

NOTICE AND AGENDA

COMMISSION ON INCLUSION AND ADAPTIVE LIVING
WEDNESDAY
APRIL 23, 2025

HYBRID MEETING
COUNCIL CONFERENCE ROOM
FIRST FLOOR - CITY HALL
211 WEST ASPEN AVENUE
11:00 A.M.

To participate in the meeting virtually use the following link:

[Join the Meeting Online](#)

1. **Call to Order**

2. **Roll Call**

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

Rachael Simukonda, Chair
Susan Purrington, Vice Chair
Keith Becker
Rasheera Dopson

Sarah Dorman
Michele Eisenberg
Russel Randall

3. **Recommended Protocol for Members and Other Participants**

All commissioners should have their microphones on mute to keep the background noise out of the chat room. The chair of the meeting should ensure everyone has an opportunity to speak if they would like. Commissioners should use the chat function to inform the Chair they would like to make a statement and the Chair will announce the Commissioners to speak in the order they appear in the chat.

4. **OPEN CALL TO THE PUBLIC**

Open Call to the Public enables the public to address the Commission 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. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak.

5. **DISCUSSION ITEMS**

A. **Code Compliance Discussion - Reggie Eccleston**

B. **Land Availability and Suitability Study + Code Analysis Project (LASS+CAP) -- Genevieve Pearthree**

Presentation and Discussion

C. **Therapeutic Recreation**

Discussion and Possible Direction

D. **Hours of Operation at Recreation Facilities - PROSE**

6. **ACTION ITEMS**

- A. **Discussion and Possible Action:** Letter to City Council supporting the development of a transition plan

Discuss and possibly approve the letter

7. **LIAISON REPORTS/UPDATES**

- A. Update from Council Liaison - Mayor Daggett
B. Transportation Liaison - LaReina Reyes - Mountain Line
C. Update from Youth Liaison - Joseph Spence & Alida Pfeil
D. Update from Sidewalk Liaison - Jamie Martinez
E. Update from Parking Liaison - Rachael Simukonda

8. **Information Items To/From Inclusion and Adaptive Living Commission Members and Staff Liaison**

9. **Agenda Items for Next Meeting (May 28, 2025)**

10. **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. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this _____ day of _____, 2025.

Stacy Saltzburg, City Clerk



Commission on Inclusion and Adaptive Living

5. B.

From: Stacy Saltzburg, City Clerk

DATE: 04/23/2025

SUBJECT: Land Availability and Suitability Study + Code Analysis Project (LASS+CAP) --
Genevieve Pearthree

STAFF RECOMMENDED ACTION:

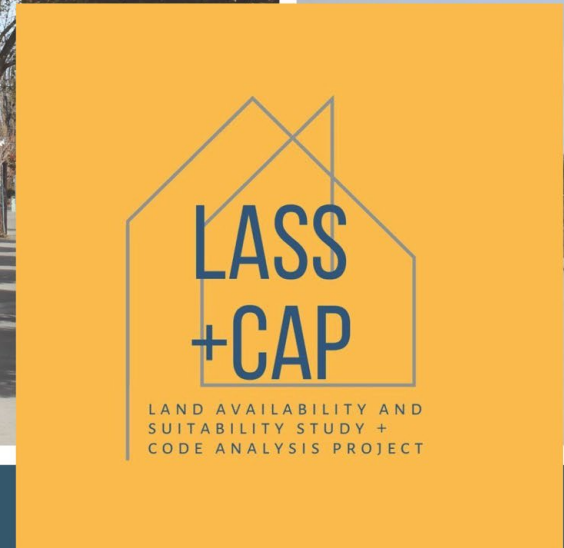
Presentation and Discussion

Executive Summary:

Attachments

Presentation

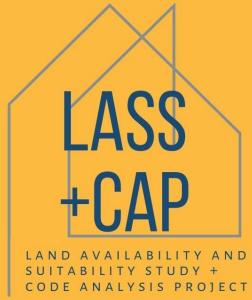
Project Introduction



CITY OF FLAGSTAFF

CODE ANALYSIS PROJECT—
CODE CONCEPTS REPORT

NOVEMBER 2024 DRAFT



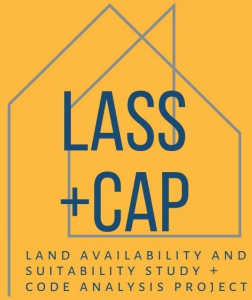
City Housing and Climate Goals

The 10-Year Housing Plan aims to reduce the affordable housing need in our community by half over the next ten years through two elements:

1. Impact at least 6,000 low-to-moderate income Flagstaff residents through a combination of unit creation or subsidy provision
2. Create or preserve 7,976 housing units by 2031 with a minimum of 10% of them being affordable. This will increase the overall supply of market rate, workforce, and affordable housing occupied by local residents

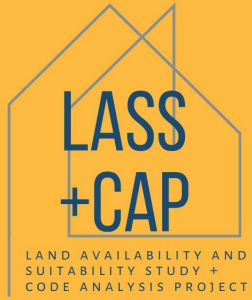
The Carbon Neutrality Plan has three primary goals:

1. Achieve carbon neutrality by 2030 through a 44% reduction in greenhouse gas emissions
2. Prepare Flagstaff's communities, systems, and resources to be more resilient to climate change impacts
3. Address climate change in a manner that prioritizes those most impacted and ensures the costs and benefits of climate adaptation and mitigation are equitably distributed



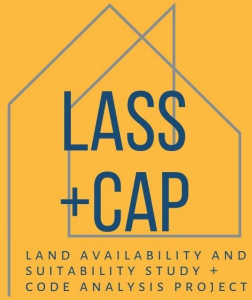
Overview & Objectives of the LASS+CAP Project

- The Land Availability & Site Suitability Study (LASS) examines the suitability of available land to determine opportunities and barriers to housing development (**Complete**)
- The Code Analysis Project (CAP) is intended to evaluate development codes and processes to identify areas of improvement towards the City's housing and climate goals. The project has been broken into three separate tasks:
 - Code Diagnostic Report (**Complete**)
 - **Code Concepts to address highest priority barriers** (**We are here**)
 - Final Code Recommendations



Where can you find more information?

- **Visit the project website:** <https://www.flagstaff.az.gov/4888/Land-Availability-Suitability-Study>
 - Final Land Availability and Suitability Study
 - Final Code Diagnostic (Phase 1 of the Code Analysis Project)
 - Draft Code Concepts (Phase 2 of the Code Analysis Project)
- **Coming soon: future public outreach opportunities**
 - Council Work Session: May 6, 2025 (tentative)
 - Town Hall: June 16, 2025



Project Next Steps

Public Outreach

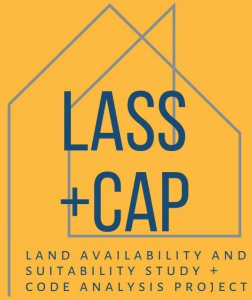
- Will occur at several points in the overall process

Resolve outstanding Decision Point questions on Code Concepts for consultant team

Formal Code Recommendations (Code Analysis Project Part 3)

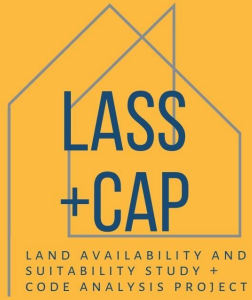
Preparation and adoption of Code Amendments





How to Get Involved

- Learn more
 - Watch the Housing & Sustainability Commission presentations
 - Housing Commission: [Housing Commission | City of Flagstaff Official Website](#)
 - Sustainability Commission: [Sustainability Commission Meeting - February 27, 2025](#)
 - Read the [draft Code Concepts Report](#)
- Send Staff your questions in writing
- Contact City staff to schedule a focused in-depth Q&A with City staff
 - Come prepared to ask questions and discuss



Staff Contact Information

- Michelle McNulty, AICP: michelle.mcnulty@flagstaffaz.gov
- Tiffany Antol, AICP: Tantol@flagstaaffaz.gov
- Jennifer Mikelson: Jmikelson@flagstaffaz.gov
- Genevieve Pearthree, AICP: gpearthree@flagstaffaz.gov
- Bizzy Collins: ecollins@mountainline.az.gov



Commission on Inclusion and Adaptive Living

6. A.

From: Stacy Saltzburg, City Clerk

DATE: 04/23/2025

SUBJECT: Discussion and Possible Action: Letter to City Council supporting the development of a transition plan

STAFF RECOMMENDED ACTION:

Discuss and possibly approve the letter

Executive Summary:

Attachments

Draft Letter

Flagstaff City Council
211 W Aspen Ave
Flagstaff, AZ 86001

Dear Honorable Mayor and City Council Members,

On behalf of the Commission for Inclusion and Adaptive Living (CIAL), I am writing to strongly encourage the City of Flagstaff to develop and implement a comprehensive Americans with Disabilities Act (ADA) Transition Plan. This critical document will serve as a roadmap to ensure that all public facilities, services, and programs are accessible to everyone in our community.

Title II of the ADA requires local governments to develop a transition plan to identify physical obstacles that limit accessibility, describe methods to make facilities accessible, and establish a timeline for completion. Currently, Flagstaff lacks a comprehensive plan, which puts us at risk of:

1. Failing to meet our legal obligations under federal law
2. Excluding approximately 14% of our population who live with disabilities (Census, 2020)
3. Missing opportunities for economic growth through accessible tourism and business
4. Potential litigation and costly remediation measures

More importantly, creating an ADA Transition Plan demonstrates our commitment to being a truly inclusive community where all residents and visitors can fully participate in civic life regardless of their abilities.

Several cities comparable to Flagstaff have already developed and implemented effective ADA Transition Plans that could serve as models for our own efforts. The City of Boulder, Colorado—which shares with Flagstaff a university culture, similar topography, and outdoor-oriented lifestyle—completed their "Accessible Boulder" plan focused on transportation infrastructure, including sidewalks, curb ramps, multi-use paths, and transit stops. Boulder County conducted an extensive evaluation of 32 buildings and facilities, 32 trailheads/open spaces, and their county fairgrounds. Closer to home, the City of Chandler, Arizona completed an update of their ADA Transition Plan in December 2020, which included a complete self-evaluation of all city parks, facilities, and public rights-of-way.

By developing and implementing a comprehensive ADA Transition Plan, Flagstaff can become a model for accessibility in northern Arizona. This investment will not only ensure legal compliance but will enhance quality of life for residents and visitors alike.

We recommend the following timeline and tasks to develop an effective ADA Transition Plan:

Phase 1: Planning and Organization (approximately 2-3 months)

- In cooperation with the designated ADA Coordinator, establish an advisory committee with disability community representation

- Secure funding for the assessment and planning process
- Develop assessment tools and methodologies
- Conduct public outreach to gather community input

Phase 2: Self-Assessment (approximately 6-9 months)

- Inventory all city-owned facilities, parks, sidewalks, and rights-of-way
- Evaluate city programs, services, and communication methods
- Identify barriers to accessibility in each area
- Document findings in a comprehensive database

Phase 3: Plan Development (approximately 3-4 months)

- Prioritize barrier removal based on public input and usage patterns
- Develop specific remediation strategies for each barrier
- Establish realistic timelines for implementation (typically 3-5 years)
- Create cost estimates and identify potential funding sources
- Draft the transition plan document

Phase 4: Adoption and Implementation (Ongoing)

- Present the plan for public comment
- Revise based on feedback
- Present to City Council for formal adoption
- Begin implementation according to established priorities
- Create annual progress reports and updates

The Commission is prepared to assist in this process by providing recommendations of ADA experts to guide the process, insights from the disability community, suggesting assessment methodologies, and helping to prioritize accessibility improvements.

We respectfully request that the City Council allocate resources in the upcoming budget to begin this essential work. The Commission stands ready to support this effort in any way possible.

Sincerely,

Rachael Simukonda, Chair, Commission for Inclusion and Adaptive Living