

## WORK SESSION AGENDA

CITY COUNCIL WORK SESSION  
TUESDAY  
MARCH 11, 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](mailto:publiccomment@flagstaffaz.gov). All comments submitted via email will be considered written comments and will be documented in the record as such.

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#### 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 March 18, 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. City Manager Report and updates from PROSE and Economic Vitality**

Information Only

**7. MetroPlan Vulnerable Road Users' Safety Action Plan Presentation**

Information Only

**8. Emergency Management Briefing - Public Safety Power Shutoffs (PSPS)**

AZ Public Service's (APS) presentation explains the functioning of PSPS events and their immediate impact on the city. It also includes key city partner's discussion of mitigation and response strategies to a PSPS event.

**9. Discussion regarding possible sale of city property located at 116 E Butler Avenue to highest bidder.**

Discussion and Direction

**10. Open Call to the Public**

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

**12. 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](mailto: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:** 03/06/2025  
**Meeting Date:** 03/11/2025



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**TITLE:**  
**City Manager Report and updates from PROSE and Economic Vitality**

**DESIRED OUTCOME:**  
Information Only

**Executive Summary:**

These reports will be included in the City Council packet for regularly scheduled Work Session meetings. The reports are intended to be informational, covering miscellaneous events and topics involving the City organization.

**Information:**

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**Attachments:** [City Manager Report](#)  
[PROSE February Newsletter](#)  
[Economic Vitality Update](#)  
[Water Services Quarterly Report](#)

# City Manager's Report

March 6, 2025

Council and Colleagues, greetings. These reports are intended to be informational, covering miscellaneous events and topics involving the city organization. This report is brief and appended by a monthly update from Prose (February) and quarterly update from Water Services. Also, the Sustainability monthly newsletter for March can be found at this link: [March 2025 FSO Newsletter](#).

## **Groundbreaking**

The city had representation at a recent groundbreaking at Liv Sky Cottages at 2701 Woody Mountain Road on Tuesday, February 18<sup>th</sup>. It was a beautiful day. Lots of excitement in the air as progress is moving forward on this very important project.

This project will include 207 rental units that will include 20% affordable housing. We could be seeing phased completion of project in 2025-26. Photos below:



## 2025 Athena Awards

The Greater Flagstaff Chamber of Commerce announced the recipients of the 2025 Athena Awards this on Friday February 21<sup>st</sup> at the High Country Conference Center. It was very well attended and the city had excellent representation by elected officials and staff.

Jennifer Nordstrom, the owner of Jen Nordstrom Accounting, was honored with the private sector Athena Award; Cindy Payne from Cancer Support Northern Arizona received the public/nonprofit sector Athena Award; and Kimberly Gutierrez from The Bluffs Senior Living and Sarah Heemstra from Coconino Community College were named the Shining Star Emerging Leaders. Congratulations to these individuals for their amazing accomplishments, and congratulations to the Chamber for another excellent event!

The Honorable Governor Katie Hobbs served as the keynote speaker for the event, engaging on a number of topics, and guest speaker John Gartin, the director of NAU Career Development, presented on AI and Generative AI, demonstrating some pretty amazing tools real-time. Photos below:



Budget Team Process:

It has been arduous, as the Budget Team goes through its Divisional Review process as it does this time every year. We have been meeting at Core Services (thanks to Public Works for hosting) on a daily basis since February 19<sup>th</sup>. We are making progress, but it is challenging to say the least.

Factoring heavily into our discussions are the stated priorities for the City Council, and of course, our Priority Based Budgeting tool. I want to thank the Budget Team, and specifically, members of our Finance Team (inclusive of Rick Tadder, Brandi Suda, Heidi Derryberry, John Comer, Amir Saya, Tammy Ryan, Tom Johnson, Glorice Thousand, and Anne Thompson). We have met with all the divisions and are now spending much time crunching numbers and working the magic.

Council, we will be retreating with you again on Thursday, March 27<sup>th</sup>, to discuss capital projects. Stay tuned on details.



That's all for now, Council. Onward and upward ...



# PARKS, RECREATION, OPEN SPACE, AND EVENTS

FEBRUARY 2025 NEWSLETTER

*Connecting our community through people, parks,  
natural areas, and programs.*



The Dominating Ducks vs The Lumberjacks (2nd /3rd Grade Basketball game)

## Exciting Season of Youth Basketball at Hal Jensen Recreation Center

This season of Youth Basketball at Hal Jensen Recreation Center was a tremendous success, with 260 kids participating —nearly doubling last year’s numbers! In total there were eight regular-season games, with practices held at the Recreation Center

Girl shoots for the hoop

and Sinagua Middle School. A highlight from the season was NAU Night, where players were granted free admission to the NAU basketball game on February 8th by wearing their jerseys. Chick-fil-A generously sponsored the league, providing a kids’ meal to one player from each team after every game. The season was filled with fun, teamwork, and plenty of smiles, thanks to the dedication of our coaches and the enthusiasm of all the players!

Boy defends the ball



# PARKS

## Welcome New Parks Maintenance Workers and Parks Technicians!

Parks is very excited to have almost a full staff again with only three current vacancies. Welcome Parks Maintenance workers Jaden Wiley and Kyle Cameron and Parks Technicians, Israel Armenta, Kob-Bar-Li (Kobi) Sillan and Jonathan Guetter.



Kobi, Jonathan, & Israel



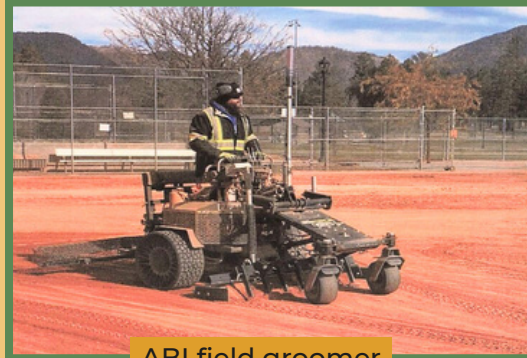
Kyle & Jaden

## Parks Projects in Full Swing

The unseasonably warm weather has allowed Parks staff to get a head start on annual baseball field maintenance and complete several improvement projects throughout the community.



New fence at the Aquaplex



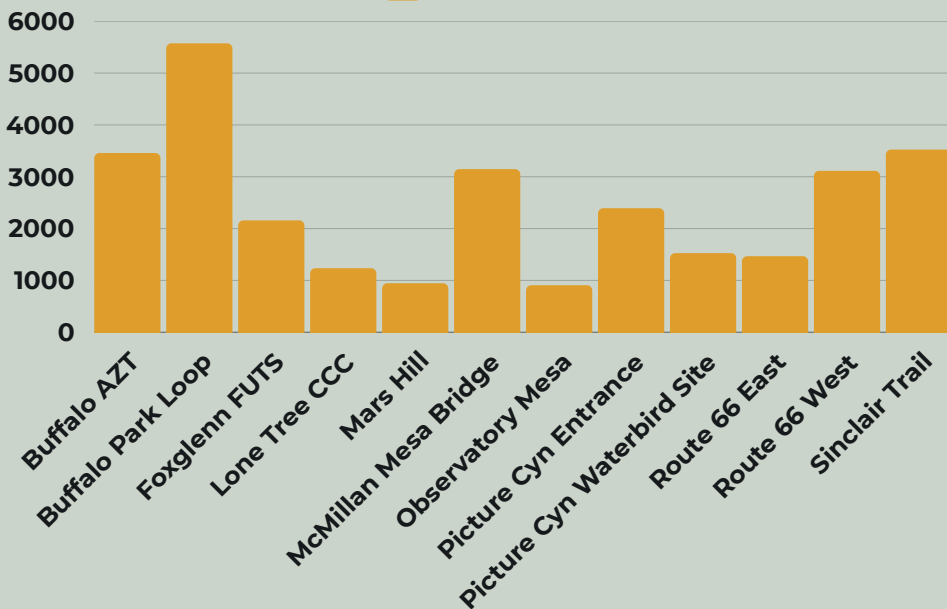
ABI field groomer



New ramada roof

## January 2024 Trail Counts

Number of Users



## Some projects complete this month:

- Installed a new steel fence on the east side of the Aquaplex
- Replaced the roof on the north ramada at Bushmaster Park
- Replaced concrete walkway at Hal Jensen Recreation Center
- Added a new memorial bench with concrete pad at Buffalo Park
- Began field maintenance, including replacing pitching rubbers and home plates, cutting grass edges, and adding fresh clay to high-use areas, and laser-leveling the infield with the ABI field groomer



Public Skate at Jay Lively

# RECREATION

## Jay Lively Activity Center - Busy Hosting Events & Facility Improvements

Jay Lively Activity Center has been busy this month hosting NAU hockey games, birthday parties, field trips and more! A new sound system was installed and has greatly improved the experience at public skate sessions. A broken bathroom door in the orange locker room was repaired, all work orders have been completed, and the backup Zamboni is back in action thanks to Fleet Services. Additionally, regular ice maintenance has kept the ice in top condition and staff have implemented a new ice measurement system to ensure consistent quality. Lastly, the April hockey tournament is filling up fast, with only three spots remaining.

## Aquaplex Kids Club Upgrade

The Aquaplex recently received a generous donation of supplies and furniture for Kids Club. These additions have made a significant improvement, creating a more inviting and functional environment for all to enjoy.



Boys playing raquetball



Kids Club

## Racquetball Courts at Hal Jensen are Back in Action!

In response to some community feedback, both racquetball courts at Hal Jensen have been cleared out and are open for play once again!

## Black History Month at Hal Jensen Recreation Center

Hal Jensen Recreation Center welcomed approximately 70 attendees for a special Dinner and Movie Night in celebration of Black History Month. Guests enjoyed a screening of a featured film while eating delicious soul food. To further honor the month, staff displayed posters of prominent historical figures throughout the facility, creating an engaging and educational atmosphere for all who came through.



# OPEN SPACE

## Restoration and Preventative Maintenance

After a couple of volunteers helped start the project in December, Open Space staff Ashlee Fliney and Sylvia Struss finished painting the foot bridge over the Rio de Flag at Picture Canyon Natural & Cultural Preserve. This long-overdue project has given the bridge a fresh, revitalized look!

In order to prevent illegal motorized travel, Parks staff lent some time and equipment to place large boulders at key trail access points to Picture Canyon and Observatory Mesa. These strategically positioned boulders serve as natural barriers, protecting the trails and preserving the area's natural beauty.



Foot bridge



Rock barriers at Observatory Mesa



Killip student at the STEM Night

## Killip Elementary STEM Night

Open Space educator, Ashlee Fliney hosted a booth at Killip Elementary School's Family STEM Night, where over 300 children and family members stopped by to explore the signs of wildlife found at Picture Canyon. Through interactive displays and hands-on learning, families had the chance to discover the diverse species that call this natural area home!



Students with their cameras

## Photography Students Visit Picture Canyon

A group of 31 photography students from Chandler High School visited Picture Canyon for a guided hike, capturing the beauty of the landscape through their lenses. The students photographed scenic vistas, wildlife, and cultural sites to feature in their end-of-quarter portfolios.



Adult Basketball

# EVENTS, MARKETING & ATHLETICS

## Adult Winter Basketball League Wraps Up Second Session

The second session of the Adult Winter Basketball League came to a close last week. The 51's claimed victory in the Monday/Wednesday circuit, while Step Bros took the title in the Tuesday/Thursday circuit. There are so many fantastic players in the community, congratulations to everyone that participated. To capture some of the excitement, the Events and Marketing Coordinator snapped some awesome action shots during one of the final games.



Action shots from Adult Basketball



## Concerts in the Park - Call for Musicians

The Events and Marketing team released their call for musicians for Concerts in the Park. They are searching for family-friendly musicians to perform a 2-hour set on a Wednesday night in June or July for the annual series. Interested musicians should email their demo to: [SpecialEvents@flagstaffaz.gov](mailto:SpecialEvents@flagstaffaz.gov) by March 21st. Audio will be provided by Peaks Entertainment.

Stay connected!



**CONCERTS IN THE PARK**  
**Call for Musicians**

FAMILY FRIENDLY  
**Performances on Wednesday nights in June & July**

Send your demo to  
[SpecialEvents@flagstaffaz.gov](mailto:SpecialEvents@flagstaffaz.gov)

CITY OF FLAGSTAFF  
**PROSE**



# COUNCIL UPDATE



## Economic Vitality Division



The City of Flagstaff's Economic Vitality Division consists of a dynamic group of programs. These programs include the **Flagstaff Pulliam Airport**, **Discover Flagstaff (Convention and Visitors Bureau)**, the **Flagstaff City-Coconino County Public Library system**, and the **Community Investment Section**, which includes **Economic Development, Arts & Sciences, Beautification, and Parking**.



CHOOSE  
**FLAGSTAFF**





# AIRPORT



## AIR SERVICE:

- Service to LAX resumed...plus, daily service to Phoenix and Dallas Fort-Worth.
- **CY2024 was the airport's 4th busiest year ever** with 77,507 enplanements (highest ever with a single carrier).
- Staff has met with **7 air carriers about starting new air service** (Alaska, Allegiant, Breeze, Delta, Skywest, Southwest, & United).
  - Carriers are interested but would like Small Community Air Service Development Program Grant funding to cover startup costs.

Per the 2021 ADOT Arizona Aviation Economic Impact Study, **the airport generates 971 jobs, \$128M in economic activity, \$33M in visitor spending, \$36M in on-airport activities, and \$7.6M in tax revenue.**







# AIRPORT



**WHAT CAN YOU DO?**

**ALWAYS FLY  
FLAGSTAFF FIRST!**



# ECONOMIC DEVELOPMENT



## INNOVATE GREEN:

- Have a business pitch idea?
- Like carbon dioxide removal, electric mobility and more?
- **Apply** to be part of the pitch competition by **4/7/25**.

**INNOVATE GREEN**  
BUSINESS SOLUTIONS TOWARDS  
A MORE RESILIENT FLAGSTAFF

**Ready to win you share of \$30,000?**

Join the 2025 Innovate Green challenge!

To apply, candidates must submit an online application by April 7, 2025. The competition will be held on April 11 and 12, 2025 in Flagstaff. Applicants must be in Flagstaff and have a business pitch idea in the following categories\*:

- Building Electrification/Energy-Efficiency
- Carbon Dioxide Removal
- Community Resilience
- Decreased Dependence on Cars
- Electric Mobility
- Waste Prevention/Reduction
- Water Conservation

\*To view the full list & eligibility criteria, visit [chooseflagstaff.com/innovate-waste](https://chooseflagstaff.com/innovate-waste)

Learn more & apply here!

*Formerly known as the Innovate Waste: Carbon Neutrality Challenge*

## ADAPTIVE REUSE PROGRAM INCENTIVE:

- The Adaptive Reuse Program provides \$5,000 to cover the development fees for your new location and your growing business.
- To apply go to [chooseflagstaff.com](https://chooseflagstaff.com).

**Adaptive Reuse Program**

# INCENTIVE

Guides small growing businesses to the right resources at the right time.



# ECONOMIC DEVELOPMENT



## INCUBATOR AND ACCELERATOR FACILITIES:

Managed by Moonshot -

See the **2024 Year End Report** at:

<https://heyzine.com/flip-book/f4b0a64894.html>

**Table of Contents**

- Programs & Services Overview**
- Regular Campus Events**
- Annual Statewide Event Participation**
- 2024 Developments + New Programs**
- Promotion & Outreach**
- Occupancy History + Updates**
- Case Studies**
- Moonshot Team + Overview**





# PARKING



## **CURBSIDE MANAGEMENT PLAN:**

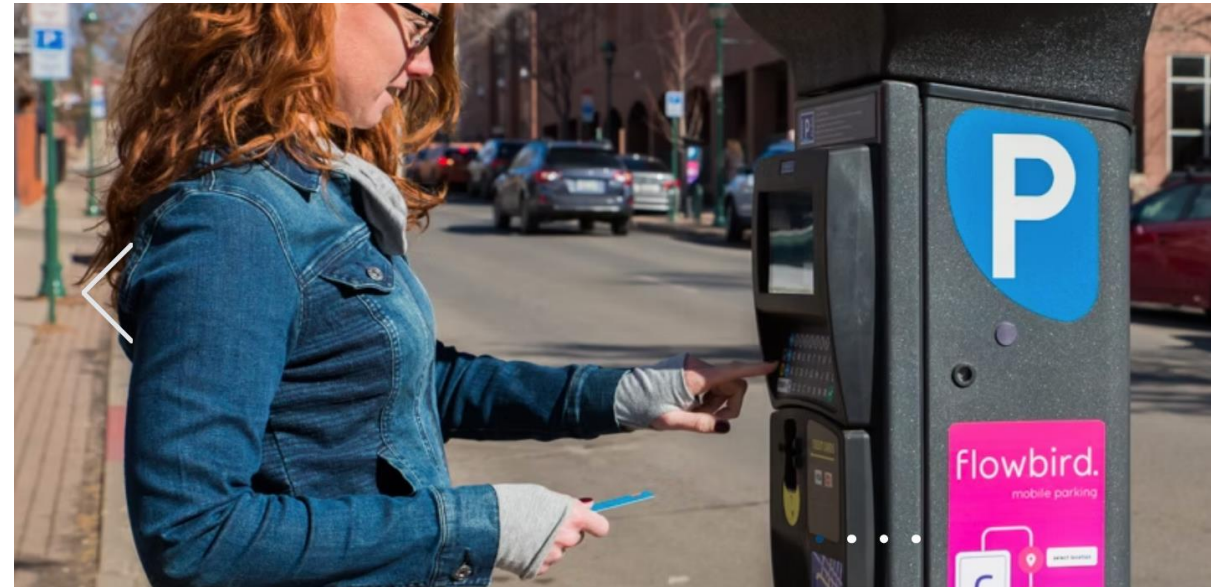
Staff will be releasing a request for proposals (RFP) soon for a consultant to help assist in analyzing our curbside management. This includes loading zones, parking management, occupancy, and potential fee changes.

## **STAFFING:**

ParkFlag is fully staffed since 2019! They also help to manage the paid parking system at the airport.

## **FLOWBIRD APP:**

Staff has been looking into some issues with the APP – Having trouble? Please delete the APP and re-install... or call us!





# BEAUTIFICATION/ARTS/SCIENCES



## ACTIVE PROJECTS:

- **Multicultural County Park Sculpture Exhibition** - new sculptures coming soon!
- **Spruce Wash Wedge** - Call to Artists is out and live
- **Cleo Murdoch Park 3D Artwork** - Seeking community input
- **Dunbar School History Plaque** - Artist contract in process - design reviewed by BPAC who provided comment and suggestions

**BIA grant** recipient Randy Gray installed a bench made with repurposed railroad ties at the Visitor's Center. This artistically crafted bench offers travelers, tourists, and locals a site-appropriate respite, incorporating Flagstaff iconography.



**Flagstaff monument signs:** Two Flagstaff monument-style signs, entries into Flagstaff on 89A and Fort Valley Road,

were completely refurbished with new lumber beams and refinished sign surfaces. All monument-style signs have received wood treatment to help prevent future decay and will be reapplied annually.





# Community Investment



**WHAT CAN YOU DO?**

**If a business needs assistance or an area needs some TLC, reach out to us...and pay the kiosk!**



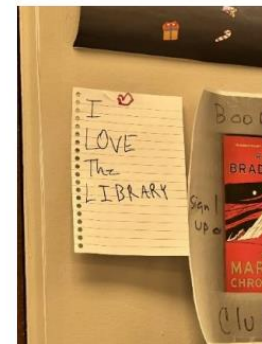
# LIBRARY – CITY/COUNTY



- Held Crafty Corner Sessions for Kids
- Added Railing Art – New railing designed to hold art like pinecone garland
- Several book readings occurred
- Weekday Storytimes are back
- Patrons can enjoy the LEGO Club and much more
- The County Bookmobile is back in service



For all our programs go to:  
<https://www.flagstaffpubliclibrary.org/>





# LIBRARY – CITY/COUNTY



## TRUE OR FALSE?

More people came into the Coconino County Libraries in FY24 than attended a Phoenix Suns home game in the 2023-2024 season?





# LIBRARY – CITY/COUNTY



**WHAT CAN YOU DO?**

**Share the services we  
offer...donate your  
gently used books...**



# TOURISM



- Spring Training Ads
- Restaurant and Bar Ads & Stories
- Continued preparation for seasonal campaigns and Route 66 Centennial

**After catching an MLB game at the Field, plan a visit to THE PARK.**

Just a short, scenic drive from Flagstaff.



Arizona's destination for all seasons

**Grand Canyon National Park**

**AS GRAND AZ IT GETS**

AFTER CATCHING AN MLB SPRING TRAINING GAME AT THE FIELD, PLAN A VISIT TO THE PARK. FLAGSTAFF IS ONLY 2 HOURS FROM PHOENIX AND JUST A SHORT DRIVE TO THE WORLD'S GRANDEST CANYON.



Arizona's destination for all seasons

EXTEND YOUR STAY IN FLAGSTAFF TO EXPLORE NEARBY PETRIFIED FOREST NATIONAL PARK, HORSESHOE BEND, ANTELOPE CANYON AND MANY NATIONAL MONUMENTS

REQUEST YOUR FREE OFFICIAL VISITOR GUIDE AT [DISCOVERFLAGSTAFF.COM](http://DISCOVERFLAGSTAFF.COM)



STAY & PLAY RESPONSIBLY

## SEE WHY FOOD WRITERS LOVE FLAGSTAFF RESTAURANTS

*What does Flagstaff's food scene have to brag about? I hope you've got a minute.*





# TOURISM



## TOURISM METRICS: **JANUARY 2025**

Following is a snapshot of the metrics January 2025:

**YOY RevPAR for the Month of January:**

The RevPAR number of \$50.29 is down to last year by 7.3%. The majority of this decrease is in occupancy.

**Rationale:**

**The obvious answer to the decrease is the lack of snow.** People, especially the drive-market, want to experience “Winter Wonderland” and will opt-out of a trip to Flagstaff if there is no snow.

Following is a snapshot of the metrics for January 2025:

January	2024	2025	Diff
OCC	55.4%	52.4%	-5.4%
ADR	\$97.95	\$95.92	-2.1%
RevPAR	\$54.28	\$50.29	-7.3%

ARIZONA  
DAILY SUN



Flagstaff's winter starts as one of the driest on record, as fire concerns rise  
Thursday 2/6 at 8:00am





# TOURISM



## NATIONAL TRAVEL & TOURISM OFFICE:

- Flagstaff has been selected to be part of a U.S. Department of Commerce – Flagstaff Collaboration on a **Sustainable Tourism Action Plan (STAP) Project**.
- Flagstaff was selected because we have a **robust eco-tourism campaign** as well as our Sustainability Division has their **Climate Action Plan**. Once this project is finished, we will be a global poster child for sustainable tourism.
- Thank you, CM Aslan for joining the effort!



**Green Book**  
Revised...staff will be  
 working to install  
 location plaques in  
 2025!

**PREVIOUS GREEN BOOK LOCATIONS**

**Andy Womack's Pink Flamingo**  
 701 S. Milton Rd. • Book: 1994-98  
 Located near the Y on historic Route 66 and Milton, The Flamingo Motor Hotel was notably known for its impressive neon sign, which in its time, rivaled Las Vegas neon. The Flamingo forged memories as it became wildly popular as the sign went without repair and embraced the missing "G."

**El Rancho**  
 701 S. Milton Rd. • Book: 1998-04  
 Once offering 36 air conditioned units and located on historic Route 66, this parcel can be experienced as a location only. The current building is a Goodwill and Noodle Ground coffee.

**Golden Drumstick**  
 702 S. Milton Rd. • Book: 1992-98  
 Golden Drumstick was located at west Route 66 south Milton Rd. Its location explored two 1950s businesses and included The Gallo's Restaurant. Through early 2000s, it operated under the name Mandarin Buffet and today is an MAU parking lot. The Park Plaza Motel was located to the left of the Golden Drumstick.

**Park Plaza**  
 702 S. Milton Rd. • Book: 1998-04  
 The Park Plaza Motel lay on the east side of Route 66, north of the intersection of West Route 66 and S. Milton Road (Highway 89). Unfortunately, most of it was torn down to become parking for a neighboring restaurant - The Golden Drumstick. Today, this area is an MAU parking lot.

**Vandevier Motel**  
 404 W. Santa Fe Ave. • Book: 1992  
 Just north of the underpass on Santa Fe, this motel operated with 20 units. Today, the parcel has been rehabilitated and serves as an apartment complex located one block west of Flagstaff City Hall at the cross streets of Santa Fe and Sitgreaves.

**FLAGSTAFF GREEN BOOK HISTORIC TOUR**

For nearly 30 years, multiple editions of the Green Book provided visitors Americans with advice on safe places to rest and sleep when they traveled through the Jim Crow era. Within this self-guided Flagstaff tour, various locations are highlighted that were included in the Green Book editions.

Experience a self-guided tour on foot or bike!  
 The walking tour is approximately 45 minutes and 20 minutes on bike. For convenience, it is recommended to start at the Flagstaff Visitor Center (E. Route 66) as it's most central to begin and end the tour. \*Note traffic conditions may affect tour time estimates.



# TOURISM



## Phoenix Magazine: 100 Best Dishes in Arizona



## Living Well Magazine



## AZ Daily Sun: Photo gallery from VC

### Gallery: Horse-drawn carriage rides through downtown Flagstaff



## AZ Family (Channel 3 PHX): Great Outdoors:



Arizona has a huge new observatory. Here's a look at what you can see and do at the new Marlyne Maclean Johnson Discovery Center at Lowell Observatory in Flagstaff, Arizona.

### 19. Astronomy Discovery Center, Flagstaff

Have an out-of-this-world experience at Lowell Observatory thanks to the new Astronomy Discovery Center. The \$55 million building is a state-of-the-art science center featuring interactive exhibits, theater and open-air observatory. The rooftop viewing area uses Flagstaff's dark skies as a natural planetarium dome.

## AZCentral/Arizona Republic: 25 things to do in Arizona in 2025:



# TOURISM



**WHAT CAN YOU DO?**

**HUG A VISITOR 😊**



# THANK YOU!

TEAM FLAGSTAFF  
WE MAKE THE CITY BETTER



## Water Services Employee Newsletter Winter 2025

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**From** Sarah M. Jablon <sarah.jablon@flagstaffaz.gov>

**Date** Fri 2/28/2025 2:03 PM

**To** Water Services DG - All <WaterServicesDG-All@flagstaffaz.gov>; Water Services DG - Management <WaterServicesDG-Management@flagstaffaz.gov>; Water Services DG - Admin <WaterServicesDG-Admin@flagstaffaz.gov>

**Cc** Shannon Anderson <SAnderson@flagstaffaz.gov>; Mayor and Council <council@flagstaffaz.gov>



### **Welcome to the Employee Newsletter!**

Each quarter, we'll be sharing a newsletter to highlight important events, reminders, and help us connect to each other in the Water Services Division!

If you have ideas, questions, or would like to share anything in an upcoming newsletter, please email [sarah.jablon@flagstaffaz.gov](mailto:sarah.jablon@flagstaffaz.gov).

### **Manager Insights - Lee Williams, Acting Director**

*In this section, we highlight experiences, wisdom, and strategies from managers that inform their current leadership role. In this edition, we feature Acting Water Services Director Lee Williams.*

**How long have you been working in Water Services? What was your trajectory with the City?**

I was hired in April of 2012. I had recently moved back to Flagstaff, and I was looking for full-time employment that was relevant to my job experience in chemistry, construction and education.

When a position opened up on the maintenance crew, I applied with the thought that I could expand my skillset and learn how the plant and well fields run, not just how to run them. Then in 2017, the Operation Supervisor position opened up and I jumped at it. That turned into quite the crash course in running a treatment plant, since the manager quit shortly after I was hired and we had to figure it out on our own.



**What skills or knowledge have you relied on most in your career?**

There are tons of unique skills in running and maintaining a treatment plant. I was fortunate to be hired by Steve Flood (now retired). He took the time to not only teach the needed skills, but to also teach how they applied to the bigger picture. He said, “This is the City water. People give it to their kids. How do your actions affect the security of the system?” That stuck with me, and I still use it to judge my decisions.

But really, the knowledge will come with daily operations. Every time you solve a problem, you gain that experience in your tool belt. I just try to keep an open mind. Smart people and solutions seem to present themselves when I remain curious and open minded.

**What new challenges have you faced as Facilities Director/Interim Director?**

The budget has been a challenge. At the plant, we were more concerned with the day-to-day, month-to-month, year-to-year. I’m now on a team that is looking (much) further out to ensure that the City has water and water treatment capacity for many years to come.

**You used to be a schoolteacher, right? Have you noticed any transferrable skills to what you're doing now?**

I have. I taught elementary grades in public schools for six years and there have been many transferrable skills. I’ve used what’s called scaffolding for training new employees. Many people, adults and kids alike, don’t like it when you throw a ton of information at them all at once. Take the time to see where they’re at and start building from there. Teaching also taught me that everyone has a unique skillset. Someone may not be great at [fill in the blank], but they didn’t grow up in a vacuum. They will likely have a way of looking at a problem from an angle that I didn’t consider.

**Name one person who was influential to you in your life, education, or career. How did they impact you?**

In addition to Steve Flood, there have been many. Ladd Steele taught me troubleshooting and how to fix just about anything, with the mindset that sometimes, you just push have to harder. Whether it's a sticky bolt, or a difference in opinions, take the time to do what's right. He also introduced me to the Public Works division, which has been instrumental in understanding how Water Services fits into the larger picture of City services.

### **Program Feature - Non-revenue Water**

*In this section, we talk about the programs run by different sections in Water Services. The Non-revenue Water Audit Program is run by Tamara Lawless in the Water Resources and Conservation Section.*

The Flagstaff Water Resources and Conservation section has received a lot of acclaim lately for their award-winning conservation program. But there are many hats worn by the Resources and Conservation team, and for Conservation Program Manager Tamara Lawless, that includes running the city's grant-funded non-revenue water audit program.

The purpose of a non-revenue water audit program is to track and categorize all water in the system that is treated but not sold. Tamara puts it in simplified terms: "Imagine you have 100 gallons of water that is treated and put into the water pipes, but only 95 gallons gets paid for. What happens to those last 5 gallons? Some of it could be lost due to leaks, some of it might be due to errors with water meters, some of it could be theft—say, someone hooks up their RV to a fire hydrant."

Following a framework developed by the American Water Works Association, the Water Conservation team works to identify and then reduce those losses to a minimum.



*Photos: Tamara Lawless (not pictured), Brian Huntzinger, and employees from contractor Cavanaugh went around the city, testing water production meters for accuracy.*

### **Collecting and measuring data**

Tamara is often accompanied by Water Production Manager Brian Huntzinger, as well as a contractor, to track water loss. This includes a number of variables, such as measuring how much water is in our clear wells (tanks affiliated with each well) over a period of time.

As Tamara explains, "Keeping track of the clear wells helps us ensure that our production meters are accurate. By comparing the volume that was physically measured (using the geometry of the tank) against the volume that the meter registered, we can assess accuracy over time. We will repeat these tests routinely to get a clearer picture of how the meters are performing."

Brian puts it another way: "To figure out water loss, you have to have confidence in your meters. Testing them gives us that confidence."

### **Like Sherlock Holmes, sometimes it takes a detective**

Figuring out where the system is losing water is a bit like detective work, with plenty of mysteries to solve. Tamara points to a recent discovery, which came from a deeper dive into customer use trends.

"Sometimes," Tamara says, "we see sudden spikes or drops in water consumption and have to verify whether or not they are true to real life use. In one case, a meter at an apartment complex showed a large drop in consumption. Through investigation, we learned that one building was being renovated."

"In another case, a landscape meter showed no consumption over time, followed by a very large spike. It turned out the device that sends data to our billing system failed, and it had stopped sending the consumption properly. So, that large spike was actually many months of consumption combined."

System Input Volume	Authorized Consumption	Billed Authorized Consumption	Billed Metered Consumption (including water exported)	Revenue Water	
			Billed Unmetered Consumption		
		Unbilled Authorized Consumption	Unbilled Metered Consumption	Non-Revenue Water (NRW)	
			Unbilled Unmetered Consumption		
	Water Losses	Apparent Losses	Unauthorized Consumption		Non-Revenue Water (NRW)
			Customer Metering Inaccuracies		
			Systematic Data Handling Errors		
		Real Losses	Leakage on Transmission and Distribution Mains		
			Leakage and Overflows at Utility's Storage Tanks		
			Leakage on Service Connections up to point of Customer metering		

*Pictured: A chart showing how water in the system is categorized as non-revenue water.*

**Next steps for the program**

Right now, Tamara's team is working on creating an overall average of non-revenue water losses. To this end, Tamara exports Water Services billing data to try to come up with a standard value which will be used to estimate what non-revenue water is costing the utility.

"This can be tricky to calculate," Tamara says, " because different customer classes pay different amounts per 1,000 gallons of water."

**Employee Spotlight - Andrea Armstrong**

*In this section, we highlight employees in the division. Get to know your coworkers! This edition's spotlight is Administrative Specialist Andrea Armstrong.*

**How long have you been working for Water Services and/or the City of Flagstaff?**

Since October 28, 2024.

**Where were you working before you joined the city?**

I was at ADOT! I worked out of the admin building (Northcentral District) on Woodlands. I also worked in the entertainment department at Disneyland from 1992 to 1995, but my work there is top secret!

**What drew you to Flagstaff?**

I moved for family, to be closer to my in-laws.

**What is your favorite hobby, activity, or creative outlet?**

Dancing, Running, and working on puzzles.



**Name one person who was influential to you in your life, education, or career. How did they impact you?**

Actually, nobody comes to mind. I have always been independent, and took care of myself, my siblings growing up, and my son. I've always had to fend for myself in life, school, and work. I am a social person, so I have met many people throughout my life that haven given me advice and mentored me. But no one specific that was influential to me.

**What's the best food/drink spot in Flagstaff? What are you ordering?**

Mama B's - Mama Burger, sweet potato fries, and an orange creme shake!

**Tell us about the yearly race you participate in. How many times have you done it?**

It is called Hell of Half Marathon. It's held in Exeter, CA on the 1st Saturday of August. I started doing this race in 2019, and running in the heat is so exciting. It is actually a fun race because it is small, less than 1,000 runners. It is in a small farm town in Northern California, with tons of course support along the way and the aid stations are fantastic. I even met Forrest Gump!

**City Manager's Awards Recognizes Water Services**

*Congratulations to the employees and teams who were awarded in this year's City Manager's Awards!*



### **Oak Award for Quality**

Regulatory Compliance Supervisor Krista Snow and IS Administrator Corryn Smith received an Oak Award for Quality for their work on the GIS Water Service Line Inventory, as mandated by the EPA's 2021 Lead and Copper Rule Revisions. The team recruited AmeriCorps interns to inventory more than 60 percent of the city's 22,000 water service lines, ensuring compliance with the new regulations.

### **Oak Award for Leadership**

The Wastewater Dehumidifier Installation at Wildcat Hill earned the Oak Award for Leadership. Many people in Water Services, including Wastewater Treatment Manager Troy Dagenhart, Wildcat Hill Supervisor Cory Mueller, and other Wildcat Hill employees were involved in this successful pilot project, which if installed at the Rio WRP would address solids handling nearing capacity at both water reclamation facilities.



### **Aspen Award for Teamwork**

Engineering Section Director Mac McNamara, Stormwater Section Director Ed Schenk, and Senior Project Manager Chase McLeod were part of a team awarded for their work on the Schultz Creek Suite of Projects, which were substantially completed by the construction of the culvert at Highway 180. The efforts significantly reduced the flood risk of the Stevanna and Coconino Estates neighborhoods, earning the team a coveted Aspen Award.

### **New Employees and Work Anniversaries**

*Help us welcome to the team the following employees who joined in Winter 2024-25:*

**John Hickey**, Utility Locator  
**Jennifer Davis**, Water Conservation Enforcement Aide  
**Alexander Watkins**, Water Services Operator Trainee  
**Daelen Ritts**, Water Services Operator  
**Jeffrey Vincent**, Water Conservation Enforcement Aide  
**Christopher Soto**, Water Services Operator Trainee  
**Tairi Shabala-Wagner**, Water Services Operator

*And congratulations on the following Work Anniversaries:*

**December:**

Joe Almandarez, 29 years  
Troy Dagenhart, 24 years  
Josh Walter, 1 year  
Michael Gouhin, 1 year

**January:**

Patrick O'Connor, 25 years  
Adam Nelson, 20 years  
Mac McNamara, 10 years  
Monique Belanger, 3 years  
Robert Achten, 1 year  
Josh Guy, 1 year

**February:**

Justin Emerick, 18 years  
Jackson Salazar, 6 years  
Brandon Prieto, 2 years

**Upcoming Training Opportunity**

*Please check with your supervisor if you'd like to attend the following free training event.  
Lunch will be provided.*

**Lunch and Learn - Rio Atrium - Pollution Prevention Permit Training**

*Tuesday, Mar. 18 from 11:30 a.m. to 12:30 p.m.*

Want to know why we do some of the things we do in wastewater or reclaimed water? Permits with ADEQ/EPA direct our operations, maintenance, and reporting. This presentation will cover the Pollution Discharge Elimination System (AZPDES) and Aquifer Pollution Prevention (APP) permits for wastewater and reclaimed water.

One Professional Development Hour (PDH) will be awarded for attendance. Certificates will be delivered by email after the training.

**Walk-In Wednesdays - Recruitment Events**

*Please check with your supervisor if you'd like to attend any of the following free tour events.  
These events are open to the public as well as Water Services employees.*

# WALK-IN WEDNESDAYS

Explore Career Opportunities with the City of Flagstaff!

## DRINKING WATER

Wednesday, March 5th

Lake Mary Water Treatment Plant  
4500 Lake Mary Rd  
Flagstaff, AZ 86005

10-11am

FREE Behind-the-Scenes Tour

11am-12pm

Meet & Greet with Hiring Team

Roles: Water Distribution Operators, Wastewater Plant Operators & more!

## WASTEWATER

Wednesday, March 19th

Rio de Flag Water Reclamation Plant  
600 S Babbitt Dr  
Flagstaff, AZ 86001

12-1pm

FREE Behind-the-Scenes Tour

1-2pm

Meet & Greet with Hiring Team

Questions? Contact:  
[careers@flagstaffaz.gov](mailto:careers@flagstaffaz.gov)



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### **Walk-In Wednesday - Lake Mary WTP - Tour of Lake Mary WRP**

Wednesday, Mar. 5 from 10:00 a.m. to 11:00 a.m.

### **Walk-In Wednesday - Rio Atrium - Tour of Rio WRP**

Wednesday, Mar. 19 from 12:00 p.m. to 1:00 p.m.

*We are looking for folks to join our We Are Water Services event planning committee! Email [sarah.jablon@flagstaffaz.gov](mailto:sarah.jablon@flagstaffaz.gov) to sign up.*

### **Featured Poem**

If you have a favorite poem or artwork that you would like to see featured in an upcoming newsletter, please email it to [sarah.jablon@flagstaffaz.gov](mailto:sarah.jablon@flagstaffaz.gov)!

## **Blessing the Boats**

By Lucille Clifton

may the tide  
that is entering even now  
the lip of our understanding  
carry you out  
beyond the face of fear  
may you kiss  
the wind then turn from it  
certain that it will  
love your back may you  
open your eyes to water  
water waving forever  
and may you in your innocence  
sail through this to that

*Copyright Credit: Lucille Clifton, "blessing the boats" from Blessing the Boats: New and Selected Poems 1988-2000. Lucille Clifton was twice a finalist for the Pulitzer Prize for poetry and the Poet Laureate of Maryland from 1979 to 1985.*

### **Current Job Opportunities**

*If you know anyone who might be a good fit for any of these available positions at Water Services, please share this information with them!*

Water Services Operator - Wastewater Treatment  
Flagstaff, AZ

Full-Time; Non-Exempt; Tenure & Benefit Eligible - \$21.00 - \$35.84 Hourly

Section: Water Treatment

Water Services Operator - Wastewater Collections  
Flagstaff, AZ

Full-Time; Non-Exempt; Tenure & Benefit Eligible - \$21.00 - \$35.84 Hourly

**Water Services Administration Building**  
2323 N. Walgreens St., Suite 1  
Flagstaff, AZ 86004  
[Flagwater@flagstaffaz.gov](mailto:Flagwater@flagstaffaz.gov)

- We are Water -



**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Paul Mood, City Engineer  
**Date:** 02/18/2025  
**Meeting Date:** 03/11/2025




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**TITLE:**  
**MetroPlan Vulnerable Road Users' Safety Action Plan Presentation**

**DESIRED OUTCOME:**  
 Information Only

**Executive Summary:**

MetroPlan has completed data analysis for the Vulnerable Road Users (VRU) Safety Action Plan. VRUs are people who walk, bicycle and roll. MetroPlan analyzed data for the region over a 7-year period from 2017 - 2023. Trends among people involved in VRU crashes, particularly serious injury and fatal crashes, were analyzed to inform local jurisdictions of safety issues and trends related to VRUs and to encourage prioritizing Transportation Safety in our roadway network and project selection. Historical trends across the nation, state, and local jurisdictions have seen an upward trend in pedestrian-related crashes and fatalities. The Flagstaff Region is on the same path. Pedestrian crashes in the region account for 52% and bicyclists for 48% of all VRU crashes.

Data analysis found that roadways that contribute to the most VRU crashes are:

- Milton Rd.
- E. Route 66
- Woodlands Village
- Butler Ave.

Staff identified the following areas of emphasis to guide strategies and actions to reduce or eliminate serious injuries and fatalities through the analysis process:

- Reduce potential for conflict between users
- Slow vehicle speeds
- Encourage safer practices among people driving, walking, and bicycling
- Improve data collection and analysis
- Support institutional commitment to Vision Zero

MetroPlan continues to evaluate and provide recommendations on the following as part of the overall VRU planning process. Many of these documents have been drafted and further conversations will take place with the Technical Advisory Committee and Executive Board:

- **Leadership Commitment:** The VRU will establish MetroPlan's commitment to Vision Zero.
- **Policy:** Policy review and recommendations of MetroPlan's federally mandated planning and policy documents.
- **Public Engagement:** Efforts will focus on reaching disparate communities, people, or organizations that support folks with disabilities, unsheltered, and people who rely on non-vehicle modes for daily travel.
- **Project Identification:** Project recommendations will be provided to each agency within the region with a focus on 2-5 years of implementation efforts while folding in the findings and recommendations provided in the Regional Transportation Safety Plan (RTSP) and Active Transportation Master Plan (ATMP). Additionally, this effort will identify safety-related strategies that MetroPlan can deliver, with an

anticipated focus on programmatic and educational efforts.

MetroPlan staff engaged its partners during its annual Strategic Advance on February 11, 2025. During the Advance, Metroplan established its commitment to Vision Zero to better inform future policies, standards, and project selection that emphasize VRU safety in the region.

The Vulnerable Road Users' Safety Action Plan is funded through a Safe Streets for All (SS4A) planning grant awarded to MetroPlan.

**Information:**

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**Attachments:**    [Presentation](#)



# METROPLAN

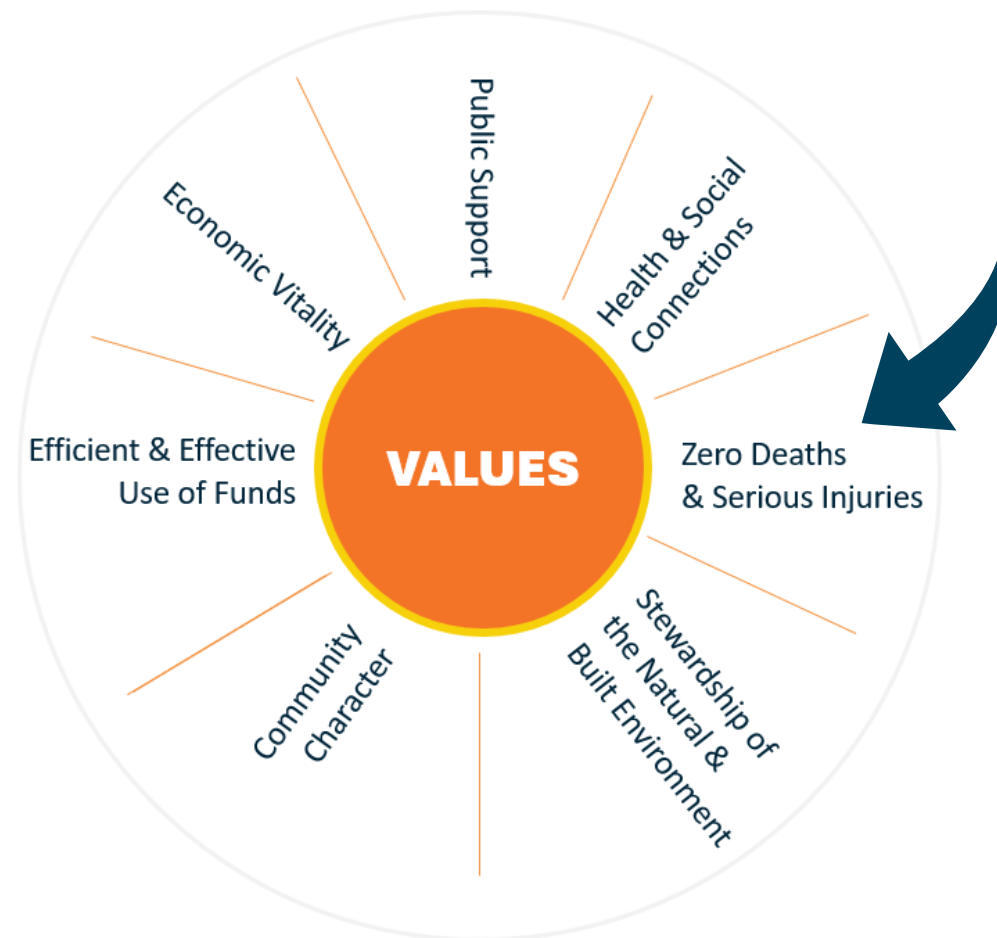
GREATER † FLAGSTAFF

## Vision

The region is joined together by a transportation system that prioritizes the wellbeing of people and the environment.

## Mission

To facilitate improvements and programs for all transportation modes through collaborative priority setting, planning, and the strategic pursuit of funding.





# Vulnerable Road Users Safety Action Plan

# VRU + Vision Zero




**MetroPlan's Goal:** To make the Flagstaff Region's streets safer for all who use them, especially those who are the most vulnerable – people who walk, bicycle, and roll.

---

## VRU Purpose:

- Document the extensive amount of safety-related work that has already been done in the region
- Recommend VRU countermeasure to support existing safety projects
- Advise and educate jurisdictional partners on addressing traffic-related deaths and serious injuries.
- Conduct a systemic safety analysis that includes documentation of the High Injury Network (HIN), set performance measures for improving all-modes safety throughout the region, and provide policy.

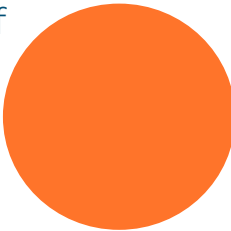
***Establish MetroPlan's Commitment to Vision Zero***



Vision Zero is the strategy to eliminate traffic fatalities and severe injuries on all roadways.

Vision Zero is built on the basis that traffic deaths and severe injuries are preventable.

Vision Zero emphasizes a Safe Systems approach, which acknowledges that people make mistakes, and focuses on influencing system-wide practices, policies, and designs to lessen the severity of crashes.





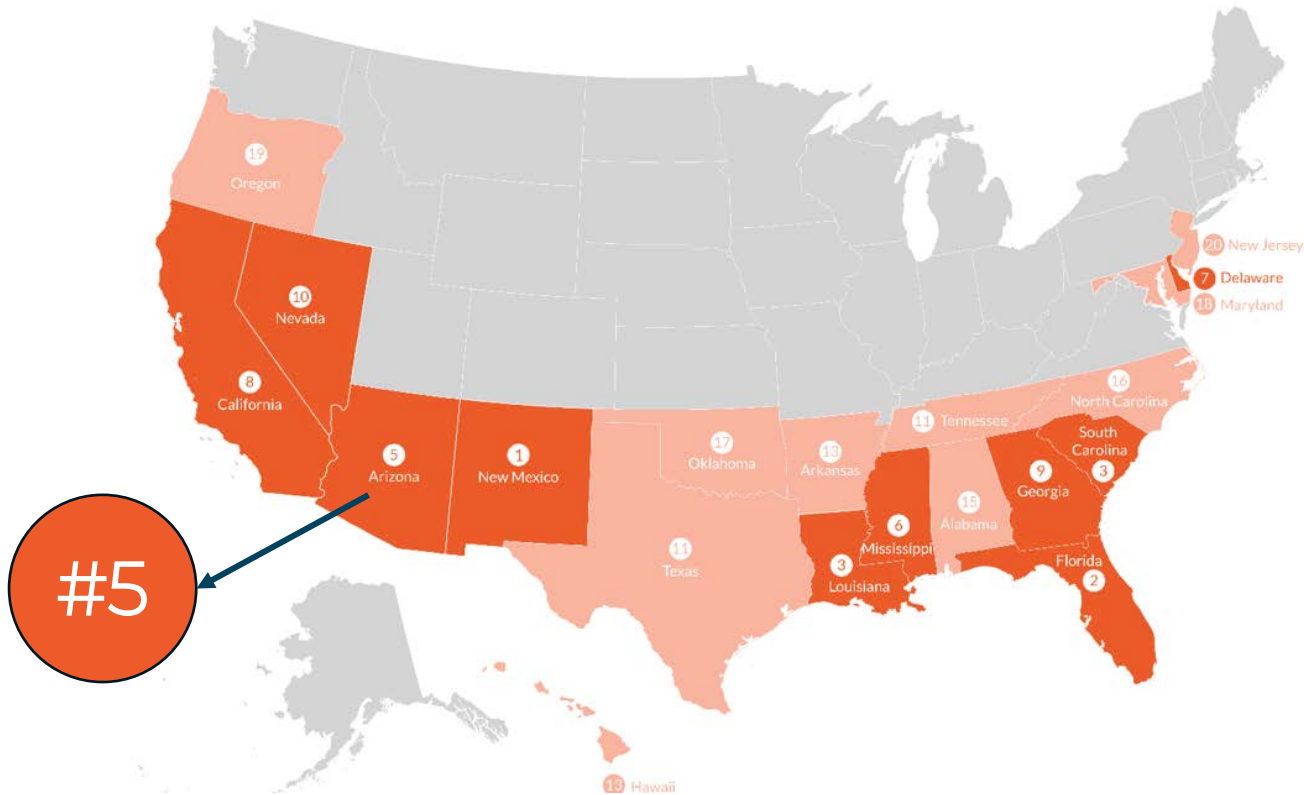
# How will this plan be used?

- Identify countermeasure that can improve transportation safety
- Identify quick build, low-cost improvements that lead to immediate change
- Consolidate, review and prioritize existing safety recommendations with an emphasis on the VRU findings
- Prioritize safety projects
- Support grant/funding opportunities
- Support/advise partners to reach safety goals



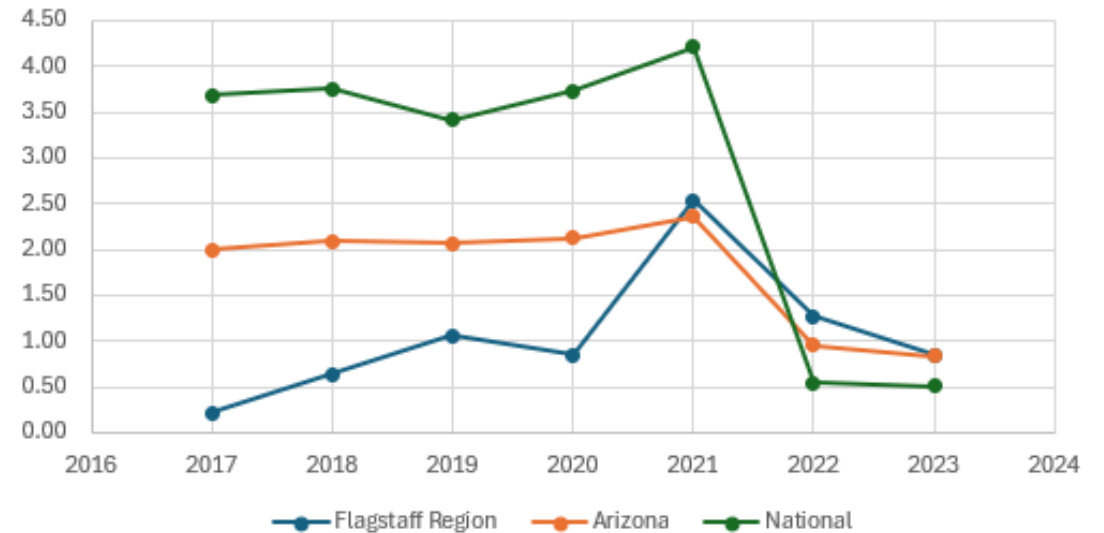
# National Context

The top 20 most deadly states for people walking  
By number of deaths per 100,000 people, 2018-2022



[smartgrowthamerica.org/dangerous-by-design](https://smartgrowthamerica.org/dangerous-by-design)

Fatality rate per 100,000 population





# Local Crash Findings

## VRU Safety Snapshot, 2017-2023



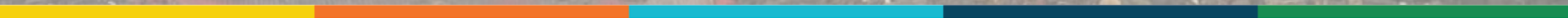
**489 Pedestrian and Bicycle Crashes in the Flagstaff Region**

**27 Pedestrian Fatalities**

**8 Bicyclist Fatalities**

**28% Pedestrian crashes resulted in a serious injury or fatality**

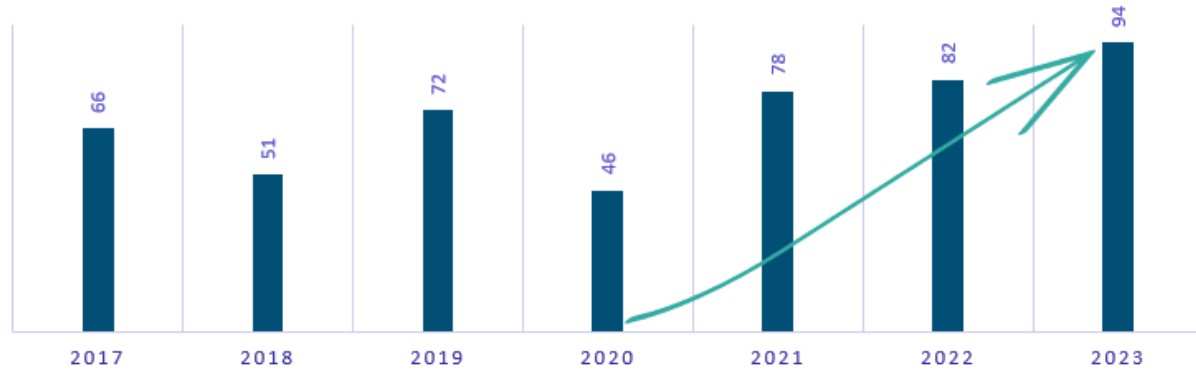
**18% Bicyclist crashes resulting in a serious injury or fatality**



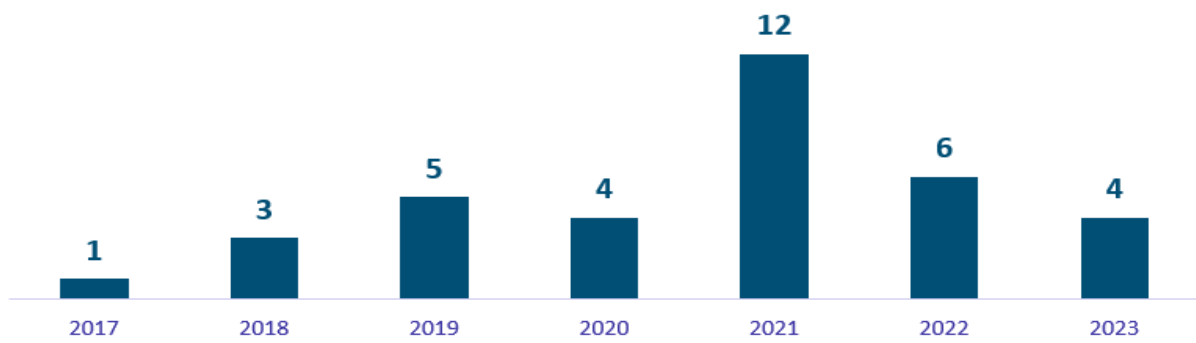


# Local Crash Trends

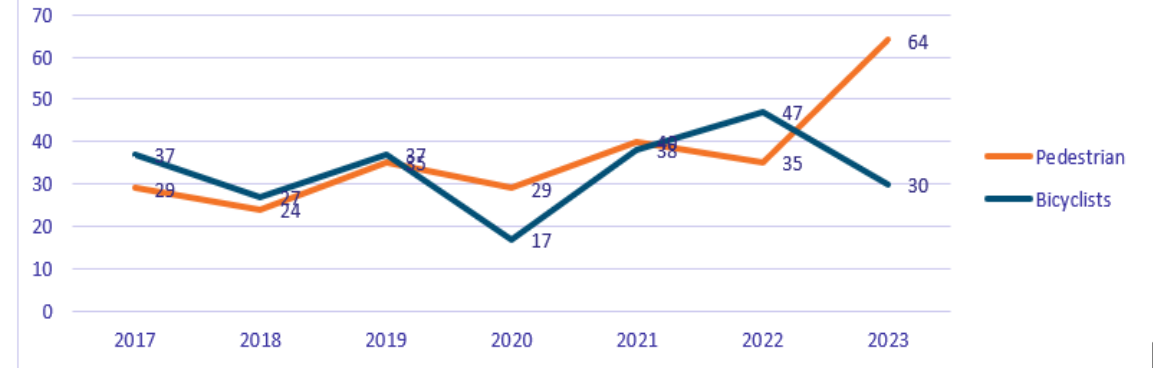
### VRU TOTAL CRASHES



### # VRU FATALITIES (2017-2023)



### Pedestrian & Bicyclist Crashes (2017-2023)

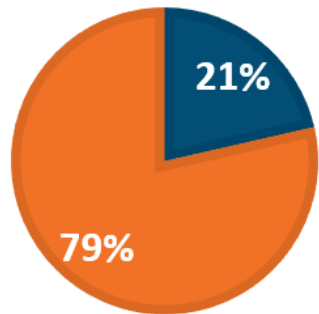


# Who is impacted?

Fatal and Serious Injuries by Gender

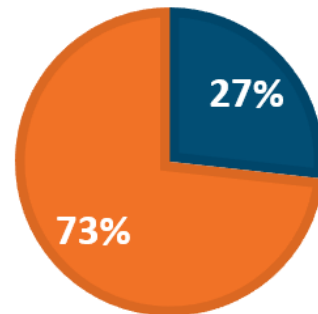
## BICYCLE: FATAL AND SERIOUS INJURIES

Female Male

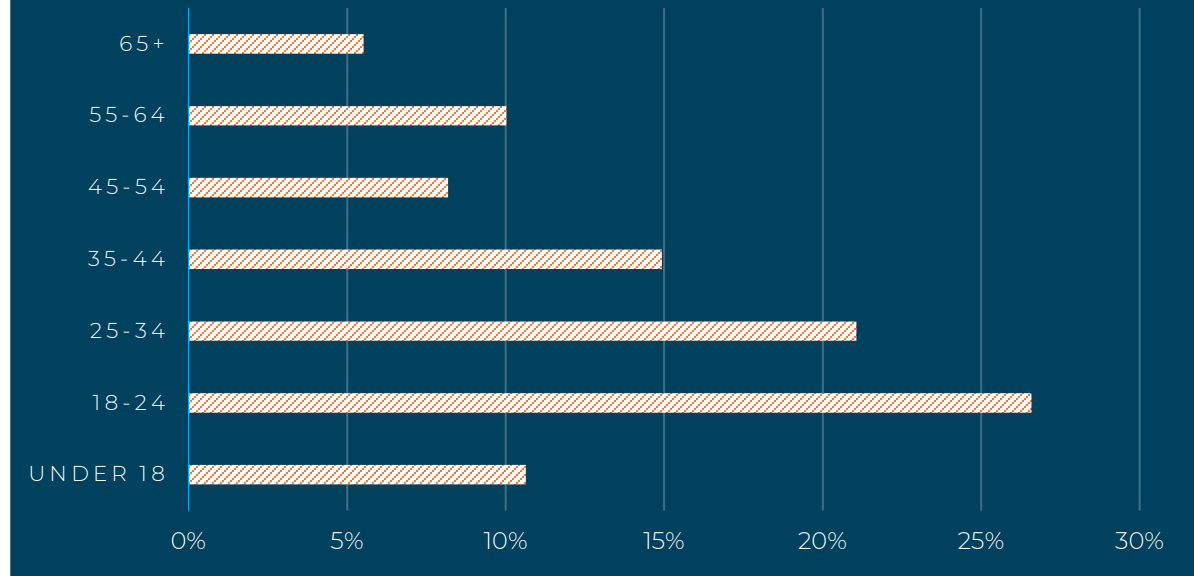


## PEDESTRIAN: FATAL AND SERIOUS INJURIES

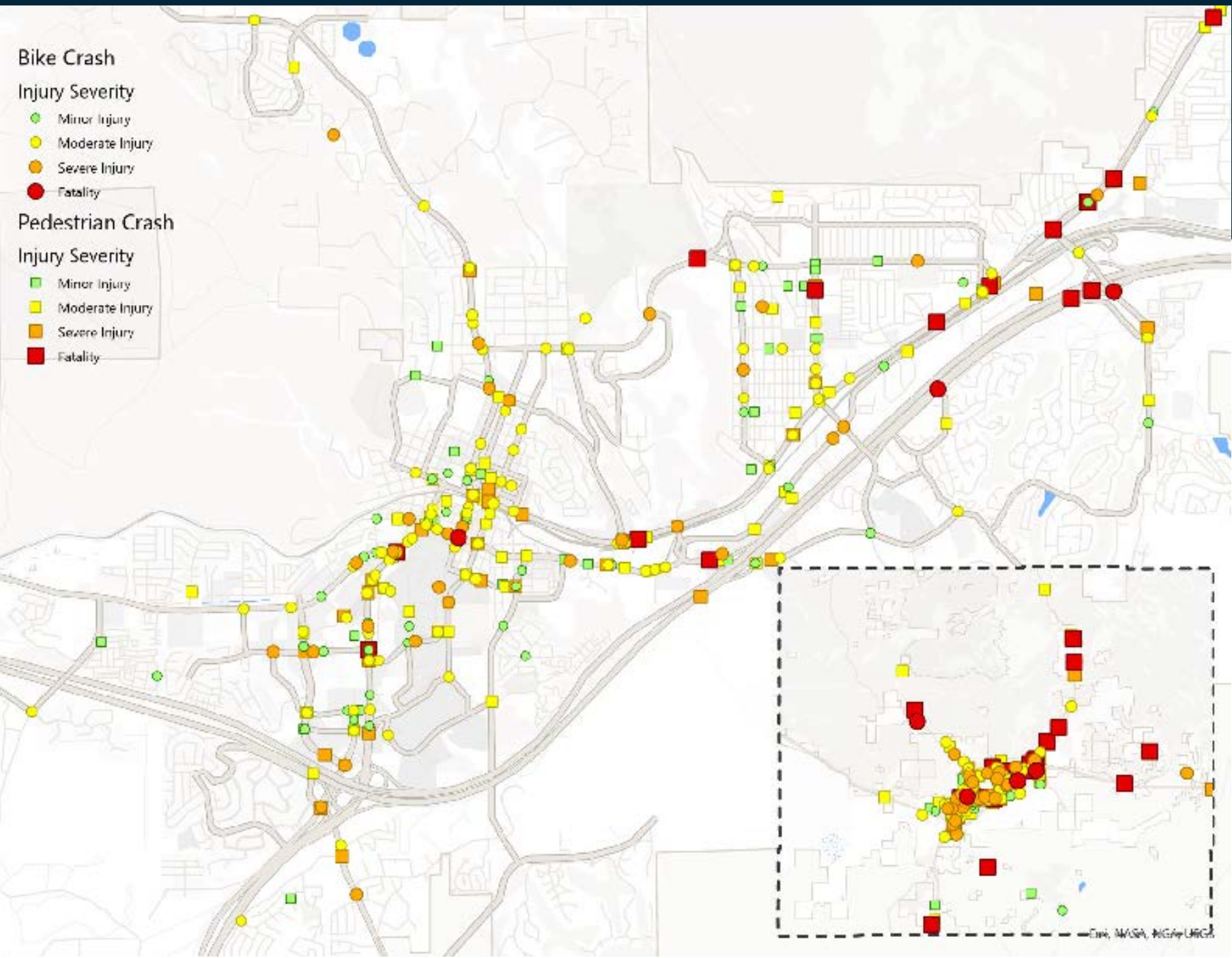
Female Male



## % CRASHES BY AGE



Age Group	Serious Injury	Fatal	Total	% of Total Crashes
Under 18	9	2	11	2%
18-34	36	8	44	9%
35-54	24	15	39	8%
55+	15	8	23	5%



Where are VRU crashes happening?

# Where are these crashes happening?

## CONTRIBUTING FACTORS

- 1) Vehicles not yielding at intersections and crosswalks.
- 2) Peds/Bikes crossing the roadway at unmarked/mid-block crossings.
- 3) Bikes being struck in bike lane by vehicles or due to riding wrong way.

## PEDESTRIANS AND BICYCLISTS COMBINED

	Total #	% of Total Crashes
1. MARKED CROSSWALK AT INTERSECTION	176	36%
2. NOT AT INTERSECTION ON ROADWAY NOT IN CROSSWALK	66	13%
3. BICYCLE LANE	49	10%
4. AT INTERSECTION NOT IN CROSSWALK	38	8%
5. SIDEWALK	34	7%
	<b>363</b>	<b>74%</b>



14% VRU crashes are a result of a *Hit and Run*

36% Happen in a marked crossing or intersection

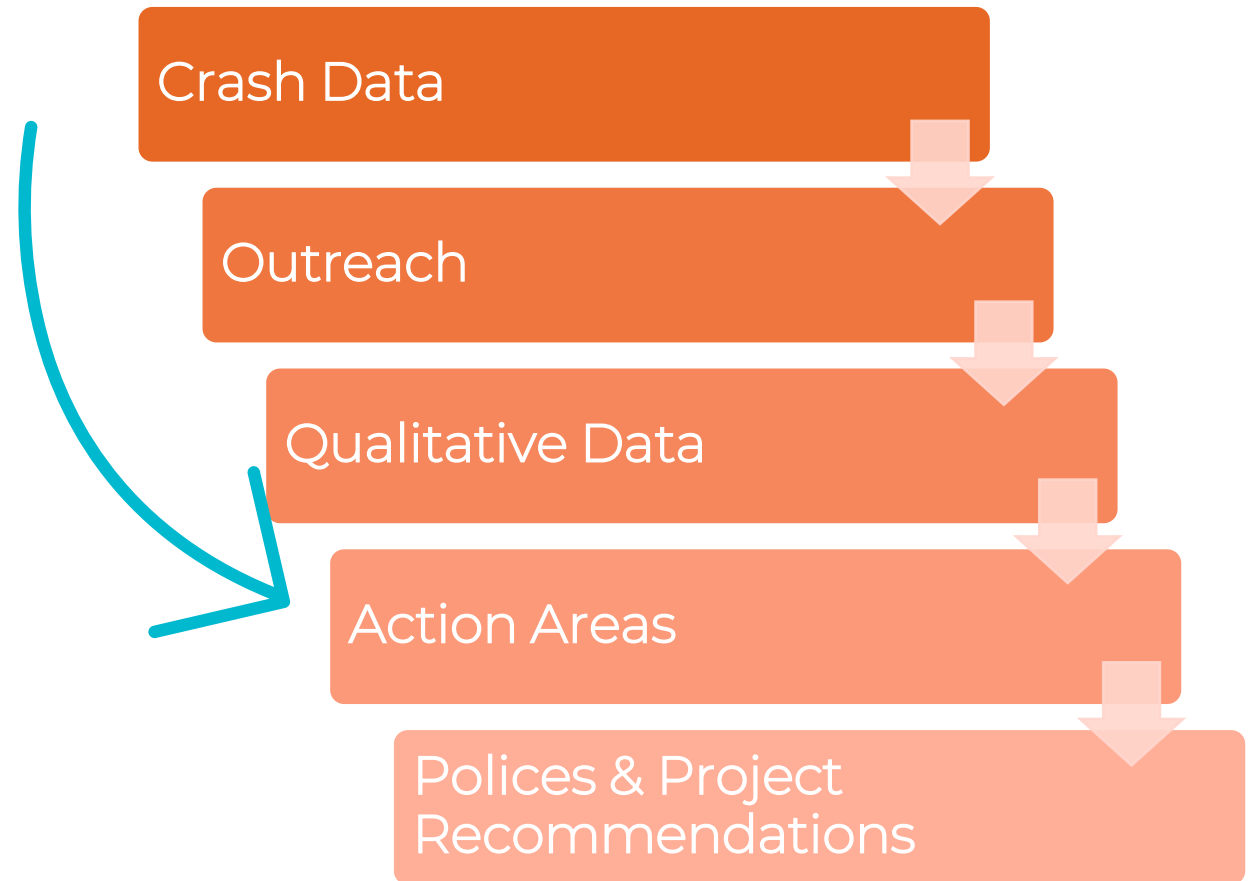
10% Happen in a bike lane



# METROPLAN

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How have we used what we've learned?



# Action Areas



**Reduce potential for conflict between users**



**Slow vehicle speeds**



**Encourage safer practices among people driving, walking, and bicycling**



**Improve data collection and analysis**



**Support an institutional commitment to Vision Zero**

**ACTIONS WILL BE ORGANIZED INTO A 2-YEAR AND 5-YEAR TIME FRAMES.**

These categories can be completed (*one-time actions*) or started (*ongoing actions*).

Focus on MetroPlan's ability to support and implement actions that are within the organization's control.

All other actions will be provided to our local agencies and partners to support the development of new standards and practices to reduce VRU crashes across the region.



# Risk Exposure Assessment

## PURPOSE:

- Understand safety risks related to infrastructure and geometry of design
- Understand influences on exposure to a crash
- Determine if higher risks impact disadvantaged communities
- Score roadways to further prioritize projects
- Proactive not reactive

# Risk Exposure Assessment

A **risk factor** is a characteristic or behavior that increases the likelihood of a negative outcome.

*In this case, it is the physical design of the roadway. (ex. number of through lanes)*



**Exposure** is the condition of being exposed to something.

*In this case, vulnerable road users are exposed to risk factors (road attributes).*

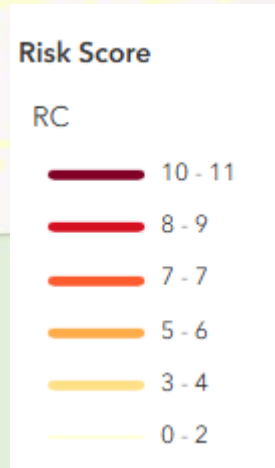
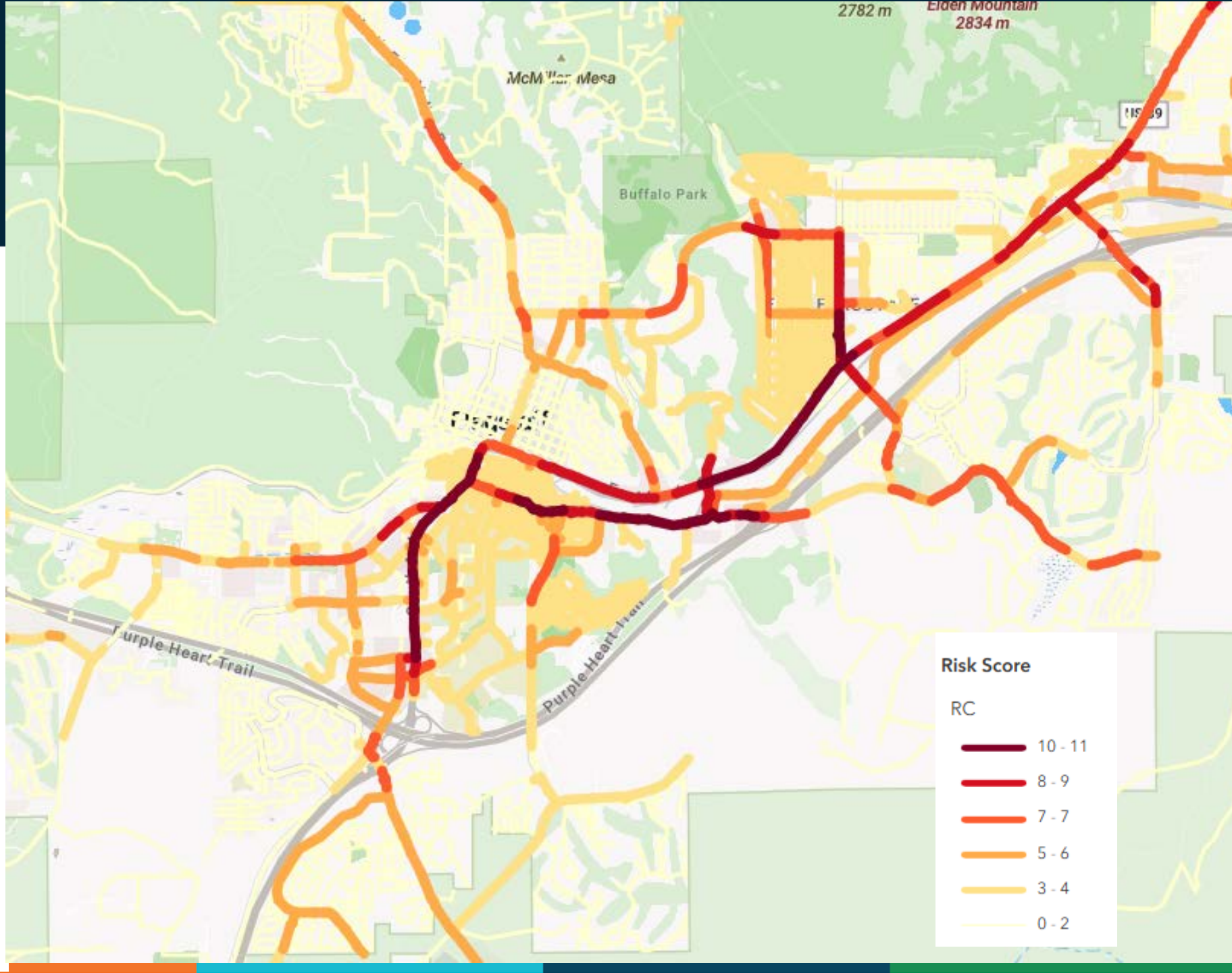


# METROPLAN

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## Risk Score

Attributes	Points	
Equity Area	No	0
	Yes	2
Through Lanes	1-2	0
	3-4	1
	5-6	3
Right Turn	Not Dedicated	0
	Dedicated	1
Left Turn	Not Dedicated	0
	Dedicated	1
Bike Facility Width	Extra Width	0
	Narrow/ No Bike Lane	1
Median Type	TWLT	1
	No Median	0
Speed Limit	Less than 30MPH	0
	30MPH+	1
Vehicle Volume	<10k	0
	10-20k	1
	20k+	2
<b>Total Points Possible</b>	<b>12</b>	



## Next Steps:

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Adopt a Vision Zero  
commitment



Develop MetroPlan  
policies to support  
transportation safety



Develop strategies



Propose prioritized  
projects and programs

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**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Stacey Brechler-Knaggs, Grants, Contracts & Emergency  
Management Director  
**Co-Submitter:** Daniel Kelly, Emergency Manager  
**Date:** 02/03/2025  
**Meeting  
Date:** 03/11/2025



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**TITLE:**  
**Emergency Management Briefing - Public Safety Power Shutoffs (PSPS)**

**DESIRED OUTCOME:**

AZ Public Service's (APS) presentation explains the functioning of PSPS events and their immediate impact on the city. It also includes key city partner's discussion of mitigation and response strategies to a PSPS event.

**Executive Summary:**

In late February of 2024, APS informed City Emergency Management about their plans to implement Public Safety Power Shutoffs (PSPS) on certain power lines deemed high-risk for causing wildfires. PSPS has become a standard practice on the West Coast, where the threat of wildfires is significant. Last year, APS identified the transmission lines supplying power to the Lake Mary Water Plant and Woody Mountain Wells as "high-risk transmission lines." City Emergency Management, in close collaboration with APS and other key city partners, including Water Services and the Fire Department, assessed the potential impacts of PSPS events and developed a plan to mitigate those impacts.

For the upcoming 2025 fire season, APS has identified additional high-risk transmission lines that will affect critical city water infrastructure. This year, the high-risk transmission lines designated by APS for 2025 have the potential to significantly impact the city, its operations, and its residents, underscoring the urgency of our preparedness efforts.

In this briefing, we will outline the expected impacts and the proactive measures that city staff will implement to minimize these effects. This comprehensive approach, aimed at ensuring the safety and well-being of our residents, demonstrates our commitment to preparedness and resilience.

**Information:**

City staff and APS will provide an overview of the impacts on the city.

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**Attachments:** [PSPS Update](#)

# 2025 APS Public Safety Power Shutoff (PSPS) Update

March 11, 2025





# PSPS Team



## Internal Partners

- City Emergency Management
- Water Services
- Fire
- Communication & Civic Engagement

## External Partners

- APS
- County Emergency Management

# 2025 FIRE MITIGATION PROGRAM OVERVIEW

# OUR CURRENT PRACTICES ARE COMPREHENSIVE AND MULTI-FACETED



## Vegetation Management

- Comprehensive right-of-way clearance on maintained cycles
- Defensible space around poles (DSAP)
- Hazard tree program



## Grid Hardening Investments

- Ongoing distribution system upgrades
- Mesh pole wrapping
- Non-expulsion fuses
- Steel poles (if truck accessible)



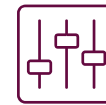
## Asset Inspection

- Enhanced line patrols
- Technology deployments
  - Drone use
  - Infra-red scans



## Monitoring and Awareness

- Dedicated team of meteorologists
- Advanced fire modeling software
- Cameras and weather stations
- Federal & state agency partnerships



## Operational Mitigations

- Non-reclosing strategy
- Public outreach program
- Red Flag Warning protocols
- Public Safety Power Shutoff (PSPS)



**Internal:** 18-person **fire mitigation department** engages across entire APS organization to plan and implement initiatives

**External:** Member of 19 **fire mitigation industry associations**



Independent **third-party reviews** of APS wildfire mitigation plan

# AI Smoke Detection Cameras – 16 currently installed and reporting

**PANO** Closed Incident - #243804 Update Share

Status: **Closed Incident** Start Time: **2024-12-01 12:43** Bearing: **211.3° from [Mount Elden](#)**

**DISCLAIMER:** Incident bearings and lat/long location are in BETA. Please independently verify fire location.

**Mount Elden • 2024-12-01 12:47**

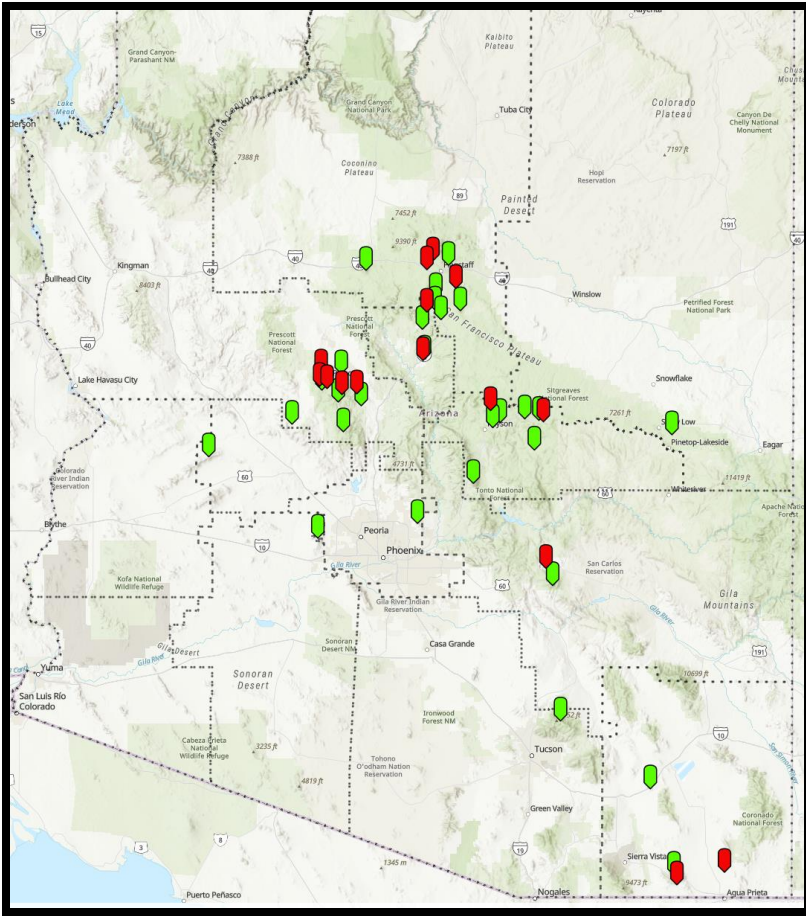
200° 205° 210° 215° 220° 225°

10m 1h

[View Panorama](#)

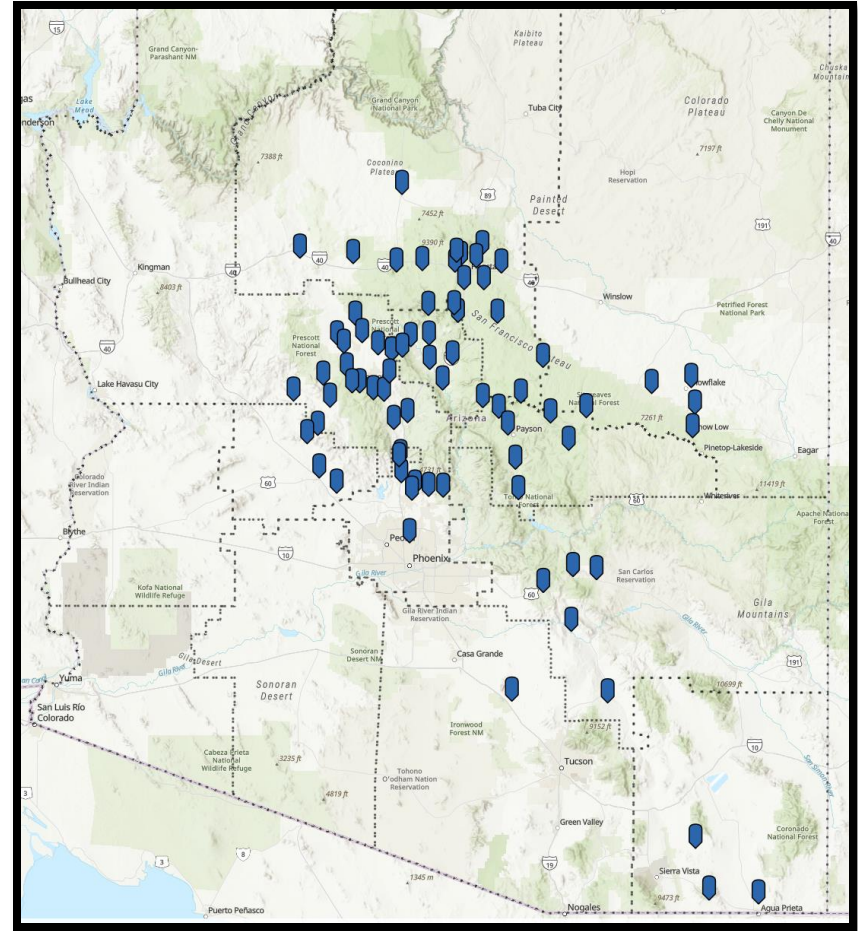
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# Cameras

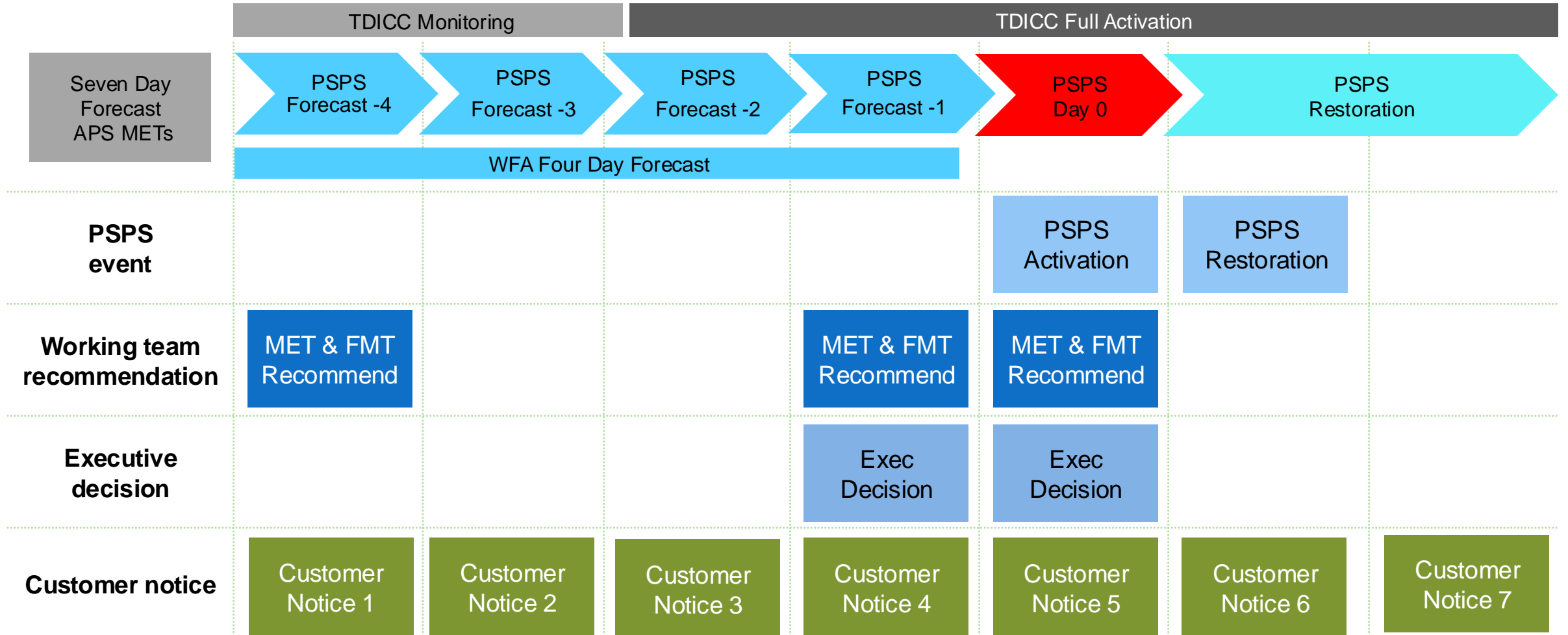


2024 PTZ Cameras: 31  
2024 AI Cameras: 16  
2024 Weather Stations: 75

# Weather Stations

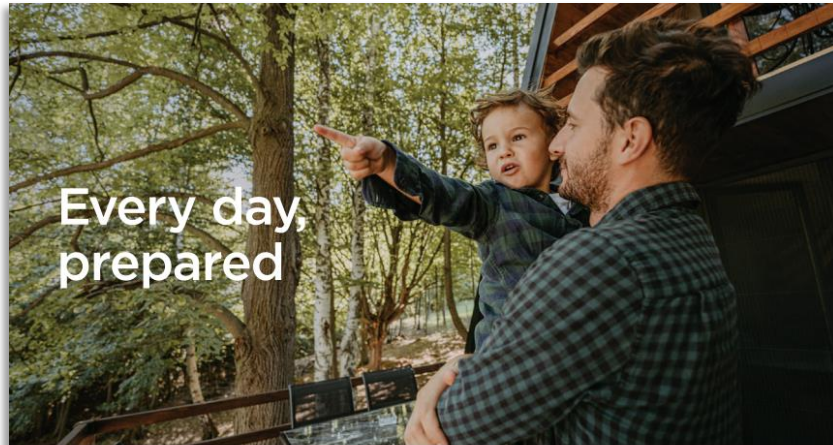


# PSPS LIFE CYCLE



# **Wildfire Mitigation and PSPS Customer Communications**

# We send annual wildfire preparedness material to our customers



Every day,  
prepared

Wildfire preparation protects you,  
the community and first responders



## Messaging Goals

- Educate customers about outages during wildfires
- Encourage customers to prepare now
- Share our proactive work to prevent, reduce and respond to wildfires



# We're providing targeted education to PSPS impacted communities

## Core Messaging

- The purpose of PSPS is to protect our customers, communities and first responders from wildfire.
- PSPS is a tool we expect to use rarely in limited, high fire-risk areas.
- PSPS is just one tool in APS's robust wildfire mitigation toolbox. We work year-round in your community to reduce the risk.

### Public Safety Power Shutoff

*Protecting you and your community from wildfire*

At APS, our teams work year-round with public safety partners, first responders and wildfire experts in our communities to prevent, reduce and respond to wildfires. As part of our efforts, we're reducing the risk of wildfires by:

- inspecting more than 38,000 miles of power lines to clear overgrown vegetation
- creating defensible space by removing vegetation around poles and substations
- using advanced technology to troubleshoot issues more quickly, reduce the number of customers impacted and decrease the duration of outages

#### A new tool to reduce wildfire risk

While we have had a proactive wildfire prevention program for many years, we are expanding the number of methods and techniques we use to reduce wildfire risk, due to increasing extreme weather conditions.

Starting May 2024, we're adding a new way to protect our customers, employees and communities from wildfire, to be used only during extremely high-fire risk conditions. It's called **Public Safety Power Shutoff (PSPS)**.

In these conditions, we may shut off power to your area to prevent the electric system from starting or contributing to a wildfire through a downed wire or inadvertent spark. This can include periods of high winds, which can cause trees to contact lines and start a wildfire.

The decision to call a Public Safety Power Shutoff is based on several factors that impact the potential for fire and how fast a fire might grow in the area, such as:





Available combustible material in the area, such as dense, dry brush

These conditions may be occurring away from your area, using a planned safety outage.

## PROTEGIÉNDOSE A TI Y A TU COMUNIDAD CONTRA INCENDIOS FORESTALES

Estamos introduciendo una nueva herramienta para reducir el riesgo de incendios forestales. Descubre lo que significa para ti.



# We're providing targeted education to PSPS impacted communities

## Core Messaging

- Public Safety Power Shutoffs impact a limited number of customers in high fire-risk communities to keep people safe.
- If fire-risk conditions increase to the level where a PSPS might be necessary, we will provide advance notification to impacted customers that we may shut off power.
- While we work year-round to maintain a reliable and resilient system, outages can occur. Customers can take simple steps to prepare for an outage of any kind.

### Public Safety Power Shutoff

Protecting you and your community from wildfire

At APS, our teams work year-round with public safety partners, first responders and wildfire experts in our communities to prevent, reduce and respond to wildfires. As part of our efforts, we're reducing the risk of wildfires by:

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Estamos introduciendo una nueva herramienta para reducir el riesgo de incendios forestales. Descubre lo que significa para ti.



# We're informing customers now on what they can expect, how they can prepare ahead of time and sharing partner resources

## Wildfire Preparedness Customer Contact Campaign

- Call-to-action for customers to update and/or confirm that their contact information is accurate and complete (English and Spanish)
- Mid-late February: postcard, email and targeted social media

## PSPS-impacted Customer Campaign

- Education and awareness (what is a safety shutoff, why, how it will work, etc.) (English and Spanish)
- Early March: brochure, **aps.com/psps**
- Early March: email

## Wildfire Preparedness Education Campaign

- Education and awareness about wildfire safety and fire mitigation (English and Spanish)
- Mid-March: postcard and email




## Media Outreach

- Targeted outreach in high-risk fire communities
- Mid-March: fire mitigation news release

## PROTECTING YOU & YOUR COMMUNITY FROM WILDFIRE



At APS, our teams work year-round with public safety partners, first responders and wildfire experts in your community to prevent, reduce and respond to wildfires. As part of our efforts, we're reducing the risk of wildfires from our equipment by:




-  Inspecting more than 38,000 miles of power lines to clear overgrown vegetation
-  Creating defensible space by removing vegetation around poles and substations
-  Using advanced technology to troubleshoot issues more quickly, reduce the number of customers impacted and decrease the duration of outages

### A NEW TOOL TO REDUCE WILDFIRE RISK

Starting May 2024, we're adding a new way to protect you from wildfire, to be used only during extreme fire risk conditions. It's called **Public Safety Power Shutoff**.

In these conditions, we may shut off power to your area to prevent the electric system from starting or contributing to a wildfire through a downed wire or inadvertent spark. This can include periods of high winds, which can cause trees to contact lines and start a wildfire.

The decision to call a safety shutoff is based on several factors that impact the potential for fire and how fast a fire might grow in the area, such as:

-  Available flammable material in the area, such as dense, dry brush
-  Terrain that would impact fire direction and growth
-  Weather, including high wind speed and gusts

These conditions may be occurring away from your home or business, but near APS power lines that provide you power, so it may not be immediately obvious why there is a safety shutoff.

### A TOOL WE EXPECT TO USE RARELY

We recognize safety shutoffs create hardships for our customers and communities. However, we are committed to public safety, and preventing fires is a top priority.










### STAY INFORMED IF THERE IS A SAFETY SHUTOFF IN YOUR AREA

We encourage you to create an account online by visiting [aps.com/login](https://aps.com/login), or if you already have an account, sign in to be sure your account information is up to date with your email address and cell phone number. You can also update your contact information by calling the APS Customer Experience Center at (800) 253-9405. When your contact information is current, it helps us keep you informed during an outage.



Scan to [aps.com/login](https://aps.com/login)

### HOW CAN I STAY SAFE & PREPARED?

	Get emergency alerts in your area and have an emergency plan for your family and pets. Coconino County: <a href="https://coconino.az.gov/ready">coconino.az.gov/ready</a>   Gila County: <a href="https://readygila.com">readygila.com</a>   Yavapai County: <a href="https://yavapai.az.gov/ready">yavapai.az.gov/ready</a>	<input type="checkbox"/>
	Store important phone numbers for medical providers, family, friends, and APS in your cell phone or near your home phone.	<input type="checkbox"/>
	Make sure your cell phone is fully charged, and if possible, consider buying a portable charger.	<input type="checkbox"/>
	Keep your APS account number readily available.	<input type="checkbox"/>
	Have resources ready like flashlights, batteries, a radio, non-perishable food items that are easy to prepare without power, including pet and baby food and extra water, at least one gallon per person per day.	<input type="checkbox"/>
	Stock utensils and basic tools like a non-electric can opener.	<input type="checkbox"/>
	Make sure you have a basic first-aid kit, medications and toiletries.	<input type="checkbox"/>
	Learn to manually open your automatic garage door or security gates.	<input type="checkbox"/>
	During an outage, check <a href="https://aps.com/outages">aps.com/outages</a> for cooling shelters, community resources and dry ice reimbursements. During an event, resources will be available on our outage map.	<input type="checkbox"/>

### MEDICALLY SENSITIVE CUSTOMERS

In the event of an outage, we will make every effort to notify vulnerable customers on our Medical Care Program who depend on electricity for life-saving medical equipment. If you or someone in your household has a life-threatening illness or uses critical medical equipment, we encourage you to apply for the Medical Care Program. You will need to enroll each year. Learn more at [aps.com/medical](https://aps.com/medical).

- **Create an APS account.** Already have an account? Make sure your contact information is up to date with your email address and cell phone number to receive alerts by signing in to your [aps.com](https://aps.com) account.
- Get emergency alerts in your area and have an emergency plan for your family and pets.
  - Coconino County: [coconino.az.gov/ready](https://coconino.az.gov/ready)
  - Gila County: [readygila.com](https://readygila.com)
  - Yavapai County: [yavapai.az.gov/ready](https://yavapai.az.gov/ready)

## Q&A







### WHERE WILL PUBLIC SAFETY POWER SHUTOFFS BE CALLED?

Safety shutoffs could impact customers in the highest fire-risk communities located in northern Arizona. These communities include parts of Coconino, Gila and Yavapai counties.

### HOW & WHEN WILL I BE NOTIFIED OF A SAFETY SHUTOFF?

We will communicate with impacted customers often and at regular intervals via email, text or phone call if a safety shutoff is expected or if one occurs. For example, you'll receive:

			
Planning notification in advance based on extreme weather and fire condition forecasts	Updated timing each day leading up to a shutoff	Safety shutoff cancellation, if weather and fire conditions improve	Status updates with an estimate of when power will turn back on and/or information on resources available

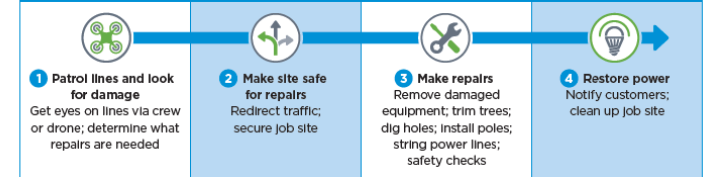
Please verify your contact information is up to date on your [aps.com](https://aps.com) account. Text and email alerts are the fastest ways for us to reach you.

*Note: Extreme weather can be erratic and may impact the exact timing of advance notification.*

### HOW LONG WILL MY ELECTRICITY BE OUT IF A PUBLIC SAFETY POWER SHUTOFF IS NECESSARY?

The time span of a Public Safety Power Shutoff can depend on how long extreme weather conditions last and extent of damage to electrical lines and equipment. Once extreme fire risk conditions diminish, field crews will inspect the lines that were shut off. If there is no damage, electricity will be restored during daylight hours. In most cases, power will be restored after about 20 hours, but the actual duration will depend on current weather conditions and if any equipment repairs are needed.

### HOW CREWS GET POWER BACK ON AFTER A PUBLIC SAFETY POWER SHUTOFF



Questions? To learn more about Public Safety Power Shutoff, visit [aps.com/safetyshutoff.405](https://aps.com/safetyshutoff.405).



Mailer distributed to customers in April 2024

[aps.com/pssp](https://aps.com/pssp) website content

# Here is how you can help us keep customers updated and ready

- PIOs working together: We want to partner with you and collaborate on messaging during an event.
  - News Release Process
  - Social Media
  - Media Interviews
- Received a media call? We're here to help.
- 24-Hour APS Media Hotline: 602-250-2277
- Please drive impacted community members to [aps.com/psps](https://aps.com/psps) for the latest information.
- Have a preparedness page? Consider linking directly to the [aps.com/outages](https://aps.com/outages), [aps.com/psps](https://aps.com/psps) and [aps.com/wildfires](https://aps.com/wildfires).

## How can Arizonans prepare?

While APS crews prepare year-round, customers can take the following steps to be ready:

- Remove overgrown vegetation, trash or debris around your property.
- Build an emergency supplies kit that includes items such as non-perishable food, water, flashlights, batteries and a portable cell phone charger. Have a plan and emergency contact list ready.
- Download the APS app or visit [aps.com/outagecenter](https://aps.com/outagecenter) and create an online account to receive text or email alerts and safety tips in case of a power outage.
- Update your contact information with APS to ensure you receive important information.
- Sign up for your county's emergency alert system.

For more information on APS's wildfire prevention programs, visit [aps.com/wildfires](https://aps.com/wildfires).





# City EM



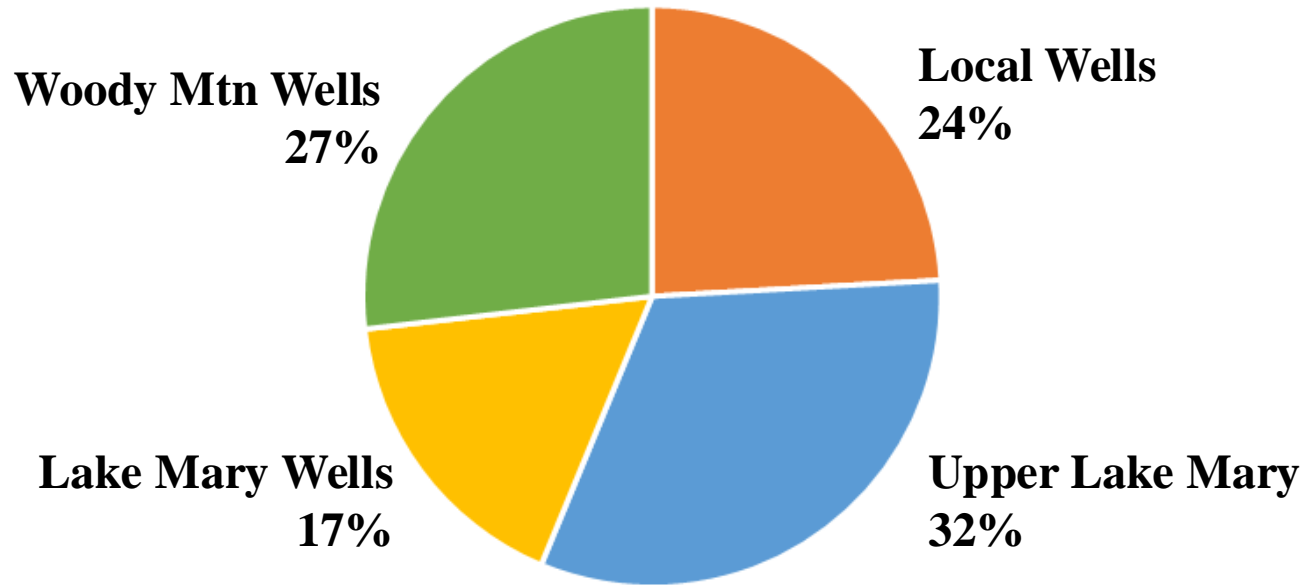
- Preparedness Campaign
- PSPS Task Force
  - Evaluated, Developed Mitigation and Response Strategies
- PSPS Event
  - Notification to PSPS Task Force, Senior Officials, and Elected Officials
  - Communication with APS, County EOC, State, & NGO's
  - Daily Updates



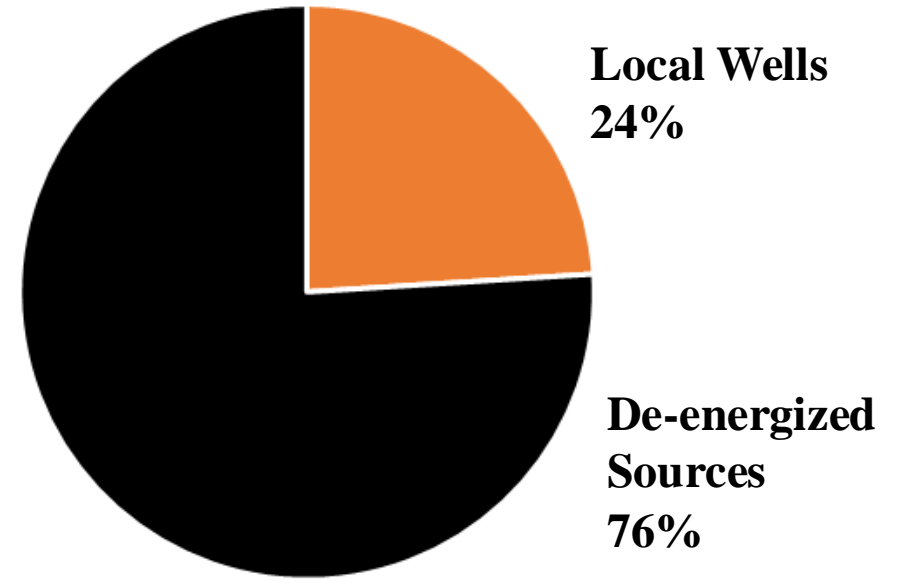
# Water Services

**A PSPS event will de-energize roughly 75% of Flagstaff's potable water supplies.**

**Current Potable Water Sources**



**De-energized Sources**



**Local Wells will be unaffected by APS PSPS events**



# Water Services



## Water Production

- Generators will be deployed to critical sources
  - Raw Water Pump Station (Upper Lake Mary, 1 generator)
  - Woody Mtn Well Field (half of wells, 3 generators)
- Crews will be notified to be on stand-by
  - Plant operations will go to 24-hour schedule
  - CDL drivers will haul fuel & shuttle generators
- Water storage will be maximized (1.8 days)
- Little to no redundancy
  - May lead to using water in storage.



# Water Services



## Water Reclamation (Wildcat Hill)

- 24-hour fuel storage on-site (4,300 gallons)
- Carter/Rhinehart Oil available to bring single or tandem trucks up
  - 3,000 or 6,000 gallons
- Public Works is willing to help
- Rio de Flag plant will be unaffected



# Fire



- Fire protection during APS initiated power outages
  - Fire flow to be unimpacted for fire hydrants and automatic sprinkler systems
    - Assuming water system production and distribution remains functional
    - Assuming an increase in daily consumption does not occur



# Public Messaging and Outreach

## Public Affairs

- The City will amplify messaging directly from APS on the scope and duration of a PSPS
- Key City messages may include
  - Any impact to City water sources
  - Water conservation strategies as needed



# PSPS Team



Questions?

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Bryce Doty, Real Estate Manager  
**Date:** 02/14/2025  
**Meeting Date:** 03/11/2025



**TITLE:**

**Discussion regarding possible sale of city property located at 116 E Butler Avenue to highest bidder.**

**DESIRED OUTCOME:**

Discussion and Direction

**Executive Summary:**

The property located at 116 E. Butler Ave. is an excess 7,100 square foot lot initially purchased for Butler Avenue right of way construction improvements in 1991. It is zoned High Density Residential (HR). There is a long history of City attempts to utilize this lot. The lot is currently being utilized as a dirt lot for neighborhood parking (not managed by ParkFlag). The city has been dealing with issues with the property that is expending city resources, including police and code enforcement. Staff requests direction to address the short and long-term conditions of this property.

City Housing Section has had the opportunity to evaluate the property and determine the feasibility of repurposing or development in a manner that supports increasing the number of available and affordable housing units, per Resolution No. 2022-52. All land owned by the City and determined to be available for development will first be considered for housing prior to consideration of other uses, per Resolution No. 2024-11.

**Information:**

**Existing Conditions on Lot**

The lot has been used for abandoned vehicles, loitering, and littering. Neighbors have complained about how these conditions negatively affect the health, safety, and vibrancy of the community. These conditions require code enforcement and police resources. Additionally, deeds have been filed in the county records purporting to convey the property to a private entity, requiring additional City Attorney and Staff time to resolve.

**Development Potential for Housing**

1. Development of the lot as its own project requires elevating the main structure above the regulatory flood elevation. The difference between existing grade and the regulatory flood elevation is approximately 9 feet. Development under this condition would most likely result in a first floor flood-proofed garage with the living unit(s) above the garage. This is a significant expense relative to the amount of housing the parcel can provide. Conversations with Habitat for Humanity have occurred off and on since 2011, but flood mitigation requirements will always put pressure on the economic viability of housing on this lot as a stand alone project. The regulatory flood elevation is expected to conform closer to existing grade after the completion of the Rio de Flag Flood Control Project. It could be a long wait as all of the stages of the Rio de Flag project would need to be completed, along with FEMA map revisions after the project is fully completed (7+ years). Development of the lot also requires infrastructure improvements including utilities and access.
2. In 2020, conversations were held with the adjacent land owner to partner on a development combining this lot with the two adjacent lots in exchange for either a land swap for the historic house on the eastern

parcel or an outright sale at auction of the City parcel with additional affordable housing units commitments in a future development. In order to combine the lots into the property owner's desired development, high-occupancy housing (HOH) would need to be waived on the City property, which is not an option without repealing the HOH regulations (City cannot provide itself a waiver). A combined development may provide the best opportunity to maximize the contribution this parcel makes towards adding additional housing inventory in the City.

### **Sale Considerations**

Real Estate staff estimate an approximate unit value of \$20/square foot, or \$142,000 if the property is sold at auction without deed or procurement restrictions. An appraisal for sale purposes will be procured if Council provides direction to sell the property. We estimate \$1,200 annual taxes collected by the County as unimproved or improved as a private parking lot. If improved into additional HR housing, we estimate it could conservatively contribute \$15,000 annually to property taxes.

We have received interest to purchase the property from a neighboring property owner who would maintain private parking for the foreseeable future.

Selling the property does not immediately eliminate the existing conditions the lot faces, however the responsibility and ability to act quickly (tow unauthorized vehicles) without using City resources is increased by selling the property to a private party.

### **Implications of Restricting Any Sale to the Development of Affordable Housing**

While the highest and best use of the property is likely for development of HR housing, any restrictions will impact the property value. Converting City real property into a commitment to develop affordable housing may lead to delays in development of the property. Due to the limited amount of units this lot could support, this is an opportunity cost to staff time which may not maximize staff resources.

### **Partnering With a Housing Partner in Development**

Because of floodplain challenges (until the Rio de Flag Flood Control Project is completed), any development at this time with a housing partner likely would yield few housing units, and the development cost would be relatively high compared to other opportunities our housing partners already have.

### **ParkFlag Management**

City staff have investigated turning over the lot to ParkFlag either as an interim solution or as a permanent solution. The main hurdle to ParkFlag management are code requirements. We could not operate the lot as is and would need to pave and stripe the lot. We believe after improvements the lot could park 9 vehicles. The improvement project would likely trigger offsite improvements requiring improvements to the alley pavement. Conservative cost estimates of these require improvements weighed against optimistic revenue projections for the lot indicate any improvement costs would take more than 30 years to recover from the revenue generated from the lot. The economics suggest that is more reasonable to continue to allow informal overflow parking for the neighborhood rather than making a significant financial investment which does not increase the total number of parking spaces for the neighborhood. See Parking Lot Assumptions attachment for further information.

### **Preventing Access to Parcel**

We could fence or bring in boulders to prevent use of the parcel pending long term development.

### **Direction Sought (options)**

1. Does Council want to wait to sell or develop the property until after the Rio de Flag Flood Control Project is completed and FEMA Map revisions have occurred?
  - If so, what short-term decisions should Staff consider to mitigate existing conditions on the parcel, if any? Should we prevent access to the lot? Should ParkFlag manage in the interim? Should we pursue a license to manage as a private parking lot?
2. Does Council wish to sell or develop the property now? If so, then:
  - Does Council want to sell this property? If so, with what conditions, if any?
  - Does Council want to partner with an affordable housing partner to develop affordable units on this

parcel?

- Does Council want to improve the parking lot and designate ParkFlag responsibility to manage the lot?

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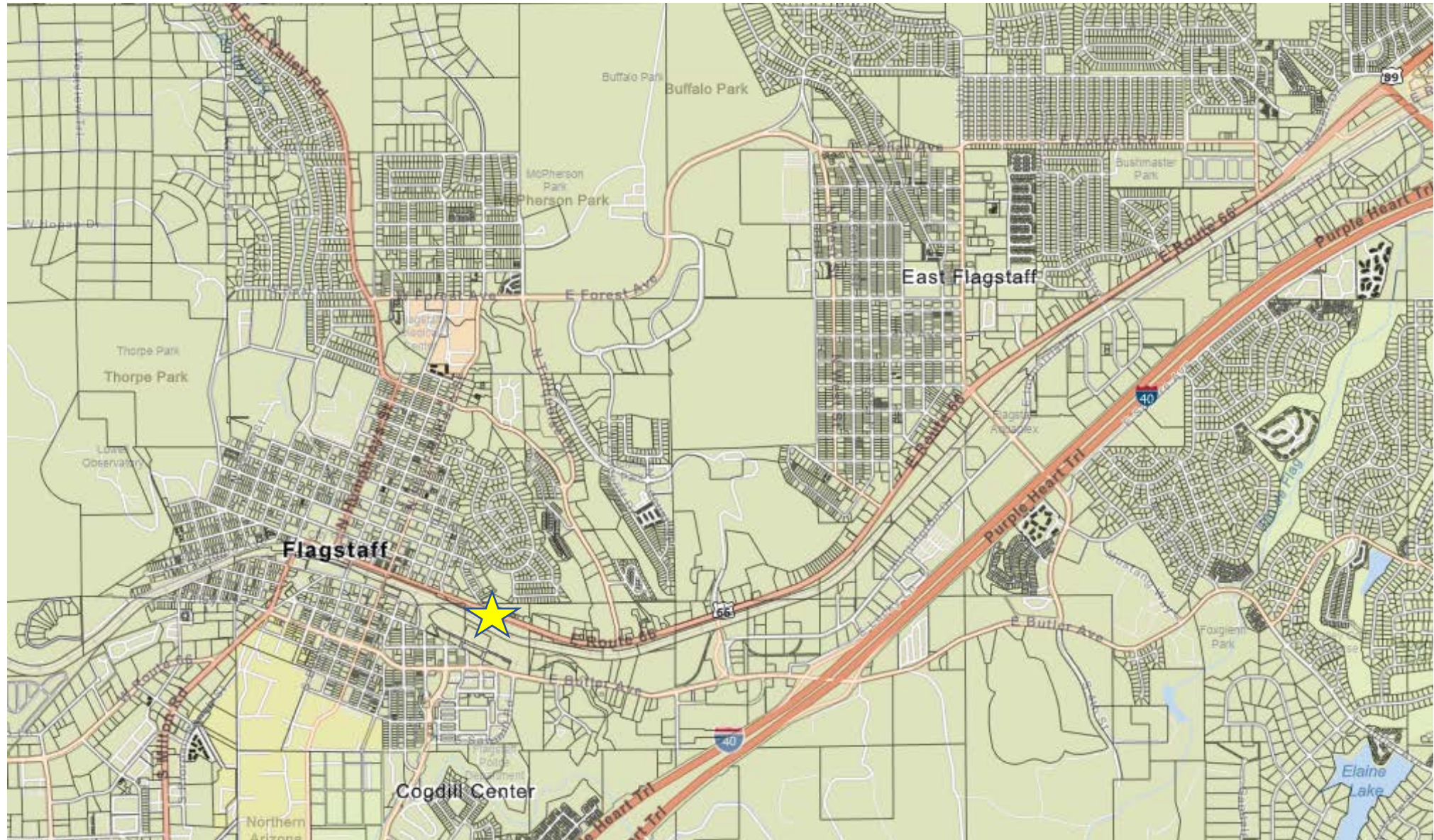
**Attachments:**    Presentation  
                          Resolution prioritizing housing  
                          Resolution related to affordable housing

# 116 E Butler Ave Lot Discussion





# Vicinity Map





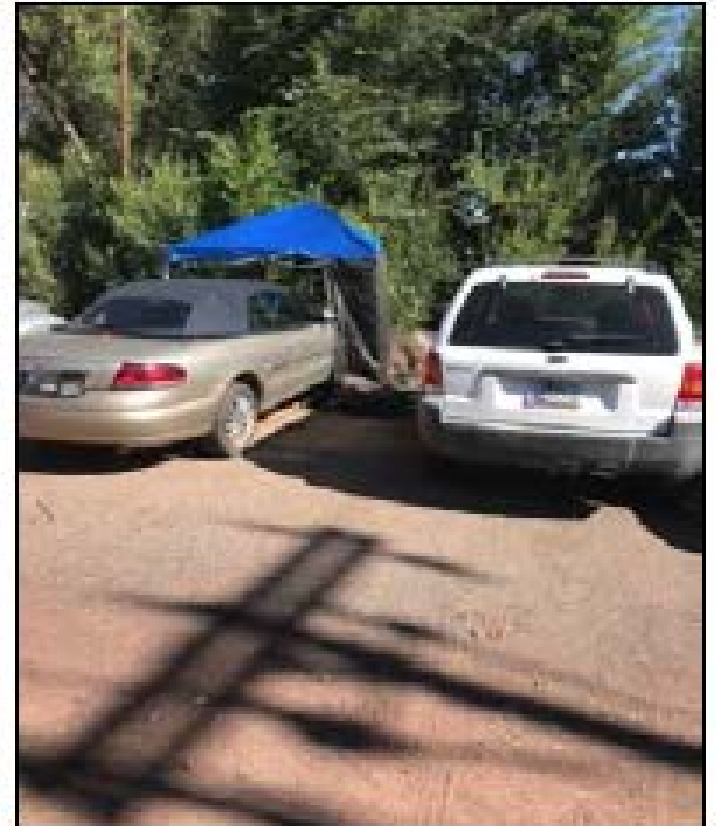


TEAM FLAGSTAFF

WE MAKE THE CITY BETTER



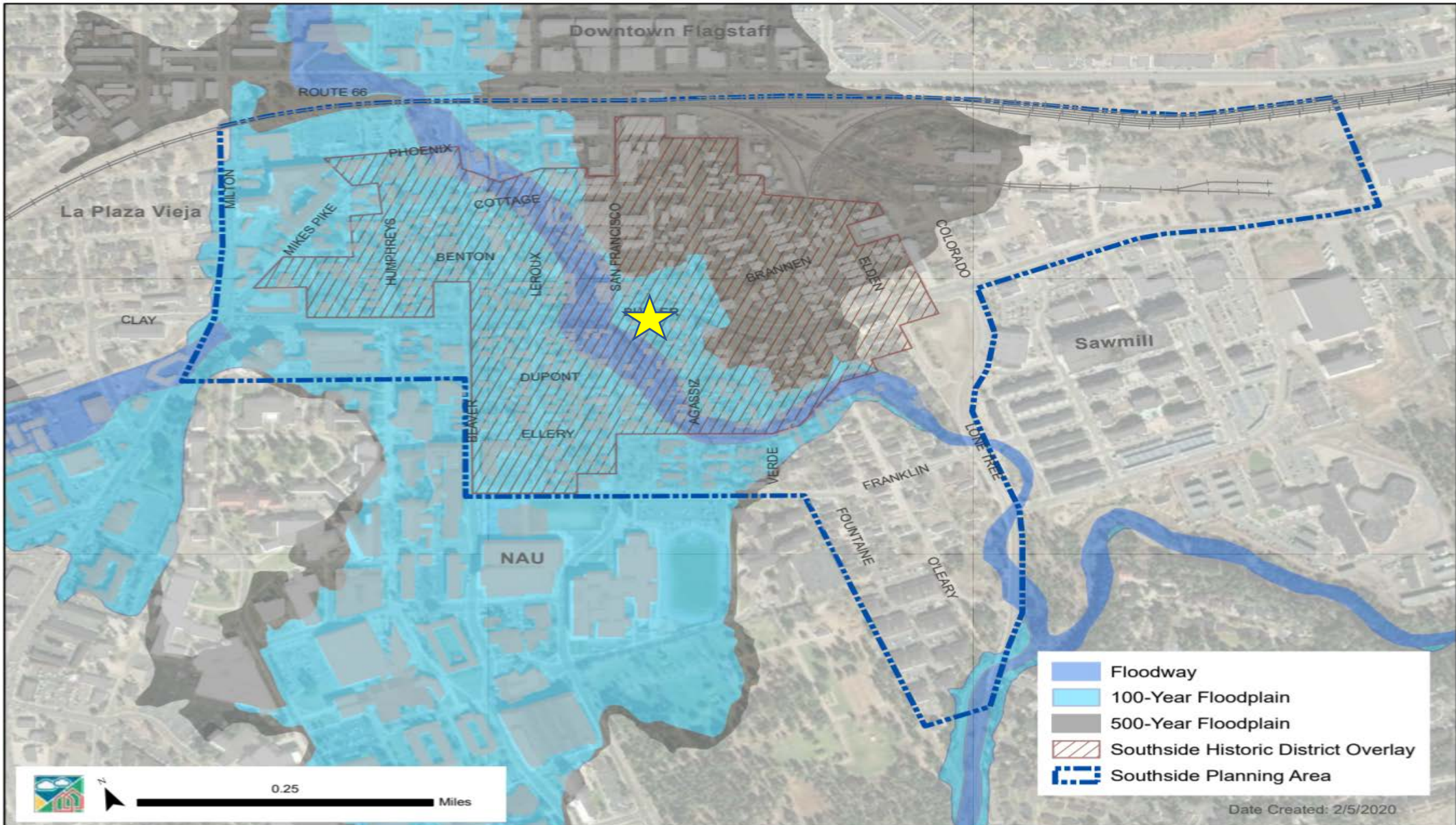






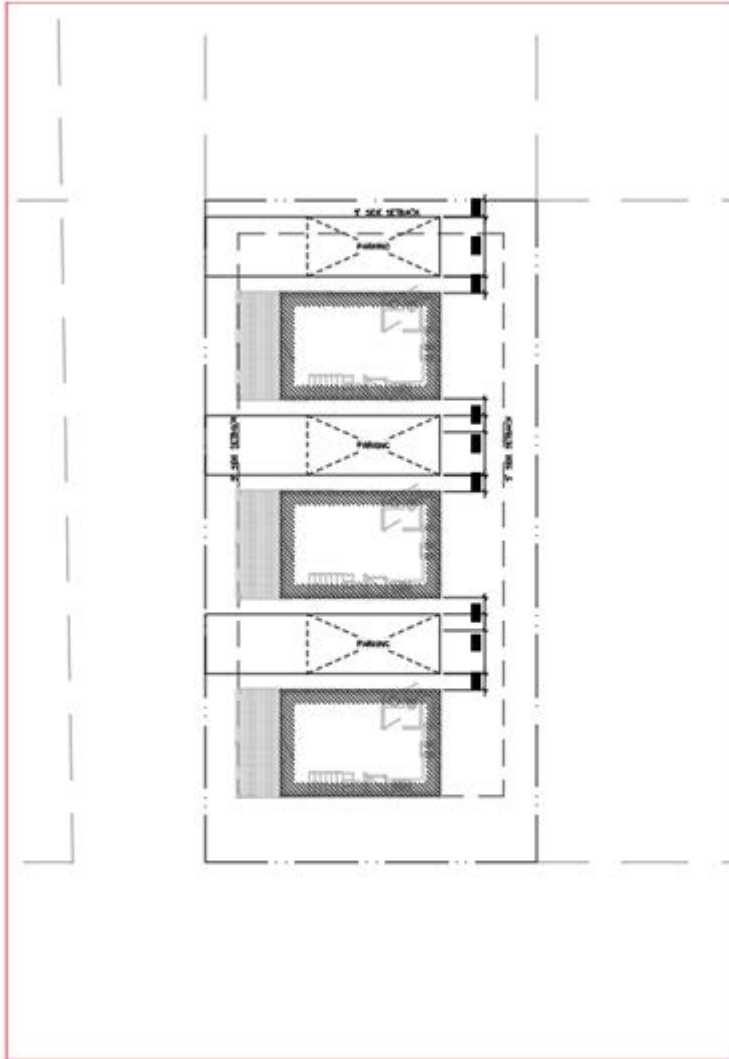


# Flood Zone Map





# City Development



- Habitat expressed interest in developing 3 starter home units
- Could not develop as is within Regulatory Flood Elevation
- Need to build units over flood-proofed garage adding significant costs or wait until Rio de Flag Flood Control Project reduces flood elevations on parcel.



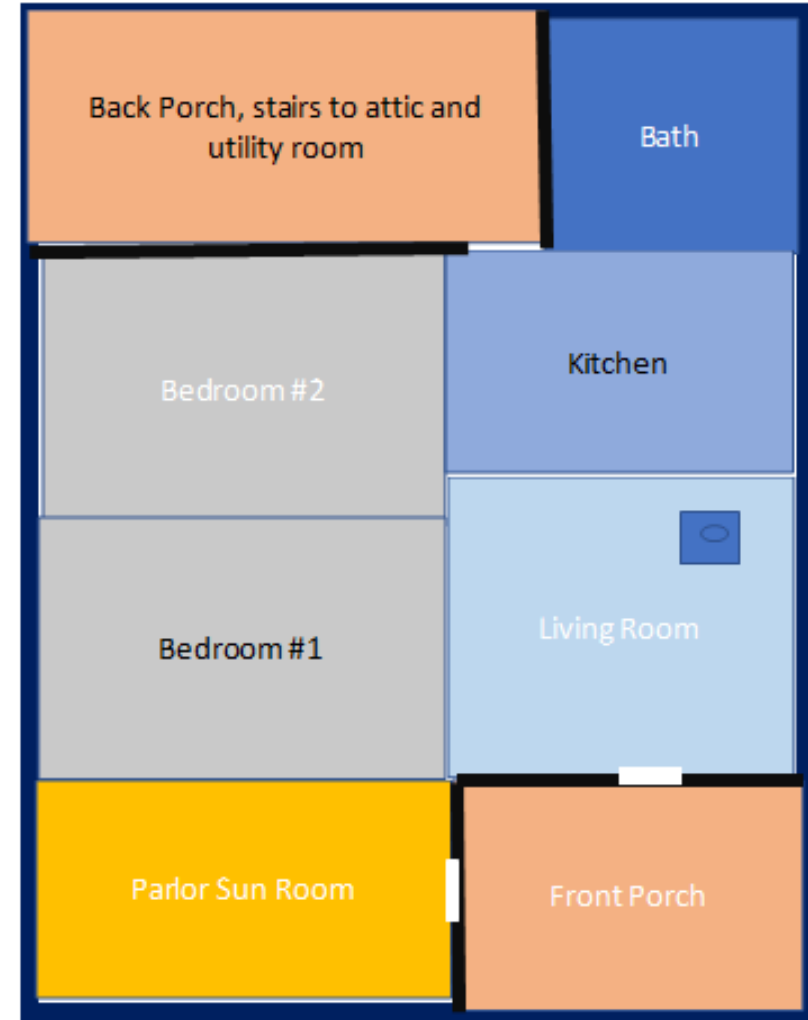
# Parcel Swap







# Cottages to Swap



**Butler Ave**

**Basic layout - Not to Scale**



# ParkFlag Considerations

<b><i>If Developed Into ParkFlag Managed Parking</i></b>	
Lot SqFt	7,100.00
Total Parking Spots	9
Improvement Costs	\$ 75,000.00
Offsite Improvements	\$ 50,000.00
Total Cost	<b>\$ 125,000.00</b>
Employee Parking /Month	\$ 30.00
Hourly Rate	\$ 1.00
Hourly Rate Use	20%
Employee Parking Use	<b>50%</b>
Vacant / Unenforced	30%
Revenue / Month	<b>\$ 702.00</b>
Maintenance Snow/Landscape / Month	\$ 100.00
Enforcement Cost / Month	\$ 60.00
% of Initial Capital for Cap Renewal	2%
Capital Renewal / Month	<b>\$ 208.33</b>
Earnings / Month	<b>\$ 333.65</b>
<b>Breakeven in Years</b>	<b>31.22065259</b>

- Would trigger improvements to the lot (can't just strip the dirt lot via code) leading to costs
- Considered as an "investment" having ParkFlag manage it is not a good one, considering the lot currently functions as parking.



# Sale Considerations

<b><i>If Sold</i></b>	
Price / Sqft	\$ 20.00
Total Sales Price	<b>\$ 142,000.00</b>
Est of Annual taxes As Is	\$ 1,200.00
Est. Taxes as improved	\$ 15,000.00
Prop Tax Revenue through Breakeven Period as is	\$ 37,464.78
Prop Tax Revenue through Breakeven Period as improved	\$ 468,309.79
Increased Sales Tax Revenue from more housing nearby local business	Yes

- Breakeven refers to ParkFlag management scenario



# Preventing Access Depiction



## RESOLUTION NO. 2024-11

**A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL PRIORITIZING THE DEVELOPMENT OF AFFORDABLE HOUSING FOR FLAGSTAFF RESIDENTS AT A RANGE OF INCOME LEVELS AS DETERMINED BY CURRENT NEEDS ON LANDS OWNED BY THE CITY OF FLAGSTAFF THAT ARE MADE AVAILABLE FOR DEVELOPMENT, AND PROVIDING FOR EXCEPTIONS; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS, AND ESTABLISHING AN EFFECTIVE DATE.**

### RECITALS:

WHEREAS, the Mayor and City Council of the City of Flagstaff wish to establish affordable housing as a priority for residential development on lands available for development owned by the City; and

WHEREAS, in 2022 the Mayor and City Council of the City of Flagstaff have adopted the Housing Emergency Declaration (Res. No. 2020-66) and the 10-Year Housing Plan (Resolution No. 2022-03) which commit the City to increasing the number of affordable and long-term housing options for Flagstaff residents at all income levels; and

WHEREAS, in 2022 the Mayor and City Council of the City of Flagstaff have committed that in the event a City-owned building or property is being vacated by the City, that the Housing Section first have the opportunity to evaluate the property and determine the feasibility of repurposing or developing in a manner that supports increasing the number of available and affordable housing units (Resolution No. 2022-52); and

WHEREAS, the 10-year Housing Plan includes Policies: Create 4: Amend the Flagstaff Zoning Code to facilitate the development of all housing types and Create 4.3 Explore adding affordable housing as an allowed use in the Public Facilities (PF) zone." All housing types are needed in Flagstaff and "affordable housing" is not a land use type. However, this resolution is intended to clarify that for the purpose of city land zoned PF, any residential development should be affordable and made available to permanent Flagstaff residents; and

WHEREAS, the City of Flagstaff owns properties located in desirable locations for residential development with access to employment, community amenities, walkable neighborhoods and transit options; and

WHEREAS; the City of Flagstaff owns properties required for city operations, amenities for the public including parks and open space, and land necessary to complete essential city functions; and

WHEREAS, the provision of affordable and safe housing units supports sustainability, equity, and health systems in the City of Flagstaff.

**ENACTMENTS:**

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

SECTION 1. All land owned by the City and determined to be available for development will first be considered for housing prior to consideration of other uses. Affordable housing for a range of income levels shall be prioritized over market rate housing. Affordable housing units shall be maintained as affordable through such mechanisms as land trust, deed restrictions, development agreements, or other similar agreement, and shall be monitored for on-going compliance. Housing units developed on city-owned land shall provide long-term ownership or rental opportunities for permanent Flagstaff residents.

SECTION 2. City-owned land available for development does not include sites necessary for core city functions, including but not limited to existing parks, land identified for future parks, designated open spaces, public infrastructure, and sites utilized for city operations.

SECTION 3. The City shall notify property owners within 300 feet of any City-owned property that the City proposes to use as a site for development.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 19th day of March 2024.

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MAYOR

ATTEST:

---

CITY CLERK

APPROVED AS TO FORM:

---

CITY ATTORNEY

**RESOLUTION NO. 2022-52**

**A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, REQUIRING THAT NEW CONSTRUCTION AND MAJOR RENOVATION OF ALL CITY-OWNED, NON-HOUSING SECTION, OCCUPIED FACILITIES ACHIEVE EMISSIONS-NEUTRAL OPERATIONS, AND THAT THESE SAME FACILITIES SHALL BE DESIGNED TO SUPPORT ONE OR MORE FUNCTIONS OF A “COMMUNITY RESILIENCE HUB” TO SUPPORT VULNERABLE COMMUNITY MEMBERS DURING DISRUPTIVE EVENTS, AND THAT IN THE EVENT THAT A CITY-OWNED BUILDING OR PROPERTY IS BEING VACATED BY THE CITY, THAT THE HOUSING SECTION FIRST HAVE THE OPPORTUNITY TO EVALUATE THE PROPERTY AND DETERMINE THE FEASIBILITY OF REPURPOSING OR DEVELOPING IN A MANNER THAT SUPPORTS INCREASING THE NUMBER OF AVAILABLE AND AFFORDABLE HOUSING UNITS, AND REPEALING RESOLUTION NO. 2014-09**

**RECITALS:**

WHEREAS, the City of Flagstaff (“City”) is committed to excellence and leadership in the community; and

WHEREAS, the City desires to lead by example through implementing building practices that protect natural resources; prevent waste, reduce consumption, and promote human health and well-being; and

WHEREAS, incorporating sustainable building practices can yield savings by efficiently managing energy, water, waste and stormwater, while improving the employee and visitor experience; and

WHEREAS, the Mayor and City Council of the City of Flagstaff have adopted the Climate Emergency Declaration (Res. No 2020-09) and the Carbon Neutrality Plan (Res. No 2021-34) which commits the City to its own energy transition and supporting vulnerable community members during disruptive weather events or extreme incidents which due to climate change are anticipated to continue occurring with increasing frequency; and

WHEREAS, the most stringent energy efficiency standard that satisfies the Sustainable Building Incentive (PZ-21-00282) requires that the new building(s) be an all-electric, Zero Energy Building; and

WHEREAS, a building with emissions-neutral operations is a building that is highly efficient and either a) uses only renewable energy for its operation on an annualized average basis (this may include either onsite or offsite generated renewable energy) or b) produces and supplies onsite renewable energy in an amount equivalent to the magnitude of non-renewable energy consumed for its operations; and

WHEREAS, the Mayor and City Council of the City of Flagstaff wish to declare a commitment to energy conservation; and

WHEREAS, as of June 2022, all electricity purchased by the City for municipal operations is considered renewable as a result of participation in the APS Green Power Partners Program; and

WHEREAS, a Community Resilience Hub functions as a location where vulnerable residents can go during disruptive weather events or extreme incidents to receive ameliorating services and support, servicing a variety of purposes that could include, but are not limited to: a) a clean air center during extreme smoke events; b) a cooling center during extreme heat events; c) a warming center during extreme cold events; d) a refrigeration center and back up power center, especially for medications and medical devices, during any event that disrupts power for an extended period; and

WHEREAS, in order to provide these Community Resilience Hub services during disruptive weather events or extreme incidents, City facilities need to be designed so that they can operate independently of the electric grid for an extended period; and

WHEREAS, the Adaptive Reuse Program offers support to small businesses that repurpose existing buildings, in recognition that repurposing is one of the most sustainable approaches to building and development; and

WHEREAS, the Mayor and City Council of the City of Flagstaff have adopted the Housing Crisis Declaration (Res. No 2020-66) and the 10 Year Housing Plan (Res. No 2022-03) which commits the City to increasing the number of available and affordable housing options for Flagstaff residents at all income levels; and

WHEREAS, cities often own properties located in desirable locations with access to employment, community amenities, walkable neighborhoods and transit options; and

WHEREAS, an adequate supply of affordable and dignified housing supports sustainability, equity, and health, allowing more Flagstaff residents the opportunity to fully participate in the community pursuit of a carbon-neutral future that benefits all; and

WHEREAS, the Flagstaff City Council desires to repeal Resolution No. 2014-09.

#### **ENACTMENTS:**

#### **NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

SECTION 1. That the Mayor and City Council hereby require that all non-Housing Section, occupied, City-owned new construction and major renovation of existing facilities, including building additions over 10,000 square feet, achieve all-electric, emissions-neutral operations while also achieving certification in the most recent version of LEED (Silver) or Green Globes (3 Globes) or Living Building Challenge (full certification). It is acknowledged that there may be some highly energy intensive processes that are currently incompatible with all-electric operation. Any proposed new construction or major renovation that cannot achieve all-electric status may get approval from the Sustainability Director by demonstrating that doing so is infeasible. These projects would still be expected to achieve emissions-neutral operations.

SECTION 2. That if City staff charged with the design, construction, or renovation of a City-owned facility determine that compliance with certification standards is uniquely cost prohibitive, staff will recommend that the project achieves all-electric, emissions-neutral operations while adhering to the most recent ASHRAE High-Performance building standards. Cost prohibitive is defined as a payback period of more than eight (8) years for the additional costs associated with LEED, Green

Globes, or Living Building Challenge measures.

SECTION 3. That the Mayor and City Council require that when entering into leases for occupancy, including the renegotiation or extension of existing leases, the City shall include a preference for occupied space that is certified under LEED, Green Globes, Living Building Challenge, ASHRAE, or an equivalent standard.

SECTION 4. That the Mayor and City Council require that all non-Housing Section, occupied City-owned new construction and major renovation of existing facilities, including building additions over 10,000 square feet, shall be designed to support one or more functions of a Community Resilience Hub. Facilities that have security considerations or other extenuating circumstances may be exempt from this requirement if it is determined that opening the facility to the public during disruptive weather events or extreme incidents to receive ameliorating services is injudicious.

SECTION 5. That the Mayor and City Council require that in the event that a City-owned building or property is being vacated by the City, that the Housing Section first have the opportunity to evaluate the property and determine the feasibility of repurposing or developing in a manner that supports increasing the number of available and affordable housing units, including but not limited to: converting to municipally operated Affordable Housing; seeking a public-private partnership; or exploring shared equity models of development. Following this evaluation process, should the Housing Section determine that the building or property being vacated is not well suited to repurposing or developing in this manner, and should the City decide that a sale for non-housing purposes is to be pursued, the City will consider whether a portion of the funds from the sale can be directed to support increasing the number of available and affordable units at another site. Exceptions to this requirement may be made for extenuating circumstances, such as, but not limited to, the case where the building being vacated by the City is also occupied by other tenants.

SECTION 6. That the Mayor and City Council require staff whose responsibilities include the design, construction, remodeling, repair, maintenance, operation or deconstruction of City-owned facilities to be responsible for ensuring compliance with the Sustainable Building policies required by this Resolution.

SECTION 7. That Resolution No. 2014-09 is hereby repealed.

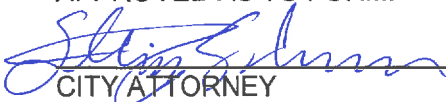
PASSED AND ADOPTED by the City Council of the City of Flagstaff this 1st day of November 2022.

  
MAYOR

ATTEST:

  
CITY CLERK

APPROVED AS TO FORM:

  
CITY ATTORNEY