

MINUTES

1. CALL TO ORDER

Mayor Daggett called the meeting of the Flagstaff City Council held August 25, 2026, to order at 3:02 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: Joanne Keene, City Manager; Sterling Solomon, City Attorney

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

The Council and audience recited the pledge of allegiance, Councilmember Garcia 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

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.

Northern Arizona Healthcare's Chief People Officer Colleen Maring provided an update on regional emergency preparedness and introduced Caitlyn Beck, their new emergency management leader. She stated that Ms. Beck brings extensive international emergency management experience and has already partnered with local and regional agencies, including during the Pocket Fire. She stated that Northern Arizona Healthcare looks forward to continued collaboration on preparedness drills and emergency response plans.

5. PROCLAMATIONS AND RECOGNITIONS

A. Proclamation: Arbor Day

Councilmember Aslan read and presented the proclamation.

B. Proclamation: SMART Week

Mayor Daggett read and presented the proclamation.

C. July and August Work Anniversaries

Assistant City Manager Shannon Anderson highlighted those employees who have work anniversaries in July and August.

Public Works Director Scott Overton highlighted Public Works Manager Greg Krahe's accomplishments and contributions throughout his career. Mr. Krahe expressed his appreciation for the team and his colleagues.

Fire Chief Gaillard recognized Deputy Fire Chief Kyle Denham and Fire Battalion Chief Mike Felts for reaching 20 years of service, as well as Fire Captains Jared Saylor and Matt Turner for reaching 25 years of service.

Police Deputy Chief Collin Seay expressed his appreciation for the team and thanked staff for their continued dedication and service.

Police Detective Jared Wotasik described law enforcement as the "ultimate team sport" and acknowledged the importance of teamwork, collaboration, and supporting one another.

Police Officer Shawn Knott expressed his appreciation to the team and thanked his colleagues for their support and dedication.

Library Supervisor Nicholas Rullman also expressed his appreciation for the team and recognized staff for their contributions.

6. COUNCIL LIAISON REPORTS

Councilmember Spence reported that the Open Spaces Commission held its regular monthly meeting and received a presentation from the Fire Chief regarding the public safety ballot measures and how Commissioners can help educate the public. He invited Councilmembers to join the Commission for a field trip to Observatory Mesa in October to learn about developments at the Observatory Mesa Natural Preserve.

Councilmember House reported that the Housing Commission met during the break and received updates on the public safety ballot measures and the 10-year housing plan. The Commission on Diversity Awareness also provided updates on upcoming City proclamations and continued developing its scope of work for the upcoming year.

Vice Mayor Sweet reported attending nearly all her commission meetings during the break, including Beautification and Public Art Commission, Mountain Line, Water Commission, and Metro Plan. She also announced that she is the new chair of Northern Arizona Council of Governments.

Councilmember Garcia reported that PROSE held its second successful round of public input for Ponderosa Park improvements. He noted that the project has been a priority for the Sunnyside Neighborhood Association and thanked Team Flagstaff, the Parks, Recreation, Open Space, and Events Division, the Sunnyside Neighborhood Association, and the Eastside community for their participation.

Councilmember Matthews reported attending the annual Code Talker celebration in August, which featured dancers from the Tonto Apache Tribe. She also attended the Criminal Justice Coordinating Council's recent Executive Session, where members reviewed the strategic planning event and discussed a new learning series, Indigenous Perspectives in Coconino County.

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: Tourism Commission

Moved by Vice Mayor Miranda Sweet, **seconded by** Councilmember Khara House to appoint Belen Mendez to the Tourism Commission.

Vote: 7 - 0 - Unanimously

B. Consideration of Appointments: Audit Committee

Moved by Councilmember Austin Aslan, **seconded by** Councilmember Lori Matthews to appoint John Vanlandingham to the Audit Committee.

Vote: 7 - 0 - Unanimously

C. Consideration of Appointments: Parks and Recreation Commission

Moved by Councilmember Khara House, **seconded by** Councilmember Anthony Garcia to appoint Michelle McAllister to the Parks and Recreation 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 Garcia requested to pull item 8A for additional information.

Moved by Councilmember David Spence, **seconded by** Councilmember Khara House to approve Items 8B, C, and D.

Vote: 7 - 0 - Unanimously

A. Consideration and Approval of Contract: 2026 Renewal of the Master Agreement for Software Maintenance with Hexagon for software utilized by the City of Flagstaff Police Department in the amount of \$341,161.20, plus applicable taxes.

Police Support Services Director Allison Hughes explained that the system supports the Computer-Aided Dispatch (CAD) system for Fire, Police, and Sheriff's calls, manages 911 and the communications room, and operates the records management system, including the retention of police reports. The City has an intergovernmental agreement with the Sheriff's Office and Northern Arizona University. Because the agencies share the same system, costs are allocated based on usage.

Councilmember Garcia asked whether staff is satisfied with the current system.

Ms. Hughes stated that staff is not satisfied with the system and hopes to bring a new system to Council for consideration. She emphasized that the current system must remain operational until a replacement is implemented.

Councilmember House noted that the contract overview indicated the system was over budget and asked about staff's recommendation and whether additional upgrades are needed.

Ms. Hughes explained that the primary risk is a system failure that could prevent the City from receiving emergency calls. Maintaining the current system during the transition is necessary to ensure continuity of service.

City Manager Keene stated that staff is comfortable that funding has been identified to support the transition.

Moved by Councilmember Anthony Garcia, **seconded by** Councilmember Lori Matthews to approve and ratify the renewal of the agreement in the amount of \$341,161.20 plus applicable taxes and authorize the City Manager to execute the contract renewal and any necessary documents to maintain uninterrupted services.

Vote: 7 - 0 - Unanimously

B. Consideration and Approval of Cooperative Contract: Purchase of specialized fire and safety equipment from LN Curtis & Sons not to exceed \$115,000.

1. Approve the Cooperative Purchase Contract with LN Curtis & Sons for a one-time purchase of specialized fire and safety equipment for the new Quint not to exceed \$115,000; and
2. Authorize the City Manager to execute all necessary documents.

- C. Consideration and Approval of Contract:** Cooperative Purchase Contract with Municipal Emergency Services, Inc. for the purchase of specialized fire and safety equipment not to exceed \$200,000 per budget year.

1. Approve the Cooperative Purchase Contract with Municipal Emergency Services, Inc. for the purchase of specialized fire and safety equipment not to exceed \$200,000 per budget year; and
2. Authorize the City Manager to execute all necessary documents.

- D. Consideration and Approval of Contract Amendment:** Amendment No. 1 to the Design-Build Services Contract with Wecom LLC (Contract No. 2024-125) — Fiber Network Project

Approve Amendment No. 1 to the Design-Build Services Contract with Wecom LLC, which allows an increase in the number of concurrent active permits for work in the public right-of-way from five (5) to ten (10) subject to conditions, and authorizes the City to engage additional staffing resources to support permitting, inspection, and utility locating for the Wecom fiber network build, with those costs offset dollar-for-dollar against the \$2,000,000 contract price owed to Wecom for construction of a City fiber network.

9. ROUTINE ITEMS

- A. Consideration and Adoption of Ordinance No. 2026-19:** An ordinance amending the Flagstaff City Code, Chapter 1-14, Personnel System, by amending the City of Flagstaff Employee Handbook of Regulations, Section 1-50-051, Parental Leave.

Human Resources and Risk Management Director Ryan Saxby stated this was a second read and was available for any questions.

Moved by Councilmember Lori Matthews, **seconded by** Councilmember David Spence to read Ordinance No 2026-19 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 CITY CODE, CHAPTER 1-14, PERSONNEL SYSTEM, BY AMENDING THE EMPLOYEE HANDBOOK OF REGULATIONS, SECTION 1-50-051, PARENTAL LEAVE; PROVIDING FOR PENALTIES, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE

Moved by Councilmember Lori Matthews, **seconded by** Councilmember Khara House to adopt Ordinance No. 2026-19.

Vote: 7 - 0 - Unanimously

10. REGULAR AGENDA

- A. Consideration and possible action regarding Executive Session of August 25, 2026.**

Moved by Councilmember Khara House, **seconded by** Vice Mayor Miranda Sweet to direct and authorize the City Attorney and/or designated city representative to proceed as discussed in executive session items listed in Item(s) 5Ai.

Vote: 7 - 0 - Unanimously

- B. Consideration and Approval of Settlement:** in the matter of *Peggy Leslie v. City of Flagstaff, et al.*, S0300CV2025-00285, currently pending in Coconino County Superior Court.

Moved by Councilmember Anthony Garcia, **seconded by** Councilmember Lori Matthews to approve the settlement of the matter of Peggy Leslie versus City of Flagstaff pursuant to the terms discussed in executive session and authorize the City Manager and direct the City Manager and the City Attorney to execute all documents and take such other actions as necessary to finalize this settlement.

Vote: 7 - 0 - Unanimously

- C. Consideration and Approval of the Settlement:** of the Notice of Claim by the Estate of Hassan Ibrahim, Ayisha Mohammed, and all statutory beneficiaries.

Moved by Councilmember Lori Matthews, **seconded by** Councilmember David Spence to approve the settlement of the Notice of Claim by the Estate of Hassan Ibrahim, Ayisha Mohammed, and all statutory beneficiaries pursuant to the terms discussed in executive session and authorize the City Manager and direct the City Manager and the City Attorney to execute all documents and take such other actions as necessary to finalize this settlement.

Vote: 7 - 0 - Unanimously

- D. Consideration and Approval of Settlement:** in the matter of *Dustin Royal v. City of Flagstaff, et al.*, 3:25-CV-08094-ASB, currently pending in the United States District Court for the District of Arizona.

Moved by Councilmember Khara House, **seconded by** Councilmember David Spence to approve the settlement of the matter of Dustin Royal versus City of Flagstaff pursuant to the terms discussed in executive session and authorize the City Manager and direct the City Manager and the City Attorney to execute all documents and take such other actions as necessary to finalize this settlement.

Vote: 7 - 0 - Unanimously

- E. Consideration and Adoption of Resolution No. 2026-44:** A resolution of the Flagstaff City Council, approving the Third Amendment to the Intergovernmental Agreement between the City of Flagstaff and Northern Arizona Intergovernmental Public Transportation Authority ("Mountain Line").

Beautification Arts and Sciences Program Manager Jana Weldon reviewed the intergovernmental agreement and amendment between the City of Flagstaff and the Northern Arizona Intergovernmental Public Transportation Authority (Mountain Line). She also reviewed the artwork, and the maintenance requirements associated with it.

Moved by Vice Mayor Miranda Sweet, **seconded by** Councilmember Lori Matthews to read Resolution No. 2026-44 by title only.

Vote: 7 - 0 - Unanimously

A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, APPROVING A THIRD AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF FLAGSTAFF AND NORTHERN ARIZONA INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY ("MOUNTAIN LINE"), RELATED TO MAINTENANCE OF PUBLIC ART AT THE DOWNTOWN CONNECTION CENTER; PROVIDING FOR DELEGATION OF AUTHORITY; AND ESTABLISHING AN EFFECTIVE DATE

Moved by Vice Mayor Miranda Sweet, **seconded by** Councilmember Anthony Garcia to adopt Resolution No. 2026-44.

Vote: 7 - 0 - Unanimously

F. Consideration and Approval of Contract: Lease Agreement between City of Flagstaff and Hopi Tribe Economic Development Corporation located at 5200 E. Cortland Boulevard, Suites A1-6 for Library Space.

Library Director Jennifer Stasinopoulos provided a PowerPoint presentation that covered the following:

A TEMPORARY MOVE IS NECESSARY
A HEAVILY USED COMMUNITY RESOURCE
CORTLAND THE ONLY VIABLE INTERIM OPTION
CORTLAND LOCATION AND ACCESS
SMALLER FOOTPRINT – CORE SERVICES CONTINUE
CORE LIBRARY SERVICES CONTINUE
A TEMPORARY LEASE WITH BUILT-IN FLEXIBILITY

Mayor Daggett thanked staff for identifying a temporary library location with access to bus service.

Councilmember Garcia noted that the Sunnyside neighborhood has been discussing the upcoming library relocation and expressed that, while residents are disappointed about the move, they understand the temporary location is the only suitable option with enough space to provide library services for the next several years. He asked how the City plans to inform current library users about transportation options and accessing the new location. Ms. Stasinopoulos stated that the library will use its regular marketing channels to provide information well in advance, including directions and information about accessing the location by bus. Deputy Library Director Amelia Mason added that the library is developing a program to teach community members how to use the bus system and hopes to offer the program on the Eastside.

Councilmember Garcia emphasized the importance of this outreach, particularly for neighborhood residents who do not regularly use public transportation. She also expressed excitement about providing library services to the Continental neighborhood and surrounding Eastside community.

Councilmember Matthews asked about direct bus service between the current and temporary library locations and whether a transfer would be required. She also asked when the temporary location is expected to open. Ms. Stasinopoulos stated that the space will require some cosmetic improvements, and that staff is working on the timeline. The goal is to complete the move within approximately two-to-three months and before the end of the year.

Councilmember Matthews asked about the length of the lease. Ms. Stasinopoulos clarified that the agreement is for 51 months, with rent payments for 48 months. She explained that this provides flexibility for the move and avoids paying rent at both locations while the current library is being demolished. The property owner, Coconino Community College (CCC), has agreed to the arrangement because the City must vacate the current location for construction.

Councilmember Matthews asked whether CCC expects its new facility to be completed within the 51-month lease period. Ms. Stasinopoulos stated that the current projection is 2029, although the timeline could change. The lease provides additional time in case construction is delayed.

City Manager Keene stated that staff will return to Council with decision points and updates as the project progresses. She thanked the team for its work and collaboration with CCC.

Councilmember Matthews expressed concern about walkability from the current location and asked whether maintaining the temporary location as a third library site could be considered.

City Manager Keene stated that the option has not been discussed and would need to be considered as part of the budget process, noting that library funding is already limited.

Mayor Daggett expressed excitement about the new CCC building and thanked Flagstaff and Coconino County voters for supporting the project. She acknowledged the disruption caused by the

relocation but encouraged the community to remain focused on the benefits of the new facility and the revitalization of the surrounding neighborhood.

Moved by Councilmember Anthony Garcia, **seconded by** Vice Mayor Miranda Sweet to approve the lease agreement for the temporary East Flag Library site at 5200 East Cortland Boulevard, Suite A1 through 6, and authorize the city manager to execute the lease and any related procurement documents for necessary facility tenant improvements not to exceed \$200,000 to provide the interim library space for East Flag Library.

Vote: 7 - 0 - Unanimously

11. OPEN CALL TO THE PUBLIC

None.

12. ANNOUNCEMENTS AND UPDATES TO/FROM COUNCIL AND CITY MANAGER

Councilmember Garcia highlighted work in the Sunnyside area, including the 4th Street Corridor Revitalization Project. He and Vice Mayor Sweet distributed more than 50 flyers to local businesses promoting a community meeting at the Market of Dreams to discuss needs and future investment along the corridor. He also reported that work on the Sunnyside Neighborhood Plan is underway, with community questionnaires being distributed in partnership with the Sunnyside Neighborhood Association Street Team.

Councilmember Matthews expressed excitement about an adaptive reuse project on 4th Street that will convert a long-vacant office building into housing. She noted that it is the first adaptive reuse project funded through the City's housing bond.

Councilmember Spence highlighted the Smart Week proclamation and the response from Moms for Gun Safety. He will distribute the organization's action plan to Councilmembers for consideration.

Councilmember House reported participating in the Cities for Kiddies program, which connects local governments on early childhood and family support initiatives. She also participated in an Arizona Healthcare Town Hall in Flagstaff, with a second town hall planned for October focusing on health and housing. She also highlighted several community events and celebrations attended during the recess.

Vice Mayor Sweet reported attending several conferences and community events, including Fire Department retirement celebrations, the Indigenous Code Talker Celebration, a discussion on drones as first responders, and the Ponderosa Park Improvement Community Meeting. She encouraged residents to participate in the Sunnyside Neighborhood Plan survey and noted a final community engagement opportunity would be held the following evening.

Mayor Daggett expressed condolences to the family of former Councilmember Karla Brewster and recognized her contributions to the City and Northern Arizona University.

City Manager Keene reported that the Arizona League of Cities and Towns approved a resolution seeking legislative authority to increase the City's short-term rental fee and use the additional revenue for related needs such as code enforcement. She also reported that staff is preparing for the upcoming strategic planning retreat, including leadership and Council retreats focused on setting goals and identifying future projects.

13. ADJOURNMENT

The Regular Meeting of the Flagstaff City Council held August 25, 2026, adjourned at 4:35 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 AUGUST 25, 2026. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 6th day of October, 2026

CITY CLERK