

MINUTES

SPECIAL WORK SESSION
THURSDAY, SEPTEMBER 19, 2013
FLAGSTAFF AQUAPLEX
1702 NORTH FOURTH STREET
8:00 A.M.

1. Call to Order.

Mayor Nabours called the Flagstaff City Council Special Work Session of September 19, 2013, to order at 8:05 a.m.

2. Pledge of Allegiance

3. 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 Michelle D'Andrea.

4. Review of Divisional Work Plans

City Manager Kevin Burke gave a brief overview of the process and expectations for the day.

The following staff members then gave a brief review of their respective division's 2013 accomplishments and 2014 goals, through use of a PowerPoint (Exhibit A attached hereto and made a part hereof).

COURTS: Court Administrator Don Jacobson

INFORMATION TECHNOLOGY: IT Director Ladd Vagen

Councilmember Barotz said that she had talked with Mr. Burke awhile ago about the possibility of digitizing the Council votes to provide more transparency in government.

MANAGEMENT SERVICES: Management Services Director Barbara Goodrich

POLICE: Police Chief Kevin Treadway

Chief Treadway asked that the Council consider adding a goal to their list of recruiting to 100% of their force.

HUMAN RESOURCES: Human Resources Director Shannon Anderson

Councilmember Overton asked Ms. Anderson how the Affordable Care Act would impact the City's benefits. Ms. Anderson said that they have been reviewing that issue, and the county has identified they will have several hundred temporaries that will be eligible for benefits. The City is going to take a different approach to identify those and hire more part-time people and continue to hire full-time temporaries. She noted that the deadline has been pushed back to January of 2015.

Discussion was held on the City's Wellness Program. Concerns were voiced by members of the Council with regard to the privacy of information required for participation. Mr. Burke said that the Leadership group just had a presentation given to them about the program that addressed a lot of those concerns and it may be helpful to have a presentation given to the Council as well.

UTILITIES: Utilities Director Brad Hill

FIRE DEPARTMENT: Fire Chief Mark Guillard

5. BREAK

A break was taken from 9:50 a.m. to 10:05 a.m.

6. Review of Divisional Work Plans (Continued)

CITY CLERK'S OFFICE: City Clerk Elizabeth Burke

PUBLIC WORKS: Public Works Director Erik Solberg

COMMUNITY DEVELOPMENT: Planning Director Jim Cronk
Planning and Development Services
Engineering
Housing
Employer Assisted Housing
Flagstaff Housing Authority

Discussion was held on adding goals to the Council's goals with regard to housing and affordable housing for veterans. Vice Mayor Evans asked that the goal be more specific.

The following topics were suggested for possible goals: Review of Affordable Housing; Code Enforcement re Slum, Blight and Graffiti; Integration of Planning Documents; Fourth Street Revitalization.

ECONOMIC VITALITY: EV Director Stacey Button

Possible Goals: Encouraging or motivating spec building in commercial/industrial context.

CITY ATTORNEY: City Attorney Michelle D'Andrea

Possible Goal: Examine ordinance re performance bonds for subdivision infrastructure.

A break was held from 11:08 a.m. to 11:20 a.m.

7. Review of Council Goals

Mr. Burke reviewed the Goals developed at last year's Council Retreat. After lengthy discussion, the Goals were modified by Council to read as follows:

1. Repair, replace and maintain infrastructure (streets & utilities)
 - c. Complete Citizens and Transportation Commission Review of Tax Proposal
 - d. Determine placement of a ballot question or not
 - e. If placed, support education and outreach efforts individually
2. Fund existing, and consider expanded, recreational services
 - d. Determine use, if any, of the \$1.1M Bond for Recreation Capital
 - e. Review and Adopt/Reject/Modify Bushmaster Park Master Plan
3. Address Core Services Maintenance Facility
 - c. Select a site for the Core Service Facility
 - d. Complete any negotiations to secure the site
 - e. Finalize contract
 - f. Commence design for the Facility
4. Complete Rio de Flag
 - a. Complete Limited reevaluation report
 - b. Complete 100% plans
 - c. Legislative Advocacy to achieve continued funding
 - d. Repair Clay Ave basin
 - e. Construct Phase IIa
 - f. Complete the Feasibility Analysis using FEMA Standards
 - g. Support WRRDA legislation for self administration
5. Retain, expand, and diversify economic base
 - e. Secure 2nd Airline
 - f. Increase arts and culture tourism
 - i. Support arts incubator
 - ii. FCP
 - g. Development of adequate infrastructure to support current and expanding economic base
 - h. Review/Adopts/Reject/Modify the Infill Development Policy
6. Complete the Water Policy
 - b. Red Gap
 - i. Delivery issues
 - ii. Funding
 - c. Reclaim water
 - i. Treatment options
 - ii. Water quality
 - d. Sale and use of water inside/outside city limits
 - i. Reclaim

- ii. Potable
 - iii. Rates
 - e. Funding Sources
 - f. Separate out policy on reclaim and potable water
 - g. Set specific milestones in order to accomplish in 2 years
 - h. Coordination with regional partners
 - i. Stormwater Policy – LID
 - j. Water Conservation Policy
- 7. Review financial viability of pensions
 - c. Define and analyze problem
 - d. Study of options
 - i. Pros and cons of adjustments
 - e. Define legislative position
- 8. Review all Commissions
 - a. Number of commissions
 - b. Roles
 - c. Scope
 - d. Reports/Recommendations
 - e. Purpose
 - f. Use of Ad Hoc committees
 - i. Reestablish Citizen's Budget Committee?
 - ii. Establish Citizen Charter Committee?
 - g. Revise staff summary to note
 - i. What commissions have reviewed, when and result?
 - ii. Applicability of Regional Plan
- 9. Zoning Code check in and analysis of the process and implementation
 - g. Review/Adopt/Reject/Modify Zoning Code Map Amendment Changes
 - h. Review/Adopt/Reject/Modify Zoning Code Sign Regulations
 - i. Review/Adopt/Reject/Modify Zoning Code Amendments

8. BREAK

A lunch break was taken from 12:18 p.m. to 12:35 p.m.

9. Discussion on Rules of Procedure

Council discussed potential changes to the Rules of Procedure and directed staff to add Public Participation at the beginning of the 6:00 p.m. portion of the Regular Meetings. Staff was also directed to change wording to allow for amendments to be made to ordinances between the first and second readings.

Vice Mayor Evans reminded everyone that having side conversations at the dais during the meetings was annoying, and they needed to be aware that everything is being recorded.

10. WORKING LUNCH

Lunch held above

11. Discussion on what words are used in the Regional Plan and their definitions

Mr. Cronk reviewed the wording of the Regional Plan, as it is to be a "guideline." He mentioned that in the 2001 Plan the term "private property rights" was mentioned 8 times, while in the proposed plan it is mentioned 73 times. In the current Plan words such as "shall, must, require, and will" were mentioned 842 times, while in the proposed draft it was 262 times.

He said that the Advisory Committee worked hard at the issue with what they were addressing today and made a serious attempt to move in this direction.

Mayor Nabours said that from the discussions they have had, it may help if they could come to an understanding of what is required by the plan and what is suggested. It was suggested that a prefatory statement near the beginning of the document line out that issue clearly.

After a lengthy discussion, staff was directed to bring back some options for Council to consider in the way of prefatory language which would allow them to clarify the intent of the Plan rather than change the hundreds of words throughout the document.

At this time Mr. Cronk notified the Council and public that Kim Sharp had been offered a position in Columbus, Ohio, serving as the Assistant Planning Director. She will be in Flagstaff for two months and will work through the first Public Hearing on the Plan and the first Public Hearing on the Little America project.

The Flagstaff City Council Special Work Session of September 19, 2013, adjourned at 1:51 p.m.

MAYOR

ATTEST:

CITY CLERK