **ROUTINE ITEMS**

- A. **Consideration and Adoption of Resolution No. 2024-37 and Ordinance No. 2024-22:** A Resolution of the City Council of the City of Flagstaff, Coconino County, Arizona, declaring as a public record that certain document filed with the City Clerk entitled "PZ-24-00008 -- Concept Plan Review, Accessory Structures, Accessory Uses, Home Occupations, and Basement, Basement Garages, Building Stem Walls, Crawl Spaces and Podium Parking" and an Ordinance of the City Council of the City of Flagstaff, Coconino County, Arizona, amending the Flagstaff City Code, Title 10, Flagstaff Zoning Code.

**Moved by** Councilmember Jim McCarthy, **seconded by** Councilmember Miranda Sweet to adopt Resolution No. 2024-37.

**Vote:** 7 - 0 - Unanimously

**Moved by** Councilmember Jim McCarthy, **seconded by** Councilmember Miranda Sweet to read Ordinance No. 2024-22 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 CITY CODE, TITLE 10, FLAGSTAFF ZONING CODE, BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED "PZ-24-00008 -- CONCEPT PLAN REVIEW, ACCESSORY STRUCTURES, ACCESSORY USES, HOME OCCUPATIONS, AND BASEMENT, BASEMENT GARAGES, BUILDING STEM WALLS, CRAWL SPACES AND PODIUM PARKING"; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

**Moved by** Councilmember Miranda Sweet, **seconded by** Vice Mayor Austin Aslan to adopt Ordinance No. 2024-22.

**Vote:** 7 - 0 - Unanimously

- B. Consideration and Adoption of Resolution No. 2024-38 and Ordinance No. 2024-23:** A Resolution of the City Council of the City of Flagstaff, Coconino County, Arizona, declaring as a public record that certain document filed with the City Clerk entitled "PZ-24-00010 - Zoning Map Amendment Process" and an Ordinance of the City Council of the City of Flagstaff, Coconino County, Arizona, amending the Flagstaff City Code, Title 10, Flagstaff Zoning Code

**Moved by** Councilmember Khara House, **seconded by** Councilmember Miranda Sweet to adopt Resolution No. 2024-38.

**Vote:** 7 - 0 - Unanimously

**Moved by** Councilmember Khara House, **seconded by** Councilmember Miranda Sweet to read Ordinance No. 2024-23 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 CITY CODE, TITLE 10, FLAGSTAFF ZONING CODE, BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED "PZ-24-00010 -- ZONING MAP AMENDMENT PROCESS"; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

**Moved by** Councilmember Miranda Sweet, **seconded by** Councilmember Khara House to adopt Ordinance No. 2024-23.

**Vote:** 7 - 0 - Unanimously

- C. Consideration and Adoption of Resolution No. 2024-39 and Ordinance No. 2024-24:** A Resolution of the City Council of the City of Flagstaff, Coconino County, Arizona, declaring as a public record that certain document filed with the City Clerk entitled "PZ-24-00134 - Accessory Dwelling Units" and an Ordinance of the City Council of the City of Flagstaff, Coconino County, Arizona, amending the Flagstaff City Code, Title 10, Flagstaff Zoning Code.

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Deborah Harris to adopt Resolution No. 2024-39.

**Vote:** 7 - 0 - Unanimously

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Deborah Harris to read Ordinance No. 2024-24 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 CITY CODE, TITLE 10, FLAGSTAFF ZONING CODE, BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED "PZ-24-00134 -- ACCESSORY DWELLING UNITS"; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to adopt Ordinance No. 2024-24.

**Vote:** 7 - 0 - Unanimously

## 10. REGULAR AGENDA

- A. **Consideration and Adoption of Resolution No. 2024-40:** A resolution authorizing an Intergovernmental Agreement (IGA) between the City of Flagstaff and the State of Arizona, acting by and through the Arizona Department of Transportation (ADOT) for the Ponderosa Parkway Rail Crossing Safety Improvements.

Project Manager Christine Cameron stated the project was at Ponderosa and would include fencing, signage, lighting, pedestrian gates, and a pre-signal for northbound vehicles crossing the tracks. The state was dedicating \$1.25 million in federal highway funds for the project, with no required city match; however, the city would be responsible for any additional improvements it wanted to add. If approved, the design phase would begin, and BNSF would handle construction through its third main line project.

Councilmember McCarthy asked whether the intersection would include wayside horns for a potential quiet zone. Ms. Cameron was not certain but stated she would follow up and suggested that it may be part of a separate project. The discussion acknowledged ongoing interest from east side residents about establishing quiet zones.

**Moved by** Councilmember Jim McCarthy, **seconded by** Councilmember Khara House to read Resolution No. 2024-40 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN ARIZONA DEPARTMENT OF TRANSPORTATION AND THE CITY OF FLAGSTAFF FOR PONDEROSA PARKWAY BNSF RAIL CROSSING SAFETY IMPROVEMENTS*

**Moved by** Councilmember Jim McCarthy, **seconded by** Councilmember Khara House to adopt Resolution No. 2024-40.

**Vote:** 7 - 0 - Unanimously

- B. **Consideration and Adoption of Resolution No. 2024-41:** A resolution authorizing an Intergovernmental Agreement (IGA) between the City of Flagstaff and the State of Arizona, acting by and through the Arizona Department of Transportation (ADOT) for the Fanning Drive Rail Crossing Safety Improvements.

Project Manager Christine Cameron stated the scope of work was similar to the previous project and included pedestrian gates, fencing, signage, and lighting. However, the location would not require a northbound pre-signal for vehicles due to the shorter crossing distance, which allowed drivers to better gauge their position relative to Route 66. The project amount was \$1.2 million.

Councilmember Harris asked for clarification on the location, and it was confirmed to be at Fanning Drive, near the old Sizzler.

**Moved by** Councilmember Miranda Sweet, **seconded by** Councilmember Jim McCarthy to read Resolution No. 2024-41 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN ARIZONA DEPARTMENT OF TRANSPORTATION AND THE CITY OF FLAGSTAFF FOR FANNING DRIVE BNSF RAIL CROSSING SAFETY IMPROVEMENTS*

**Moved by** Councilmember Miranda Sweet, **seconded by** Councilmember Jim McCarthy to adopt Resolution No. 2024-41.

**Vote:** 7 - 0 - Unanimously

- C. **Consideration and Adoption of Resolution No. 2024-43 and Ordinance No. 2024-26:** A resolution of the Flagstaff City Council declaring as a public record that certain document filed with the City Clerk entitled "*Animal Keeping Code Amendments*" and an ordinance of the City Council of the City of Flagstaff, Coconino County, Arizona, amending the Flagstaff City Code, Title 6, Police Regulations, Chapter 6-03, Animal Keeping.

Coconino County, Arizona, amending the Flagstaff City Code, Title 6, Police Regulations, Chapter 6-03, Animal Keeping.

Sustainability Resilience Analyst Genevieve Pearthree and Sustainability Program Manager Steven Thompson provided a PowerPoint presentation that covered the following:

CHAPTER 6-03: ANIMAL KEEPING CODE AMENDMENT  
 HB 2325: REQUIRED UPDATES  
 UPDATES TO COMPLY WITH HB 2325  
 UPDATES TO MAKE THE CODE EASIER TO IMPLEMENT  
 OPTIONS & STAFF RECOMMENDED ACTION

Councilmember McCarthy asked if the city code, like state code, included provisions to prevent people from raising roosters. Ms. Pearthree confirmed that such regulations were already included in the city code.

**Moved by** Councilmember Khara House, **seconded by** Councilmember Miranda Sweet to read Resolution No. 2024-43 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK AND ENTITLED "2024 ANIMAL KEEPING CODE AMENDMENTS"*

**Moved by** Councilmember Khara House, **seconded by** Councilmember Miranda Sweet to read Ordinance No. 2024-26 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 6, POLICE REGULATIONS, CHAPTER 6-03, ANIMAL KEEPING, BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED "2024 ANIMAL KEEPING CODE AMENDMENTS"; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

- D. **Consideration and Approval of Municipal Services Accounts, Miscellaneous Account Receivable, Transaction Privilege Tax, Insufficient Funds and Library Write-offs:** Delinquency and Uncollectible Accounts for Fiscal Year 2023-24.

Management Services Director Rick Tadder explained that the write-off of delinquent and uncollectible accounts was an annual practice and a sound financial approach, as it avoided

recognizing funds unlikely to be collected. Although accounts were written off, they remained active for collection efforts. He thanked the Customer Service team for their diligence in helping customers stay current and setting up payment plans. Mr. Tadder noted that the amount requested for write-off was only \$25,000, representing just 0.05% of accounts, the lowest he has seen.

**Moved by** Councilmember Lori Matthews, **seconded by** Vice Mayor Austin Aslan to approve the write-off of delinquent and uncollectible Municipal Services accounts, Miscellaneous Account Receivables, Transaction Privilege Tax accounts and Insufficient Funds in the combined amount of \$25,548.26.

**Vote:** 7 - 0 - Unanimously

- E. Consideration and Adoption of Resolution No. 2024-42 and Ordinance No. 2024-25:** A resolution of the Flagstaff City Council declaring as a public record that certain document filed with the City Clerk and entitled "Noise Control Amendments" and an ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 6, Police Regulations, Chapter 6-08, Noise Control, by adopting by reference that certain document entitled "Noise Control Amendments"; providing for repeal of conflicting ordinances, severability, authority for clerical corrections, and establishing an effective date.

Ralph Schmid addressed the Council in opposition to the proposed noise ordinance amendments, sharing that six years ago he contacted Code Compliance and City Council about loud noise issues, but was dismissed and told to keep calling the police. While one bar has closed, a tavern on its fourth owner continued to operate loudly, causing unbearable noise incompatible with the city's and state's definitions of Community Commercial (CC). He argued the current proposal was too broad and ineffective.

Candace Ryan addressed Council and opposed the amendments, emphasizing that noise and zoning issues needed to be addressed with tailored standards based on zones rather than a single ordinance for all areas. She noted that CC zoning extended to Birch, and questioned why the Southside was treated differently. She criticized the city's handling of the tavern's impact on the neighborhood and suggested businesses must comply with zoning requirements.

Blake Whitten addressed Council and spoke against the amendments, sharing that a recent tenant of his home moved out due to noise from the Southside Tavern, leaving the home vacant since December 2023. He expressed frustration that the city did not support efforts to control noise, making it impossible to rent the property.

Councilmember McCarthy pointed out that the affected zone was primarily CC and advocated for stricter sound regulations, as businesses should be compatible with residential uses encouraged in the zone. He noted all speakers moved in before noise became an issue and suggested considering a noise curfew of 10:00 p.m. Sunday through Thursday and midnight on weekends.

Councilmember House expressed openness to reviewing the zoning code and considering the request.

Councilmember Sweet wanted to better understand CC zoning to inform future decisions.

Mr. Clifton acknowledged the community's concerns and said a well-prepared discussion on CC zoning would be brought forward in the future.

Councilmember Harris agreed on the need to discuss zoning and cautioned about the precedent set by ignoring noise complaints. She emphasized the health impacts and urged a pause to reconsider the proposed hour changes.

Councilmember Matthews echoed the call for a deeper conversation, noting the issue was more specific to the southside and involved balancing business interests with residential concerns. She stressed the need for more information before decisions and openness to considering changes, including adjusting hours.

Councilmember Sweet supported pausing the ordinance until after the zoning discussion, confident a good decision would follow.

Councilmember House highlighted the unique nature of the CC zoning in the neighborhood and expressed a desire to understand its history and challenges to address equity concerns.

Vice Mayor Aslan supported the ordinance as drafted but was open to changing weeknight hours to 10:00 p.m., while hesitant to adjust weekend hours. He noted the ordinance applied city wide, but the complaints seem tied to one location. He suggested focused changes for CC zoning later.

Councilmember Harris inquired about the timeline for zoning discussions, and Mr. Clifton estimated several weeks would be needed for preparation.

Councilmember McCarthy concluded by acknowledging the balance between the freedom to engage in activities and the freedom from their negative impacts.

**Moved by** Councilmember Khara House, **seconded by** Councilmember Jim McCarthy to postpone until after a Work Session discussion related to zoning can be had.

**Vote:** 7 - 0 - Unanimously

A break was held from 5:07 p.m. through 5:17 p.m.

## 11. DISCUSSION ITEMS

### A. ADUs (Accessory Dwelling Units) Model Plans Pilot Program

Sustainability Resilience Analyst Genevieve Pearthree, Housing Program Manager Adriana Fisher, and Building Code Researcher Alena Crotty provided a PowerPoint presentation that covered the following:

ACCESSORY DWELLING UNIT (ADU) MODEL PLANS PILOT PROGRAM  
 PRESENTATION OUTLINE  
 ACCESSORY DWELLING UNITS (ADU)  
 ADOPTED HOUSING AND CLIMATE GOALS  
 10-YEAR HOUSING PLAN STRATEGIES  
 EVOLUTION OF HOUSING FOCUS  
 WHO IS BEING IMPACTED?  
 BACKGROUND RESEARCH  
 COMMON BARRIERS TO BUILDING AN ADU  
 FLAGSTAFF COMMUNITY SURVEY RESULTS  
 DESIGN PROFESSIONAL SURVEY FINDINGS  
 MODEL PLANS LIBRARIES IN OTHER CITIES  
 TUCSON: CASITAS MODEL PLAN LIBRARY  
 ADU MODEL PLANS PROGRAM GOALS  
 BENEFITS ON AN ADU MODEL PLANS LIBRARY  
 RFIP -- REQUEST FOR INFORMAL PROPOSALS  
 POTENTIAL RFIP DESIGN REQUIREMENTS  
 FLAGSTAFF ADU MODEL PLANS LIBRARY  
 NEXT STEPS

Councilmember Matthews expressed appreciation for the presentation and timeline, noting she had raised this topic multiple times. She asked about the cost difference between building ADUs fully electric versus including natural gas. Ms. Pearthree responded that while exact numbers were not available, it was generally easier to build without natural gas. Councilmember Matthews emphasized that cost would be a key factor for ADU builders. Ms. Pearthree added that ADUs would be required to be solar-ready, but actual solar installation would not be mandatory. Sustainability Section Director Jenny Niemann added that avoiding trenching costs might balance out expenses.

Councilmember House shared excitement about the project and asked about flexibility in exterior

design, as aesthetic requirements could be a concern for developers. Ms. Pearthree explained that while Flagstaff aesthetics would guide design criteria, ADUs would not be required to match the main house but should be visually pleasing.

Councilmember Harris inquired if average Flagstaff lots could accommodate ADUs, to which Ms. Pearthree replied that increased size flexibility aimed to fit various lot sizes. Councilmember Harris also asked if there were plans to engage homeowners associations (HOAs) about supporting housing solutions. Ms. Pearthree confirmed outreach and education efforts would include HOAs, though the city could not change their covenants.

Vice Mayor Aslan questioned why the pilot program was limited to ten ADU designs and whether more would be added later. Ms. Pearthree explained the limit was due to funding, with plans to expand the design library after evaluating the program's success.

Mayor Daggett noted that the request for proposals would be open beyond Flagstaff, and Ms. Pearthree confirmed anyone over 18 working in the U.S. could apply. Mayor Daggett expressed enthusiasm for the initiative and encouraged the expansion of ADUs.

12. **OPEN CALL TO THE PUBLIC**

None

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

Councilmember McCarthy thanked the Council for being open-minded about continuing the discussion on the noise issue.

Councilmember Matthews shared excitement for the upcoming Northern Arizona University Homecoming game on Saturday.

14. **ADJOURNMENT**

The Regular Meeting of the Flagstaff City Council held October 15, 2024, adjourned at 5:46 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 October 15, 2024. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 16th day of December, 2025

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