

## MINUTES

WORK SESSION  
TUESDAY, JUNE 10, 2014  
COUNCIL CHAMBERS  
211 WEST ASPEN AVENUE  
6:00 P.M.

### 1. Call to Order

Mayor Nabours called the Flagstaff Work Session of June 10, 2014, to order at 6:03 p.m.

### 2. Pledge of Allegiance

The audience and City Council recited the 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:

Others present: City Manager Kevin Burke; City Attorney Michelle D'Andrea.

### 4. Preliminary Review of Draft Agenda for the June 17, 2014, City Council Meeting.\*

*\* Public comment on draft agenda items may be taken under "Review of Draft Agenda Items" later in the meeting, at the discretion of the Mayor. 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.*

- A. **Consideration and Adoption of Resolution No. 2014-18:** A resolution of the City of Flagstaff, Arizona establishing a Donation and Memorial Program for the City's Parks within the City Memorial Policy.

Public Works Section Head Mike O'Connor said that staff had received a request that they were unable to facilitate so they began working on a formal Donation and Memorial Program for the City's Parks. He then reviewed the PowerPoint which addressed:

- BACKGROUND/HISTORY
- REVIEW CURRENT POLICY
- POLICY OBJECTIVES
- DISCUSSION/DIRECTION

Councilmembers voiced support for the program and said they were glad to see it moving forward. Staff said that they addressed the perpetual care of a project in the resolution and it would depend on what the project was.

Mayor Nabours reported that the Walnut Creek item had been moved to the July 8, 2014, Work Session.

- B. **Consideration and Approval of Preliminary Plat** A request from Westglen MHP, LLC for approval of a preliminary plat for a 201 manufactured dwelling unit condominium subdivision on 27.9 acres located at 1450 W Kaibab Lane, within the Manufactured Housing (MH) zone.

Councilmember Woodson declared a conflict of interest at 6:17 p.m. and left the dais.

Planning Development Manager Brian Kulina reviewed the application, explaining that the park was designed and developed under the Mobile Home Park standards and it complies with those standards; they are simply changing the type of ownership.

Mayor Nabours asked if this would constitute a change in use for a mobile home park that would trigger the state's relocation statutes. Mr. Kulina said that he believed they have addressed that issue, but they could expand on that answer at next week's meeting.

Vice Mayor Evans said that another issue came up with *Coffee with Coral* on the inability of some individuals to qualify for loans to purchase their property and possible displacement.

Mr. Kulina said that they have lined up a representative from Wells Fargo that has done research for these types of loans, and he will be able to address that issue further next week. Vice Mayor Evans said that she would like them to also address the credit criteria and whether people would need a social security number of obtain such credit.

Councilmember Woodson returned to the dais at this time.

Mayor Nabours said that he had a question regarding 9-G, the Butler Avenue Traffic Signals.

- C. **Consideration and Approval of Engineering Design Professional Services Contract:** Butler Avenue Traffic Signal Control System (***Approve agreement with Lee Engineering, LLC in the amount of \$99,660.00***).

Mayor Nabours asked if this has been tried before and worked, and if the public would see a noticeable difference. Project Manager Randy Whitaker said that it has been done before and they would anticipate a reduction in accident rates and reduction in waiting times at the signals. He noted that this was just for the design; they would be back later for approval of a construction contract.

Mayor Nabours asked what construction would be done. Mr. Whitaker explained that part of the design process is determining what is required. They could go from a central command post monitoring with cameras and someone changing it at a real time basis, or where someone would monitor flows by reviewing the previous day or week and adjusting the timing cards to make it better. He said there would be no new traffic lights; just controlling within the existing traffic cabinets.

Councilmember Brewster said that any changes to make the flow better would be great. She thought one of the problems in the past was because of the train schedule. Mr. Whitaker said that there may be some affect by trains, but with this being on Butler, the corridor itself really does not cross the tracks, although there may be a design factor that the designers will have to address.

Mr. Whitaker said that the preliminary design concept would give them the options. There would be two workshops. They would invite ADOT, Council members, etc. to the first one for presentations on what is there now and what could occur. The second workshop will address the City's manpower, maintenance costs, different factors, and then they would go to design. He said that there will be an opportunity for public input at both workshops.

Mayor Nabours said that if they were not prepared to spend more money to implement the design, he asked why they would spend the money for the design. He asked if the City budgeted for such implementation. Mr. Whitaker said that as part of the \$450,000 that occurs every two years for signal improvement this would be addressed.

With regard to Item 14-A, the TRAX development, Councilmember Barotz asked Ms. D'Andrea if the Development Agreement was signed before or after the rezone. Ms. D'Andrea explained that they hold first reading of the rezone, and then they will bring the Development Agreement forward at the next meeting, prior to second read and adoption of the rezoning ordinance, because the resolution approving the Development is only required to be read once.

Councilmember Barotz suggested that when the Development Agreement came forward that the wording in the beginning of it be amended to clarify the order of the process. Also, she suggested that they specify which Regional Plan they were referencing since the new one was just approved by the voters in May.

Councilmember Woodson asked if the SmartWorks item under Item 9-K focused on specific employees. Mr. Burke said that the dollar amount was still getting clarified, but he believed it was a placeholder as they do not know who will be signing. It is available to all employees that are approaching retirement age.

## **5. Public Participation**

*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.*

Emily Davalos said that she appreciated the discussion the Council held previously on the Library roof and their recognition that even though they had their own opinions, they were willing to listen to the community members.

She said that she also hoped that the Council members would bring in the “mama bear” approach taken by Councilmember Brewster when she worked in the English Department at NAU, and apply that to what the Council has been hearing for the past three months from the community. Numerous people have spoken out against this that have addressed the danger and harm, and they have been there for generations.

## **6. Annual Sustainability Program Update**

Sustainability Manager Nicole Woodman gave a PowerPoint presentation which addressed the following:

### **•SUSTAINABILITY PROGRAM – MISSION**

She said that since 2007 the Sustainability Program has been serving the community and municipal organization as a catalyst for economic, environmental and social sustainability. The program has three full time employees and 2/5 full time AmeriCorps workers. The program is one of three funded through the Environmental Management fee, with a full operating budget of \$287,671.

Ms. Woodman said that since 2007 they have secured \$9.9 million dollars in funding through federal, state, corporations and foundations to support their programming.

### **•SUSTAINABILITY PROGRAM - OUR FOCUS AREAS**

She said that the community focus areas include five working community gardens, residential energy efficiency programming, and community events. Municipal sustainability focus areas include reducing resource consumption through employee education, training and policies, bringing increased efficiency to fleet beyond fuel reduction, infusing resiliency and preparedness into projects, and conducting education at new employee orientation and through individual office assessments and staff presentations.

### **SUSTAINABILITY PROGRAM – 2013 HIGHLIGHTS**

Ms. Woodman then reviewed the highlights from 2013:

- Financing and installation of three additional renewable energy systems
- Secured \$6 million in grant funding to acquire Observatory Mesa

- Launching of the “Do It Yourself” initiative
- Utilized \$50,000 of funding from Unisource to deliver home energy rebates
- Provided recycling outreach to more than 1,100 community members
- Led the collaborative charge to provide smart driver training to all city employees
- Provided resource consumption education to more than 100 employees

Ms. Woodman then referenced Don Weaver, a recognized authority on Southwestern prehistoric rock art, who passed away last month. She said that he was influential in preserving Picture Canyon and they are forever in his debt for his dedication.

She then touched on a few things they are doing in 2014:

- Updating the Municipal Sustainability Plan
- Complete Year 2 of the grant-funded Energy Rebate Program
- Management of protected open spaces
- Working with Solid Waste to implement “Rethink Recycling”
- Unveiling a small bike fleet for use at between downtown facilities
- Will be training janitorial staff for proper process of recycling and trash

In closing, she invited Council and public to upcoming events:

- June 14, 2014 - Picture Canyon building trails and revegetating areas
- July 12, 2014 - Fix-It Clinic

They will also be hosting their growing community summer workshop series in partnership with Flagstaff Foodlink.

## 7. **Road Repair and Street Safety Initiative**

City Manager Kevin Burke then gave a PowerPoint presentation that addressed:

### • ROAD REPAIR AND STREET SAFETY INITIATIVE

Mr. Burke said that based on discussion last week, the takeaways were:

- Sales tax to fund repairs to existing street infrastructure
- Sales tax to fund repairs to utilities infrastructure
- The City will also commit resources to preserving the investment
- 20 Year term on sales tax increase

He said that the next question is where they start—at what level should be the road’s OCI be before they begin repairs. They may also consider other issues such as utilities infrastructure replacement.

Mr. Burke then reviewed the overall current sales tax rates and what they would be with the County and City initiatives.

### • ALTERNATIVES

Discussion was then held on the various options of 1, 2A and 2B.

•OTHER CONSIDERATIONS:

Messaging

Existing Transportation Tax

2020 Other tax expires -- that's when they address congestion

A break was held from 7:22 p.m. to 7:35 p.m.

•INTRODUCTION TO STREET MAINTENANCE AND REPAIR  
CURRENT CONDITION OF STREETS

Mayor Nabors asked if any of the 2010 bond money was left. Mr. Burke said that they are looking at the last project now; if anything was left it would be small dollars.

Charlie Odegaard, Flagstaff, addressed the Council asking them to give consideration to what the tax should be. He said that with this increase Flagstaff will be the highest in the State and he was concerned with some negative impact from that. He said that he did believe they need to fix the roads and this is the best way; he would like to keep it as low as possible.

Councilmember Woodson said that they are still spending \$2.1 million of HURF funds each year. Mr. Burke said that was correct; just for pavement preservation.

Mr. Burke said that the big difference between the City's current program and after this ballot issue is the residential streets. They have had to choose and they have directed their limited resources to collectors and arterials.

Back to the issue of messaging, Councilmember Barotz asked how they would respond if people say that the roads are not that bad, but congestion is. Mr. Burke said that there were concerns about the tax capacity and they believe that trading the expiring tax for repurposing that toward congestion is the best bet.

Mr. Burke said that the advantage of 2A is that they are not borrowing as much. After further discussion, the consensus of Council was to move forward with Option 2A.

8. **Review of Draft Agenda Items for the June 17, 2014, City Council Meeting.\***

*\* Public comment on draft agenda items will be taken at this time, at the discretion of the Mayor.*

None

9. **Public Participation**

None

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

Councilmember Oravits asked when the bathrooms open at City parks, specifically at Foxglen. Mr. Solberg said that they should open by 8:00 a.m. but he was not sure of their exact hours.

Councilmember Barotz thanked staff for addressing the concern of the roaming vendor cart.

It was noted that an e-mail had gone out with the results of the Downtown Business Improvement District election results. Staff was asked to provide to Council with information on what their next step is.

11. **Adjournment**

The Flagstaff City Council Work Session of June 10, 2014, adjourned at 8:12 p.m.

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MAYOR

ATTEST:

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CITY CLERK