



CITY OF FLAGSTAFF

Office of the City Clerk

5/20/2025

Trace Patrick Ward
211 W. Aspen Ave.
Flagstaff, AZ 86001
tward@flagstaffaz.gov

Dear Mr. Ward,

Your application for a Series 05 (Government) Liquor License for City of Flagstaff – Express Flagstaff Visitor Center located at 6200 S. Pulliam Dr., Flagstaff, AZ was posted on May 5, 2025. The City Council will consider the application at a public hearing during their scheduled Regular City Council Meeting on **June 3, 2025, which is scheduled to begin at 3:00 p.m.**

It is important that you or your representative attend this Council Meeting via video conference ([Microsoft Teams Meeting](#)) or in person and be prepared to answer any questions the City Council may have. Failure to be available for questions could result in a recommendation for denial of your application. We suggest you contact your legal counsel or the Department of Liquor Licenses and Control at 602-542-5141 to determine the criteria for your license. To help you understand how the public hearing process will be conducted, we are enclosing a copy of the City's liquor license application hearing procedures. Please note, should you wish to address Council about your application you are allotted 10 minutes to do so after the staff presentation. *You are not required to speak but we want to make you aware of the opportunity.* Please inform our office if you plan on doing so as we will incorporate any materials or attachments for City Council to review.

The twenty-day posting period for your liquor license application is set to expire on May 25, 2025, and the application may be removed from the premises at that time.

If you have any questions, please email me at georganna.staskey@flagstaffaz.gov.

Sincerely,

Georganna Staskey
Deputy City Clerk

Enclosures