

WORK SESSION AGENDA

CITY COUNCIL WORK SESSION
TUESDAY
JANUARY 28, 2025

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
3:00 P.M.

All City Council Meetings are live streamed on the city's YouTube page
(<https://www.youtube.com/@FlagstaffCityGovernment>)

*****PUBLIC COMMENT*****

Verbal public comments not related to items appearing on the posted agenda may be provided during the "Open Call to the Public" at the beginning and end of the meeting and may only be provided in person.

Verbal public comments related to items appearing on the posted agenda may be given in person or online and will be taken at the time the item is discussed.

To provide online verbal comment on an item that appears on the posted agenda, use the link below.

[ONLINE VERBAL PUBLIC COMMENT](#)

Written comments may be submitted to publiccomment@flagstaffaz.gov. All comments submitted via email will be considered written comments and will be documented in the record as such.

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 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

NOTE: One or more Councilmembers may be in attendance through other technological means.

MAYOR DAGGETT
VICE MAYOR SWEET
COUNCILMEMBER ASLAN
COUNCILMEMBER GARCIA

COUNCILMEMBER HOUSE
COUNCILMEMBER MATTHEWS
COUNCILMEMBER SPENCE

3. Pledge of Allegiance, Mission Statement, and 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.

5. Review of Draft Agenda for the February 4, 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.

6. January Work Anniversaries

Recognition of employees celebrating work anniversaries in January

7. Presentation from Northern Arizona University School of Mechanical Engineering

Council will hear a presentation about projects being developed by graduate students from the School of Mechanical Engineering. The projects demonstrate the wealth of local resources and the work at NAU that potentially could result in entrepreneurship and opportunities for business development and growth in local employment in the science and technology sectors.

8. Discussion and Direction: Use of the Council Initiative Fund.

Provide direction to staff on the use of the Council Initiative Fund to support Flagstaff Big Read 2025 and the CocoNuts Robotics Team and discuss any other programs Council may like to consider funding within this fiscal year's Council Initiative Fund.

9. Presentation on Civil Rights Office and 2024 Municipal Equality Index

Inform members of Council on the City's Nondiscrimination Laws and how they are enforced. Obtain feedback and input from Council on the Flagstaff Nondiscrimination Ordinance and the 2024 Municipal Equality Index issued by the Human Rights Campaign.

City staff is requesting input from Council on the current state of institutional inclusivity within the City as well as direction on actions the City can take to further inclusivity and improve its score on the annual Municipal Equality Index Scorecard. Any direction that is received will be used by City staff to guide their work throughout the year on this topic.

10. Public Works Solid Waste Program Update

Provide the City Council and community an update on the Public Works Solid Waste operational programs.

11. Open Call to the Public

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

13. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2025.

Stacy Saltzburg, MMC, City Clerk

THE CITY OF FLAGSTAFF ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. With 48-hour advance notice, reasonable accommodations will be made upon request for persons with disabilities or non-English speaking residents. Please call the City Clerk (928) 213-2076 or email at stacy.saltzburg@flagstaffaz.gov to request an accommodation to participate in this public meeting.

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Flagstaff makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Flagstaff City Council meetings are live-streamed and recorded and may be viewed on the City of Flagstaff's website. If you permit your child to attend/participate in a televised Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Georganna Staskey, Deputy City Clerk
Date: 01/22/2025
Meeting Date: 01/28/2025



TITLE:
January Work Anniversaries

DESIRED OUTCOME:
Recognition of employees celebrating work anniversaries in January

Executive Summary:

Information:

Attachments: [Presentation](#)



Happy to
WORKKIVERSARY

First Year Anniversaries

- Ryan Randazzo, Marketing Project Manager
- Mallory Casson, Recreation Instructor II
- Avery Jones, Library Specialist
- Demaris Hill, Deputy Library Director
- Brandon Moore, Police Officer
- Robert Achten, Water Services Operator

First Year Anniversaries

- Cynthia Cazares, Development Services Specialist
- Anthony Nunez, Court Judicial Specialist II
- James Appel, Court Judicial Specialist II
- Ashlee Paffrath, Police Emergency Communications Specialist
- Joshua Guy, Water services Supervisor

First Year Anniversaries

- Andrew Barnes, Police Officer
- Kassandra Gudino, Police Officer
- Christopher De La Mora, Police Aide
- David Holland, Police Officer

Five Year Anniversary



Sabrina Beard
Marketing Specialist



Five Year Anniversary



Lewis Levin
On-Call Magistrate



Five Year Anniversary



Russell Hughes
On-Call Magistrate



Five Year Anniversary



David Millis
Development Engineer



Ten Year Anniversary



Javier Avila
Parks Technician

Ten Year Anniversary



Ralph Schmid
Creative Services Manager

Ten Year Anniversary



Mac McNamara
Water Services Section Director

Twenty Year Anniversary



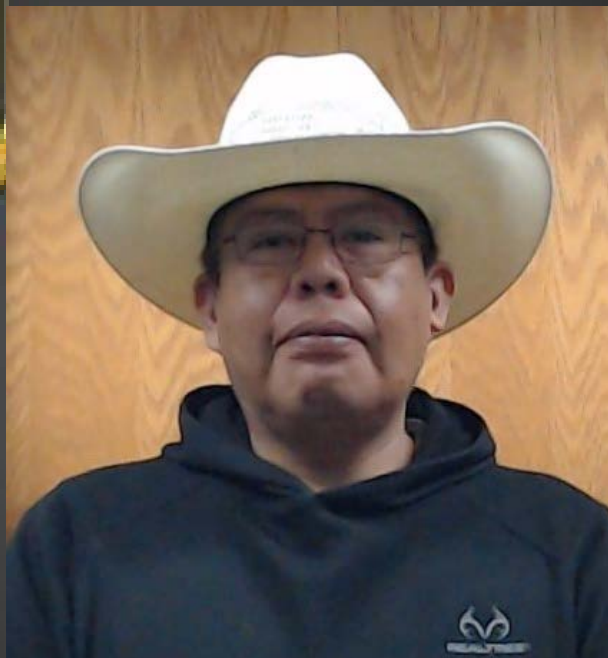
Adam Nelson
Water Services Operator IV

Twenty Year Anniversary



Michael Lavelle
Police Sergeant

Twenty Year Anniversary



Ray Slim
Lead Maintenance Worker

Patrick came to the city on January 24, 2000 from Prescott Valley where he had three years of water distribution experience and an ADEQ distribution I certification. Patrick was one of the first City employees to have a State certification.

Once here he joined the ranks with Bonnie Glenn, Kent Gladden and many other experienced people who took him under their wing and showed him the way. In 2006, he promoted to distribution crew supervisor- a role where he excelled for 17 years. In 2022 he served as the Interim Water Services Director- Field Operations where he demonstrated his dedication and level-headed ability to make decisions. His was later promoted to this position in August 2023.

When Patrick isn't busy ensuring that the City has clean water and a functional collection system he enjoys restoring classic cars and playing billiards with his dad.



Carrie has been a constant in the evolution of the Convention and Visitors Bureau over the past 25 years of her 30 years with the city. Her steadfast approach to keeping the Milligan House maintained, the team buttoned up, and in compliance has been a great asset to the organization.

Carrie has been instrumental in successfully working with the Tourism Commission on our monthly meetings and the annual process of presenting our marketing plans for the next fiscal year. She works hand in hand with the team on the yearly budget process; arranges travel and vital shipping of materials around the globe; leans in when the Visitor Center needs help with staffing; and much more.

Carrie also is a board member for the Pride Festival, taking this festival to new heights over the years and sharing with our team how best to market the event. She is also a huge help with volunteering in other areas that our stakeholders request.

The Discover Flagstaff Team is proud of Carrie as the longest tenured employee with our group and a positive, up-lifting member of the team.



Congratulations

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Jeff McCormick, Economic Development Manager
Date: 01/16/2025
Meeting Date: 01/28/2025



TITLE:

Presentation from Northern Arizona University School of Mechanical Engineering

DESIRED OUTCOME:

Council will hear a presentation about projects being developed by graduate students from the School of Mechanical Engineering. The projects demonstrate the wealth of local resources and the work at NAU that potentially could result in entrepreneurship and opportunities for business development and growth in local employment in the science and technology sectors.

Executive Summary:

Graduate students at the School of Mechanical Engineering, under the guidance of Dr. Michael Shafer, have developed cutting-edge technological projects that could affect the quality of life for people. These presentations are intended to illustrate high-quality science and technology programs that have the potential for enhanced workforce development, technological production, and entrepreneurial creativity in our local market.

Information:

A monthly business and economic development event called Gravity Lab focuses on technological businesses in the community. At a recent Gravity Lab, NAU College of Engineering graduate students presented details of their projects, and students from the School of Mechanical Engineering presented design concepts that were highly impressive. Some project designs could enhance the quality of life for medical patients, conserve water and natural resources, manage wildfires or flooding, or reduce energy consumption.

Similar innovations regularly materialize at NAU, and providing students with opportunities to showcase their project designs is indicative of the high-quality instruction and mentoring that transpires at NAU, here in our own backyard. Their local innovations have a probability of creating businesses, employment opportunities, and influxes of local public revenues. Some students may choose to grow their business at our Moonshot Business Incubator.

Council and City Staff could likely be as impressed as Economic Development Staff who attend the Gravity Labs. Such local discoveries demonstrate the potential of entrepreneurship in our community and the reason why we have a strong science and technology economy here in Flagstaff. Showcasing such local discoveries, and providing support for their growth here in Flagstaff, could result in external financial investments that help grow the local economy and could also help create renewed housing development.

Attachments:

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, City Clerk
Date: 01/22/2025
Meeting Date: 01/28/2025



TITLE:

Discussion and Direction: Use of the Council Initiative Fund.

STAFF RECOMMENDED ACTION:

Provide direction to staff on the use of the Council Initiative Fund to support Flagstaff Big Read 2025 and the CocoNuts Robotics Team and discuss any other programs Council may like to consider funding within this fiscal year's Council Initiative Fund.

Executive Summary:

Please see attached information regarding Flagstaff Big Read 2025. The CocoNuts have shared that they are "Going Nuts" coast to coast and competing with teams in California, Flagstaff, Miami, and the World Championship in Houston to celebrate their induction into the Hall of Fame.

Financial Impact:

Cost: Up to \$14,500
 Account Number Budgeted: 001-09-401-1300-1-4290
 FY24 Budgeted Amount: \$25,000.00
 Funding Source: General Fund

Amount currently available for use is \$14,500.

Policy Impact:

None

Previous Council Decision or Community Discussion:

None

Options and Alternatives to Recommended Action:

None

Background and History:

The Council Initiatives Fund was established and included in the 2020-21 Budget. The formation of this particular fund was not driven by any singular request or need, but rather as a proactive measure to enable our City Council to approve unforeseen expenditures, from time to time, that would be of benefit to the Flagstaff community. The fund is limited in amount (\$25K annual appropriation) and it does not rollover or accumulate. It is an annual appropriation.

There are numerous instances throughout the course of the fiscal year where Council may want to approve miscellaneous expenditures, for the benefit of our community, that simply do not fall neatly within a specific budget appropriation. This fund is intended to allow Council some discretion to approve such expenditures. There is no established process for doing so, other than majority support. We of course always need to stay

Flagstaff Big Read 2025

Book discussions, writers workshops, poetry write-ins, all ages art workshops, book walks, lectures, free books, experiences and celebrations of literature all inspired by **Tommy Orange's *There There***!

Flagstaff Big WHAT?

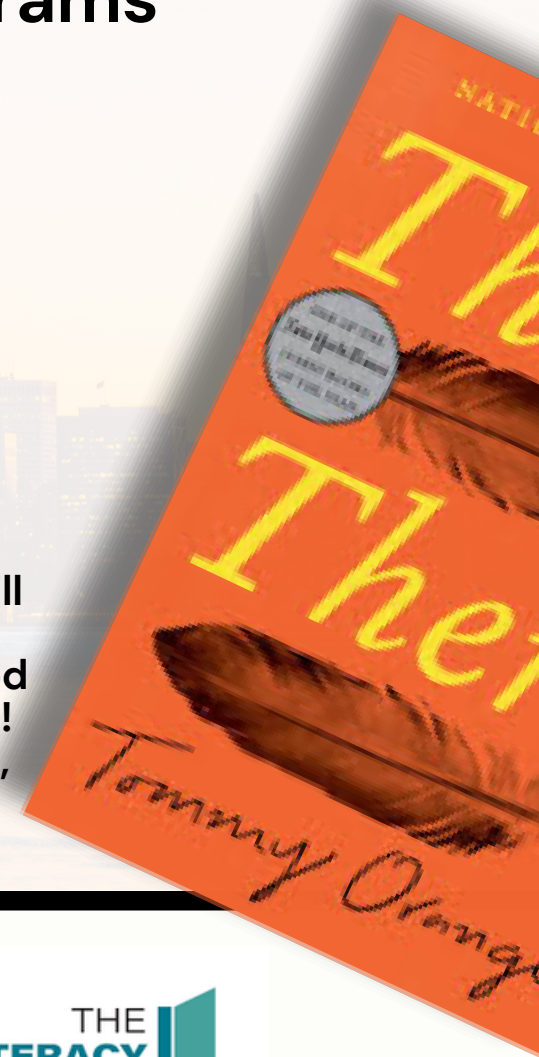
The Flagstaff Big Read is hosting free community programs and giving away books in order to:

1. Build community
2. Encourage support, love, and enthusiasm for the arts and humanities
3. Get the same book into diverse people's hands in order to inspire Community Dialogue about broader themes and issues.

By January 2025, our partner organizations had committed to donating close to \$4000 in time and \$1400 in book purchases for the 2025 season. All of our speakers and facilitators are serving as volunteers this season. The Southside Community Association has volunteered to serve as our fiscal sponsor for grants and donations. We are planning a community selection process to allow the community to select next year's book and we will be applying for the NEA / AZ Humanities Big Read Grant in order to fully fund the next season's Big Read. Look for our website soon on the nau.edu/calevents page, and stay tuned for this season's full slate of programs as well as your opportunity to vote for the next book! If your organization or you as an individual would like to join the Flagstaff Big Read Coalition, please email: jamie.paul@nau.edu

Flagstaff Big Read ²⁰²⁵

Coming to a neighborhood near you
February through April 2025.



The Flagstaff Big Read Coalition is brought to you by:



Flagstaff Big Read 2025

Book discussions, writers workshops, poetry write-ins, all ages art workshops, book walks, lectures, free books, experiences and celebrations of literature all inspired by **Tommy Orange's *There There***!



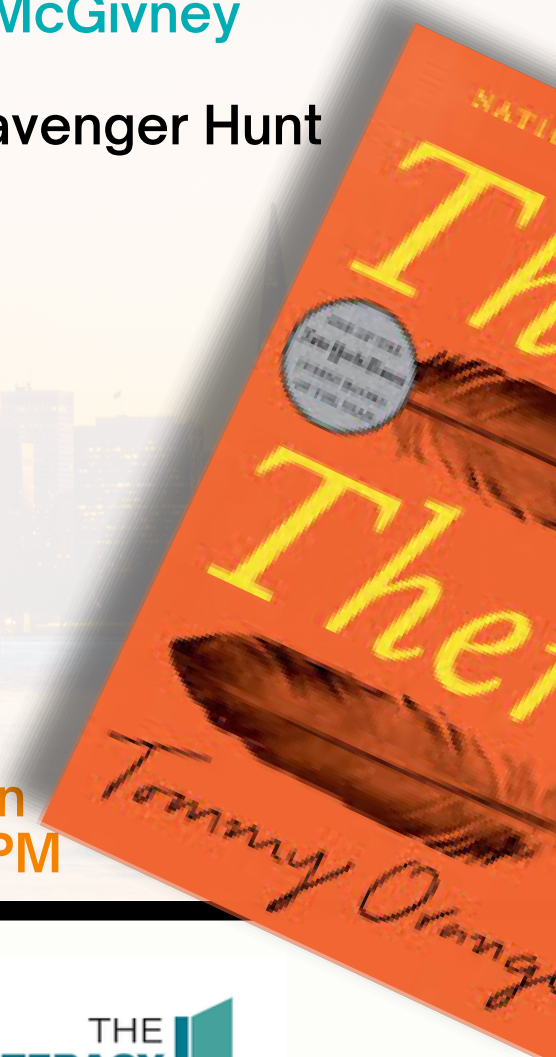
Flagstaff Big Read ²⁰²⁵

Coming to a neighborhood near you February through April 2025.



The Flagstaff Big Read Coalition is brought to you by:

- January 31** Book Give Away and Big Read Hype table at Raven Chacon Horizons Concert Audrey Auditorium | 7 - 7:30 PM
- February 7** *I Heart Reading* First Friday Big Read Book Give Away and Scavenger Hunt Downtown Flagstaff | 6 - 7 PM
- 12** *Who ART You* All Ages Art Workshop with CAL Murdoch Center | 7 - 8:30 PM
- 19** *Writing from Multiple Perspectives* with CAL & Annette McGivney Murdoch Center | 7 - 8:30 PM
- March 7** *I Feel Lucky* First Friday Big Read Book Give Away & Scavenger Hunt Location TBD
- 9** *Our Lived Experiences* with SCA Murdoch Center | 2 - 3:30 PM
- 14** *Writers Workshop: Point of View* Downtown Library | 12 - 1:30 PM
- 19** *The Art of Place* All Ages Art Workshop with CAL Murdoch Center | 7 - 8:30 PM
- 29** *Poetry Write-Out* with CAL & Jodie Hollander location TBD | 1-2:30 PM
- April 9** Flagstaff Big Read Book Discussion: *There There* Downtown Library | 6 - 7 PM
- 12** *Big Read Celebration Station* with The Big Read Coalition No. Az Book Festival in Heritage Square | 10 AM - 5 PM



**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Chris Rhode, Management Analyst
Date: 01/22/2025
Meeting Date: 01/28/2025



TITLE:

Presentation on Civil Rights Office and 2024 Municipal Equality Index

DESIRED OUTCOME:

Inform members of Council on the City's Nondiscrimination Laws and how they are enforced. Obtain feedback and input from Council on the Flagstaff Nondiscrimination Ordinance and the 2024 Municipal Equality Index issued by the Human Rights Campaign.

City staff is requesting input from Council on the current state of institutional inclusivity within the City as well as direction on actions the City can take to further inclusivity and improve its score on the annual Municipal Equality Index Scorecard. Any direction that is received will be used by City staff to guide their work throughout the year on this topic.

Executive Summary:

The City of Flagstaff's Civil Rights Office is responsible for enforcing the City's Nondiscrimination Ordinance. This presentation will review the ordinance and the process followed to ensure compliance with it.

Each year, the Human Rights Campaign issues a scorecard that evaluates the inclusivity of municipal laws, policies & services in hundreds of cities across the United States on the basis of sexual orientation and gender identity. The scores detailed in the attached presentation represent the most updated scorecard for the City of Flagstaff. City staff has identified possible actions that the City could take to improve its score on several metrics.

Information:

The City of Flagstaff received a 95/100 on the scorecard. This is the same score as last year despite gaining points on some topics and losing them elsewhere. There may be areas in which the City could improve its score in the future.

Attachments: [Flagstaff's 2024 MEI Scorecard](#)
[2025.01.28 - Civil Rights & MEI Presentation](#)
[Arizona MEI Scores](#)

I. Non-Discrimination Laws**

This category evaluates whether discrimination on the basis of sexual orientation and gender identity is prohibited by the city, county, or state in areas of employment, housing, and public accommodations.

	STATE	COUNTY	MUNICIPAL	AVAILABLE
Employment				
Housing				
Public Accommodations				
SCORE	20 out of 30			
FLEX Single-Occupancy All-Gender Facilities				
FLEX Protects Youth from Conversion Therapy				

II. Municipality as Employer

By offering equivalent benefits and protections to LGBTQ+ employees, awarding contracts to fair-minded businesses, and taking steps to ensure an inclusive workplace, municipalities commit themselves to treating LGBTQ+ employees equally.

	COUNTY	MUNICIPAL	AVAILABLE
Non-Discrimination in City Employment			
Transgender-Inclusive Healthcare Benefits***			
City Contractor Non-Discrimination Ordinance			
Inclusive Workplace			
SCORE	23 out of 28		
FLEX City Employee Domestic Partner Benefits			

III. Municipal Services

This section assesses the efforts of the city to ensure LGBTQ+ residents are included in city services and programs.

	COUNTY	MUNICIPAL	AVAILABLE
Human Rights Commission			
NDO Enforcement by Human Rights Commission			
LGBTQ+ Liaison in City Executive's Office			
SCORE	10 out of 12		
FLEX Youth Bullying Prevention Policy for City Services			
FLEX City Provides Services to LGBTQ+ Youth			
FLEX City Provides Services to LGBTQ+ People Experiencing Homelessness			
FLEX City Provides Services to LGBTQ+ Older Adults			
FLEX City Provides Services to People Living with HIV or AIDS			
FLEX City Provides Services to the Transgender Community			

IV. Law Enforcement

Fair enforcement of the law includes responsible reporting of hate crimes and engaging with the LGBTQ+ community in a thoughtful and respectful way.

	MUNICIPAL	AVAILABLE
LGBTQ+ Liaison/Task Force in Police Department		
Reported 2022 Hate Crimes Statistics to the FBI		
SCORE	22 out of 22	

V. Leadership on LGBTQ+ Equality

This category measures the city leadership's commitment to fully include the LGBTQ+ community and to advocate for full equality.

	MUNICIPAL	AVAILABLE
Leadership's Public Position on LGBTQ+ Equality		
Leadership's Pro-Equality Legislative or Policy Efforts		
SCORE	6 out of 8	
FLEX Openly LGBTQ+ Elected or Appointed Leaders		
FLEX City Tests Limits of Restrictive State Law		

TOTAL SCORE 81 + TOTAL FLEX SCORE 14 = Final Score 95
CANNOT EXCEED 100

** On June 15, 2020, the U.S. Supreme Court ruled in *Bostock v. Clayton County, Georgia* that sexual orientation and gender identity discrimination are prohibited under federal sex-based employment protections. Nevertheless, it is imperative that localities continue enacting explicitly LGBTQ-inclusive comprehensive non-discrimination laws since it will likely take additional litigation for Bostock to be fully applied to all sex-based protections under existing federal civil rights law. Moreover, federal law currently lacks sex-based protections in numerous key areas of life, including public spaces and services. Lastly, there are many invaluable benefits to localizing inclusive protections even when they exist on higher levels of government. **For these reasons, the MEI will continue to only award credit in Part I for state, county, or municipal non-discrimination laws that expressly include sexual orientation and gender identity.**

*** Unfortunately, many of the anti-LGBTQ+ state laws enacted in recent years has negated or overrode positive efforts several cities have made over the years, especially in regard to cities offering inclusive health care policies for transgender employees or transgender family members of employees. **For this reason, many cities are only awarded partial credit as their ability to provide such benefits are no longer enforceable.**

PTS FOR SEXUAL ORIENTATION FLEX PTS for criteria not accessible to all cities at this time.

FOR MORE INFORMATION ABOUT CITY SELECTION, CRITERIA OR THE MEI SCORING SYSTEM, PLEASE VISIT [HRC.ORG/MEI](https://hrc.org/mei). All cities rated were provided their scorecard in advance of publication and given the opportunity to submit revisions. For feedback regarding a particular city's scorecard, please email mei@hrc.org.

Civil Rights in Flagstaff

Flagstaff City Code – Title 14 &
Municipal Equality Index





Civil Rights in Flagstaff



Presentation Overview

- Civil Rights Ordinance
 - Provisions
 - Complaint Process
- Municipal Equality Index
 - Where we lose points
 - Possible future actions



Civil Rights Ordinance

Who it Applies to:

- Employers
- Labor Organizations
- Public Accommodations
 - Restaurants
 - Hotels
 - Entertainment Venues
 - Retail Establishments
 - Educational Institutions



Civil Rights Ordinance

Who it Applies to:

- Employers
- Labor Organization
- Public Accommodations
 - Restaurants
 - Hotels
 - Entertainment Venues
 - Retail Establishments
 - Educational Institutions

Who is Exempt:

- Native Americans on/near Reservations
- Private Clubs
- Federal, State Governments
- Unruly behavior in public
- Religious Organizations
- Senior/Student discounts
- One-gender gyms
- Uniform dress codes at work



Civil Rights Ordinance

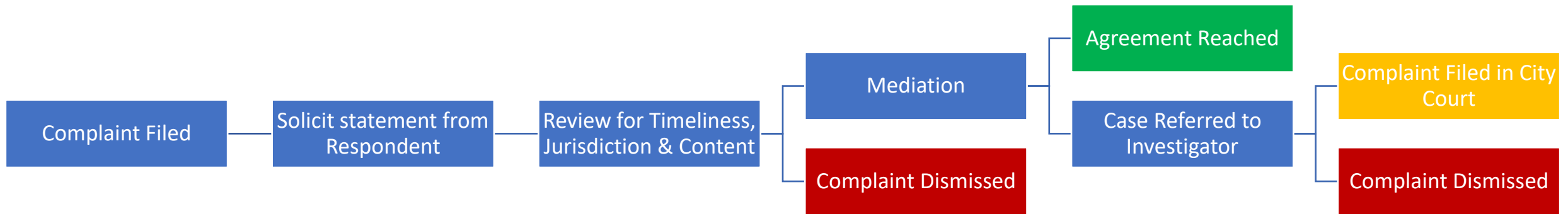
Protected Classes

- Race
- Color
- Religion
- Sex
- Age
- Disability
- Veteran's status
- National origin
- Sexual orientation
- Gender identity
- Gender expression



Civil Rights Ordinance

Complaint Process





Municipal Equality Index

What is the Municipal Equality Index?

- Evaluation of inclusivity of municipal laws, policies & services
 - Sexual Orientation
 - Gender Identity
- Published by the Human Rights Campaign (HRC)
- 506 municipalities
 - 11 in Arizona



Municipal Equality Index

Contents of Scorecard

- 100 points is max score
 - Additional 22 “Flex Points”
- 5 Categories
 - Non-discrimination Laws
 - Municipality as Employer
 - Municipal Services
 - Law Enforcement
 - Leadership on LGBTQ+ Equality



Flagstaff 2024 Scorecard

Areas we Focused on in our Submission

- Due to new reporting system, we submitted on every topic
- Transgender-Inclusive Healthcare Benefits
- Benefits to same-sex partners/dependents of employees
- Services to LGBTQ+ Youth, Unhoused, Adults, Living with HIV/AIDS
 - Library Programs
 - Housing Programs
- Leadership's Actions on LGBTQ+ Equality



Flagstaff 2024 Scorecard

Overall Score

• **95/100**

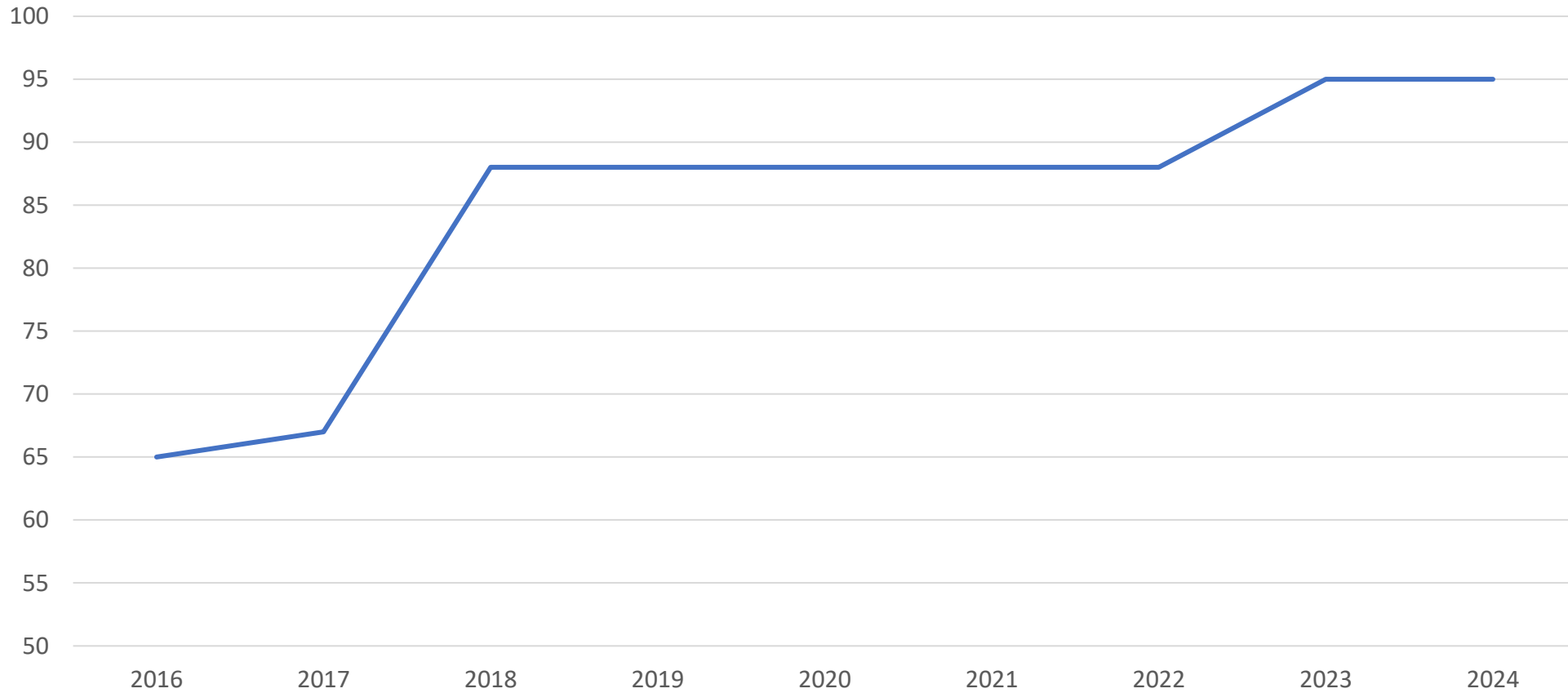
- Gained one point and lost another in different categories

CATEGORY	SCORE	FLEX PTS	Change
Non-discrimination Laws	20/30	+3	--
Municipality as Employer	23/28	+1	+1
Municipal Services	10/12	+10	--
Law Enforcement	22/22	N/A	--
Leadership on LGBTQ+ Equality	6/8	+0	-1
TOTALS	81/100	+14	--



Civil Rights Ordinance

Flagstaff's Score History



Where we lose points

- Housing Non-Discrimination Ordinance (NDO)
- Single-Occupancy All-gender Facilities
- Transgender-inclusive healthcare benefits
- Enforcement of Non-Discrimination Ordinance
- Youth bullying prevention policy
- Leadership's pro-equality policy efforts
- Openly LGBTQ+ Elected/Appointed Leaders*
- Testing limits of restrictive state law(s)



Key Areas that we Receive Points

- Transgender-Inclusive Healthcare Benefits (1/6)
- City Provides Services to LGBTQ+ Youth (2/2)
- City Provides Services to LGBTQ+ People Experiencing Homelessness (2/2)
- City Provides Services to LGBTQ+ Older Adults (2/2)
- City Provides Services to People Living with HIV or AIDS (2/2)
- City Provides Services to the Transgender Community (2/2)





Flagstaff 2024 Scorecard

Housing Non-Discrimination Laws

- **Points Received: 0/10**
- City NDO covers “Public Accommodations” but not “Housing”
- Only Phoenix, Tucson, Tempe received full points in AZ
- State preemption from adding housing to NDO ([A.R.S. § 9-500.09](#))
 - Allowed municipalities over 350k to adopt fair housing ordinance
 - Required to adopt ordinance by 1/1/1995

Possible Action:

None Identified



Flagstaff 2024 Scorecard

Single-Occupancy All-Gender Facilities

- **Points Received: 1/2**
- Council direction to require all-gender facilities in City-owned buildings (Jan 2022)
- 2 Points for ordinance requiring all gender facilities citywide
- Gender-neutral restrooms included in 2018 edition of International Building Code (IBC)

Possible Action:

Ordinance requiring gender-neutral facilities in all buildings in city



Flagstaff 2024 Scorecard

City provides Transgender-Inclusive Healthcare Benefits

- **Points Received: 1/6**
- Benefits set in coordination with NAPEBT
- Gender-affirming types of care is included
- BCBS included these benefits in most recent plan book
- HRC confirmed that all points were lost due to state preemption on gender-affirming care for minors

Possible Action:

None Identified



Flagstaff 2024 Scorecard

Non-Discrimination Ordinance is enforced by CODA

- **Points Received: 0/2**
- NDO is enforced by City Manager's Office
- Commission on Diversity Awareness (CODA) satisfies separate area of scorecard
 - Commissions are primarily advisory and educational

Possible Action:

Staff and legal research the possibility of CODA enforcing the NDO



Flagstaff 2024 Scorecard

Youth Bullying Prevention Policy for City Services

- **Points Received: 0/2**
- 1 point each for sexual orientation and gender identity
- Anti-bullying provisions currently done by each program
 - Language varies

Possible Action:

Ordinance prohibiting bullying in its youth programs on the basis of sexual orientation and gender identity



Flagstaff 2024 Scorecard

Leadership's Pro-Equality Legislative or Policy Efforts

- **Points Received: 1/3**
- Based on policy efforts and public stances of elected officials
- Flagstaff lost 1 point from last scorecard
- Subjective criteria

Possible Action:

None Identified



Flagstaff 2024 Scorecard

Openly LGBTQ+ Elected or Appointed Leader(s)

- **Points Received: 0/2**
- Flagstaff has received these points in previous years
- We communicated concerns about how this item is scored and reported to the HRC

Possible Action:

N/A



Flagstaff 2024 Scorecard

City Tests Limits of Restrictive State Law

- **Points Received: 0/3**
- Designed as incentive for municipalities to push back on state laws that hinder LGBTQ+ inclusivity

Possible Action:

N/A

	Points Possible	Flagstaff	Avondale	Chandler	Gilbert	Glendale	Mesa	Peoria	Phoenix	Scottsdale	Tempe	Tucson	Average	Pct
1) Non-Discrimination Laws														
Employment	10	10	10	10	10	10	10	10	10	10	10	10	10.0	100.0%
Housing	10	0	0	8	0	8	10	0	10	10	10	10	6.0	60.0%
Public Accommodations	10	10	0	8	0	8	10	0	8	10	10	10	6.7	67.3%
Single-Occupancy All-Gender Facilities	2	1	0	0	2	0	0	1	0	0	0	0	0.4	18.2%
Protects Youth from Conversion Therapy	2	2	2	2	2	2	2	2	2	2	2	2	2.0	100.0%
Category Total	34	23	12	28	14	28	32	13	30	32	32	32	25.1	73.8%
2) Municipality as Employer														
Non-Discrimination in City Employment	14	14	14	14	14	14	14	7	14	14	14	14	13.4	95.5%
Transgender-Inclusive Healthcare Benefits	6	1	0	1	0	0	0	0	1	1	1	1	0.5	9.1%
City Contractor Non-Discrimination Ordinance	6	6	0	6	0	6	6	0	6	6	6	6	4.4	72.7%
Inclusive Workplace	2	2	0	2	0	2	2	2	2	2	2	2	1.6	81.8%
City Employee Domestic Partner Benefits	1	1	1	0	1	0	1	1	1	1	1	1	0.8	81.8%
Category Total	29	24	15	23	15	22	23	10	24	24	24	24	20.7	71.5%
3) Municipal Services														
Human Rights Commission	5	5	0	5	5	5	5	0	5	5	5	5	4.1	81.8%
NDO Enforced by Human Rights Commission	2	0	0	0	0	0	0	0	2	0	2	2	0.5	27.3%
LGBTQ+ Liaison in City Executive's Office	5	5	5	5	5	5	5	5	5	5	5	0	4.5	90.9%
Youth Bullying Prevention Policy for City Services	2	0	0	0	0	0	1	0	2	0	0	0	0.3	13.6%
City Provides Services to LGBTQ+ Youth	2	2	0	0	2	0	2	0	2	2	2	0	1.1	54.5%
City Provides Services to LGBTQ+ People Experiencing Homelessness	2	2	0	0	2	0	0	0	2	0	2	0	0.7	36.4%
City Provides Services to LGBTQ+ Older Adults	2	2	0	0	2	0	0	0	2	0	0	2	0.7	36.4%
City Provides Services to People Living with HIV or AIDS	2	2	0	0	2	0	0	2	2	0	0	0	0.7	36.4%
City Provides Services to the Transgender Community	2	2	0	0	2	0	0	0	2	2	2	0	0.9	45.5%
Category Total	24	20	5	10	20	10	13	7	24	14	18	9	13.6	56.8%
4) Law Enforcement														
LGBTQ+ Liaison/Task Force in Police Department	10	10	10	10	10	10	10	10	10	10	10	10	10.0	100.0%
Reported 2022 Hate Crimes Statistics to the FBI	12	12	12	12	12	12	12	12	12	12	12	12	12.0	100.0%
Category Total	22	22	22	22	22	22	22	22	22	22	22	22	22.0	100.0%
5) Leadership on LGBTQ+ Equality														
Leadership's Public Position on LGBTQ+ Equality	5	5	2	2	4	5	5	0	5	5	5	5	3.9	78.2%
Leadership's Pro-Equality Legislative or Policy Efforts	3	1	1	1	2	2	3	0	2	2	3	2	1.7	57.6%
Openly LGBTQ+ Elected or Appointed Leaders	2	0	0	2	0	0	2	0	2	2	2	0	0.9	45.5%
City Tests Limits of Restrictive State Law	3	0	0	0	0	0	0	0	0	0	3	0	0.3	9.1%
Category Total	13	6	3	5	6	7	10	0	9	9	13	7.0	6.8	52.4%
Final Score	122	95	57	88	77	89	100	52	109	101	109	94	88.3	72.4%

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Scott Overton, Public Works Director
Co-Submitter: Sam Beckett and Jen Brown
Date: 01/13/2025
Meeting Date: 01/28/2025



TITLE:
Public Works Solid Waste Program Update

DESIRED OUTCOME:

Provide the City Council and community an update on the Public Works Solid Waste operational programs.

Executive Summary:

Over the last year and with a more significant focus in the last few months, Public Works staff has gathered feedback from our Solid Waste Section internal professionals, industry partners, peer cities and have been investigating the business of trash and recycling locally, regionally, statewide and nationally. The variation of programs is vast across the industry and we are seeing trends and best practices aligned within our operations as well as noticing improvements and alternatives that provide meaningful benefit to the enterprise fund health and are more reflective of common practices across the industry. These program changes are a direct reflection of the listening tour and understanding of the solid waste business.

The city is responsible for providing trash and recycle services for the community residents. Residential Trash and Recycle carts (rolling cans) are collected twice weekly at all city residential locations. Commercial service (dumpsters or bins) is a subscription service that is provided in the open market of collections. Several private collection vendors provide service to our multi-family complexes, businesses, and construction companies.

Once collected, the material is delivered to post collection sites for proper disposal and processing.

- The "trash" is delivered to the city owned and operated Cinder Lake Landfill. This community asset provides the safe disposal of trash and debris and is located just north of the city on Hwy 89. At the landfill, we also operate the Hazardous Products Center (HPC) and separate metal appliances, green waste, and inert (concrete, dirt, and asphalt) materials.
- The recyclables are delivered to the Butler Recycling Transfer station for processing, compaction, and shipment to a large industrial Materials Recovery Facility (MRF) located in Phoenix. This effort is accomplished using our service provider Friedman Recycling. Friedman provides trailers, transport logistics and the proper processing, and sale to reuse markets and companies.

Rationale and Background for program changes --

The Solid Waste Fund is an enterprise fund. In simple terms, the functions and funding are independent of the city general fund, and we operate much like a business focused on the operating costs and a fee structure resulting in a lower cost provided to residents for an essential service. *One important note that does not mirror business; we are not working to achieve a profit.*

In the last few years, we have been seeing a trend of a few different dynamics that have been concerning to the fiscal health of the enterprise fund.

1. Equipment operation and maintenance costs -- The cost of operating a heavy truck and equipment fleet continue to see inflation impacts that outpace the anticipated budget. Fuel expenses, maintenance costs, and equipment repairs are expensive when addressing the specialized nature of collections and processing equipment. Much of our annual funding "growth" is now being dedicated to the increasing fuel and maintenance costs. Larger capital purchases of new trucks and equipment are expensive and up to 2 years out for build and delivery. This market dynamic has real impacts on the final costs and make truck replacements more difficult.
2. Recycling Costs -- The city assumed all recycling processing and handling when the long-term provider, Norton Environmental abruptly ended a 25-year contract following an equipment fire at the MRF facility on Butler. After the incident, the city worked quickly to assume the building and avoid disrupted service to the residents. The processing plant was deemed unsafe and unable to be rehabilitated to a working condition. At that time, the city began a transfer station to send the materials to a modern day and fully functional processing facility in Phoenix. The trucking expenses, processing fees and lower rebates for recyclables has resulted in costs higher than under the previous Norton contract.
3. Staffing that matches the service expectations -- Staffing has improved over the last year and our vacancy rate continues to decline. Our service demands are outpacing staffing resources and while we have improved recruiting, overtime impacts for route coverage is one of our largest expenses.
4. Difficulty in maintaining good customer service and schedule -- Essential services provided at a lower cost than most private providers create a natural demand for services. It will continue to be a cornerstone of our success to maintain our customer base and make sure that we can address all locations in a timely manner. Missed bins and carts only create more work and delayed pick up and even more costly than working to streamline a good well balanced daily routine for customers and drivers alike.

A rate study to correct the financial imbalance has been discussed and may eventually be warranted. It is our belief that maintaining good customer service leads to a productive and low-cost essential service for residents while benefiting employees. These changes will at the least, likely delay or defer future rate studies with likely increases.

Operational changes --

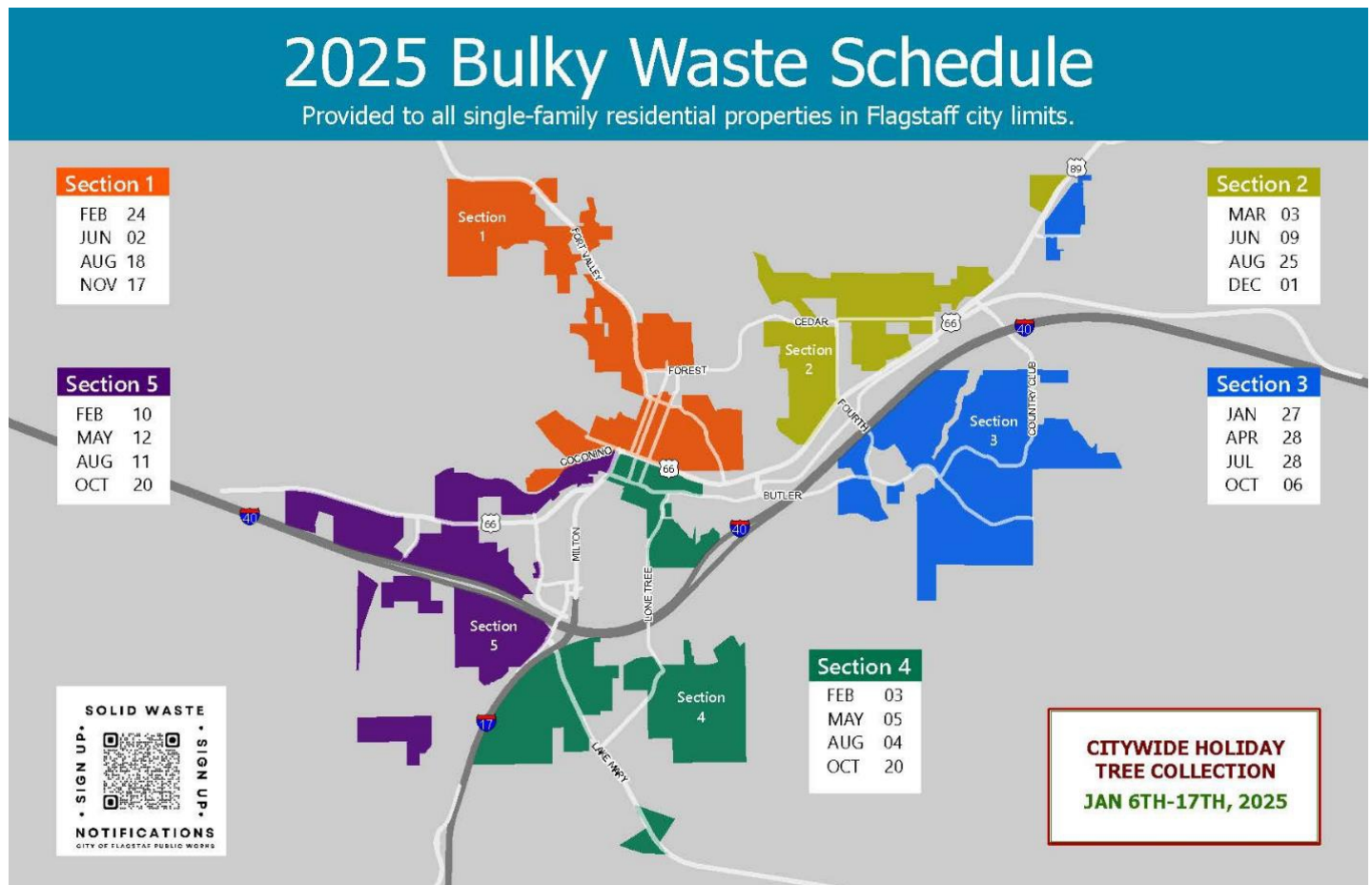
1. Suspend City collection services on recognized holidays -- This creates a more cost-effective service while balancing the staffing needs with service to all customers. Collection services will be modified for a "flex" collections during the same week. This achieves the required pick up but is adjusted to allow for the holiday time off with a well balanced schedule. There is a substantial cost savings from the financial impacts of overtime pay that often overlaps the holiday. The landfill will also be closed on the holidays.
2. Commercial Services -- As commercial markets are considered "open" with vendor availability, we will continue to service existing customers and key accounts but suspend the acquisition of new accounts or locations to stabilize the current customer base with excellent regular service. The commercial programs consisting of general bins and roll off service is primarily business accounts.

on service is primarily business accounts.

3. Bulk Trash -- Provide quarterly service to all residents to improve operational efficiencies and better balance the entire collections programs. The adjustment will allow us to provide regular and predictable services and help reduce the buildup of large, unwanted items throughout the year. The quarterly schedule will streamline our waste management processes, leading to cost savings in fuel, staffing and equipment maintenance that will benefit all residents. By consolidating pickups, we can ensure resources are used more efficiently, minimizing disruption to other regular services, and keeping costs down. The landfill is always available to rate payers as an inclusive benefit for additional volumes or for those that prefer not to use the bulk trash pick up alternative.
4. Green Waste program -- Our landfill accepts green waste (tree limbs, logs and stumps primarily) at no cost. We are looking at diversion options with local composting operators and hoping to encourage "processed" or chipped material at a discounted price. This will lead to increased landfill capacity and encourage good stewardship of the renewable resource and reduce the need for city chipping operations at the landfill. Staff is investigating the blended use of processed chip in daily cover in a more formal manner hoping to balance materials accepted with the actual need.

Communication of these changes is well underway to our community in many formats. The community presentation will speak to many of these for context. We are engaged with the communication team at the city, sustainability staff and using multiple tactics to inform the public. In addition, we are using FAQ documents and providing clear and consistent messaging informing or messaging. To date, we have received inquiries that are realistic and understandable. Staff has had good success in addressing concerns and working with community members to understand individual impacts. We anticipate this to be a focus of effort for some time, not unlike other operational changes, we understand that this can be an adjustment and we are working diligently to be understanding and accommodating.

Information:



Attachments: [Presentation](#)



Solid Waste Program Updates 2025



Program Evaluation

Fiscal Health of the Enterprise Fund

Staffing Alignment/Balancing

Improved Customer Service

Efficient Operations/Routing

Equipment Service Demand

Understanding the Waste Stream

Community Communications



Program Changes

Holiday Scheduling

Commercial Services

Bulk Trash

Green Waste Program

Community Communications



Holiday Schedules



- Solid Waste employees will acknowledge all 13 city recognized holidays.
 - Suspend collection services on the City's 13 recognized holidays.
 - Holiday "flex" schedule with customer notifications.
 - Landfill operations will not open on holidays.
 - Holiday/special events will be supported in the downtown area.

Commercial Collections

- Continue to provide service to existing customers - Allow for natural attrition.
- Suspension of new customer requests for commercial services.
- Sunday collection services of the Downtown bin locations will continue.
- Coordinate special events and community clean-ups



Bulk Trash Services



- Collection to transition to Quarterly frequency at all residences.
- Existing route sections still serviced all weeks outside holiday weeks.
- Landfill will accept all residential bulk waste, year-round at no additional cost to our customers.
- Education coordination to residents on appropriate use of bulk program.
- Downtown services will continue to be a priority service as needed.
- Special pick up is available as additional service.

Green Waste Program



Divert green
waste at the
Landfill

Updated rates
for green waste

New incentivized
rate for chipped
green waste

Sustainability Support

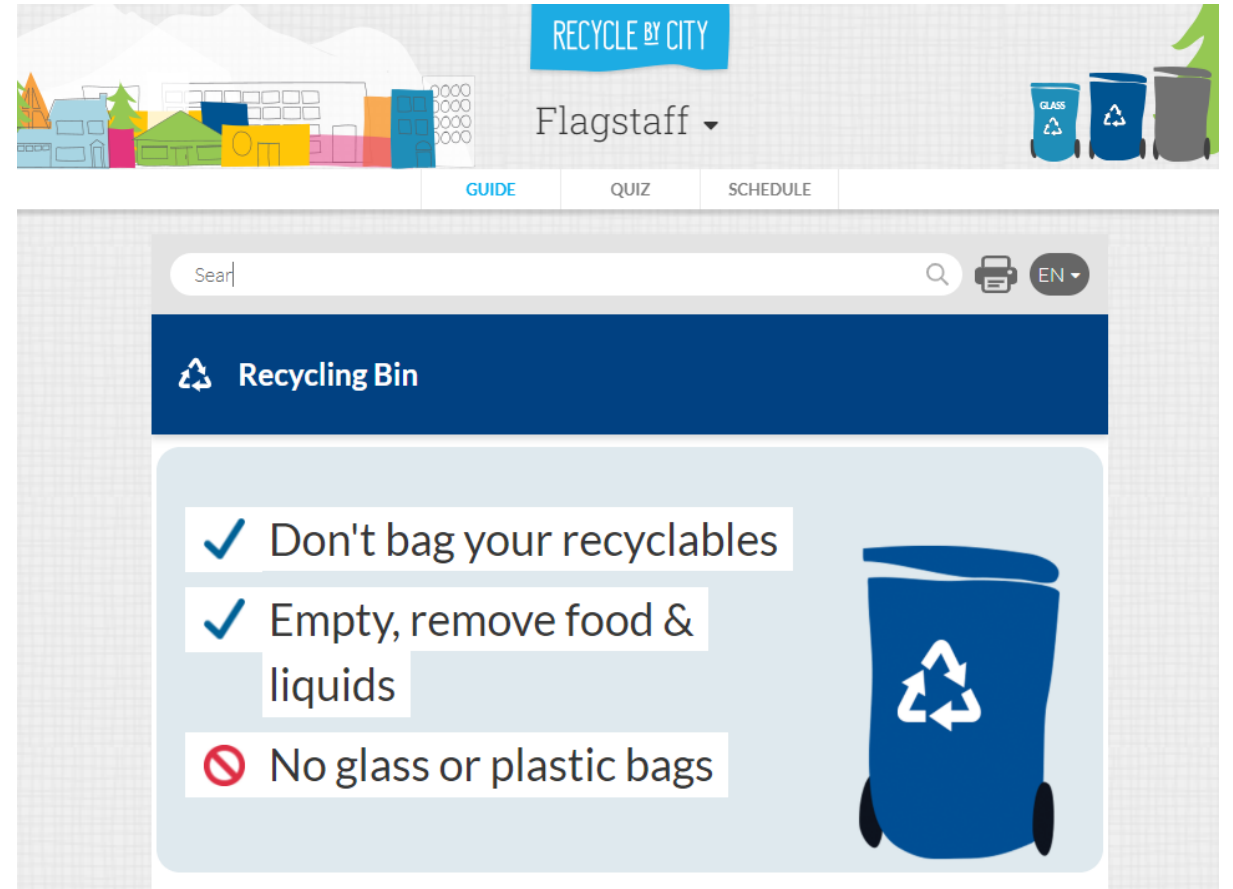


Waste Prevention Education and Outreach

- Behavior Change Campaigns
- Diversion Events & Services
- Waste Prevention Education
- Improving Existing Tools
- Growing Partnerships

Operational Sustainability

- Route optimization
- Reduced fuel consumption
- Encourages reuse and upcycling
- Landfill diversion



Community Outreach

- Public Affairs, Sustainability, and Public Work meet often to discuss public communications on all things solid waste.
 - Recent messaging has been focused on waste prevention.
- New communication tool of [Constant Contact](#) went live in October 2024.
 - Intent of this tool is to provide a more personable communication to each of our 27k customers.
 - Recent campaigns have been focused on getting customers without an email associated with their bill to register.
 - Fliers will be mailed with water bills monthly
- As always press releases, social media posts, magnets and stickers are tools we utilize to inform our customers.
- Direct mailing and business meetings



MANAGING SOLID WASTE IN AN ENVIRONMENTALLY RESPONSIBLE, SAFE, AND EFFICIENT MANNER

Upcoming Holiday Closures

Cinder Lake Landfill and Hazardous Products Center - 6770 E. Landfill Rd

- 1/20/2025 - Closed
- 1/21/2025 - Resuming regular hours of operation

Solid Waste Collection Services

Collection services will not be performed on Monday, Jan. 20 and all trash and recycling collection services will be postponed by one day for both residential and commercial customers. For example, collection services that would normally occur on Monday will occur on Tuesday.

Hello Samuel,

FLAGSTAFF, Ariz – Cinder Lake Landfill and Hazardous Products Center will be closed on Monday, January 20, 2025. Collection services will not be performed and will be postponed by one day for both residential and commercial customers.

[View Information](#)



**Do You Know
Someone That
Would Benefit from
This Information?**

Please help spread the word about this new email newsletter! If you have a family member, friend, neighbor, or co-worker who hasn't signed-up for the list yet, please let them know it exists.

[Sign up Here](#)

Council Discussion



- Are there additional considerations or innovative ideas you think we should explore to strengthen the Solid Waste program?
- What outcomes or benchmarks would you like to see to ensure the success of these changes?
- Are there particular neighborhoods or groups you feel might need additional communication or support to adapt to these changes?

More information



- [Trash and Recycling | City of Flagstaff Official Website](#)
- Recycle by City Website
- Social Media
- Email: Solidwastesolutions@flagstaffaz.gov
- Phone: 928-213-2110
- Frequently Asked Questions documents

