

## MINUTES

WORK SESSION  
TUESDAY, NOVEMBER 27, 2012  
COUNCIL CHAMBERS  
211 WEST ASPEN AVENUE  
6:00 P.M.

Mayor Nabours called the Flagstaff Work Session of November 27, 2012, to order at 6:05 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 legal advice and discussion 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).

#### 1. **ROLL CALL**

##### **Councilmembers present:**

MAYOR NABOURS  
VICE MAYOR EVANS  
COUNCILMEMBER BAROTZ  
COUNCILMEMBER BREWSTER  
COUNCILMEMBER ORAVITS  
COUNCILMEMBER OVERTON  
COUNCILMEMBER WOODSON

##### **Councilmembers absent:**

None

Others present: City Manager Kevin Burke; City Attorney Rosemary Rosales

#### 2. **Public Participation (Non-Agenda Items Only):**

Public Participation enables the public to address the council about items that **are not** on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have 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.

Joe Ray, Flagstaff, addressed the Council about a violation he received concerning his mailbox; he requested changes in the process.

Cathy Ann Trotta, Flagstaff, addressed the Council to request they look at a resolution that was adopted in 2001 that related to the Patriot Act.

Rudy Preston, Flagstaff, addressed the Council about the conditions of the jail holding facility and suggested Council tour the facility.

Katie Nelson, Flagstaff, expressed her concern about the information presented at the last Council meeting about the elections process. She would like to see a change in how the City is conducting elections.

Hailey, Flagstaff, addressed the condition of the holding cells at the City jail.

**3. Preliminary Review of Draft Agenda for the December 4, 2012, City Council Meeting.\***

*\*Public comment on draft agenda items will be taken under "Review of Draft Agenda Items" (Item No. 9) later in the meeting. Citizens wishing to speak on agenda items not specifically called out by the City Council for discussion under the second Review section may submit a speaker card for their items of interest to the recording clerk. The item will be called out during the second "Review of Draft Agenda Items" to allow citizens the opportunity to comment. Citizens are also encouraged to submit written comments.*

None.

**4. Presentation by Julian Avila with Arizona Department of Transportation (ADOT) on ADOT Funding Policy.**

Julian Avila with Arizona Department of Transportation (ADOT) Public Affairs presented a PowerPoint Presentation about ADOT's funding needs.

Mr. Avila asked Council to provide comments and input to the State Legislators requesting funding to ADOT for infrastructure needs.

Mr. Avila discussed the ongoing partnerships with private entities to fund the various projects throughout the state.

Council asked about the possibility of toll roads especially on isolated roads in need of service. Mr. Avila explained that toll roads are still part of the general funding discussion, but ADOT is not looking to add more roads. There have been requests for toll roads in the past but they were denied because it was not a new structure. The toll road concept will be entertained as the need may arise.

Council asked for a breakdown of how the money ADOT has for projects is dispersed, specifically what is for rural projects and what is for metropolitan projects. This would help in understanding how the money benefits Flagstaff and the surrounding region. Mr. Avila indicated that he did not have this information with him but would get back with the Council once that information is compiled.

Mr. Avila explained that the only avenues that exist for collecting revenues are from the gas tax and from toll roads and to increase funding there would need to be an increase in the gas tax.

**5. Draft Parks and Recreation Master Plan Review.**

Elizabeth Anderson, Community Enrichment Services Director, presented a PowerPoint presentation that reviewed the finance portions of the Parks and Recreation Master Plan. She said that staff will be returning to Council on December 18<sup>th</sup> with a recommendation to adopt the plan by Resolution.

Council asked for an explanation of the park maintenance numbering system and the distinction of the different levels of park maintenance. Steve Zimmerman, Parks Superintendant, explained that the different levels have to do with the frequency of the tasks at each park. For example, level one and two parks may be serviced once a week and level 3 or 4 may be every other week and so on. Service level 1 is the highest maintenance and level 6 is the least. Most parks are currently maintained at a level 3.

Council asked Mr. Zimmerman to explain what he feels is the higher priority, maintaining parks at a service level two or acquiring and building new facilities. Mr. Zimmerman explained that maintaining the parks at the highest level possible before building new facilities should be top priority. Additionally, improving the current parks is important before adding new facilities.

Council requested that a numbering system similar to what is used for park maintenance be assigned to the recreation facilities and services. The numbering system helps to put into perspective the areas that need improvement.

There was additional discussion about the process of adopting the Parks and Recreation Master Plan. Council asked for an additional work session to discuss the finance section in more detail. Council would like further information about the various courses of action listed in the plan; they would like to see more possibilities as opposed to concrete actions.

Rudy Preston addressed the Council regarding the Parks and Recreation Master Plan with comments and suggestions.

Mayor Nabours requested that the draft Parks and Recreation Master plan along with the draft Water Policy be posted on the front page of the City's website.

A break was held from 7:27 p.m. to 7:39 p.m.

**6. Presentation on Principles of Sound Water Management - Water Policies.**

Mr. Burke explained that the draft water policy has been reviewed by the Water Commission and that time has been set aside at each work session for the Council to review and provide feedback to staff. He clarified it is a policy, not an ordinance, similar to that of the regional plan or the Parks and Recreation Master Plan.

Council requested that they be provided with a draft that references those items that have already been codified as this will help to guide the conversation.

Brad Hill, Utilities Director, gave a PowerPoint presentation on the Principles of Sound Water Management – Water Policies. The first section for review is finance.

Individuals addressing the Council regarding the Water Policy with comments and requests for clarification were:

- James Martin
- Dawn Dyer
- Rudy Preston
- Katie Nelson
- Thomas Lang
- Charles Seiverd
- Cerissa Hoglander

Council requested clarification on item A1.3. Mr. Hill explained that this section would relate to a development such as a low income development or subsidized housing. Other sources for funding could include the general fund.

Council requested clarification of some items in the policy, as there is confusion with the wording in the first part of the policy that states that subsidies will come from other resources but later in the document it references subsidizing reclaimed water through all users. The policy needs to be clearer in how the two are different.

With regards to the purchase of a water company Council requested that language be included in the policy that makes reference to creating an improvement district to pay for any improvements needed to bring the facility up to City standard.

With reference to section A3.1, the rate structure should be designed to promote conservation. Council suggests that this could be a standalone policy.

Council also made the following suggestions:

- Adding the word potable to end of section A3.4.
- Review wording of section A1.5c to make sure it is clear.
- Including the Recapture Policy that was established years ago could be included in the policy so people are informed and it is a good tool.
- Possibly reword section A1.5d from a customer service perspective.

Council asked for clarification on what standards that the City follows, EPA or ADEQ, as it relates to water. Mr. Hill explained that the City abides by both, the US EPA sets the guidelines for reclaimed water and the State abides by EPA standards but has additional standards of their own.

## **7. Discussion to identify technical and policy amendments to the Flagstaff Zoning Code.**

Roger Eastman, Zoning Code Administrator, presented a table of technical and policy amendments to the Flagstaff Zoning Code.

Council asked how staff is alerting the various parties affected by the amendments. Mr. Eastman explained that not much outreach had been done yet but as the finalizing of the amendments get closer, there will be further, more extensive outreach to the public.

Members of Council requested that the list be reviewed item by item to see if there is consistency among the Council to move forward with drafting the amendments. This would save staff from holding unnecessary public meetings.

Individuals addressing the Council regarding the possible amendments with comments and requests for clarification were:

Kathy Chandler, Flagstaff, speaking regarding the accessible parking amendments.  
Todd Garfield, Flagstaff, speaking regarding the accessible parking amendments.  
Marilyn Weisman, Friends of Flagstaff's Future, speaking about zoning map amendments.

Mr. Eastman indicated that many of the amendments have already been written and suggests taking them to the Planning and Zoning Commission for review and recommendation.

**8. Review of Draft Agenda Items for the December 4, 2012, City Council Meeting.\***

*\* Public comment on draft agenda items will be taken at this time.*

Mayor Nabours indicated that he had some questions related to the commission appointments that he would be speaking to the Clerk about.

**9. Informational Items To/From Mayor, Council, and City Manager.**

Mr. Burke announced that the agreed upon date of the first mini budget retreat is the morning of December 12th in the Council Conference Room.

Councilmember Brewster reported that Dr. Haeger gave an informative forum on new methods of getting students information and how they do their classes. She said it was very innovative and different.

Vice Mayor Evans invited Council to come to the next meeting of the Coconino County Workforce Initiative on December 5 at 1:30 pm at the County's Health and Human Services building on 4<sup>th</sup> Street. Clarence Carter, Director of Arizona Department of Economic Security, will be at the meeting to talk about the changes to the 40+ safety net programs that the state currently has and the possible construction of a new DES building in Flagstaff.

She also stated that she has been getting a lot of public comments about not having Council meeting presentation materials prior to the meetings; she asked if the City could request these presentations early so they can be included in the packet for posting.

**10. Public Participation**

None.

**11. Adjournment**

The Flagstaff City Council Work Session of November 27, 2012, adjourned at 9:39 p.m.

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MAYOR

ATTEST:

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CITY CLERK