

## MINUTES

### 1. CALL TO ORDER

Mayor Daggett called the meeting of the Flagstaff City Council held March 17, 2026, to order at 3:00 p.m.

#### NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

*Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this regular meeting, the City Council may vote to go into executive session, which will not be open to the public, for discussion and consultation with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).*

### 2. ROLL CALL

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

Present: Mayor Becky Daggett  
Vice Mayor Miranda Sweet  
Councilmember Austin Aslan  
Councilmember Anthony Garcia  
Councilmember Khara House  
Councilmember Lori Matthews  
Councilmember David Spence

Staff: City Manager Joanne Keene; City Attorney Sterling Solomon

### 3. PLEDGE OF ALLEGIANCE, MISSION STATEMENT, AND LAND ACKNOWLEDGEMENT

The Council and audience recited the pledge of allegiance, Vice Mayor Sweet read the Mission Statement of the City of Flagstaff, and Councilmember Aslan read the Land Acknowledgement.

#### MISSION STATEMENT

*The mission of the City of Flagstaff is to protect and enhance the quality of life for all.*

#### LAND ACKNOWLEDGEMENT

*The Flagstaff City Council humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.*

### 4. OPEN CALL TO THE PUBLIC

DJ addressed Council to explain that he recently drafted a bill that would prohibit employment discrimination based on financial status, including homelessness and poverty.

Summer Grandy and Talissa Bahr from Flagstaff Family Food Center addressed Council with an update on rising food insecurity, noting that over 107,000 meals had been served, a 32.5% increase from the prior year. They outlined concerning state and federal SNAP policy changes, including added restrictions, increased administrative burdens, and reduced flexibility. Also highlighted were ongoing issues with the Arizona Department of Economic Security, including delays, confusion, and clients losing or struggling to access benefits. Food assistance is becoming harder to access, and they urged the City Council to advocate for impacted residents.

Colleen Maring, Chief People Officer at Northern Arizona Healthcare, shared updates on expanding primary care access in Flagstaff. She announced the addition of two new providers, with two more expected this summer, at the growing McMillan Mesa clinic. She emphasized the importance of preventive care, strong patient-provider relationships, and expanding access to reduce reliance on emergency services and improve regional health outcomes.

## 5. PROCLAMATIONS AND RECOGNITIONS

### A. Proclamation: Red Cross Month

Mayor Daggett read and presented the proclamation.

## 6. COUNCIL LIAISON REPORTS

Vice Mayor Sweet reported that she attended the Beautification and Public Art Commission meeting where Creative Flagstaff presented its 2026 programming. She shared upcoming meetings, including a Mountain Line meeting and a Water Commission meeting focused on large water users. The Water Commission discussion will build on the City's ongoing data center conversation and explore potential regulation of high water-use entities.

Councilmember Garcia shared that the Parks and Recreation Commission had met and that he would have an update at the next meeting.

## 7. APPOINTMENTS

*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 the City Council may vote to go into executive session, which will not be open to the public, for the purpose of discussing or considering employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body...., pursuant to A.R.S. §38-431.03(A)(1).*

### A. Consideration of Appointments: Open Spaces Commission.

**Moved by** Vice Mayor Miranda Sweet, **seconded by** Councilmember Khara House to appoint Nat White to the Open Spaces Commission.

**Vote:** 7 - 0 - Unanimously

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to appoint Bruce Fox to the Open Spaces Commission.

**Vote:** 7 - 0 - Unanimously

**Moved by** Mayor Becky Daggett, **seconded by** Councilmember David Spence to appoint Jacqueline Thomas to the Open Spaces Commission.

**Vote:** 7 - 0 - Unanimously

## 8. CONSENT AGENDA

*All matters under Consent Agenda are considered by the City Council to be routine. Unless a member of City Council expresses a desire at the meeting to remove an item from the Consent Agenda for discussion, the Consent Agenda will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.*

Councilmember Aslan requested that Item 8C be pulled for discussion.

**Moved by** Councilmember Khara House, **seconded by** Vice Mayor Miranda Sweet to approve the Consent Agenda as presented with the exception of Item 8C.

**Vote:** 7 - 0 - Unanimously

### A. Consideration and Approval of Contract Change Order: Airport Snow Removal Equipment Building (SREB) — Design and Construction Phase Services Change Order #2

1. Approve Change Order #2 with APMI for additional services required for the completion of design services and for construction phase services for the airport Snow Removal Equipment Building in the amount of \$977,958.00.
2. Authorize the City Manager to execute the necessary documents.

### B. Ratification of Public Comment in Opposition of Aquifer Protection Permit Exemption Request

Retroactively approve the public comment.

### C. Consideration and Approval of Contract: Job Order Contract for Construction: Kinney Construction Services, Inc. for Sinclair Wash Flagstaff Urban Trail System (FUTS) Repair in the amount not to exceed \$181,399.

Councilmember Aslan asked Stormwater Section Director Ed Schenk to share more about the FUTS near Sinclair Wash.

Mr. Schenk shared that the project would address two deteriorating culverts along Sinclair Wash near Lone Tree. Planned work includes replacing the culverts, adding headwalls, regrading the trail, and reinforcing the channel with rock to reduce erosion.

**Moved by** Councilmember Austin Aslan, **seconded by** Councilmember Lori Matthews to approve the Job Order Contract for Construction with Kinney Construction Services, Inc. for the Sinclair Wash FUTS Repair (Headwall, Wingwalls, Culvert Installation) in the amount not to exceed \$181,399 and authorize the City Manager to execute the necessary documents.

**Vote:** 7 - 0 - Unanimously

### D. Consideration and Approval of Contract: Job Order Contract for Construction with Eagle Mountain Construction, Inc. for Fanning Wash Channel Improvements in the amount not to exceed \$433,990.

1. Approve the Job Order Contract for Construction with Eagle Mountain Construction, Inc. in the amount not to exceed \$433,990; and
2. Authorize the City Manager to execute the necessary documents.

## 9. REGULAR AGENDA

### A. Consideration and Adoption of Ordinance No. 2026-06: An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 11, General Plans and Subdivision, Chapter 11-20: Subdivision and Land Split Regulations, Division 11-20.40: Subdivision Procedures and Requirements; providing for repeal of conflicting ordinances, severability, authority for clerical

corrections, and establishing an effective date.

Zoning Code Manager Tiffany Antol provided a PowerPoint presentation that covered the following:

**FINAL PLAT DEDICATION CITY CODE AMENDMENT**

**Moved by** Councilmember Khara House, **seconded by** Vice Mayor Miranda Sweet to read Ordinance No. 2026-06 by title only for the first time.

**Vote:** 7 - 0 - Unanimously

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF CITY CODE, TITLE 11, GENERAL PLANS AND SUBDIVISION, CHAPTER 11-20: SUBDIVISION AND LAND SPLIT REGULATIONS, DIVISION 11-20.40: SUBDIVISION PROCEDURES AND REQUIREMENTS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

- B. Consideration and Approval of Modifications of Property Development Standards:** Request by Lincoln Avenue Communities to approve modifications to property development standards for a 100% affordable housing development located at the northeast corner of Lone Tree Road and Pine Knoll Drive (APN 104-14-003G, H, and J).

Current Planning Manager Alexandra Pucciarelli provided a PowerPoint presentation that covered the following:

LONE TREE RANCH MODIFICATION TO PROPERTY DEVELOPMENT STANDARDS  
 REQUEST OVERVIEW  
 AFFORDABLE HOUSING INCENTIVES  
 PROPOSED MODIFICATIONS  
 FINDINGS  
 FINDING #1: GENERAL PLAN CONFORMANCE  
 FINDING #2: COMMUNITY BENEFITS AND PUBLIC GOOD  
 FINDING #3: DOES NOT CONSTITUTE A HAZARD  
 FINDING #4: CONSISTENCY WITH AREA CHARACTER  
 FINDING #5: DEVELOPMENT AMENITIES ARE CONSISTENT WITH SIMILAR MARKET RATE DEVELOPMENTS  
 RECOMMENDATION

Councilmember Spence expressed support for the proposed development and confirmed that it includes 168 affordable housing units at 60% AMI, noting that details will be further clarified during the development agreement discussion.

Councilmember House asked about a proposed increase in a retaining wall from five feet to 13 feet and requested clarification from the developer. Sean Krieg explained that the higher limit is intended to provide flexibility and avoid future deviations during construction. He noted the final walls are expected to be closer to eight to ten feet, but the broader allowance helps address uncertainty in code interpretation around adjacent rights-of-way, including roads and FUTS trails. The adjustment is intended to reduce potential disputes with staff, streamline approvals, and minimize construction and review costs for a project with tight financial margins.

**Moved by** Councilmember David Spence, **seconded by** Councilmember Khara House to approve the modifications requested as presented.

**Vote:** 7 - 0 - Unanimously

- C. Consideration and Adoption of Resolution No. 2026-12:** A resolution of the City Council of the City of Flagstaff, Arizona, authorizing the execution of the Lone Tree Ranch Development Agreement between the City of Flagstaff and Lone Tree Ranch, L.P. related to the development of approximately

8.51 acres of real property generally located at the northeast corner of Lone Tree Road and Pine Knoll Drive and establishing an effective date

Current Planning Manager Alexandra Pucciarelli provided a PowerPoint presentation that covered the following:

LONE TREE RANCH DEVELOPMENT AGREEMENT  
 PURPOSE OF THE AGREEMENT  
 AFFORDABLE HOUSING COMMITMENT  
 AFFORDABLE HOUSING INCENTIVES  
 FUTS  
 RIGHT-OF-WAY  
 GATES AND ACCESS CONTROL  
 TRANSIT EASEMENT  
 COUNCIL OPTIONS

Mayor Daggett asked for clarification on whether affordability was defined as “an average of 60% AMI” or a strict 60% threshold in the development agreement.

Mr. Krieg explained that eligibility is based on two related requirements: residents must qualify at or below 60% AMI at move-in, and rents are capped by unit size based on that same benchmark. While tenants can remain if their income increases later, initial qualifications are tied to the 60% level. He noted this structure helps maintain compliance while allowing some flexibility for residents over time.

Mayor Daggett asked how the tax credits play into the percentage. Matt Klein stated that the project is structured using federal Low-Income Housing Tax Credit rules under Section 42 Low-Income Housing Tax Credit Program. At least 40% of units must be at or below 60% AMI to qualify for credits, but because this is a 100% affordable project, all units can generate credits. He also explained the concept of “income averaging,” which allows a mix of income levels such as 50% and 70% AMI units so long as the overall average equals 60% AMI. While that approach is allowed, the current proposal is structured entirely at 60% AMI.

Dennis Givens addressed Council in support of the development and expressed appreciation for an affordable development.

**Moved by** Councilmember Khara House, **seconded by** Councilmember Lori Matthews to read Resolution No. 2026-12 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, AUTHORIZING THE EXECUTION OF THE LONE TREE RANCH DEVELOPMENT AGREEMENT BETWEEN LONE TREE RANCH, L.P. AND THE CITY OF FLAGSTAFF RELATED TO THE DEVELOPMENT OF APPROXIMATELY 8.51 ACRES OF LAND LOCATED AT THE NORTHEAST CORNER OF LONE TREE ROAD AND PINE KNOLL DRIVE; AND ESTABLISHING AN EFFECTIVE DATE*

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Khara House to adopt Resolution No. 2026-12.

**Vote:** 7 - 0 - Unanimously

- D. Consideration and Adoption of Ordinance No. 2026-05:** An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff Zoning Map to Direct to Ordinance Zoning Map Amendment to rezone approximately 8.51 acres of real property generally located at the northeast corner of Lone Tree Road and Pine Knoll Drive

**Moved by** Councilmember Khara House, **seconded by** Vice Mayor Miranda Sweet to read Ordinance No. 2026-05 by title only for the final time.

**Vote:** 7 - 0 - Unanimously

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF ZONING MAP TO REZONE APPROXIMATELY 8.51 ACRES OF REAL PROPERTY GENERALLY LOCATED AT THE NORTHEAST CORNER OF LONE TREE ROAD AND PINE KNOLL DRIVE (APNS 104-14-003G, 104-14-003H, AND 104-14-003J), FROM THE SUBURBAN COMMERCIAL (SC) AND HIGH DENSITY RESIDENTIAL (HR) ZONES WITH THE RESOURCE PROTECTION OVERLAY (RPO) TO HIGH DENSITY RESIDENTIAL (HR) ZONE WITH THE RESOURCE PROTECTION OVERLAY (RPO) WITH CONDITIONS; PROVIDING FOR SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

**Moved by** Councilmember Khara House, **seconded by** Vice Mayor Miranda Sweet to adopt Ordinance No. 2026-05.

**Vote:** 7 - 0 - Unanimously

- E. Consideration and Adoption of Resolution No. 2026-14 and Ordinance No. 2026-08:** A resolution of the Flagstaff City Council declaring as a public record that certain document filed with the City Clerk and entitled "2026 Landfill Fees Corrections and Updates"; and an ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 7 Health and Sanitation, Section 7-04-001-0010 Fees, Subsection H Landfill Fees; providing for penalties, severability, authority for clerical corrections, and establishing an effective date

Management Services Director Rick Tadder presented a proposed correction to city code related to landfill fees in response to a recent change by the Arizona Department of Environmental Quality (ADEQ), which increased its landfill disposal fee from \$0.25 to \$0.58 per ton. The City's previously approved solid waste rate of \$43 per ton is not changing; this action only updates how the fee components are represented. When the solid waste rates were last adopted, the ADEQ fee, city fee, and environmental maintenance facility fee were incorrectly combined into a single line in city code. In practice, however, these charges are already itemized separately on customer landfill tickets. The proposed ordinance would align city code with actual billing practices by clearly separating each fee component. This correction is intended to improve transparency and make it easier to adjust individual fee components in the future if ADEQ changes its rates again.

Councilmember Spence asked how well that \$43 fee aligns with the landfill's actual budget needs and whether it is sufficient to maintain balance. He asked if staff plans to return to Council in the future to revisit or adjust the \$43 fee. Mr. Tadder stated that they are not addressing the \$43 per ton landfill fee at this time. Instead, they are initiating a solid waste rate study later this year, which will review how current fees support landfill operations and may recommend adjustments at that time.

**Moved by** Councilmember David Spence, **seconded by** Vice Mayor Miranda Sweet to read Resolution No. 2026-14 by title only.

**Vote:** 7 - 0 - Unanimously

*A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK AND ENTITLED "2026 LANDFILL FEES CORRECTIONS AND UPDATES"*

**Moved by** Vice Mayor Miranda Sweet, **seconded by** Councilmember Khara House to read Ordinance No. 2026-08 by title only for the first time.

**Vote:** 7 - 0 - Unanimously

*AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF CITY CODE, TITLE 7 HEALTH AND SANITATION, SECTION 7-04-001-0010 FEES, SUBSECTION H LANDFILL FEES; PROVIDING FOR PENALTIES, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE*

## 10. DISCUSSION ITEMS

### A. Emergency Management Briefing - APS Public Safety Power Shutoffs (PSPS)

Emergency Program Manager Daniel Kelly, Grants, Contracts and Emergency Management Director Stacy Brechler-Knaggs, APS Wildfire Response Team Supervisor Brian Kelly, APS Senior Public Affairs Manager Janet Dean, Water Services Director Lee Williams, Fire Chief Mark Gaillard, Deputy Police Chief Collin Seay, Facilities Maintenance Superintendent Joe Ronnigan, Streets Manager Greg Krahe, Assistant Parks and Recreation Director Amy Hagin, IT Director CJ Perry, Resilience Specialist Sam Wiley, Public Affairs Director Sarah Langley, and Marketing and Media Specialist Lori Pappas provided a PowerPoint presentation that covered the following:

2026 APS PUBLIC SAFETY POWER SHUTOFF (PSPS) UPDATE  
 PSPS TASK FORCE  
 ARIZONA PUBLIC SERVICE WILDFIRE MITIGATION  
 OUR CURRENT PRACTICES ARE COMPREHENSIVE AND MULTI-FACETED  
 PSPS IS ANOTHER TOOL WE HAVE WHEN THE RISK OF WILDFIRES IS EXTREMELY HIGH  
 WE WILL COMMUNICATE WITH LOCAL AGENCIES AND CUSTOMERS  
 HOW DO WE DETERMINE WHICH AREAS ARE IMPACTED BY PSPS?  
 ZOOMED OUT – GREATER FLAGSTAFF AREA  
 ZOOMED IN – MAJORITY OF THE CITY OF FLAGSTAFF  
 FURTHER ZOOMED IN – EAST FLAGSTAFF  
 ZOOMED IN – HOSPITAL HILL AND US 180  
 ZOOMED IN – DOWNTOWN FLAGSTAFF AREA  
 ZOOMED IN – SOUTH ON LAKE MARY ROAD/AIRPORT AREA  
 ZOOMED IN – WEST ON OLD ROUTE 66

Mayor Daggett clarified that some areas may not be affected because they do not have a feeder line. Mr. Kelly confirmed that most areas could still be affected because nearly all feeders in Flagstaff are PSPS feeders due to the region's high wildfire risk. While some areas have been isolated or reconfigured to reduce outages, full protection is not always possible because the electric system is old and was built incrementally as the city expanded. As a result, some lines serve multiple areas with different risk levels, making complete separation difficult. Certain high-risk areas, like Mars Hill, are of particular concern, but overall, the system-wide constraints limit how fully customers can be isolated from potential shutoffs.

EMERGENCY MANAGEMENT  
 PREPAREDNESS AND MITIGATION  
 RESPONSE – PSPS EVENT  
 WATER SERVICES  
 OVERVIEW  
 WATER PRODUCTION  
 WATER RECLAMATION (WILDCAT HILL & RIO DE FLAG)  
 FIRE  
 PD  
 PUBLIC WORKS  
 CORE SERVICES  
 STREETS  
 PROSE  
 PARKS, RECREATION CENTERS AND SPECIAL EVENTS  
 IT  
 NETWORK AVAILABILITY  
 SUSTAINABILITY  
 COMMUNITY RESILIENCE HUB ACTIVATION  
 PUBLIC MESSAGING AND OUTREACH  
 PUBLIC AFFAIRS  
 DISCOVER FLAGSTAFF  
 VISITATION AND ECONOMIC VITALITY

Council asked whether the planned power outage preparedness campaign should be launched earlier in light of unusual seasonal conditions and the possibility of an elevated spring and summer wildfire risk. Staff responded that the timing is being actively evaluated. They referenced recent fire outlook discussions suggesting the region may be heading into a relatively busy fire season, which is not unexpected but reinforces the need for readiness and timely public communication.

Council asked about their enrollment in the RAVE system. Staff confirmed that all elected officials are already enrolled in the RAVE emergency notification system and that Council will be notified in advance, so they are not caught off guard during meetings or other engagements.

Another portion of the discussion focused on community services during outages, particularly congregate meals and senior services. There were concerns about whether the city has adequate backup plans, such as shelf-stable food supplies or alternative meal distribution methods if power disruptions affect operations. They also asked whether facilities like the senior center should have backup generators. Staff clarified that the senior center had been adjusted so it remains on power, though some nearby infrastructure, such as lighting in Thorpe Park, may still be impacted.

Council emphasized the importance of maintaining continuity of services for seniors, especially during prolonged outages. They suggested exploring contingency options similar to those used during the pandemic, such as distributing grab-and-go meals or partnering with the county to maintain Meals on Wheels and similar programs even if facilities cannot operate normally.

There was broad agreement that short-duration outages can likely be managed with operational adjustments, but extended outages would require more robust planning and coordination. Staff indicated they are already thinking along those lines and are open to working with partners to develop more resilient service models.

#### **11. OPEN CALL TO THE PUBLIC**

None

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

Vice Mayor Sweet shared that she had attended an Eagle Scout Court of Honor for two young individuals in the city, noting it was a meaningful event. She also promoted an upcoming fundraiser at Rainbows End benefiting Ballet Folklórico. Lastly, she noted that she would attend the Arizona Forward Environmental Excellence Awards with the Mayor, where the Downtown Connection Center is a nominee.

Councilmember House shared that she will be in Washington, D.C. next week for a housing advocacy conference and visiting Capitol Hill but will still attend the Council meeting virtually.

City Manager Keene reminded Council of the retreat later that week. She also provided an update on the newly formed Technology Privacy Task Force, which held its first meeting that included an overview from IT leadership, and began discussing the city's technology needs. The group will meet monthly and develop recommendations for city leadership.

City Attorney Solomon offered public thanks to Kevin Fincel for his work as Interim Deputy City Manager and Senior Assistant City Attorney Christina Rubalcava for her service as Interim Deputy City Attorney.

**13. ADJOURNMENT**

The Regular Meeting of the Flagstaff City Council held March 17, 2026, adjourned at 5:19 p.m.

\_\_\_\_\_  
MAYOR

ATTEST:

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

**CERTIFICATION**

I, STACY SALTZBURG, do hereby certify that I am the City Clerk of the City of Flagstaff, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Flagstaff held on March 17, 2026. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 19th day of May, 2026

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CITY CLERK