

## SPECIAL MEETING AGENDA

CITY COUNCIL SPECIAL MEETING  
TUESDAY  
FEBRUARY 24, 2026

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. PROCLAMATIONS**

##### **A. Proclamation: Peace Corps Day in Flagstaff**

Read and present the Proclamation.

#### **6. Review of Draft Agenda for the March 3, 2026 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.*

#### **7. February Work Anniversaries**

Recognition of employees celebrating work anniversaries in February.

#### **8. ROUTINE**

##### **A. Consideration and Adoption Ordinance No. 2026-04:** An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 3 Business Regulations, Chapter 3-10 User Fees, Section 3-10-001-0010, Subsection A. Parking Rates - ParkFlag District to amend the effective date of the parking fee increase; providing for penalties, repeal of conflicting ordinances, severability, authority for clerical corrections, and establishing an effective date

##### **STAFF RECOMMENDED ACTION:**

1. Read Ordinance No. 2026-04 by title only for the final time
2. City Clerk reads Ordinance No. 2026-04 by title only (if approved above)
3. Adopt Ordinance No. 2026-04

#### **9. Open Call to the Public**

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

**11. 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 \_\_\_\_\_, 2026.

\_\_\_\_\_  
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:** Jessica Matias, Chief of Staff  
**Date:** 01/29/2026  
**Meeting Date:** 02/24/2026



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**TITLE:**

**Proclamation:** Peace Corps Day in Flagstaff

**DESIRED OUTCOME:**

Read and present the Proclamation.

**Executive Summary:**

N/A

**Information:**

N/A

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**Attachments:** [Proclamation](#)

# CITY OF FLAGSTAFF – OFFICE OF THE MAYOR

# PROCLAMATION

**WHEREAS**, the United States Peace Corps has become an enduring symbol of our nation's commitment to encourage progress, create opportunity, and expand advancement at the grass-roots level in the developing world; and

**WHEREAS**, since its establishment 65 years ago, more than 240,000 Americans have served as Peace Corps Volunteers in 144 countries worldwide including 4,234 Arizonans. 665 volunteers have come from NAU and currently 21 Lumberjacks are serving in 18 countries; and

**WHEREAS**, Peace Corps Volunteers have made significant and lasting contributions around the world in agriculture, business development, information technology, education, health, and the environment, improving the lives of individuals and communities and strengthening the ties of friendship and understanding between the people of the United States and those of other countries; and

**WHEREAS**, enriched by their experiences overseas, upon their return to the United States, Peace Corps Volunteers offer Communities across our country a deeper understanding of other cultures and traditions; and as a people-to-people development agency, the Peace Corps has transformed lives for generations and remains a persistent global force for good; and


**WHEREAS**, many returned Peace Corps Volunteers now live and work in Flagstaff, where they have contributed to the community through public service and volunteerism; and

**WHEREAS**, the City of Flagstaff is in alignment with the Peace Corps' third goal to help promote a better understanding of other people on the part of Americans, promoting cultural understanding, volunteerism, and public service.

**NOW, THEREFORE, I, Mayor Becky Daggett**, Mayor of the City of Flagstaff, Arizona do hereby proclaim the March 1<sup>st</sup>, 2026, as

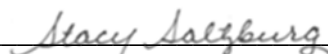
## PEACE CORPS DAY IN FLAGSTAFF

Dated this 24<sup>th</sup> day of February 2026



MAYOR

ATTEST:



CITY CLERK

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Tiffany Snider, Executive Assistant  
**Date:** 02/18/2026  
**Meeting Date:** 02/24/2026



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**TITLE:**  
**February Work Anniversaries**

**DESIRED OUTCOME:**

Recognition of employees celebrating work anniversaries in February.

**Executive Summary:**

**Information:**

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**Attachments:** [Presentation](#)



**HAPPY  
WORK  
ANNIVERSARY**

# *First Year Anniversaries*

- Aidan Rutledge, Housing Administrative Specialist
- Amanda Macholl, Digital Media Specialist
- Cassidy Moore, Court Judicial Specialist II
- Christopher Soto, Water Operator I
- Danny Sineath, Building Inspector
- Jaxon Camp, Lifeguard
- Jennifer Brinkerhoff, Building Plans Examiner
- Jonathan Guetter, Parks Technician

# *Fifth Year Anniversary*



Cameron Cornish  
Recreation Leader II



# *Fifth Year Anniversary*



Zachary Knoepfel  
Police Officer



# *Fifth Year Anniversary*



Gabrielle Murphy  
Library Clerk II



# *Fifth Year Anniversary*



Stuart Penoff  
Water Operator IV



# *Tenth Year Anniversary*



Myriah Hawthorne  
Recreation Instructor II



# *Tenth Year Anniversary*



Raymond Hernandez  
Recreation Official I



# *Tenth Year Anniversary*



Shawn McKee

Water Services Analyst (SCADA)

# Twentieth Year Anniversary

Glorice started at the city in 2006 working in Recreation and overseeing Special Events. Glorice started her *2nd* career with the City in 2016, when she transferred to the Finance Section as a Finance Specialist. Since then, Glorice has been promoted twice within Finance and is currently a Senior Accountant. Her love of numbers and reconciling the city financial records helps ensure financial accuracy and accountability and makes her a tremendous asset to the City. Her exceptional customer service and the kind and caring support and help she provides to her co-workers and divisions she supports shows her dedication to Team Flagstaff and the community. We appreciate her dedication and are very fortunate to have Glorice as member of the Finance Team and Team Flagstaff.



Glorice Thousand  
Senior Accountant

# Twenty-Fifth Year Anniversary



Aaron Wells  
Fire Captain

Captain Aaron Wells is being recognized for 25 years of dedicated service to the Flagstaff Fire Department. Throughout his career, Aaron has played an important role in the department's apparatus program, working consistently to help keep our fleet maintained, reliable, and ready for service. His knowledge and attention to detail have helped ensure our crews have dependable equipment to serve the community. Aaron is also a member of the Special Operations Team, where he serves as a Hazardous Materials Technician and Technical Rescue Technician, supporting these specialized response capabilities within the department. He is known for his professionalism, strong work ethic, and commitment to the organization. Outside of work, Aaron enjoys spending time with his family, hunting, and playing golf. We thank Captain Wells for his 25 years of service to the Flagstaff Fire Department.



**CONGRATULATIONS**

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Rick Tadder, Management Services Director  
**Date:** 02/19/2026  
**Meeting Date:** 02/24/2026




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**TITLE:**

**Consideration and Adoption Ordinance No. 2026-04:** An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 3 Business Regulations, Chapter 3-10 User Fees, Section 3-10-001-0010, Subsection A. Parking Rates - ParkFlag District to amend the effective date of the parking fee increase; providing for penalties, repeal of conflicting ordinances, severability, authority for clerical corrections, and establishing an effective date

**STAFF RECOMMENDED ACTION:**

1. Read Ordinance No. 2026-04 by title only for the final time
2. City Clerk reads Ordinance No. 2026-04 by title only (if approved above)
3. Adopt Ordinance No. 2026-04

**Executive Summary:**

At the October 21, 2025, Council Meeting, Ordinance 2025-21 was adopted for code revisions related to the Comprehensive Parking Management Program and establishing updated public parking rates and permit fees for the ParkFlag District. Staff presented the ordinance with an effective date for the increased ParkFlag parking rates to begin March 1, 2026. The intention at the time was to have the Downtown Flagstaff Enhanced Services begin 60 days prior to the start of the increased parking rates. Staff has procured a third party contract to deliver the enhanced services. The contract is not expected to be awarded until the Council Meeting on February 17, 2026.

Therefore, staff is requesting that Council approves the change in effective date to August 1, 2026, to allow for the contractor to establish the service and provide two months of service delivery prior to increasing rates. This aligns with the original expectation of increasing parking rates after services have been established.

**Financial Impact:**

The delay in collection of the increased parking fees will be managed within the ParkFlag 5-year plan. There is an offsetting reduction of expenditures in the ParkFlag 5-year plan with the delayed contract implementation.

**Policy Impact:**

None.

**Previous Council Decision or Community Discussion:**

In April 2025, during the budget retreat, staff presented consideration of proposed parking rate changes to Council and received direction to proceed with a rate analysis and potential rate increase. The rates were developed to support enhanced services in the ParkFlag District.

In October 2025, Council adopted changes to the Comprehensive Parking Management Program and approved parking rate increases to be effective March 1, 2025.

## **Options and Alternatives to Recommended Action:**

1. Approve the Ordinance to delay the parking rate increase to August 1, 2026 (Recommended action)
2. Amend and approve the Ordinance to delay the parking rate increase to a different effective date
3. Do not approve the Ordinance and begin collecting the increased parking fee on March 1, 2026

## **Connection to PBB Priorities and Objectives:**

### High Performing Governance

- Serve the public by providing high quality customer service
- Maintain the organization's fiscal stability through strong financial policies and best practices
- Implement and communicate innovative and efficient local government programs, new ideas, and best practices

### Sustainable and Innovative Infrastructure

- Deliver outstanding services to residents through a healthy, well-maintained infrastructure system

## **Connection to Regional Plan:**

Goal E&C.2. Achieve carbon neutrality for the Flagstaff community by 2030.

Goal LU.10. Increase the proportion of urban neighborhoods to achieve walkable, compact growth

Goal LU.12. Accommodate pedestrians, bicyclists, transit riders, and private cars to supplement downtown's status as the best-served and most accessible location in the region.

## **Connection to Carbon Neutrality Plan:**

Decrease Dependence on Cars, DD-3: Encourage Flagstaff residents and visitors to walk, bike, roll and take a bus.

This proposal supports the City's Carbon Neutrality Plan by encouraging shifts to more sustainable modes of transportation. Higher parking rates may motivate some downtown visitors and employees to choose alternatives such as biking, ride-sharing, or public transit. ParkFlag will continue to offer the VIP Commuter Pass program, which provides free bus passes to downtown employees, and will also continue promoting carpooling and highlighting bicycle rack locations on the ParkFlag website. These measures align with the City's goals of reducing vehicle miles traveled and fostering a cleaner, more sustainable downtown.

## **Connection to 10-Year Housing Plan:**

None

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**Attachments:**    [Ord. 2026-04](#)

**ORDINANCE NO. 2026-04**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF CITY CODE, TITLE 3 BUSINESS REGULATIONS, CHAPTER 3-10 USER FEES, SECTION 3-10-001-0010 PARKING FEES-PARKFLAG DISTRICT, SUBSECTION A PARKING FEES TO AMEND THE EFFECTIVE DATE OF PARKING FEES INCREASES; PROVIDING FOR PENALTIES, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE**

**RECITALS:**

WHEREAS, the City is authorized to regulate standing or parking of vehicles, pursuant to A.R.S. § 28-627(A)(1); and

WHEREAS, the City is authorized to regulate the use and improve City streets, alleys, and sidewalks pursuant to A.R.S. § 9-276(A)(1); and

WHEREAS, the City Council adopted Resolution No. 2016-01 establishing a Comprehensive Parking Management Program, Resolution No. 2017-03 to establish parking rates and fees, and adopted Sections 9-01-001-0014 and -0015 of the City Code to establish an office of the Parking Manager to adopt Administrative Guidelines and to implement the Comprehensive Parking Management Plan, and to establish a special revenue fund, all in an effort to regulate traffic and public parking in Downtown Flagstaff, the Southside, and immediately surrounding areas (“the ParkFlag District”); and

WHEREAS, the City Council directed the Parking Manager in 2019 to reduce the Employee/Business Owner Permit – Individual fees; and

WHEREAS, the City Council has adopted Resolution No. 2025-54 repealing Resolution No. 2017-03; and

WHEREAS, the City Council has adopted Ordinance 2025-21 to update the City Code provisions related to the Comprehensive Parking Management Program, and to establish updated public parking rates and permit fees for the ParkFlag District; and

WHEREAS, the City Council desires to adopt this ordinance to delay the parking rate increases adopted in Ordinance 2025-21 which were scheduled to become effective March 1, 2026 to a new effective date of August 1, 2026;

WHEREAS, parking fees are not being increased and therefore a 60 day notice posting pursuant to A.R.S. § 9-499-15 is not required.

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

SECTION 1. In General.

The Flagstaff City Code, Title 3 Business Regulations, Chapter 3-10 User Fees, Section 3-10-001-0010 Parking Fees – ParkFlag District, subsection A, is hereby amended to read as follows (additions shown as underlined capitalized text, deletions in strikeout):

**3-10-001-0010 Parking Fees – ParkFlag District**

A. Parking Fees (Effective ~~March 1, 2026~~ AUGUST 1, 2026)

|   |                       |
|---|-----------------------|
| Uncovered space                             | \$2.00/hour           |
| Covered space                               | \$3.00/hour           |
| Hooding fee with event permit space         | \$2.00/half-day       |
| Hooding fee with encroachment permit space  | \$5.00/day            |
| Mobile app convenience fee (not a city fee) | Per software contract |

SECTION 2. Repeal of Conflicting Ordinances.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance or any part of the code adopted herein by reference are hereby repealed.

SECTION 3. Severability.

If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 4. Clerical Corrections.

The City Clerk is hereby authorized to correct typographical and grammatical errors, as well as errors of wording and punctuation, as necessary related to this ordinance as amended herein, and to make formatting changes needed for purposes of clarity and form, or consistency, within thirty (30) days following adoption by the City Council.

SECTION 5. Effective Date.

This ordinance shall become effective 30 days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 24th day of February, 2026.

\_\_\_\_\_  
MAYOR

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY