

**JOINT WORK SESSION
FLAGSTAFF CITY COUNCIL/COUNTY BOARD OF SUPERVISORS**

AGENDA

**4:00 P.M. - MONDAY
APRIL 6, 2015**

**COUNCIL CHAMBERS
211 WEST ASPEN AVENUE**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call:**

NOTE: One or more Councilmembers/Supervisors may be in attendance telephonically or by other technological means.

CHAIRMAN ARCHULETA
SUPERVISOR BABBOTT
SUPERVISOR FOWLER

SUPERVISOR METZGER
SUPERVISOR RYAN

MAYOR NABOURS
VICE MAYOR EVANS
COUNCILMEMBER BAROTZ
COUNCILMEMBER BREWSTER

COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER WOODSON

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption to tonight's meeting.

- 4. Public Participation:**

Public Participation enables the public to address the Council about an items that are not on the 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 on an item that is on the agenda 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 an opportunity to speak.

- 5. Annual Update: Flagstaff Downtown Business Improvement and Revitalization District.**
- 6. State FY16 Budget Update - City and County Impacts**
- 7. Coconino County Community Development Project Update**
- 8. Community Development Projects Update**
- 9. City of Flagstaff Cinder Lake Landfill Significant Benchmarks**

10. Fort Tuthill County Park - Update
11. Informational Items To/From Chairman, Supervisors and County Manager/Mayor, Council and City Manager.
12. Public Participation
13. 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 _____, 2015.

Elizabeth A. Burke, MMC, City Clerk

Memorandum

5.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Karl Eberhard, Comm Design & Redevelopment Mgr
Date: 03/12/2015
Meeting Date: 04/06/2015



TITLE:

Annual Update: Flagstaff Downtown Business Improvement and Revitalization District.

DESIRED OUTCOME:

Provide City Council with information regarding the first year of the Flagstaff Downtown Business Improvement and Revitalization District.

EXECUTIVE SUMMARY:

In February of 2014, based on a request from the property owners, the City Council created the Flagstaff Downtown Business Improvement and Revitalization District (FDBIRD) and subsequently entered into an Intergovernmental Agreement (IGA) with the district to perform certain tasks related to the formation of the district and downtown management and planning. Through the IGA, the funding necessary for the first year of district operations was provided. In addition, the City and the County are ongoing partners and participants in the district, each contributing funding as private property owners would provide as assessments. The IGA requires that FDBIRD provide the City Council with an annual update. The district has provided a detailed written Annual Report and the presentation will highlight the notable activities of the district. Given the importance of the County as a partner, this presentation has been scheduled for the joint meeting of the City Council and the Board of Supervisors. Being the first year, and thus the first report, hopefully you will enjoy hearing about the many great successes of a busy year as well as the upcoming activities and expectations.

INFORMATION:

Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics.

Please see the attached materials from the Flagstaff Downtown Business Improvement and Revitalization District. These include an Annual Report, copies of deliverables, and a copy of the cover letter sent to their stakeholders.

Background Information:

1. Please find attached a copy of the current Intergovernmental Agreement (IGA) between the district and the City.
2. Please find attached a copy of the January 2014 Staff Summary for the City Council consideration of district formation. It provides foundational information about districts, the history of this effort, and other matters considered at the time.
3. Please find attached a copy of the County's commitment to participate in the district.

5. As of this Annual Report, staff believes that the terms of the IGA have been met.

Annual Report
Deliverables
Letter
IGA
Jan 2014 Staff Summary
County Commitment
PowerPoint



FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT STAKEHOLDERS REPORT 2014

During 2014, the Flagstaff Downtown Business Improvement and Revitalization District (FDBIRD) was formed, funded, and created a management structure for downtown.

2014 highlights:

- **February '14** City of Flagstaff unanimously approved Resolution to Form FDBIRD and appointed three initial directors to board to serve one year terms. Council also voted to approve one-time \$127,000 initial funding for district operations.
- **June '14** District property owners voted in favor of a special tax assessment to fund the district.
- **September '14** District awards management contract to Flagstaff Downtown Business Alliance (FDBA) to hire Executive Director and provide services for downtown around the goals of management, advocacy and parking solutions.
- **November '14** FDBA conducted local, regional and nationwide search for Executive Director candidates, interviewing six applicants and narrowing the field to two finalists.
- **December '14** Executive Director finalists appeared downtown for multiple community meet & greets and in person interviews.
- **January '15** the FDBA announced the hiring of Terry Madeksza as the new Executive Director.

"Since February's formation of the District, there's been a lot of hard work and tremendous effort bringing all the legal and financial elements to a successful result. An unbelievable amount of work has happened to get us to December 2014 and I'm really excited and proud with how much has been accomplished. Now we're poised to bring management, advocacy and parking solutions to downtown."

Mark Lamberson owner, Mountain Sports Flagstaff.

"From my perspective, the greatest milestones are that the district has been created, they have a Board of Directors and they can start working." Elizabeth Burke, District Clerk and City Clerk of Flagstaff

Terry's entire career has been devoted to downtown management, most recently with the Downtown Phoenix Partnership.

- **February '15** the FDBIRD received 5 nomination packets for 5 board openings, as such an election was not held resulting in the appointment of Karen Kinne-Herman, Tim Kinney, Dave Stilley, John VanLandingham and Antionette Beiser to the board of directors.

"Nobody else in the state has done this yet. The most significant challenge is that this is a brand new form of entity. There is no case law with regard to this. The guiding principles used throughout were transparency, openness and fairness to ensure that the district has complied with all applicable state statutes with regard to municipal elections, finance and open meeting laws." Dana Kjellgren, attorney



Other 2014 accomplishments:

- Negotiated Intergovernmental Agreement (IGA) with City of Flagstaff resulting in \$127,000 City contribution to the district.
- Website (www.downtownflagstaff.org) updated regularly to post agendas and minutes from board meetings, resolutions, election information and other pertinent information related to the district.
- Retained legal counsel to provide advice for district matters related to formation, open meeting laws, elections, etc.
- Assigned “point person” for district issues with stakeholders and City of Flagstaff.
- Board of directors conducted 15 board meetings, complying with Arizona open meeting laws, to deal with various issues related to the formation, organizational framework, tax election, and other details.
- Board of directors adopted 2014-2015 budget.
- District board, clerk, treasurer and attorney worked with Coconino County assessor’s office, treasurer’s office and election office to iron out all necessary details ahead of the June special tax election.
- Coconino County Board of Supervisors approved mail ballot election for February 2015 to elect new expanded FDBIRD board of directors (5).
- Contracted for clerk and treasurer to replace City staff provided to district as of 1/1/2015.

“There’s a lot we can do and this will help us to take some good steps. That the volunteer group held it together long enough to have staff is a miracle. There are going to be challenges – the district will have to work very hard.” Maury Herman, principal, Coast & Mountain Properties

Flagstaff Downtown Business Improvement and Revitalization District Goals

Protect and enhance the vitality of our historic downtown...

1. Management

*District Marketing
Special Events
Street Closures
Holiday Decorations*

2. Parking

*Better Customer/Client Parking
Employee Parking Solutions
Private Lot Management/Sharing
More Parking Spaces*

3. Advocacy

*Dedicated “go-to” person
Representation on Issues
Heritage Square Permitting*

www.downtownflagstaff.org

FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT & REVITALIZATION DISTRICT

Wednesday, March 5, 2015

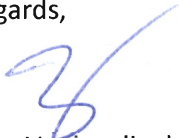
City of Flagstaff
211 W. Aspen
Flagstaff, AZ 86001
Attn: Karl Eberhard

Mr. Eberhard,

As you know, the IGA between the Flagstaff Downtown Business Improvement & Revitalization District (FDBIRD) and the City of Flagstaff (City) contains deliverables that the FDBIRD is required to provide to the City by dates certain. Please find attached a spreadsheet detailing those deliverables along with deadlines, progress and/or completion dates.

Please feel free to contact me should you have any questions.

Regards,



John VanLandingham, Board Chair

Flagstaff Downtown Business Improvement & Revitalization District

FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT & REVITALIZATION DISTRICT

Monday, March 2, 2015

City of Flagstaff

211 W. Aspen

Flagstaff, AZ 86001

Attn: Karl Eberhard

Mr. Eberhard,

One of the requirements of the IGA between the Flagstaff Downtown Business Improvement & Revitalization District (FDBIRD) and the City of Flagstaff (City) was to review and respond as to the desire of the FDBIRD to assume maintenance and operations of Heritage Square.

With legal counsel retained by the District, review all documents related to Heritage Square Plaza (including but not limited to Disposition and Development Agreement; Rules & Regulations; Declaration of Public Plaza Easement dated May 20, 1997; Declaration of Public Plaza Easement dated June 4, 1996) and evaluate whether or not the District may, and desires to assume any Responsibilities for operations and maintenance.

After review of the relevant legal documents related to Heritage Square by FDBIRD legal counsel, FDBIRD does not wish to assume responsibilities for operations and maintenance of the Square. The unique legal, structural and physical challenges of operations and maintenance of Heritage Square are beyond the resources of the FDBIRD. However, the management and permitting of events on Heritage Square have a direct and significant impact on businesses and other stakeholders of the district and as such the FDBIRD will seek to work with City staff on ways to successfully manage event permitting and production on the Square. There are models used successfully in other communities that FDBIRD can help City staff integrate into the management of Heritage Square.

Regards,



John VanLandingham, Board Chair

Flagstaff Downtown Business Improvement & Revitalization District

FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT & REVITALIZATION DISTRICT (FDBIRD)

IGA Deliverables Calendar

Description	Deadline	Progress	Submitted
<i>Hard Date Deadlines</i>			
Prepare work plans for the upcoming year ("Annual Work Plans").	June 15, 2014 and June 15 of every year that the City Clerk and/or Treasurer serve as the District Clerk and Treasurer respectively.	completed 7/1/2014	see minutes posted on website http://downtownflagstaff.org/wp-content/uploads/2014/09/08.05.2014.Minutes.F.pdf
Prepare detailed operating budgets for the upcoming year ("Annual Budgets").	June 15, 2014 and June 15 of every year that the City Clerk and/or Treasurer serve as the District Clerk and Treasurer respectively.	completed 5/20/2014	posted to website http://downtownflagstaff.org/wp-content/uploads/2014/09/R2014-06.pdf
Execute agreement to indemnify and hold harmless City and City staff in performance of their job functions as Clerk and Treasurer for the District ("Indemnification Agreement").	July 1, 2014	completed 7/1/2014	see minutes posted on website http://downtownflagstaff.org/wp-content/uploads/2014/08/07.01.2014.Minutes.pdf
Assign a responsible person to serve as administrative staff for the District Board and Officers. This person will be responsible for various administrative duties as directed by the Board but specifically including administrative duties serving the needs of the Clerk and Treasurer until such time as the District appoints new officers ("District Staff").	July 1, 2014	completed 7/1/2014	see minutes posted on website http://downtownflagstaff.org/wp-content/uploads/2014/08/07.01.2014.Minutes.pdf
Assign a responsible person to serve as the single point of contact for the District and District members. This person will be responsible for communicating individual and district needs to the City (including various agencies of the City), receiving and resolving complaints of District members, coordinating the provision of City services, and distributing various City communications / information ("Single Point of Contact").	July 1, 2014	completed 7/1/2014	see minutes posted on website http://downtownflagstaff.org/wp-content/uploads/2014/08/07.01.2014.Minutes.pdf
Develop District Rules of Operations ("Rules of Operations").	September 1, 2014	completed 04/09/2014	posted to website http://downtownflagstaff.org/wp-content/uploads/2014/12/R2014-01.pdf and updated http://downtownflagstaff.org/wp-content/uploads/2014/09/R2014-10.pdf
Prepare Handbook of Procedures for the district appointed Clerk and Treasurer ("Handbook").	December 1, 2014	completed 12/1/2014	
Appoint a new District Clerk and a new Treasurer (relieving City staff of financial and administrative burden), with new appointments to commence no later than September 1, 2014 ("Appoint District Clerk and Treasurer").	December 1, 2014	completed 12/2/2014 and 1/6/2015	see minutes on website (Elizabeth Burke, Clerk) http://downtownflagstaff.org/wp-content/uploads/2015/01/12.02.2014.Minutes.Final_.pdf and (Branid Suda, Treasurer) http://downtownflagstaff.org/wp-content/uploads/2015/02/2015.01.06.Minutes.Final_.pdf

FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT & REVITALIZATION DISTRICT (FDBIRD)

IGA Deliverables Calendar

Description	Deadline	Progress	Submitted
Train the district appointed Clerk and Treasurer ("Training").	December 1, 2014	completed 12/1/2014	
Prepare written annual report at the conclusion of each calendar year that accounts for expenditures and services provided pursuant to this Agreement ("Annual Report"). If requested by City Manager, present annual report to the City Council.	February 1, 2015	completed 2/1/2015	posted to website http://downtownflagstaff.org/wp-content/uploads/2015/02/FDBIRD_2014_Report.pdf
<i>Months from Election (June 4, 2014 election, June 17, 2014 canvassed and approved by board)</i>			
Create District Database that includes a map of the district, property ownership, property owner contact information, assessed value, and current land-use (type retail, office, government, ROW, etc) ("District Database").	3 months after (September 2014)	completed 3/1/2014	provided/included
Create a district website page that will be used for posting public meeting notices, agendas and minutes, and other information required for District operations; and that includes a brief overview of the District, District contact information, and a link to the City of Flagstaff website. ("District Website").	6 months after (December 2014)	completed 3/1/2014	see website www.downtownflagstaff.org
Review and provide written advisory comments regarding City initiatives (programs, ordinances, plans, projects, and so forth) that affect the District or District members ("City Initiative Review").	6 months after (December 2014)	ongoing	
With City staff assistance, create an Inventory of City Services provided within the district that includes the types of service, annual budget allocation, frequency, providing agency, and providing agency contact information ("Inventory of City Services").	9 months after (March 2015)	completed 3/4/2015	provided/included
Identify and propose at least one public infrastructure improvement project as required for a Revitalization District. The total value of work proposed shall be no less than \$15,000.	9 months after (March 2015)	completed 3/4/2015	provided/included
Identify, prioritize, and estimate revenues and expenses for "enhanced municipal services" that the District may seek to provide in the foreseeable future.	9 months after (March 2015)	in progress 3/4/2015	to be provided ASAP
With legal counsel retained by the District, review all documents related to Heritage Square Plaza (including but not limited to Disposition and Development Agreement; Rules & Regulations; Declaration of Public Plaza Easement dated May 20, 1997; Declaration of Public Plaza Easement dated June 4, 1996) and evaluate whether or not the District may, and desires to assume any Responsibilities for operations and maintenance.	9 months after (March 2015)	completed 3/4/2015	provided/included
Secure funding for the proposed public infrastructure improvement project(s).	12 months after (June 2015)		

FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT & REVITALIZATION DISTRICT (FDBIRD)

IGA Deliverables Calendar

Description	Deadline	Progress	Submitted
With City staff assistance, create Inventory of Public Infrastructure that exists within the district that includes types of infrastructure, condition, maintenance needs, existent capital improvement plans, and suggestions for improvements ("Public Infrastructure Inventory").	12 months after (June 2015)		
Cause and manage the preparation of project plans for the proposed public infrastructure improvement project(s). Obtain and pay for all required approvals and permits. Procure professional services if required by Arizona law and procure all services as required by Arizona law.	15 months after (September 2015)		
Contract for and manage the construction of the proposed public infrastructure improvement project(s). Procure licensed contractor and all services as required by Arizona law.	24 months after (June 2016)		

INVENTORY OF DOWNTOWN MANAGEMENT and SERVICES

TASK DESCRIPTION	SERVICE INFORMATION															NOTES
	TYPE			Pre-PBID					FINAL							
	BASIC	ENHANCED		AGENCY	INTERVAL	ZONE	COST		AGENCY	INTERVAL	ZONE	CITY	COST			
		Pre-PBID	New w/ PBID				CITY	Non-CITY					MAINTENANCE CONTRACT	OTHER FUNDS	TOTAL	
Business Development and Support																
Management																
Downtown Manager		X		CDR	O		50,000	15,000								Temporary Funding
City Liaison																
Construction Noticing		X		RE	A		480	0								
City Council Agenda Noticing		X		RE	A		480	0								
Special Event Noticing		X		RE	A		480	0								
Maintenance O & M	X			PM	O		2,461	0								Banner Install, Maint. Coord.
Parking O & M	X				O			0								
Marketing & Promotion																
Advertising																
Common w/ City	X			CVB												
Downtown Specific			X	N/A	-	-	-	-	PBID	O	3					
Ambassadors			X	N/A	-	-	-	-	PBID	O	2					
Community Decorations																
Banner Program																
Scheduling		X		RE				0								
Install & Remove		X		PM	W, C,		15,775	0								
Seasonal Decorations		X			Y			0								
Event Planning																
Children's Music and Art Festival		X		RE			7,000	0								
Concerts in the Park		X		RE			1,950	0								
Halloween Harvest		X		RE			3,600	0								
Movies on the Square		X		N/A	W		0									
Pine Cone Drop		X		N/A	Y		0									
Take Action Tuesday		X		N/A	M		0									
Winter Wonderland		X		RE			1,490	0								
Permit Issuance																
Carts	X			DS	A			0								
Encroachments	X			DS	A			0								
Events	X			RE	A			0								
Public WiFi Service			X	N/A	-	-	-	-	PBID	O	1					
Planning Services																
Master Tenanting Planning			X	N/A	-	-	-	-	PBID	O	3					
Redevelopment Planning			X	N/A	-	-	-	-	PBID	O	3					
Support Services																
Business Attraction & Retention	X			ED	O			0								
Common Trash Service			X	N/A	-	-	-	-	PBID	W	1					
Eco-pass Program			X	N/A	-	-	-	-	PBID	O	3					
Loitering / Social Services Connections	X			PD	A			0								
Security Enhancement			X	N/A	-	-	-	-	PBID	A	2					
Tenant / Landlord Services			X	N/A	-	-	-	-	PBID	O	3					

INVENTORY OF DOWNTOWN MANAGEMENT and SERVICES

TASK DESCRIPTION	SERVICE INFORMATION															NOTES
	TYPE			Pre-PBID					FINAL							
	BASIC	ENHANCED		AGENCY	INTERVAL	ZONE	COST		AGENCY	INTERVAL	ZONE	CITY	COST			
		Pre-PBID	New w/ PBID				CITY	Non-CITY					MAINTENANCE CONTRACT	OTHER FUNDS	TOTAL	
Maintenance & Operations																
Cleaning	X			PM	Q		1,519	0								Parks / Streets (Parks Cost Only)
Alleys - Blower/Sweeper	X			PM	W		8,688	0								
Liter Control (15 Sq Blocks)	X							0								
Graffiti, Sticker, and Flyer Removal	X			PM	C		608	0								Parks / Streets; Leroux/City Court
Spot cleaning Parking Lots	X															
Sidewalk Cleaning		X		PM	C		608	0								
Blow Off Sidewalks		X		PM	Q		142,704	0								2x Typ, 3x In High-use; \$38,042 Ea.
Pressure Washing/Gum/Stain Removal		X		PM	32		86,848	0								Labor Only = \$2,714 Ea.; 181K SF
Sweeping Manual/Mechanical	X			SM	W		58,800	0								5 days a week [Blank]
Street Sweeping																
Landscape Maintenance	X			PM	Q, C,		1,215	0								
Inspect/Repair/Maintain Irrigation	X			PM	C		608	0								Broken Branches Removal, etc.
Maintain Trees	X			PM	Y		10,000	0								3 Year Rotation
Preventative Tree Maintenance	X			PM	A		5,600	0								3% of (214) @ \$800.00 Ea.
Tree Replacement																
Snow Removal	X			PM	A		3,418	0								Delete City Building Sidewalks
City Parking Lots and Sidewalks																
Public Sidewalks			X	N/A	-	-	-	-	PBID	A	2					
Full Service	X			PM			7,292	0								Around bike racks, benches, Etc.
Misc.	X			SM	A		20,000	0								(15) Blocks Only
Streets (Regular)			X	N/A	-	-	-	-	PBID	A	2			194,250		
Streets (Pickup & Haul)																
Streetscape Maintenance																
Benches	X			PM	C		608	0								
Bike Racks	X			PM	C		608	0								
Clock	X			SM	Q		1,000	0								
Kiosks	X			PM	C		608	0								
Pavers	X			SM	C		17,627	0								Average Cost
Pedestrian Lighting	X			SM	Q		13,200	0								
Traffic Signals	X			SM	Y		10,000	0								OM
Trash Receptacles	X			ES	A		5,079	0								Average Cost over 2.5 years
Tree Grates	X			PM	C		608	0								
Welding (Brackets, Grates, Etc.)	X			FL	A		3,453	0								
Trash Removal		X		ES	W		23,807	38,310								\$38,310 of \$62,117 Billed
Compactors	X			ES	W		12,276	0								(7) of (19) Cans 2x per Week
Street Recepticles - Regular	X			PM	W		1,317	0								Weekend Check (1hr)
Street Recepticles - Weekend Check																

INVENTORY OF DOWNTOWN MANAGEMENT and SERVICES

TASK DESCRIPTION	SERVICE INFORMATION													NOTES	
	TYPE			Pre-PBID					FINAL						
	BASIC	ENHANCED		AGENCY	INTERVAL	ZONE	COST		AGENCY	INTERVAL	ZONE	COST			
		Pre-PBID	New w/ PBID				CITY	Non-CITY				CITY	MAINTENANCE CONTRACT		OTHER FUNDS
Parking Operations & Management															
Abandoned Vehicle Removal	X			PD				0							
Enforcement															
Court	X			PD				0							
Ticketing	X			PD				0							
Towing	X			PD				0							
Winter Ordinance Signing			X	SM	Y		4,200	0							
Maintenance															
Cleaning	X							0							Lots and Structures
Equipment	X			PD				0							Meters, Enforcement, and IT
Facilities	X	X		SM	Y		15,000	0							Curbs, Stripes, and Signs
Meter Collections		X						0							
Permit Parking Programs															
Business		X						0							
Residential		X						0							
Student		X						0							
Promotional / Informational Materials			X	N/A	-	-	-	-							
Signage		X						0							
Totals							541,012	53,310				0	0	194,250	0

Agency Key:

CDR = Community Design and Redevelopment
 CVB = Convention and Visitors Bureau
 DS = Development services
 ED = Economic Development
 ES = Environmental Services Department
 FL = Fleet
 PBID = Property and Business Improvement District
 PD = Police Department
 PM = Parks Maintenance
 RE = Recreation
 SM = Streets Maintenance

Interval Key:

D = Daily
 W = Weekly
 M = Monthly
 Q=Quarterly
 Y = Yearly
 # = Number per year
 A = As Needed
 C = Complaint Driven
 O = Ongoing

Notes

(7) Labor Cost Estimate @ \$25.33 Hr (Supervision Labor Cost @ \$31.55) FBR

FDBIRD Property Info

APN	Title Name	Title Address	Contact Person
10138002	107 CORPORATION THE	PO BOX 1237 FLAGSTAFF, AZ 86002	John Running
10119001A	121 EAST BIRCH LLC	405 N BEAVER STE 7 FLAGSTAFF, AZ 86001	Tim Kinney
10119002	121 EAST BIRCH LLC	405 N BEAVER STE 7 FLAGSTAFF, AZ 86001	Tim Kinney
10119003B	121 EAST BIRCH LLC	405 N BEAVER STE 7 FLAGSTAFF, AZ 86001	Tim Kinney
10119008B	121 EAST BIRCH LLC	405 N BEAVER STE 7 FLAGSTAFF, AZ 86001	Tim Kinney
10119008C	121 EAST BIRCH LLC	405 N BEAVER STE 7 FLAGSTAFF, AZ 86001	Tim Kinney
10019008A	ANDERSON ALVA EUGENE DECEDENTS TRUST ; DTD 12-31-90	1724 N SUNSET DR FLAGSTAFF, AZ 86001	Gary Anderson
10118004	ARIZONA BANK	PO BOX 10566 BIRMINGHAM, AL 35296	Compass Bank
10020017	ASPEN CONSOLIDATED INVESTMENTS LLC	15 N SAN FRANCISCO ST FLAGSTAFF, AZ 86001	Jerry McGlaughlin
10020015	ASPEN GROVE LLC	15 E CHERRY AVE FLAGSTAFF, AZ 86001	David Stephens
10021007A	ASPEN LLC	PO BOX 789 FLAGSTAFF, AZ 86002	Rick Shattuck
10044006A	ATCHISON TOPEKA & SANTA FE RY CO NKA ; BURLINGTON NORTHERN & SANTA FE RY CO	PO BOX 961089 FORT WORTH, TX 76161	GET FROM COUNTY GIS
10127002C	ATCHISON TOPEKA & SANTA FE RY CO NKA ; BURLINGTON NORTHERN & SANTA FE RY CO	PO BOX 961089 FORT WORTH, TX 76161	GET FROM COUNTY GIS
10119013	AWD II LTD	123 N SAN FRANCISCO ST FLAGSTAFF, AZ 86001	Lou Diesel
10138001	BABBITT FOUNDATION	12 E ASPEN AVE FLAGSTAFF, AZ 86001	Jim Babbitt/Billy Cordasco
10138003	BABBITT FOUNDATION	12 E ASPEN AVE FLAGSTAFF, AZ 86001	Jim Babbitt/Billy Cordasco
10019001B	BABBITT JIM & HELENE RVCBL TRUST TDT 10/22/12	211 E ELM AVE FLAGSTAFF, AZ 86001	Jim Babbitt
10121011	BARNETT P & M TRUST DTD 11-13-08	10869 MANZANITA TRL DEWEY, AZ 86327	Peter Barnett
10020002	BEISER STEPHEN & ANTOINETTE CPWROS	3910 HIDDEN HOLLOW RD FLAGSTAFF, AZ 86001	Steve & Antoinette Beiser
10121016A	BEISER STEPHEN B & ANTOINETTE S CPWROS	20 N SAN FRANCISCO ST FLAGSTAFF, AZ 86001	Steve & Antoinette Beiser
10118001	BENNETT FRANKIE KATHERINE	2195 SW PATTULO WAY WEST LINN, OR 97068	Try to contact through Ron Boyer
10021005	BERARDI INVESTMENTS NO 2 LLC	8439 N 83 AVE PEORIA, AZ 85345	Joseph Berardi
10019014B	BIRCH STREET PROPERTIES L L C	3567 E SUNRISE DR STE 225 TUCSON, AZ 85718	Patrick Conley (Clayton Niles)
10044001	BNSF RAILWAY COMPANY	P O BOX 961089 FORT WORTH, TX 76161-0089	GET FROM COUNTY GIS
10044002A	BNSF RAILWAY COMPANY	P O BOX 961089 FORT WORTH, TX 76161-0089	GET FROM COUNTY GIS
10044003E	BNSF RAILWAY COMPANY	P O BOX 961089 FORT WORTH, TX 76161-0089	GET FROM COUNTY GIS
10118002	BOYER RC & PM FMLY TRUST DTD 10-19-98	6090 W FORT VALLEY RNCH RD FLAGSTAFF, AZ 86001	Ron Boyer
10021003A	BUS STATION LLC	PO BOX 789 FLAGSTAFF, AZ 86002	Rick Shattuck
10019018	TULLOSS REVOCABLE LIVING TRUST (Formerly Canyon Office)	3760 S PARK AVE STE A TUCSON, AZ 85713	Mike Tulloss
10121008	COAST & MOUNTAIN PROPERTIES	3 N LEROUX ST STE 201 FLAGSTAFF, AZ 86001	Maury Herman
10121009	COAST & MOUNTAIN PROPERTIES	3 N LEROUX ST STE 201 FLAGSTAFF, AZ 86001	Maury Herman
10121012	COAST & MOUNTAIN PROPERTIES	3 N LEROUX ST STE 201 FLAGSTAFF, AZ 86001	Maury Herman
10121013A	COAST & MOUNTAIN PROPERTIES	3 N LEROUX ST STE 201 FLAGSTAFF, AZ 86001	Maury Herman
10121021A	COAST & MOUNTAIN PROPERTIES	3 N LEROUX ST STE 201 FLAGSTAFF, AZ 86001	Maury Herman
10117010D	COCONINO COUNTY	219 E CHERRY AVE FLAGSTAFF, AZ 86001	Cynthia Seelhammer/Mike Townsend
10119003A	CRAVEN ENTERPRISES L L C	100 N SAN FRANCISCO FLAGSTAFF, AZ 86001	Jim Craven
10119004	CRAVEN ENTERPRISES L L C	100 N SAN FRANCISCO FLAGSTAFF, AZ 86001	Jim Craven
10119005	CRAVEN ENTERPRISES L L C	100 N SAN FRANCISCO ST FLAGSTAFF, AZ 86001	Jim Craven
10020003	DENUNE LIVING TRUST DTD 10/25/00	20 E ROUTE 66 FLAGSTAFF, AZ 86001	John Denune's son (?)
10044006B	FLAGSTAFF CHAMBER OF COMMERCE	101 W ROUTE 66 FLAGSTAFF, AZ 86001	Julie Pastrick
10020011A	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10020025	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10021001B	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10021009A	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10021009B	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10021011	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10044003C	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10044004D	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10044004E	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10044005A	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10127002D	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001	Kevin Burke/Karl Eberhard
10119007A	FLAGSTAFF LODGE NO 7 F & A MASONS	107 E BIRCH AVE FLAGSTAFF, AZ 86001	Lance & Richard

FDBIRD Property Info

APN	Title Name	Title Address	Contact Person
10020018	FLEMING BROTHERS LLC	5620 N 69TH PL PARADISE VALLEY, AZ 85253	Ed Fleming
10020009	GEE ROBERT & LILY TRUSTEES	1713 FORT VALLEY RD FLAGSTAFF, AZ 86001	Steve Scully (tenant, Karma Sushi)
10019007	GEILE MANAGEMENT LLC	PO BOX 30278 FLAGSTAFF, AZ 86003	Bob Geile (Tenant is Deckers, John Kalinich 928-779-5938 x.2518)
10118008A	HERMAN & KINNE LLC	3 N LEROUX ST STE 201 FLAGSTAFF, AZ 86001	Maury Herman
10119009E	HOPI TRIBE ECONOMIC DEVELOPMENT CORP	PO BOX 30217 FLAGSTAFF, AZ 86003	Kevin Lombardo
10020008	KIRSCHNICK RON	1 EAST ASPEN AVE FLAGSTAFF, AZ 86001	daughter Rachel
10019017	KKHMH PROPERTIES LLC	3 N LEROUX ST SUITE 201 FLAGSTAFF, AZ 86001	Maury Herman
10020001A	L & D BUILDING LLC	2978 W 89 A SEDONA, AZ 86336	Larry and Denise Garnelo
10020010	LEROUX/66 LLC	2 N LEROUX ST FLAGSTAFF, AZ 86001	Won Choi
10019001A	LEVITAN BARRY M & ARLETTE	525 E MT ELDEN LOOKOUT RD FLAGSTAFF, AZ 86001	Barry Levitan
10119006A	LIMBER PINE ENTERPRISES LLC	114 N SAN FRANCISCO SUITE 11 FLAGSTAFF, AZ 86001	Steven Carothers
10020021A	LOLA'S KIDS LLC ; CHATINSKY AM & LW FMLY TRUST DTD 7-11-97	2702 CAMINO PRINCIPAL TUCSON, AZ 85715	Steve Chatinsky
10019004A	M2M2 INVESTMENTS LLC	508 N HUMPHREYS FLAGSTAFF, AZ 86001	Mike Mongini (Patrice Horstman)
10019016	MATTINGLY ALBERT PAUL JR & PATSY S JT ; MATTINGLY SANDI LEE	PO BOX 40428 MESA, AZ 85274	Sandi Mattingly
10121019	MCCORMICK DAVID L & PATRICIA E	15 E CHERRY AVE FLAGSTAFF, AZ 86001	Dave McCormick
10121020	MCCORMICK DAVID L & PATRICIA E	15 E CHERRY AVE FLAGSTAFF, AZ 86001	Dave McCormick
10020013	MERKLI EDWARD A & MARTHA M REVOCABLE LIVING TRUST DTD 7-20-09	7 E ASPEN AVE STE 13 FLAGSTAFF, AZ 86001	Mary Velasco
10020023	MT JULIET PROPERTIES LLC	415 SCHOONER LN MT JULIET, TN 37122	Joann Williams
10020024	ODEGAARD VAN H	2109 N 4TH ST STE 3 FLAGSTAFF, AZ 86004	Van Odegaard
10121018	O'HARA FAMILY TRUST U/A DTD 5/20/10	1987 FRESH AIRE FLAGSTAFF, AZ 86001	Thomas & Laura O'Hara
10020004A	PHX AV PROPERTIES LLC	113 E PHOENIX AVE STE 2 FLAGSTAFF, AZ 86001	Steve Wong
10121016B	PORTER CURTIS A & EMILY A CPWROS	54 PINE DEL DR FLAGSTAFF, AZ 86001	Curtis Porter
10019002	QWEST CORPORATION	1801 CALIFORNIA STREET SUITE 2500 DENVER, CO 80202-0000	
10019020	QWEST CORPORATION	1801 CALIFORNIA STREET SUITE 2500 DENVER, CO 80202-0000	
10021006	RAMADADA INVESTMENTS INC	122 W ROUTE 66 FLAGSTAFF, AZ 86001	Dipesh Patel
10020006A	RAMSEY'S PROPERTIES LLC	8290 E ARROYO TRL FLAGSTAFF, AZ 86004	Colby Ramsey
10020007	RAMSEY'S PROPERTIES LLC	8290 E ARROYO TRL FLAGSTAFF, AZ 86004	Colby Ramsey
10020019A	SCHEURING MARY L TRUSTEE ; SCHEURING ML RVCBL LVNG TRST DTD 8-12-04	2315 W SOLANO DR PHOENIX, AZ 85015	Mary Scheuring
10020028	SCHEURING MARY L TRUSTEE ; SCHEURING ML RVCBL LVNG TRST DTD 8-12-04	2315 W SOLANO DR PHOENIX, AZ 85015	Mary Scheuring
10020014	STILLEY MOLLY W	17 N LEROUX STE 205 FLAGSTAFF, AZ 86001	Dave Stilley
10020027	STILLEY PROPERTIES LLC	17 N LEROUX ST NO 205 FLAGSTAFF, AZ 86001	Dave Stilley
10118003C	STILLEY PROPERTIES LLC	17 N LEROUX ST NO 205 FLAGSTAFF, AZ 86001	Dave Stilley
10121007	STILLEY PROPERTIES LLC	17 N LEROUX ST NO 205 FLAGSTAFF, AZ 86001	Dave Stilley
10121022	STILLEY PROPERTIES LLC	17 N LEROUX ST NO 205 FLAGSTAFF, AZ 86001	Dave Stilley
10121016D	STUDIO 111 LLC	PO BOX 1237 FLAGSTAFF, AZ 86002	John Running
10020016	SWITZER BUILDING GROUP L L C	7889 LION DEN CANYON WAY LAS CRUCES, NM 88011	Mitch Walzer
10121017	TANN SANDRA	113 E ASPEN AVE FLAGSTAFF, AZ 86001	Sandra Tann
10019012	THOMPSON FLOYD W & DOROTHY J	749 N BERTRAND ST FLAGSTAFF, AZ 86001	Wayne Thompson
10019011A	THOMPSON FLOYD W & DOROTHY J CPWROS	PO BOX 756 FLAGSTAFF, AZ 86002	Wayne Thompson
10019013A	THOMPSON FLOYD W & DOROTHY J CPWROS	749 N BERTRAND ST FLAGSTAFF, AZ 86001	Wayne Thompson
10019019	THOMPSON FLOYD W & DOROTHY J CPWROS	PO BOX 756 FLAGSTAFF, AZ 86002	Wayne Thompson
10020001B	TIRAKUL SUCHADA	5975 E ABBEY ROAD FLAGSTAFF, AZ 86004	Suchada Tirakul
10010001C	VALLEY NATIONAL BANK ARIZONA NA NKA	PO BOX 8265 WICHITA FALLS, TX 76307	
10119012	VANLANDINGHAM PROPERTIES LLC	120 N LEROUX FLAGSTAFF, AZ 86001	John VanLandingham
10020026	WEATHERFORD HOTEL INC	23 N LEROUX ST FLAGSTAFF, AZ 86001	Sam Green & Henry Taylor
10121016C	WESTBROOK JAMES L & SHIRLEY R	PO BOX 1472 PHOENIX, AZ 85001	
10121016E	WESTBROOK JAMES L & SHIRLEY R	PO BOX 1472 PHOENIX, AZ 85001	
10121010	WONG FAMILY TRUST U/A DTD 7/1/10	1438 ROCKRIDGE RD FLAGSTAFF, AZ 86001	Phillip Wong

FDBIRD Property Info

APN	Title Name	Contact Info
10138002	107 CORPORATION THE	(928) 774-2923 office, john@johnrunning.com
10119001A	121 EAST BIRCH LLC	(928) 779-2820 office
10119002	121 EAST BIRCH LLC	(928) 779-2820 office
10119003B	121 EAST BIRCH LLC	(928) 779-2820 office
10119008B	121 EAST BIRCH LLC	(928) 779-2820 office
10119008C	121 EAST BIRCH LLC	(928) 779-2820 office
10019008A	ANDERSON ALVA EUGENE DECEDENTS TRUST ; DTD 12-31-90	(928) 699-5181 cell
10118004	ARIZONA BANK	local EVP Mike Sventek (928) 774-4015 office, (928) 202-7742 cell, National EVP of Real Estate D. Troy Lindsey (205) 297-6194 office
10020017	ASPEN CONSOLIDATED INVESTMENTS LLC	(928) 853-5424 cell, buckeye8357@msn.com
10020015	ASPEN GROVE LLC	(928) 699-0609 cell, david@flagstaffrealtypro.com
10021007A	ASPEN LLC	(360) 698-5560 office
10044006A	ATCHISON TOPEKA & SANTA FE RY CO NKA ; BURLINGTON NORTHERN & SANTA FE RY CO	Charles Keltner, Senior Manager Real Estate (817) 352-6464, Jimmy Ball, Senior Manager Real Estate (817) 352-6459
10127002C	ATCHISON TOPEKA & SANTA FE RY CO NKA ; BURLINGTON NORTHERN & SANTA FE RY CO	Charles Keltner, Senior Manager Real Estate (817) 352-6464, Jimmy Ball, Senior Manager Real Estate (817) 352-6459
10119013	AWD II LTD	(928) 774-1478, ldiesel@awdlaw.com
10138001	BABBITT FOUNDATION	Babbitt Foundation (928) 774-6223
10138003	BABBITT FOUNDATION	Babbitt Foundation (928) 774-6223
10019001B	BABBITT JIM & HELENE RVCBL TRUST TDT 10/22/12	(928) 779-3228
10121011	BARNETT P & M TRUST DTD 11-13-08	(928) 772-9678
10020002	BEISER STEPHEN & ANTOINETTE CPWROS	(928) 864-9527 cell, asb@lowell.edu
10121016A	BEISER STEPHEN B & ANTOINETTE S CPWROS	(928) 864-9527 cell, asb@lowell.edu
10118001	BENNETT FRANKIE KATHERINE	
10021005	BERARDI INVESTMENTS NO 2 LLC	(602) 865 9832 phone, (623) 487-1025 fax
10019014B	BIRCH STREET PROPERTIES L L C	(928) 779-4596 office, (928) 699-5236 cell, patrickjconley@yahoo.com
10044001	BNSF RAILWAY COMPANY	Charles Keltner, Senior Manager Real Estate (817) 352-6464, Jimmy Ball, Senior Manager Real Estate (817) 352-6459
10044002A	BNSF RAILWAY COMPANY	Charles Keltner, Senior Manager Real Estate (817) 352-6464, Jimmy Ball, Senior Manager Real Estate (817) 352-6459
10044003E	BNSF RAILWAY COMPANY	Charles Keltner, Senior Manager Real Estate (817) 352-6464, Jimmy Ball, Senior Manager Real Estate (817) 352-6459
10118002	BOYER RC & PM FMLY TRUST DTD 10-19-98	(928) 779-4543, rboyer@boyerhc.com
10021003A	BUS STATION LLC	(360) 698-5560
10019018	TULLOSS REVOCABLE LIVING TRUST (Formerly Canyon Office)	(928) 526-5435
10121008	COAST & MOUNTAIN PROPERTIES	(928) 779-6211 office
10121009	COAST & MOUNTAIN PROPERTIES	(928) 779-6211 office
10121012	COAST & MOUNTAIN PROPERTIES	(928) 779-6211 office
10121013A	COAST & MOUNTAIN PROPERTIES	(928) 779-6211 office
10121021A	COAST & MOUNTAIN PROPERTIES	(928) 779-6211 office
10117010D	COCONINO COUNTY	(928) 679-7140 County Manager's office
10119003A	CRAVEN ENTERPRISES L L C	(928) 699-8095 cell
10119004	CRAVEN ENTERPRISES L L C	(928) 699-8095 cell
10119005	CRAVEN ENTERPRISES L L C	(928) 699-8095 cell
10020003	DENUNE LIVING TRUST DTD 10/25/00	(928) 779-5291, thunder@thundermountaintraders.com
10044006B	FLAGSTAFF CHAMBER OF COMMERCE	(928) 774-4505, jpastrick@flagstaffchamber.com
10020011A	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10020025	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10021001B	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10021009A	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10021009B	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10021011	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10044003C	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10044004D	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10044004E	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10044005A	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10127002D	FLAGSTAFF CITY OF	(928) 213-2078 City Manager's office, (928) 213-2969, keberhard@flagstaffaz.gov
10119007A	FLAGSTAFF LODGE NO 7 F & A MASONS	Lodge office (928) 774-2861

FDBIRD Property Info

APN	Title Name	Contact Info
10020018	FLEMING BROTHERS LLC	(602) 234-9921 (480) 970-0357
10020009	GEE ROBERT & LILY TRUSTEES	
10019007	GEILE MANAGEMENT LLC	(928) 226-6996 office
10118008A	HERMAN & KINNE LLC	(928) 779-6211 office
10119009E	HOPI TRIBE ECONOMIC DEVELOPMENT CORP	(928) 522-8675 office
10020008	KIRSCHNICK RON	(602) 703-4869 cell, animas20@hotmail.com
10019017	KKHMH PROPERTIES LLC	(928) 779-6211 office
10020001A	L & D BUILDING LLC	(928) 282-1622
10020010	LEROUX/66 LLC	(928) 853-4833 cell, kiwonchoi@yahoo.com
10019001A	LEVITAN BARRY M & ARLETTE	(928) 774-8461 office
10119006A	LIMBER PINE ENTERPRISES LLC	(928) 853-2253 cell, scarothers@swca.com
10020021A	LOLA'S KIDS LLC ; CHATINSKY AM & LW FMLY TRUST DTD 7-11-97	(602) 999-5661, steve@peacesurplus.com
10019004A	M2M2 INVESTMENTS LLC	(928) 699-4381 cell, MEM@h2m2law.com
10019016	MATTINGLY ALBERT PAUL JR & PATSY S JT ; MATTINGLY SANDI LEE	(480) 921-1713
10121019	MCCORMICK DAVID L & PATRICIA E	(928) 773-9300, reaxflag@aol.com
10121020	MCCORMICK DAVID L & PATRICIA E	(928) 773-9300, reaxflag@aol.com
10020013	MERKLI EDWARD A & MARTHA M REVOCABLE LIVING TRUST DTD 7-20-09	(928) 380-7741 cell, merkvel@aol.com
10020023	MT JULIET PROPERTIES LLC	(918) 606-4143 cell, (615) 758-0141 home, williamsj1977@aol.com
10020024	ODEGAARD VAN H	(928) 774-2331
10121018	O'HARA FAMILY TRUST U/A DTD 5/20/10	(928) 774-6502 home, (928) 853-8004 cell, tohara@wlgore.com, lauraohara@aol.com
10020004A	PHX AV PROPERTIES LLC	(928) 699-5008 cell
10121016B	PORTER CURTIS A & EMILY A CPWROS	(928) 774-8473
10019002	QWEST CORPORATION	Brad Blinsmon PO Box 7909 Overland Park KS 66207 (913) 323-4623
10019020	QWEST CORPORATION	Brad Blinsmon PO Box 7909 Overland Park KS 66207 (913) 323-4623
10021006	RAMADADA INVESTMENTS INC	(928) 774-5081
10020006A	RAMSEY'S PROPERTIES LLC	(928) 699-3836 cell, colby@bigfootbbq.com
10020007	RAMSEY'S PROPERTIES LLC	(928) 699-3836 cell, colby@bigfootbbq.com
10020019A	SCHEURING MARY L TRUSTEE ; SCHEURING ML RVCBL LVNG TRST DTD 8-12-04	(602) 249-0869
10020028	SCHEURING MARY L TRUSTEE ; SCHEURING ML RVCBL LVNG TRST DTD 8-12-04	(602) 249-0869
10020014	STILLEY MOLLY W	(928) 774-7211, riverswine@aol.com
10020027	STILLEY PROPERTIES LLC	(928) 774-7211, riverswine@aol.com
10118003C	STILLEY PROPERTIES LLC	(928) 774-7211, riverswine@aol.com
10121007	STILLEY PROPERTIES LLC	(928) 774-7211, riverswine@aol.com
10121022	STILLEY PROPERTIES LLC	(928) 774-7211, riverswine@aol.com
10121016D	STUDIO 111 LLC	john@johnrunning.com
10020016	SWITZER BUILDING GROUP L L C	mitch@jwaarchitects.com, (928) 779-0470 office, (928) 699-1595 cell
10121017	TANN SANDRA	(928) 853-1105 cell, sandra.tann@gmail.com
10019012	THOMPSON FLOYD W & DOROTHY J	Dennis Kelly, (928) 699-1728, dk@cbnarico.com
10019011A	THOMPSON FLOYD W & DOROTHY J CPWROS	Dennis Kelly, (928) 699-1728, dk@cbnarico.com
10019013A	THOMPSON FLOYD W & DOROTHY J CPWROS	Dennis Kelly, (928) 699-1728, dk@cbnarico.com
10019019	THOMPSON FLOYD W & DOROTHY J CPWROS	Dennis Kelly, (928) 699-1728, dk@cbnarico.com
10020001B	TIRAKUL SUCHADA	
10010001C	VALLEY NATIONAL BANK ARIZONA NA NKA	
10119012	VANLANDINGHAM PROPERTIES LLC	john@sagebrushtraders.com, (928) 774-3100 office, (928) 853-1268 cell
10020026	WEATHERFORD HOTEL INC	(928) 779-1919 office, weathtel@msn.com
10121016C	WESTBROOK JAMES L & SHIRLEY R	(602) 254-6858
10121016E	WESTBROOK JAMES L & SHIRLEY R	(602) 254-6858
10121010	WONG FAMILY TRUST U/A DTD 7/1/10	(928) 779-1297

FDBIRD Potential Capital Project List

02/26/2015

- 1) Brick paver repair/re-set
- 2) Miscellaneous curb repair/replacement
- 3) Street light banner holder repair/replacement
- 4) Benches
- 5) Planters (hanging baskets / wine barrels / etc.)
- 6) Heritage Square landscaping (planters)
- 7) Lease / purchase of public parking lot
- 8) Street closure equipment for events (other than road work barricades)
- 9) Re-painting of green downtown amenities from SID (street lamps, bike racks, kiosks, street signs, etc)
- 10) Tree well re-configuration (removal of old, replacement to accommodate tree growth)
- 11) Specific street(s) re-striping to create more parking spaces (streets TBD in conjunction with stakeholders including COF)
- 12) Purchase of new/expanded holiday decorations
- 13) Way-finding/Parking signage

February 4, 2015

Dear Stakeholders,

It's been an exciting first year for the Flagstaff Downtown Business Improvement and Revitalization District (FDBIRD). The attached annual report details the milestones and achievements that will help to move downtown Flagstaff forward.

Recently you should have received a Notice of Election for the board of directors of the FDBIRD. I want to clarify the process of electing our board. The initial board was three property owners from within the district appointed by City Council to a one year term beginning in February 4, 2014. With that term expiring, state statute called for an election of board members to four year terms. If more than five people had applied to fill the five available board seats, an election would have been held. However, only five property owners completed the nomination process making an election unnecessary per state statute.

Our three original board members; Antoinette Beiser, Dave Stilley, and myself will continue to serve on the board and are now joined by Tim Kinney and Karen Kinne-Herman.

As you may know, both Tim and Karen have been downtown property owners and active members of our Flagstaff community for many years. We appreciate them bringing their talents and commitment to serve on the board.

We are also pleased to welcome Terry Madeksza as the first Executive Director of the Flagstaff Downtown Business Alliance, starting on February 9, 2015. In her role as Executive Director, Terry will provide advocacy, management, and begin to work on parking solutions... all issues pertinent to our downtown.

Thank you for your continued support and investment to our downtown. This coming year will definitely be productive.

Information about the FDBIRD and downtown can be found at www.downtownflagstaff.org and www.flagdba.com. If you have any questions or concerns, please email or give me a call.

Regards,



John VanLandingham
Chairman

john@sagebrushtraders.com
(928) 853-1268 cell

RESOLUTION NO. 2014-16

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF,
ARIZONA, REPEALING RESOLUTION NO. 2014-07 AND APPROVING AN
INTERGOVERNMENTAL AGREEMENT FOR SERVICES WITH THE
"FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND
REVITALIZATION DISTRICT"**

RECITALS:

WHEREAS, the City Council on February 4, 2014 adopted Resolution No. 2014-07 approving an Intergovernmental Agreement for Services with the "Flagstaff Downtown Business Improvement and Revitalization District," a revitalization district (special taxing district) formed pursuant to A.R.S. § 48-6801 et seq. ("the District"), however, this IGA has not been approved by the District; and

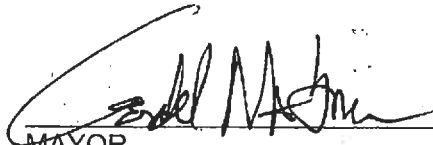
WHEREAS, the City Council desires to approve a revised form of Intergovernmental Agreement for Services satisfactory to the District.

ENACTMENTS:

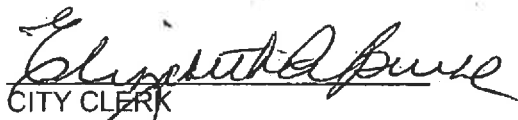
**NOW, THEREFORE, BE IT RESOLVED BY COUNCIL OF THE CITY OF FLAGSTAFF AS
FOLLOWS:**

1. Resolution No. 2014-07 is hereby repealed.
2. The Intergovernmental Agreement for Services attached hereto as Exhibit A is hereby approved and it is hereby ordered that the City of Flagstaff participate in the costs of the District as set forth therein contingent upon the following: An election is held by the District pursuant to A.R.S. §§ 48-6817 and 48-6818 on or before June 30, 2015, authorizing the Board of Directors to levy an ad valorem tax to pay for the operation and maintenance expenses of the District, which may include but is not limited to expenditures for infrastructure and enhanced municipal services ("Successful Election").
3. Following the Successful Election, the Mayor is authorized to execute the Agreement.

PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this 20th day of May, 2014.


MAYOR

ATTEST:


CITY CLERK

APPROVED AS TO FORM:

Michelle D'Andrea
CITY ATTORNEY

Attachment: Exhibit A

EXHIBIT A**INTERGOVERNMENTAL AGREEMENT
FOR SERVICES**

This Intergovernmental Agreement for Services ("Agreement") is entered into this ____ day of _____, 2014 ("Effective Date"), between the City of Flagstaff ("CITY"), a political subdivision of the State of Arizona and the Flagstaff Downtown Business Improvement and Revitalization District, a special taxing district operating pursuant to A.R.S. § 48-6801 et seq. ("DISTRICT").

RECITALS

WHEREAS, the parties desire to enhance and improve Downtown Flagstaff; and

WHEREAS, the parties have authority to enter into an intergovernmental agreement pursuant to A.R.S. § 11-952 and A.R.S. § 48-6808.A.2 to contract for services and jointly exercise powers related to providing enhanced municipal services and improvements within DISTRICT;

WHEREAS, CITY owns land and public rights-of-way within DISTRICT and such property directly benefits from being part of DISTRICT;

Now therefore, in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

1. Duration of Agreement

This Agreement shall become effective upon execution by the parties as of the Effective Date, and shall continue for a term of ten (10) years, unless sooner terminated.

2. Purpose

The purpose of this Agreement is to enhance and improve Downtown Flagstaff (DISTRICT), and to provide consideration to DISTRICT for services directly benefiting CITY property within DISTRICT.

3. Initial Services

In consideration for \$127,000.000 to be paid by CITY to DISTRICT within 30 days from the effective date of this Agreement, DISTRICT agrees to satisfactorily complete the Services set forth in Exhibit A. The Services shall be completed by dates specified. In the event DISTRICT does not complete Services as described, DISTRICT shall reimburse CITY for the same as specified. The reimbursement obligation shall survive any expiration or termination of this Agreement.

4. Ongoing Services and Annual Assessment

4.1 During the term of this Agreement, CITY will request the Coconino County Assessor to calculate an annual amount equivalent to the ad valorem taxes CITY would pay if it were a private property owner in DISTRICT ("Annual Payment"), based on CITY property ownership and assessed value. CITY will remit to DISTRICT the Annual Payment in consideration for the

ongoing services to be rendered by DISTRICT to CITY as a property owner in DISTRICT. CITY will pay the Annual Payment consistent with payments of ad valorem taxes generally and may pass through its cost to tenants to the extent permitted by law. Nothing herein shall be construed to require or bind future CITY Councils to appropriate or remit funds annually. The parties understand CITY may acquire, improve, modify and/or dispose of CITY property within DISTRICT, resulting in an increase or decrease to the Annual Payment.

4.2 DISTRICT on an annual basis shall provide CITY with DISTRICT's adopted budget, and provide a detailed accounting describing services provided by DISTRICT which directly benefit CITY property within DISTRICT.

5. Termination

5.1 Either party shall have the right to terminate the Agreement upon one-hundred eighty (180) days written notice to the other party.

5.2 If CITY Council in its discretion determines to cease appropriating funds to pay the Annual Tax, CITY may terminate this Agreement by giving DISTRICT ninety (90) days' written notice. Termination of this Agreement will not relieve CITY of the obligation to pay DISTRICT the pro rata portion of the Annual Tax accrued before the termination date of the Agreement.

5.3 In the event DISTRICT ceases operations or fails to levy an annual ad valorem tax, CITY shall no longer have an obligation to remit the Annual Tax, and CITY may terminate this Agreement upon thirty (30) days written notice to DISTRICT.

5.3 Upon termination of this Agreement, any property acquired by DISTRICT in performance of this Agreement shall belong to DISTRICT, except as may be expressly provided for herein, and provided, however, that upon dissolution of DISTRICT all property of the DISTRICT will be conveyed to a municipality as provided for in A.R.S. § 48-6819.

6. Insurance and Indemnification

6.1 DISTRICT shall obtain and maintain liability insurance satisfactory to CITY for performance of the Initial Services under this Agreement.

6.2 DISTRICT shall indemnify, protect, defend and hold harmless CITY, its Council members, officers, employees, and agents from and against any and all claims, demands, losses, damages, liabilities, fines, charges, penalties, administrative or judicial proceedings and orders, judgments, remedial actions of any kind, and all costs and cleanup actions of any kind, all costs and expenses incurred in connection herewith, including, without limitation, reasonable attorney's fees and costs of defense arising, directly or indirectly, in whole or in part out of the performance of this Agreement by DISTRICT, except to the extent such damages are the result of the sole negligence or willful misconduct of CITY.

7. Notices

Unless otherwise specified in this Agreement, any notice or other communication required or permitted to be given shall be in writing and sent to the address given below for the party to be notified, or to such other address notice of which is given:

If to the CITY:

If to District:

Community Design & Redevelopment
Manager
City of Flagstaff
211 W. Aspen Avenue
Flagstaff, AZ 86001

Copy to:

Copy to:

Economic Vitality Director
City of Flagstaff
211 W. Aspen Avenue
Flagstaff, AZ 86001

8. General Provisions

8.1 Authority. Each party represents and warrants that it has full power and authority to enter into this Agreement and perform its obligations under this Agreement and has taken all required acts or actions necessary to authorize the same.

8.2 Entire Agreement. Each party acknowledges and agrees that it has not relied upon any statements, representations, agreements or warranties, except as expressed in this Agreement, and that this Agreement constitutes the parties' entire agreement with respect to the matters addressed in this document. All prior or contemporaneous agreements and understandings, oral or written, with respect to such matters are superseded and merged in this Agreement.

8.3 Amendment. This Agreement may be modified or amended only by written agreement, signed by or for both parties, and any modification or amendment will become effective on the date so specified.

8.4 Attorneys Fees. The parties will meet in good faith and endeavor to resolve any dispute relating to this Agreement prior to engaging in litigation. In the event any action at law or in equity is instituted between the parties in connection with this Agreement, the prevailing party in the action will be entitled to its costs, including reasonable attorneys' fees and court costs from the non-prevailing party.

8.5 Cancellation for Conflict of Interest. Pursuant to A.R.S. § 38-511, either CITY or DISTRICT may cancel this Agreement without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of a party is, at any time while the Agreement or any extension of the Agreement is in effect, an employee or agent of the other party of the Agreement in any capacity or as a consultant to the other party of the Agreement with respect to the subject matter of this Agreement.

8.6 Waiver. No failure to enforce any condition or covenant of this Agreement will imply or constitute a waiver of the right of a party to insist upon performance of the condition or covenant, or of any other provision of this Agreement, nor will any waiver by either party of any breach of any one or more conditions or covenants of this Agreement constitute a waiver of any succeeding or other breach under this Agreement.

8.7 Force Majeure. A party, and its agents, officials and employees, shall not be liable to the other party for failure to comply with any of the terms and conditions of this Agreement where

any failure to comply is caused by an act of God, court order, government regulation or requirement, other than those imposed by the party, strike or labor difficulty, fire, flood, storm, power failure or any other similar cause beyond the reasonable control of the party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the Effective Date.

City of Flagstaff

**Flagstaff Downtown Business
Improvement and Revitalization
District**

Mayor

Chairman of Board

Attest:

Attest:

City Clerk

Clerk of the Board

Approved as to form:

Approved as to form:

City Attorney

Legal Counsel for Board

Attachment: Exhibit A

EXHIBIT A SCOPE OF WORK

This Scope lists the services to be provided by the District to City in consideration for \$127,000, per the completion dates below.

Services to be provided by the District to the City are listed below (Services). The City may require return of funds if Services are not timely completed. The parties agree that the assigned values for the Services are reasonable, even if they are estimates and not exact dollars. If a Service is partially achieved, a pro-rated refund will be owed, based on monthly value or other reasonable methodology.

All documents identified in this Scope of Work shall be prepared by the District and shall be submitted to the City in draft form. City will have at least 14 calendar days to review and provide comments (if any). Any responsive comments from the City shall be considered and final drafts shall be submitted to the City prior to the Completion date.

I. The following tasks shall be performed per the fixed completion dates shown:

- a. Prepare work plans for the upcoming year ("Annual Work Plans").
 - i. Completion: June 15, 2014 and June 15 of every year that the City Clerk and/or Treasurer serve as the District Clerk and Treasurer respectively.
 - ii. Value: \$1,000
- b. Prepare detailed operating budgets for the upcoming year ("Annual Budgets").
 - i. Completion: June 15, 2014 and June 15 of every year that the City Clerk and/or Treasurer serve as the District Clerk and Treasurer respectively.
 - ii. Value: \$2,500
- c. Execute agreement to indemnify and hold harmless City and City staff in performance of their job functions as Clerk and Treasurer for the District ("Indemnification Agreement").
 - i. Completion: July 1, 2014
 - ii. Value: \$700
- d. Assign a responsible person to serve as administrative staff for the District Board and Officers. This person will be responsible for various administrative duties as directed by the Board but specifically including administrative duties serving the needs of the Clerk and Treasurer until such time as the District appoints new officers ("District Staff").
 - i. Completion: July 1, 2014
 - ii. Value: \$9,000
- e. Assign a responsible person to serve as the single point of contact for the District and District members. This person will be responsible for communicating individual and district needs to the City (including various agencies of the City), receiving and resolving complaints of District

members, coordinating the provision of City services, and distributing various City communications / information ("Single Point of Contact").

- i. Completion: July 1, 2014
 - ii. Value: \$9,000
- f. Develop District Rules of Operations ("Rules of Operations").
 - i. Completion: September 1, 2014
 - ii. Value: \$700
- g. Prepare Handbook of Procedures for the district appointed Clerk and Treasurer ("Handbook").
 - i. Completion: December 31, 2014
 - ii. Value: \$12,000
 - iii. Damages: District shall refund City \$1,000 per month for any delay beyond December 31, 2014
- h. Appoint a new District Clerk and a new Treasurer (relieving City staff of financial and administrative burden), with new appointments to commence no later than December 31, 2014 ("Appoint District Clerk and Treasurer").
 - i. Completion: December 31, 2014
 - ii. Value: \$24,000
 - iii. Damages: District shall refund City \$1,000 per month for any delay beyond December 31, 2014
- i. Train the district appointed Clerk and Treasurer ("Training").
 - i. Completion: December 31, 2014
 - ii. Value: \$12,000
 - iii. Damages: District shall refund City \$1,000 per month for any delay beyond December 31, 2014
- j. Prepare written annual report at the conclusion of each calendar year that accounts for expenditures and services provided pursuant to this Agreement ("Annual Report"). If requested by City Manager, present annual report to the City Council.
 - i. Completion: February 1, 2015 and February 1 of every year that the City Clerk and/or Treasurer serve as the District Clerk and Treasurer respectively.
 - ii. Value: \$700

II. Develop and implement the organizational needs of the district.

- a. Create District Database that includes a map of the district, property ownership, property owner contact information, assessed value, and current land-use (type retail, office, government, ROW, etc) ("District Database").
 - i. Completion: Three months after Successful Election.
 - ii. Value: \$1,500
- b. Create a district website page that will be used for posting public meeting notices, agendas and minutes, and other information required for District operations; and that includes a brief overview of the District, District contact information, and a link to the City of Flagstaff website. ("District Website").
 - i. Completion: Six months after Successful Election.

ii. Value: \$3,000

c. With City staff assistance, create an Inventory of City Services provided within the district that includes the types of service, annual budget allocation, frequency, providing agency, and providing agency contact information ("Inventory of City Services").

i. Completion: Nine months after Successful Election.

ii. Value: \$3,000

d. With City staff assistance, create Inventory of Public Infrastructure that exists within the district that includes types of infrastructure, condition, maintenance needs, existent capital improvement plans, and suggestions for improvements ("Public Infrastructure Inventory").

i. Completion: Twelve months after Successful Election.

ii. Value: \$6,000

III. Provide ongoing day-to-day district management including responding to member, public, and City concerns relative to day-to-day issues and activities within the district.

a. Maintain the District Database (See II.a).

i. Completion: Ongoing, starting three months after Successful Election.

ii. Value: \$700

b. Maintain District Website (See II.b).

i. Completion: Ongoing, starting six months after Successful Election.

ii. Value: \$1,500

c. Maintain Inventory of City Services (See II.c).

i. Completion: Ongoing, starting nine months after Successful Election.

ii. Value: \$700

d. Maintain Inventory of Public Infrastructure (See II.d).

i. Completion: Ongoing, starting twelve months after Successful Election.

ii. Value: \$1,000

e. Assign a responsible person to review and provide written advisory comments regarding Special Event Permits proposed for locations in the District, identifying the concerns of the District or District members, proposing conditions that would mitigate concerns, and recommending approval or denial ("Special Event Permit Review").

i. Completion: Ongoing, starting six months after Successful Election.

ii. Value: \$5,000

f. Review and provide written advisory comments regarding City initiatives (programs, ordinances, plans, projects, and so forth) that affect the District or District members ("City Initiative Review").

i. Completion: Ongoing, starting six months after Successful Election.

ii. Value: \$5,000

g. Meet monthly with Police Department and Economic Vitality Division staff, and as necessary with other City staff, to coordinate District and/or City initiatives (programs, ordinances, plans, projects, and so forth), to

discuss District or District members concerns and solutions, and other matters as appropriate ("Coordinate with City of Flagstaff").

- i. Completion: Ongoing, starting six months after Successful Election.
- ii. Value: \$5,000

- h. As necessary, meet with and coordinate District initiatives (programs, plans, projects, and so forth) and other matters as appropriate with Federal, State, or regional government agencies (such as the Flagstaff Metropolitan Planning Organization, Coconino County, or Tribal agencies) including upon the request of the City Manager, participating in joint meetings with such agencies ("Coordinate with Other Agencies").

- i. Completion: Ongoing, starting six months after Successful Election.
- ii. Value: \$3,000

IV. Provide and implement comprehensive long range planning for the district.

a. Public Infrastructure Improvement:

- i. Identify and propose at least one public infrastructure improvement project as required for a Revitalization District. The total value of work proposed shall be no less than \$15,000.

- 1. Completion: Nine months after Successful Election.
- 2. Value: \$1,000

- ii. Secure funding for the proposed public infrastructure improvement project(s).

- 1. Completion: Twelve months after Successful Election.
- 2. Value: \$1,000

- iii. Cause and manage the preparation of project plans for the proposed public infrastructure improvement project(s). Obtain and pay for all required approvals and permits. Procure professional services if required by Arizona law and procure all services as required by Arizona law.

- 1. Completion: Fifteen months after Successful Election.
- 2. Value: \$5,000

- iv. Contract for and manage the construction of the proposed public infrastructure improvement project(s). Procure licensed contractor and all services as required by Arizona law.

- 1. Completion: Twenty-four months after Successful Election.
- 2. Value: \$5,000

b. Identify, prioritize, and estimate revenues and expenses for "enhanced municipal services" that the District may seek to provide in the foreseeable future.

- i. Completion: Nine months after Successful Election.
- ii. Value: \$5,000

c. With legal counsel retained by the District, review all documents related to Heritage Square Plaza (including but not limited to Disposition and Development Agreement; Rules & Regulations; Declaration of Public Plaza Easement dated May 20, 1997; Declaration of Public Plaza Easement

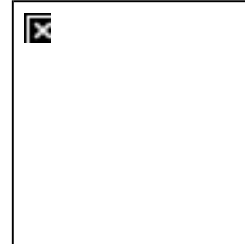
dated June 4, 1996) and evaluate whether or not the District may, and desires to assume any Responsibilities for operations and maintenance.

- i. Completion: Nine months after Successful Election.
- ii. Value: \$5,000

15. A.

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Karl Eberhard, Comm Design & Redevelopment Mgr
Date: 12/20/2013
Meeting Date: 01/07/2014



TITLE:

Consideration of items related to formation of the “FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT”:

- 1) Presentation of the Certificate of Receipt of Petitions; and
- 2) Consideration and Authorization for the City Manager to execute a certain document: "*Petitions for adoption of a resolution declaring the intention to form the Flagstaff Downtown Business Improvement and Revitalization District;*" and
- 3) Consideration and Adoption of Resolution No. 2014-03: A resolution of the City Council of the City of Flagstaff, Arizona, declaring its intention to form the "*Flagstaff Downtown Business Improvement and Revitalization District,*" a Special Taxing District, and providing for a Public Hearing prior to formation of the District to consider any objections of property owners.

RECOMMENDED ACTION:

- 1) Authorize the City Manager to execute a certain document titled "*Petitions for adoption of a resolution declaring the intention to form the Flagstaff Downtown Business Improvement and Revitalization District;*" and
- 2) Read Resolution No. 2014-03 by title only; and
- 3) City Clerk reads Resolution No. 2014-03 by title only (if approved above); and
- 4) Adopt Resolution No. 2014-03.

Policy Decision or Reason for Action:

Consideration of this action has been requested by Downtown property owners on the basis that the creation of this mechanism by the City Council will empower the property owners to effectively manage the district for greater economic stability and growth.

Financial Impact:

The action currently before the City Council: Limited, however, administrative expenses related to providing a City Clerk and Treasurer for the district. And, possible future impacts.

Connection to Council Goal:

Effective governance.

Has There Been Previous Council Decision on This:

Resolution No. 2008-05 adopting the Downtown Flagstaff Management Plan

Options and Alternatives:

- 1) Authorize execution of the petition for formation, and adopt the resolution initiating district formation process (Recommended).
- 2) Do not authorize execution of the petition for formation, and adopt the resolution initiating district formation process.
- 3) Do not authorize execution of the petition for formation, do not adopt resolution initiating district formation process, and provide additional or alternative direction regarding district management or formation.
- 4) Do not authorize execution of the petition for formation, do not adopt resolution initiating district formation process.

Background/History:

General Background:

Like any other part of a City, downtowns need basic City services such as street maintenance, public safety, and other standard City services. However, downtowns, especially successful downtowns have more intense needs of those services and furthermore they require additional or specialized services. These needs are quite varied, ranging from frequent public trash collection to special infrastructure and maintenance to marketing and event management.

Cities and downtowns sometimes struggle with the provision of these services. On one hand, cities are obliged to provide services in an equitable manner, being fair to all taxpayers and all districts of the city. On the other hand, downtowns are often the principle draw of a city and collect a significant portion of the taxes, especially when measured on a per square foot basis. Subject to broader political underpinnings, the struggle comes from seeking the right balance between these two valid positions.

In looking at downtowns across America, and Arizona as well, the most successful are those that receive the specialized services. Successful downtowns typically have district marketing, retail promotion, special event planning, downtown advocacy, downtown landscaping and beautification, environmental management (litter, graffiti, etc.), safety and security, business attraction, retention and expansion, business assistance, project planning and facilitation, and strategic planning.

Regardless of which of these services are provided, there is one trait in common among successful downtowns: There is some form of self-governance organization that collectively manages the district and works toward the equitable provision of needed services. The forms of such organizations are as varied as the services required, ranging from advocacy groups to redevelopment authorities to special taxing districts.

The management of downtown Flagstaff has historically been on an ad hoc basis – an ongoing struggle to adjust the balance. Individual successes, and the sustainability of successes, have been dependent on the ability and willingness of stakeholders to devote time to the cause, and also dependent on the ability and willingness of the City to devote resources. Great successes such as the downtown redevelopment of 1993, in the absence of a management vision, lacked a sustainable strategy for the ongoing maintenance. While the Downtown Business Alliance has been an effective force in the ad hoc management of downtown, the membership based nature of the organization is itself unsustainable - still reliant on the ability and willingness of volunteers, each of whom has a principal business other than downtown advocacy or management. Even the short tenure of the Flagstaff Mainstreet Program was ad hoc because the funding mechanism still relied on striking a balance with other City resources. The result of this trait, ad hoc management, has been that the partnership of downtown stakeholders and the City, a partnership that should be very strong, remains

challenging for all concerned.

With a vision of a successful downtown that equitably and sustainably receives the services needed, downtown stakeholders and the City have spent the better part of the last eight years researching, debating, negotiating, documenting, and finding consensus on how this vision might be accomplished. Now before the City Council is the result of this work; a proposal to create a formal downtown district capable of meeting the needs of all of the stakeholders, including the City of Flagstaff.

Brief History

While there were efforts to develop a downtown management plan before, the current efforts began in 2008. On February 5, 2008, the City Council adopted Resolution No. 2008-05: A resolution adopting the Downtown Flagstaff Management Plan (Attached – “2008 Resolution”). The resolution directs staff on a number of matters such as forming a downtown advisory committee, conducting a parking study, seeking proposals for the rehabilitation of the Lumberyard, constructing a parking lot on Phoenix Avenue, preparing a proposal for a residential parking permit program, and engaging the County in discussions and solutions to issues affecting downtown. Council also directed that a more robust and inclusive outreach and stakeholder engagement process be employed to develop a more comprehensive downtown management plan that addressed parking, maintenance, and economic vitality issues. The actions currently before the City Council are the result of that more robust and inclusive outreach and stakeholder engagement process.

Early on in this process, it was recognized that in order to provide services above and beyond that of the rest of the City, and specialized, the solution needed to include a degree of separation between downtown and the City as a whole. Coupled with that, for equity, the solution needed to include an ongoing funding source that was not dependent on the City – other taxpayers. To be sustainable, to have separation from the dedication of volunteers, City staff, and broad political underpinnings, self-governance was necessary. And finally, to have constancy over time, independent of the fluctuations of volunteer efforts, and to end the pattern of ad hoc management, a dedicated district manager was determined to be critical. The mechanism that is capable of providing this was determined to be some form of formal district and thus district formation was determined to be the essential need.

Since adoption of Resolution 2008-05, the development of a comprehensive plan for downtown management has had three distinct phases briefly summarized as follows:

Initially, with City staff facilitating, tens of downtown stakeholders, neighboring district representatives, as well as a number of City and County stakeholders began an in depth planning process. This effort included focus groups to tackle district formation, boundaries, management, parking, maintenance, capital improvements, marketing and events, and zoning code issues. While this was implemented exactly as directed by the City Council, this approach had three strategic flaws. For a district with no management plan at all to tackle all issues simultaneously was simply overwhelming. Second, finding consensus on so many issues at one time proved more difficult than ad hoc management. The group found that strong opinions regarding any one issue undermined, and potentially threatened, the essential need of forming a district to manage downtown. Finally, in the context of the challenging partnership between downtown and the City, right or wrong, City leadership was suspect to many stakeholders and determined to be a negative influence on the overall success.

In June 2010, the effort took a different direction to address the strategic flaws. The overall effort was reduced to the essential goal of forming a district that had the authority and capacity to address all of the issues downtown. It was consciously decided that the whole spectrum of planning and problem solving would not be addressed as a part of the initial effort. After basic formation, the district could then identify and address issues according to their own priorities and values without undue influence. To further the sense of separation from the City, using funds from multiple agencies, a dedicated

manager was hired to lead the effort. Finally, the downtown stakeholders took on the strategic planning of the process of formation. This included reducing the outreach and stakeholder engagement process to critical players. While this approach significantly boosted consensus among critical stakeholders, formation did not result with the effort still too closely tied to the City and yet at the same time still missing critical legal steps and components.

The final phase, begun in December of 2012, has been characterized by exceptional leadership by downtown stakeholders. In addition to strategic planning, they have assumed the day-to-day management and other needs of forming the district. The City engaged a truly independent district formation consultant to serve as their on-call resource. And, working in partnership with City staff, all of the legal needs have been met including the General Plan, petitions, and various other documents, steps, and procedures that are required by Arizona law.

District Boundaries:

A key component of gaining stakeholder consensus was determining the boundaries of the district. As noted, the initial effort was broad and was open to a multi-zoned district bounded by Columbus Avenue, Butler Avenue, somewhere west of City Hall and Elden Street. After considerable community discussion, and for a wide variety of reasons, the final district boundaries include the area bounded by the east/west alley between Birch and Cherry Streets to the North, Agassiz Street to the East, West Phoenix Avenue to the South, and Humphreys Street to the West (Map attached - "Map"). By stakeholder consensus, personal property and building floor levels above the second story were excluded from the district. This area includes land owned not only by private property owners, but also land owned by the City, County, and the Hopi Economic Development Corporation.

Technical Background:

Revitalization Districts:

Arizona Revised Statutes (ARS) provide for thirty-nine possible special taxing district types. In researching the appropriate district type, the consensus is that the "Revitalization District", governed by ARS §§ 48-6801 - 48-6819, is the best fit for the goals of the stakeholders, including the City of Flagstaff. In making this analysis, the process for district establishment and the authorities of the different district types had to be measured for suitability. Even so, to make this district type work for us, in 2011 the City of Flagstaff (working with Scottsdale) pursued certain legislative changes (S1203 - Importantly, what size community could use this tool; Also, miscellaneous clarifications).

Revitalization Districts are special taxing districts that have the authority to design, plan, improve, construct and maintain infrastructure improvements. The term "infrastructure" is defined by law, and includes a wide variety of improvements. The districts also have the authority to provide enhanced municipal services. The term "enhanced municipal services" is defined by law and means services that are in addition to or exceed the level of services provided outside the district. The district may engage in other activities permitted by law. If the City Council chooses to proceed, this would be the first revitalization district formed under this law.

The district will be responsible for managing its own finances. Properties within the district may be subject to the levy of taxes or assessments. A district election is required to approve ad valorem taxes, issuance of bonds, and special assessments to repay bonds. The district may adopt fees and charges. The district may receive grants and enter into various kinds of agreements. A City, County, or Tribe may financially participate in the district.

Except initially, the district will be governed by an elected board of directors and appoint its own officers (See City Role). The district will be subject to open meeting and public records laws. With all debts repaid, the district may be dissolved if it is no longer useful or if the property owners want to dissolve the district, subject to certain conditions as described in the Arizona statutes. After ten

years, if the district does not have any outstanding obligations, it must be dissolved unless the City, by resolution, extends the period by an additional ten years.

City Role:

The City Council through the resolution of 2008, and through many formal and informal updates through the years, as well as City management and staff, have been very supportive of the stakeholders efforts for form a self-governing downtown management district, as a means to an economically stronger downtown and a stronger partnership. This support has been evidenced by the continuous dedication of financial and human resources, and exceptional efforts to "get to 'yes'".

The City has a required role in that by ARS, the formation of the district, or not, is a function of the City Council. Further, in the event the district formation is challenged in a judicial action, the City may be named as a defendant.

The initial board of directors, consisting of three (3) property owners serving a one year term, will be appointed by the City Council. To accommodate the City Council choosing to proceed and the schedule necessary to initiate the special tax in 2015, the City is currently soliciting applications for Board Members and has tentatively scheduled that matter for City Council consideration on February 4, 2014. The City Clerk and City Treasurer (Management Services Director) will serve as the District Clerk and District Treasurer, respectively, until replacements are appointed by the District Board.

After formation, the roles and responsibilities of the City with regard to the provision of basic City services is unchanged. The City is still expected to maintain the streets, remove snow, pick up the trash, maintain landscaping, and so forth. At some point, the district may request and negotiate to assume these functions on a fee-for-service basis, but that is a future discussion (if at all). As well, the roles and responsibilities of the City with regard to right-of-ways are unchanged.

In addition to our general interest in the economic well-being of downtown, and in addition to public right-of-ways, the City owns individual parcels of land within the district (currently eleven parcels) and will thus continue to have a vital interest in district activities. Finally, ARS provides that cities may elect to participate financially in Revitalization Districts.

General Plan:

A General Plan (Attached – "General Plan") was filed with the City Clerk's Office on November 18, 2013. In keeping with the current formation strategy (keep it simple), the General Plan includes exactly what is required by ARS (and no more), and calls for the district to exercise all powers permitted by law.

Petitions:

Depending on perspective, and it's only a matter of semantics, the stakeholders have either been circulating two petitions with two parts, or they have been circulating four petitions.

The first two parts (or petitions), titled "*Petitions for Adoption of a Resolution Declaring the Intention to Form the Flagstaff Downtown Business Improvement and Revitalization District*" seek the support of property owners for district formation in two ways. The first (part) is a simple count of property owners and the second (part) seeks support based on net assessed value. To be considered by the City Council, it was necessary for 51% of the owners, by both count and net assessed value, to affirmatively sign these petitions.

In December 2013, the City Clerk's office received petitions requesting formation of a district. In order to determine sufficiency, the City Clerk compared the petitions to the most recent assessment

roll provided by the Coconino County Assessor's Office. The City also reviewed other documents to confirm that the persons signing petitions have authority to do so. The City Clerk has reviewed the petitions submitted, and certified that the petitions are sufficient (Attached – "Certificate"). A tally is attached and reflects that without the City executing the petitions, the petitions received representing 57% of the property owners and 67% of the net assessed value. If the City executes the petitions, 65% of property owners will have signed the petitions. Note that the City "net assessed value" is not considered because the City does not pay property taxes, so the tally remains at 67%.

The second two parts (or petitions) that the stakeholders have been circulating are not a part of any current and future City actions. (Per the requirements of ARS, these petitions seek authorization to hold an election (upon district formation) to authorize a special tax assessment that exceeds a certain amount specified in ARS).

Next Steps Required for Formation:

If the City Council adopts the current resolution, from the County Tax Assessors Roll, the City Clerk will provide mailed notices to all of the property owners in the proposed district. These notices will advise property owners of the adoption of Resolution No. 2014-03, procedures for filing written objections, and of the pending Public Hearing. To accommodate the City Council choosing to proceed and the schedule necessary to initiate the special tax in 2015, the following (abbreviated) schedule is anticipated:

January 7, 2014:	Council considers resolution of intent to form (Resolution 2014-03).
January 15, 2014:	Mailed and advertised Notice to Property Owners.
January 21, 2014:	City Council interviews board of directors applicants.
February 3, 2014:	5:00 p.m. deadline for filing written objections.
February 4, 2014:	Public hearing on written objections; and
	Council considers resolution forming the district and appointing the initial board of directors; and
	Council considers Memorandum of Understanding.
February 14, 2014:	Resolution forming district is recorded.
	EXCEPT AS NOTED, CITY ROLE IS COMPLETED
February 15, 2014:	Notify Arizona Department of Revenue and County regarding boundaries of new special taxing district.
On or about March 5, 2014:	Last day to file judicial appeal.

Key Considerations:

The process of developing this proposal over the last eight years has already improved the partnership between the City and downtown. While there have been some difficult conversations, through a common vision and thoughtfulness, now before the City Council is a proposal that is mutually proposed and mutually beneficial. Staff believes that forming this district introduces equity to the partnership by defining roles, responsibilities, and expectations and sets the stage for a stronger partnership from here forward. How better to effectively govern than to collaboratively vision and develop solutions, and to partner with stakeholders?

At this time the stakeholders propose solely to form the district. Next, they will complete various tasks

associated with forming the district. These include holding a district election to authorize and then initiating the special tax assessment through coordination with the County Tax Assessor. The district will also need to prepare by-laws and other operational documents such as procedures for meetings and actions, accounting and so forth. They intend to engage a district manager who may assist with the formation tasks and who will provide day-to-day district management and initiate a planning process for the downtown issues that were not addressed during this formation period.

Planning for enhanced municipal services would be at the pleasure of the district board in terms of what gets planned, the priority, process, solutions, and so forth. It is believed that the City as a district property owner, as a partner, and as the current purveyor of services, would have a key role in this process. The City should also expect that solutions to complex issues such as parking or event management require City involvement. This suggests that as these items are addressed, future negotiations and agreements with the district should be anticipated.

Per ARS, a required component of a Revitalization District is a capital improvement project. Such a project must be a high priority in order to maintain the integrity of the district formation. The stakeholders have a variety of identified needs such as repairing the pavers, repairing the tree rings, repainting the street poles, new benches, and others.

These materials are intended to give the City Council necessary background and general information for decision making relative to the whole endeavor. However, the current action, consideration of Resolution No. 2014-03: A resolution of the City Council of the City of Flagstaff, Arizona, declaring its intention to form the *"Flagstaff Downtown Business Improvement and Revitalization District," a Special Taxing District, and providing for a Public Hearing prior to formation of the District to consider any objections of property owners.* (Attached – "2014 Resolution") only starts the process outlined above under "Next Steps Required for Formation". The current action does NOT form the district.

Finally, regarding the *"Petitions for Adoption of a Resolution Declaring the Intention to Form the Flagstaff Downtown Business Improvement and Revitalization"*:

The City of Flagstaff is currently the property owner of eleven properties within the boundaries of the proposed district. If the City Council desires, like other property owners, the City of Flagstaff is entitled to execute (sign) the petition that initiates the formal district formation process (Attached – "Petition"). Note that signing the petition does NOT form the district. Signing the petition only signifies that in the role of property owner, the City Council requests that the formation process be initiated.

Coconino County is very much in the same position as the City in this matter. While they are counted as a "no" vote in the petitions (petition not executed), on December 12, 2014, Matt Ryan, Chair of the Board of Supervisors, provided a letter (Attached – "County Letter") indicating the County's intent to participate in the District and to provide financial support as if they were subject to assessment (subject to certain legal limitations).

Expanded Financial Considerations:

A substantial amount of staff time and some funding has been expended over the last eight years to get to this point. These expenses have been drawn against the BBB - Economic Development and BBB - Beautification funds.

The actions currently before the City Council have limited direct cost implications for the City. The City will incur administrative expenses related to providing a City Clerk and Treasurer for the district until replacements are approved by the governing board of the district.

However, staff anticipates that should the City Council choose to proceed with the district formation,

there will be a request from the downtown property owners for initial funding and ongoing funding for the district. Staff will provide more information and recommendations for funding, probably in the form of a Memorandum of Understanding to be considered on February 4, 2014.

Community Benefits and Considerations:

In itself, downtown is a significant component of the City's sales tax (7.5%), BBB Tax (15%), and property tax revenues. The total assessed value of downtown is approximately \$54 million, slightly less than all of Flagstaff's principle tax payers *combined*. Flagstaff's principal tax payers include APS, W L Gore, Fidelity National Title Insurance, Qwest, Nestle-Purina, the Flagstaff Mall, Walgreens, Consolidated Investments, Hopi Tribe Economic Development Corp., and SACO Management.

But the economic impact of downtown is far greater than the taxes generated within the district itself. Downtown is the most-visited attraction in the City, visited by more than 70% of our four million visitors. These visitors visit other attractions, stay in hotels, eat in restaurants, and shop in other areas of the City as well, leveraging the impact of downtown on Flagstaff's economy.

The general economic vitality and the visitor experience of the district is not well served by ad hoc downtown management. Further, as the district develops and develops strategic and long range plans, they will address other issues (such as maintenance) that are direct contributors to the economic well being of the district. Thus while forming a district is a mechanism to improve the economic vitality of the district, it also benefits the entire City.

Community Involvement:

Collaborate

As noted, during the first phase of the current effort, stakeholder, community, and partner outreach was extensive. The geographic outreach was from Columbus Avenue to Butler Avenue and from somewhere west of City Hall to Elden Street. The working groups included nearly seventy people and public meetings were noticed by mail to nearly 3,300 property owners. This outreach generally framed the district boundaries and the goals to be achieved.

Having identified the general district boundaries and the included stakeholders, community involvement shifted to working with the stakeholders on a more one-on-one basis. This outreach solidified that the plan should be simple and that district formation was the essential goal. On the basis of the proposed simple plan, much of the outreach to adjoining districts was no longer warranted.

The last phase has been focused on wrapping up the effort, documenting the proposal, and seeking commitment from property owners. Community outreach included the property owners – fifty-four individuals and companies and two government agencies.

In addition to informal updates from stakeholders and management, staff has periodically made in-progress presentations at City Council work sessions and provided memo (CCR) updates from time to time.

Expanded Options and Alternatives:

1. Authorize execution of the petition for formation, and adopt the resolution initiating district formation process (Recommended).
2. Do not authorize execution of the petition for formation, and adopt the resolution initiating district formation process.

3. Do not authorize execution of the petition for formation, do not adopt resolution initiating district formation process, and provide additional or alternative direction regarding district management or formation.

The stakeholders and staff acknowledge that while their actions since have been per the City Council direction provided in Resolution No. 2008-05: A resolution adopting the Downtown Flagstaff Management Plan, the outcome is different than expected. The process did not yield a comprehensive downtown management plan that addressed certain issues. The stakeholders and staff believe that the process was more important than the outcome and that the proposal will yield the desired outcome, albeit by a different path. That being said, if a comprehensive downtown management plan is desired before or in association with a solution such as forming a downtown management district, the City Council should direct staff and the stakeholders accordingly.

Similarly, if the City Council finds the current proposal lacking in some aspect, the City Council should direct staff and the stakeholders accordingly.

4. Do not authorize execution of the petition for formation, do not adopt resolution initiating district formation process.

Attachments: [2008 Resolution](#)
 [Map](#)
 [General Plan](#)
 [Certificate](#)
 [2014 Resolution](#)
 [Petitions](#)
 [County Letter](#)
 [Foundational reading](#)

Form Review

Inbox	Reviewed By	Date
Legal Assistant	Vicki Baker	01/02/2014 09:07 AM
Senior Assistant City Attorney AW	Anja Wendel	01/02/2014 10:25 AM
Economic Vitality Director	Stacey Button	01/02/2014 01:20 PM
DCM - Jerene Watson	Elizabeth A. Burke	01/02/2014 05:07 PM
DCM - Josh Copley	Josh Copley	01/03/2014 10:13 AM
Legal Assistant	Vicki Baker	01/02/2014 09:07 AM
Senior Assistant City Attorney AW	Anja Wendel	01/02/2014 10:25 AM
Economic Vitality Director	Stacey Button	01/02/2014 01:20 PM
DCM - Josh Copley	Josh Copley	01/03/2014 10:13 AM
Form Started By: Karl Eberhard		Started On: 12/20/2013 09:09 AM
Final Approval Date: 01/03/2014		

Art Babbott
District 1

December 12, 2013

Elizabeth C. Archuleta
District 2

Downtown Business Improvement District
c/o John VanLandingham
120 North Leroux
Flagstaff, Arizona 86001

Matt Ryan
District 3

Mr. VanLandingham,

Mandy Metzger
District 4

Thank you for your proactive efforts to improve the overall vitality of Downtown Flagstaff. As a stakeholder in the downtown area since the formation of Coconino County, we have always been a member of the downtown community.

Lena Fowler
District 5

As the proposed Downtown Business Improvement District (District) is not yet in existence, consider this our letter of intent to participate in the District.

Coconino County is in possession of the District Map and proposed first-year assessments. This is based on the understanding that Coconino County's assessment in the first year would be \$30,647 to support an annual district budget of \$162,500.

This intent to participate is subject to our limitations in Arizona Revised Statutes. Two specific examples would be related to the current Board of Supervisor's inability to obligate a future Board, and that participation would be subject to annual appropriations.

We look forward to this partnership and to improving the area for our citizens and customers.

Let me know if there is anything further you need from us,

Sincerely,



Matt Ryan, Chair
Coconino County Board of Supervisors

Cc: Liz Archuleta
Cynthia Seelhammer



Flagstaff Downtown Business
Improvement and Revitalization District

Annual Report
2014



Background:

- Downtown is center – and central – to:
 - Tourism - over 70% visit downtown
 - Events – over 200 permitted
 - Government – City and County offices & courts
 - Businesses – restaurants, shops, retail, galleries
 - Arts, Culture & Creativity – First Friday, music
- District desired by property owners to manage increased service delivery and constant activity



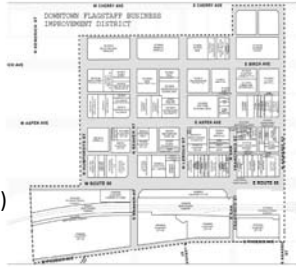
Background:

- City Council unanimously created FDBIRD in Feb. 2014
- Entered into IGA to form district
- City provided initial funding
- City and County participate



Boundaries:

- West - Humphries St.
- East – Agassiz St.
- South – Phoenix Ave.
- North – Beaver (mid-block; includes County)





2014 Milestones:

- June – Property owners vote to fund district
- September – District awards management contract to FDBA
- November – FDBA conducts nationwide search for Executive Director



2014 Additional Milestones:

- Adopted 2014-2015 budget and key priorities:
 - Management
 - Parking
 - Advocacy
- Launched FDBIRD and FDBA websites
- Worked with County Supervisors to facilitate ballot election for FDBIRD Board positions



2015 Milestones:

- January – FDBA hired first Executive Director with start date of Feb. 9
- February – FDBIRD expands Board with 5 property owners
- March – working closely with City to identify capital improvement project



Looking Ahead:

- Finalize capital improvement project
- Determine feasibility of “fee for service” contracts with City
- Identify opportunities for additional parking
 - Restripe
 - Fee for service with private operators
 - Enhanced signage and marketing



Looking Ahead:

- Single point of contact for downtown issues
- Strengthen coordination – CVB, Events, Police
- Connect with NAU, Gore, Medical Center, TGEN and other large employers
- Develop unified voice and platform promoting Downtown Flagstaff as destination

Memorandum

6.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Stephanie Smith, Assistant to City Manager
Date: 04/02/2015
Meeting Date: 04/06/2015



TITLE:

State FY16 Budget Update - City and County Impacts

DESIRED OUTCOME:

Information Only

EXECUTIVE SUMMARY:

The City and County adopt legislative priorities to establish City and County positions on issues, policies and projects of legislative interest. In addition to tracking specific legislation impacting to the City's interest and established priorities, staff and contract lobbyist (City) also monitor State budget issues that impact local budgeting. The purpose of the informational update is to review the State FY16 Budget impact to local governments statewide and understand impacts to the City and County FY16 budgets.

INFORMATION:

COUNCIL GOALS:

- 1) Invest in our employees and implement retention and attraction strategies
- 2) Ensure Flagstaff has a long-term water supply for current and future needs
- 3) Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics
- 4) Explore and adopt policies to lower the costs associated with housing to the end user
- 5) Develop and implement guiding principles that address public safety service levels through appropriate staffing levels
- 6) Relieve traffic congestion throughout Flagstaff
- 7) Address key issues and processes related to the implementation of the Regional Plan
- 8) Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and developments
- 9) Foster relationships and maintain economic development commitment to partners
- 10) Decrease the number of working poor
- 11) Ensure that we are as prepared as possible for extreme weather events

Attachments: Presentation

CITY AND COUNTY FY16 STATE BUDGET UPDATE January 26, 2015



CITY AND COUNTY FY16 STATE BUDGET UPDATE

- **Joanne Keene**
Government Relations Director – Coconino County
- **Jerene Watson**
Deputy City Manager – City of Flagstaff
- **Richard Travis**
City Lobbyist - TriAdvocates

CITY AND COUNTY FY16 STATE BUDGET UPDATE

- **State Budget Overview**
- **City of Flagstaff Impacts**
- **Coconino County Impacts**
- **Discussion**

CITY AND COUNTY FY16 STATE BUDGET UPDATE

State Budget Overview – Statewide Impacts

■ Department of Revenue

- \$20.7 million ongoing from cities, towns and counties to fund ADOR collection of local revenue
- \$2.8 million in FY16 only from self-collecting cities to fund development for ADOR sales tax collection software
- No impact to shared revenue formula distribution

CITY AND COUNTY FY16 STATE BUDGET UPDATE

State Budget Overview – Statewide Impacts

- Highway User Revenue Fund (HURF)
 - \$96 million from HURF to fund Department of Public Safety
 - Restoration of \$30 million of HURF for cities and counties

CITY AND COUNTY FY16 STATE BUDGET UPDATE

State Budget Overview – Statewide Impacts

■ NAU Impacts

- More than \$100 million reduction in to Arizona's university system
- More than \$18 million reduction to NAU

CITY AND COUNTY FY16 STATE BUDGET UPDATE

State Budget Overview – City Financial Impacts

- **ADOR**
 - \$140,000 ongoing cost increase
 - \$50,000 1x cost increase
- **HURF**
 - \$300,000 1x restoration
 - \$500,000 ongoing revenue reduction
- **Senate Bill 1187**
 - Potential \$288,000 revenue reduction at landfill
- **Senate Bill 1079**



Coconino County State Budget Update

Joint City/County Meeting

April 6, 2015

Joanne Keene, Government Relations Director

FY 2016 State Budget Impacts

- Continues \$828,520 in impacts to Coconino County
- Includes \$515,369 of NEW Impacts to Coconino County

TOTAL IMPACT TO COCONINO COUNTY:

\$1,343,889

FY 2016 State Budget Impacts

- Maintains \$550,000 to Coconino County in county lottery funds
- Continues to require counties to pay 100 percent of restoration to competency costs
Estimate: \$200 – 500K/year (depending on cases)
- Shift of cost of Presidential Preference Election to Counties - \$55,298 Impact

FY 2016 State Budget Impacts

- Includes \$12 million in State general fund savings to pay for juveniles housed at the Department of Juvenile Corrections (DJC)
- Budget assesses a “committed youth confinement cost sharing fee” to each county
- Fee based on county population
- Cost to Coconino County estimated at approx. \$252,354 per year

FY 2016 State Budget Impacts

- Includes \$20.8 million in funding for Arizona Department of Revenue (DOR) to be paid by local governments
- Payment is a “fee for service” for the revenue collected by DOR on behalf of the local jurisdiction
- County share is \$9.9 million
- Coconino County’s payment estimated at approx. \$ 207,717

2016 State Budget Impacts

- Shifts \$96 million from the Highway User Revenue Funds (HURF) to fund Arizona Department of Public Safety (DPS)
- Restores \$30 million of HURF for local governments
- Loss of \$464,308 in HURF Revenue for Coconino County

2016 State Budget Impacts

- Requires counties to pay 31 percent of the cost of treatment and confinement of Sexually Violent Persons (SVPs) at the Arizona State Hospital (ASH)
- SVPs are offenders who served their time with the Arizona Dept. of Corrections, but are not yet ready to re-enter society.
- Coconino County Impact is \$38,272

Memorandum

7.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Stephanie Smith, Assistant to City Manager
Date: 04/02/2015
Meeting Date: 04/06/2015



TITLE:

Coconino County Community Development Project Update

DESIRED OUTCOME:

Informational Only

EXECUTIVE SUMMARY:

The purpose of this presentation is to understand Coconino County community development growth trends. Included in the presentation is a look at future growth that is anticipated in Coconino County.

INFORMATION:

Coconino County Community Development Director, Jay Christelman, will present the update.

Attachments: Presentation

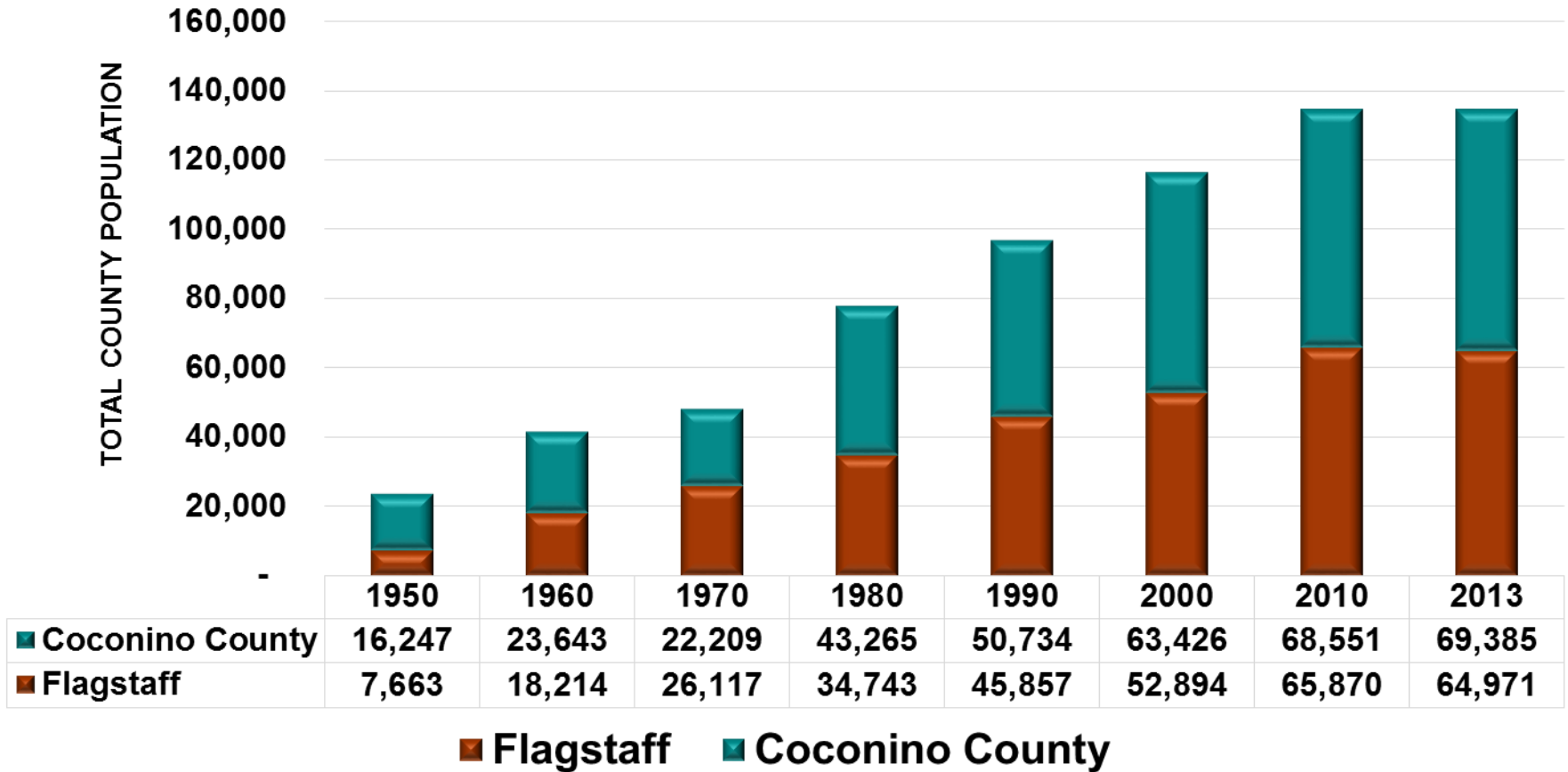


Coconino County Community Development Growth Trends

***Coconino County Board of Supervisors
and City of Flagstaff Council
Joint Meeting: April 6th, 2015***



County & City Population



US Census (2010)/Buxton (2013)
Flagstaff metro population at over 18K

OVERVIEW

- From 2013 data, Coconino County population is 134,356 with the City of Flagstaff at 64,971 (69,385) with a population density of just 7.2 persons per square mile
- From 2000 to 2010 there has been an overall increase of 18.5% in housing units



Color Index

2014 County Economic Tracker
Recovered on # Indicators

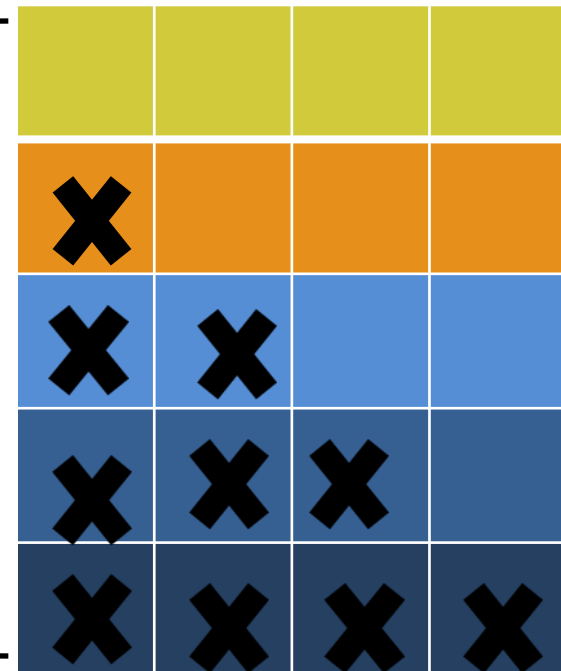


Jobs recovered

Unemployment rate recovered

GDP recovered

Home prices recovered

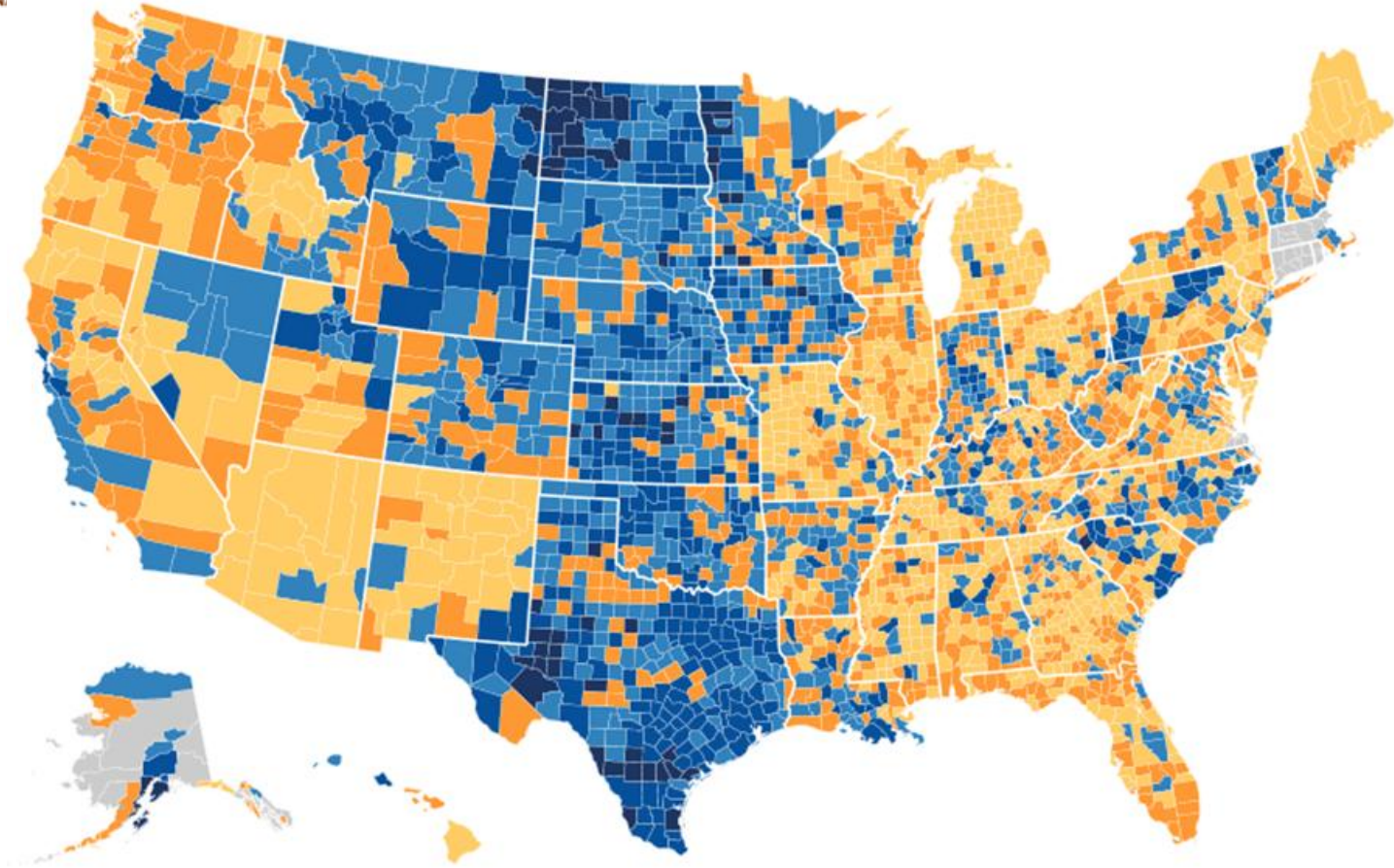


Bad

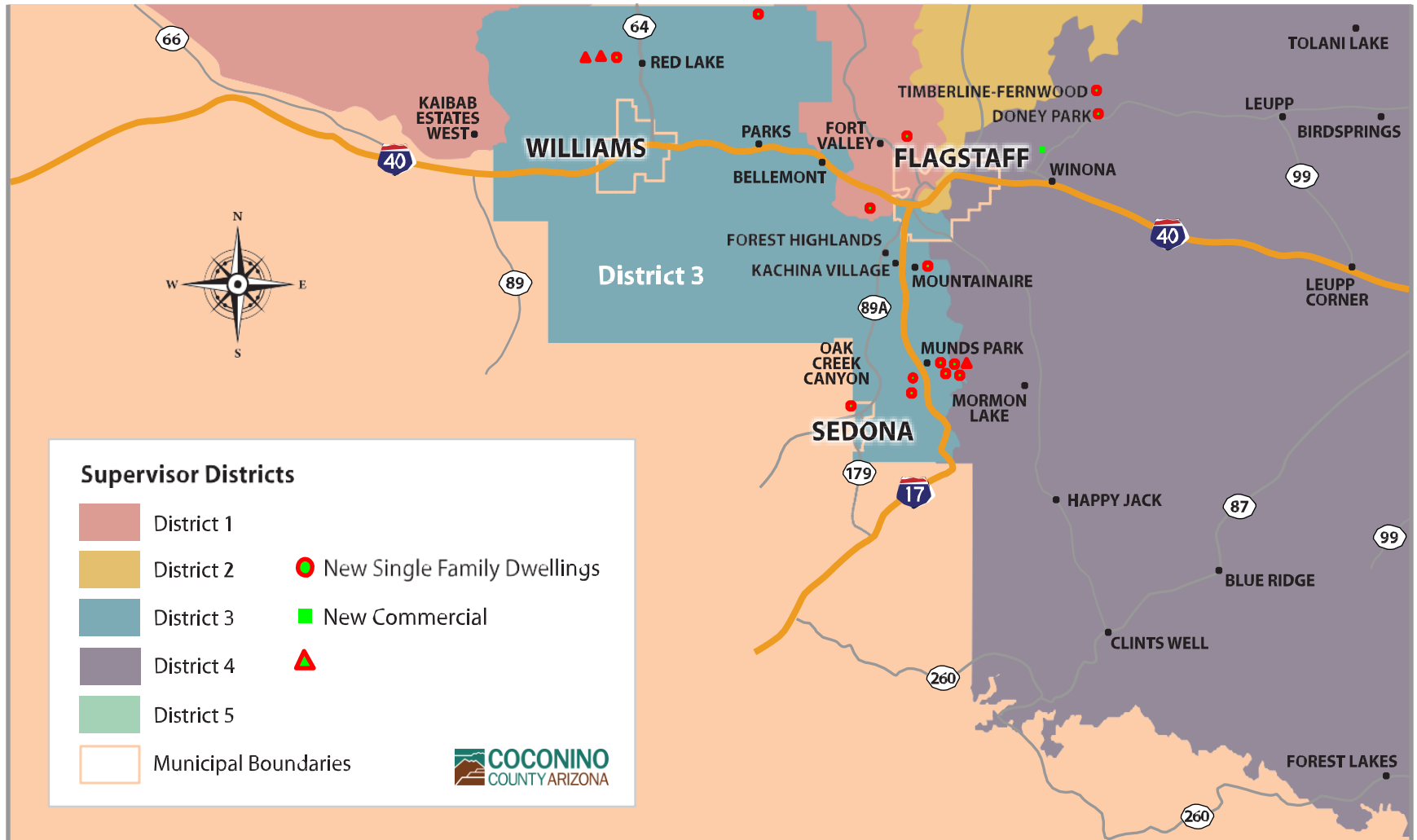
Good

<http://www.naco.org/research/Pages/county-tracker-2014.aspx>

Nationwide Trends

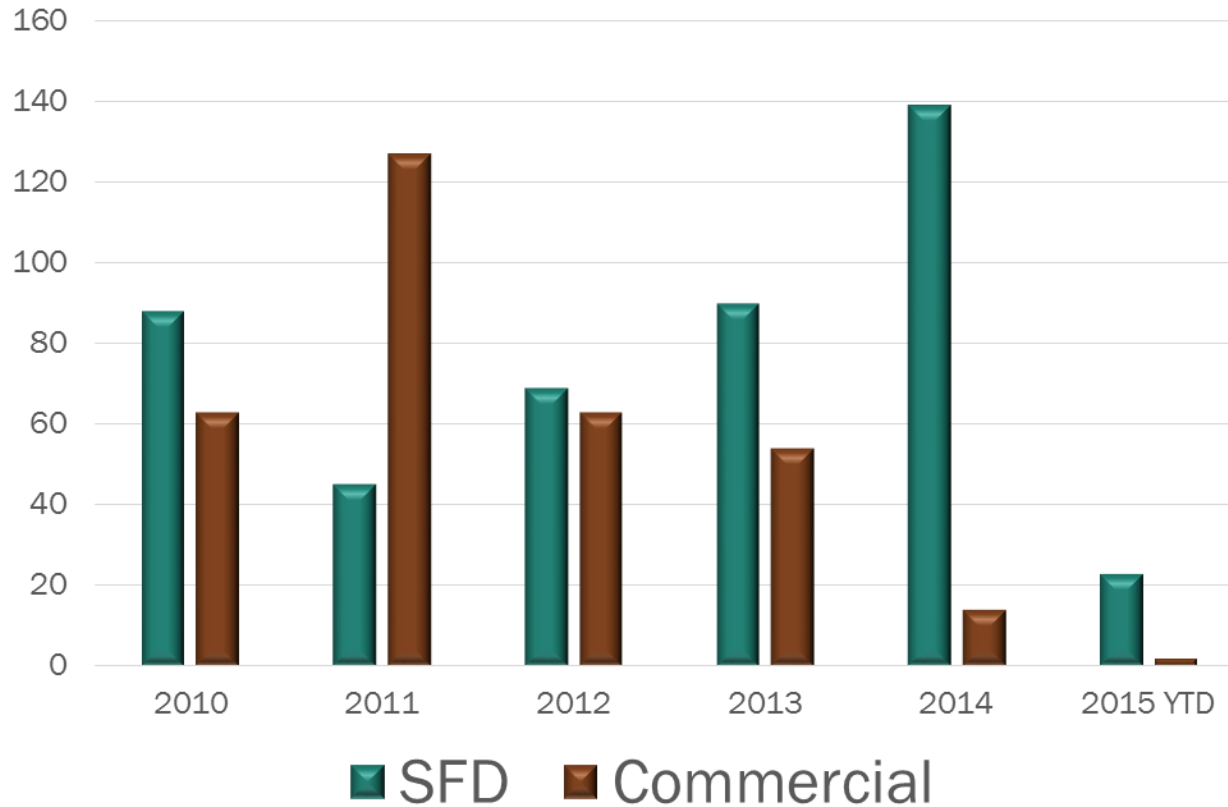


Construction Activity Map

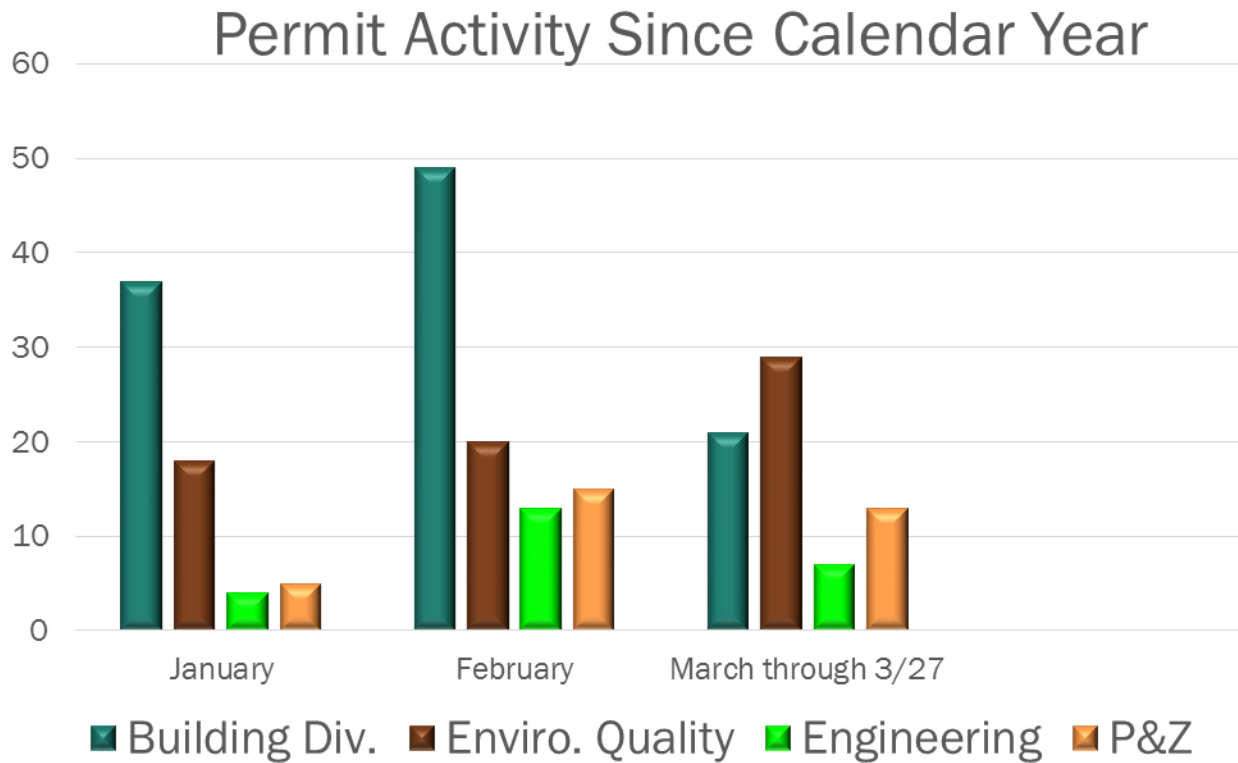




Housing & Commercial Permit Activity



Overall Permit Activity



Future County Growth

- Growth is expected to consist mostly of single family homes and limited small-scale multi-housing development
- Commercial activity predominantly located in Bellemont due to appropriately zoned property, multi-modal and available services
- Limited industrial activity off of Leupp Road – some of the only heavy industrial zoned property in the County

Future County Growth, cont.

- Minor commercial activity likely near Doney Park along HWY 89 corridor– proposed Dollar General
- New subdivisions likely in Doney Park (proposed 64 lot PRD) and Kachina Village
North 129 lot subdivision
- Numerous SFD's in Mountainaire & Munds Park



Challenges

- Infrastructure – water is a significant challenge with only a few water districts; 60% of County residents haul water
- More development areas near Flagstaff are requiring alternative waste water systems
- Geographical constraints considering public safety (Sherriff's Office and Fire Districts)
- Less developable land due to floodway and floodplain re-mapping and changing FEMA regulations





Questions?

Memorandum

8.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Rick Barrett, City Engineer
Co-Submitter: Mark Landsiedel, Community Development Director
Date: 03/27/2015
Meeting Date: 04/06/2015



TITLE:

Community Development Projects Update

DESIRED OUTCOME:

Informational Update

EXECUTIVE SUMMARY:

This presentation will focus on current and recently completed Capital Improvements Projects and Development Projects within the City.

INFORMATION:

COUNCIL GOALS:

3. Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics
6. Relieve traffic congestion throughout Flagstaff.
7. Address key issues and processes related to the implementation of the Regional Plan.
8. Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and developments
9. Foster relationships and maintain economic development commitment to partners

Attachments: CD Projects Slide Show

Community Development Mission and Values

We are a client-focused team which enables quality development, reinvestment and conservation of the natural and built environment through publicly adopted policies.

Diversity

Communication

Dedication



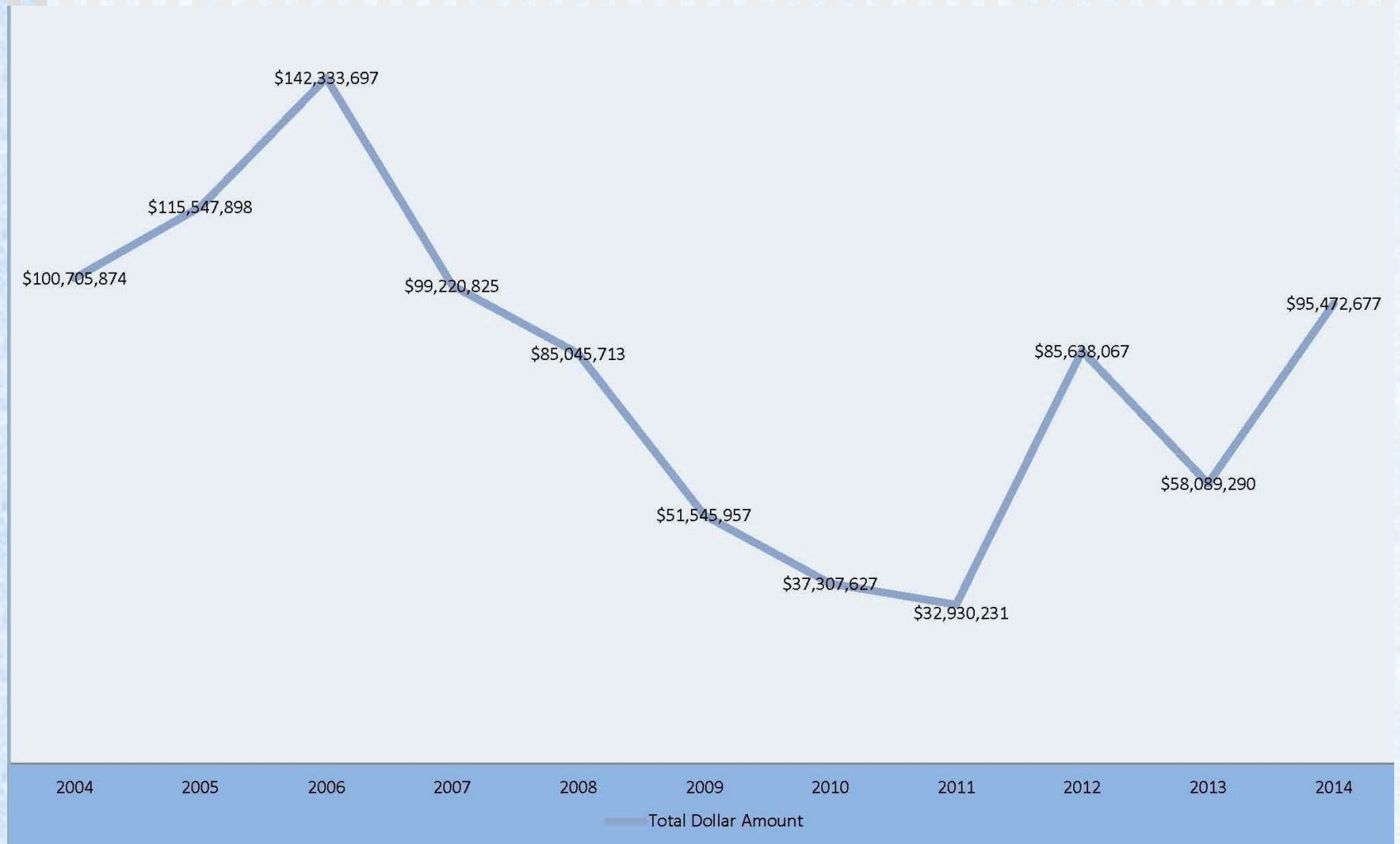
Progressive

Community First

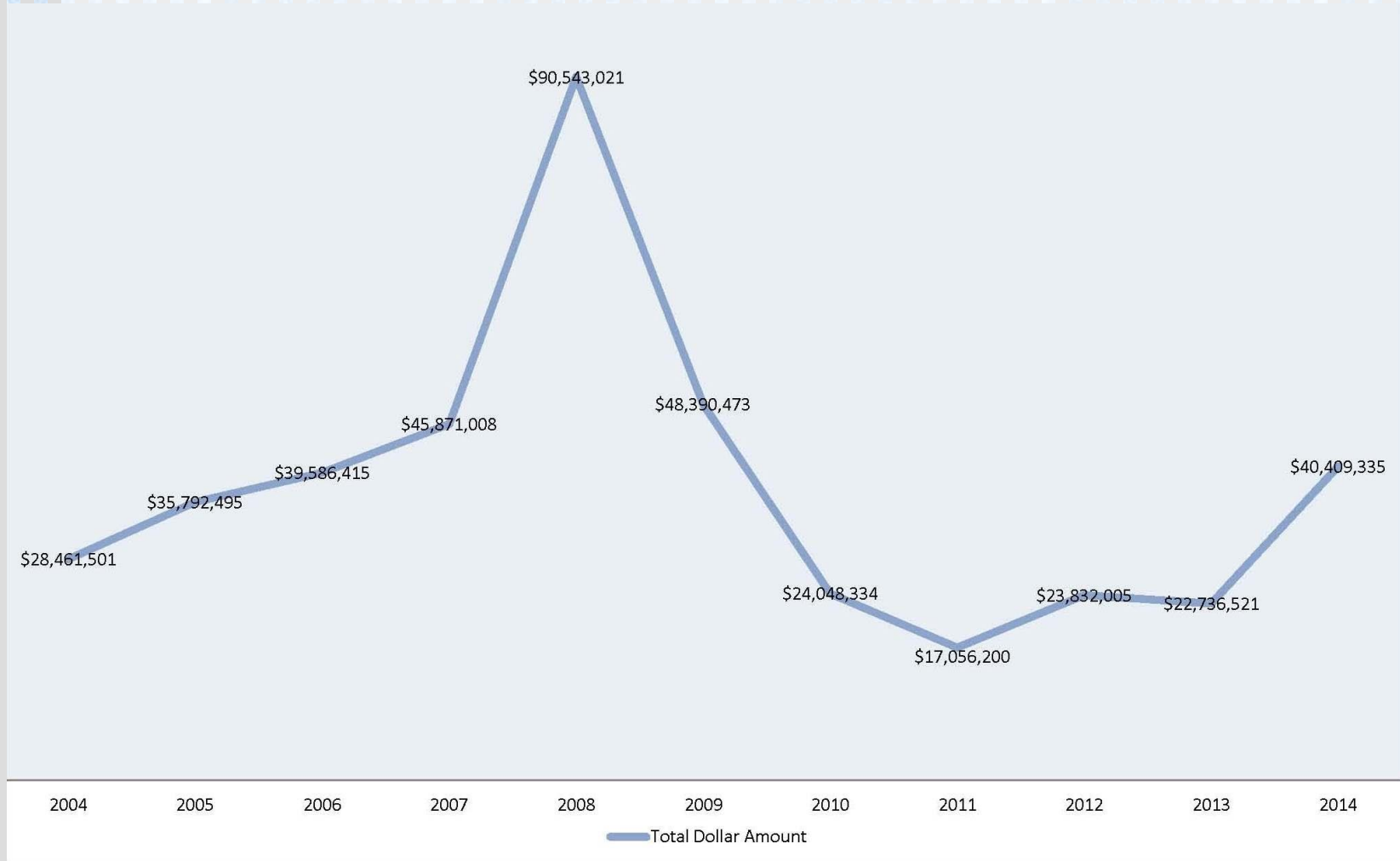
Integrity

“Creating Community Together”

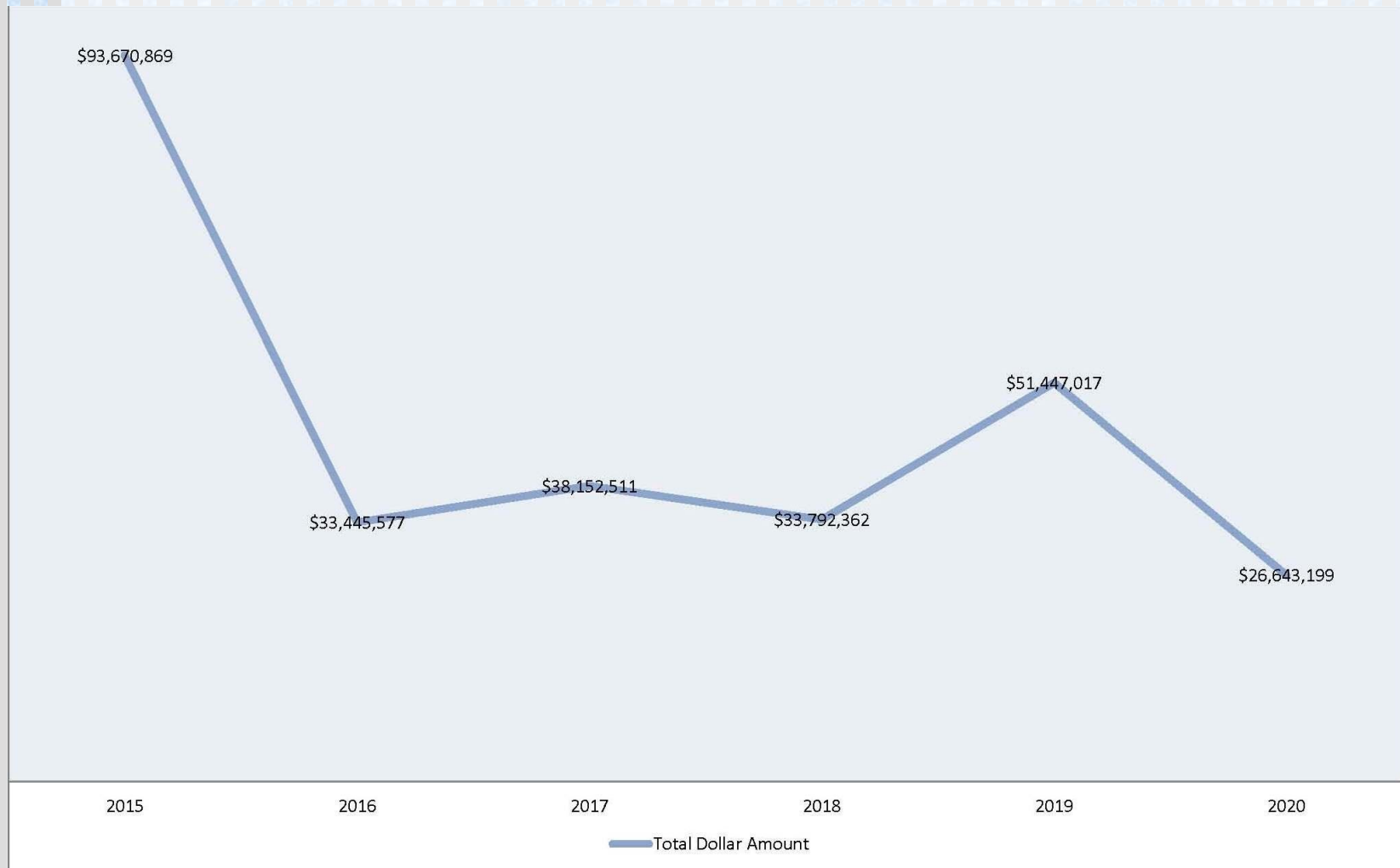
Total Building Permit Valuation



Historic Capital Expenditures

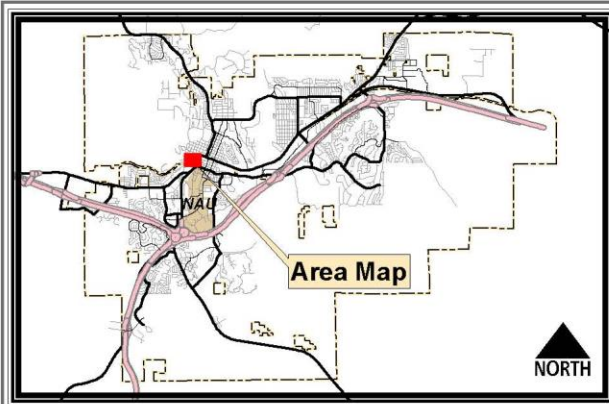


Planned Capital Expenditures

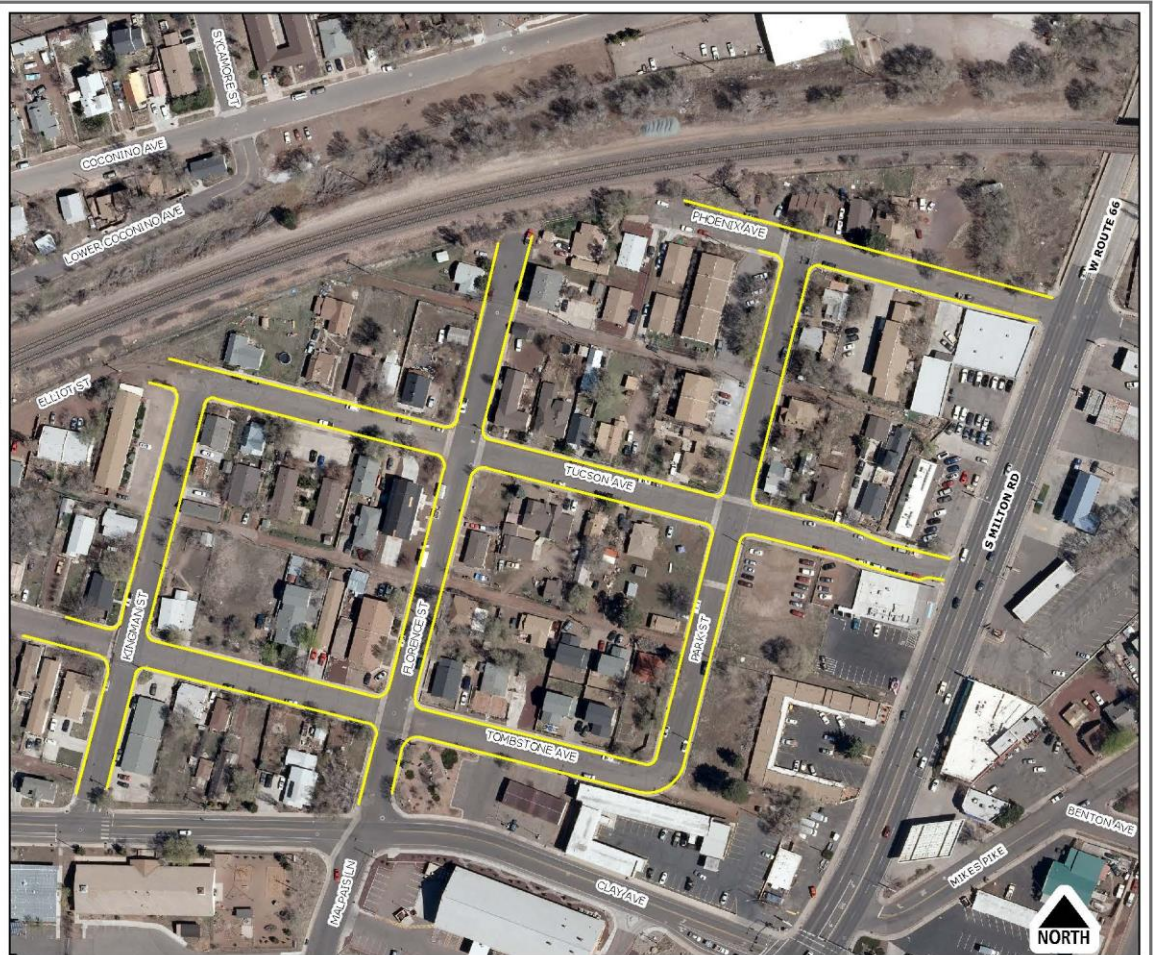


La Plaza Vieja

2010 Bond Improvements



VINCINTY MAP



La Plaza Vieja

2010 Bond Improvements



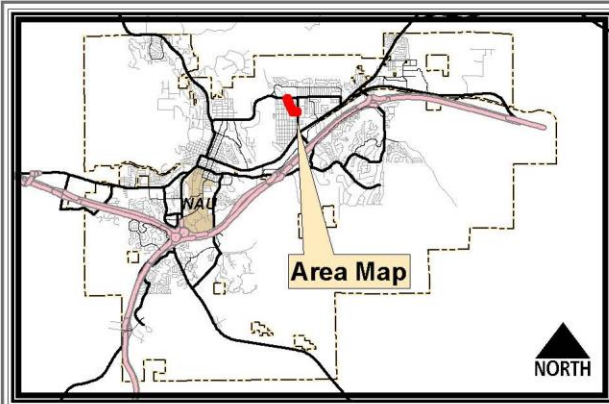
- Constructed 2013 and 2014.
- This project replaced 4,595 linear feet of 8" sewer main, including manholes and all sewer services.
- Replaced 2,057 linear feet of 8" water main, valves, water service lines and new fire hydrants.

- Replaced the existing streets with new pavement surface, chip seal or asphalt.
- Concrete edge improvements were replaced where damaged or non-existing.
- The project was funded by the 2010 Street and Utility Infrastructure Replacement 2010 bond.

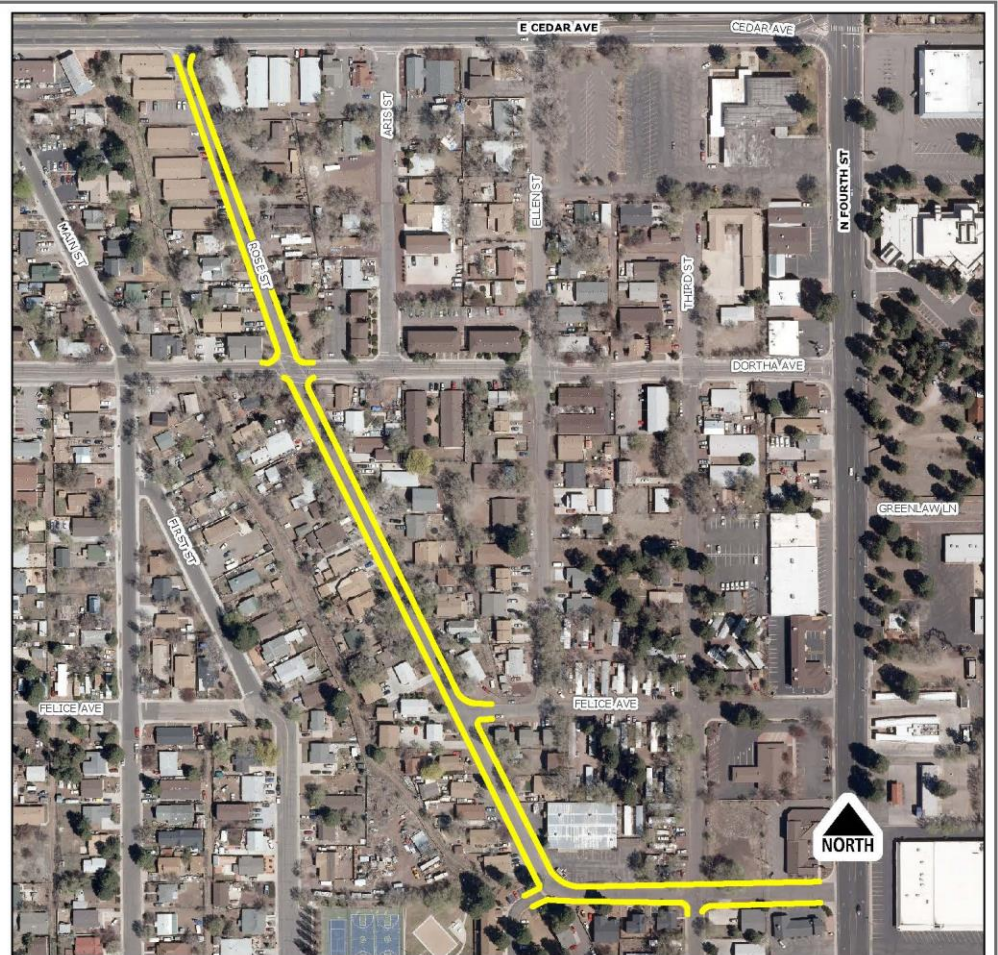


Rose Street 2010 Bond Improvements

Cedar Avenue to Fourth Street



VINCINATY MAP



Rose Street 2010 Bond Improvements

Cedar Avenue to Fourth Street

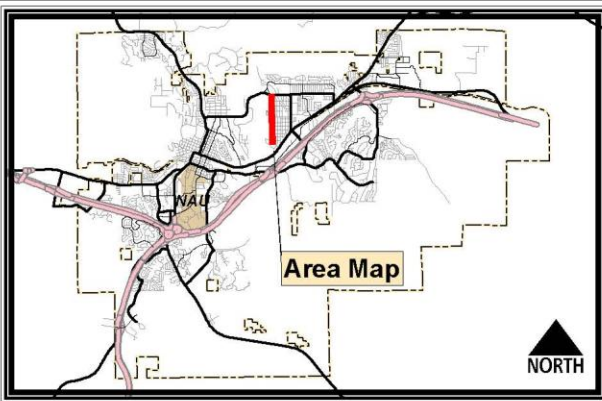


- Completed Summer 2014.
- 2,050 linear feet of 8" sanitary sewer.
- New storm sewer system.
- New asphalt pavement with curb & gutter and new sidewalks.
- Final 2010 Street/Utility Bond Project.

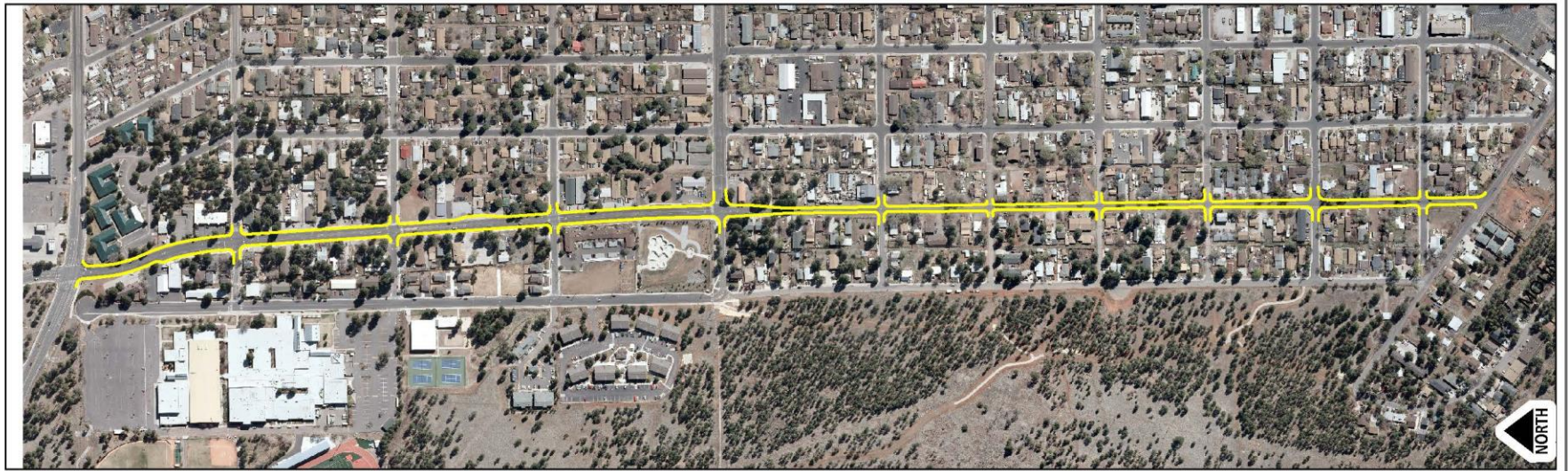


West Street

Between Cedar Avenue and Arrowhead Avenue



VINCINTY MAP



West Street

Between Cedar Avenue and Arrowhead Avenue



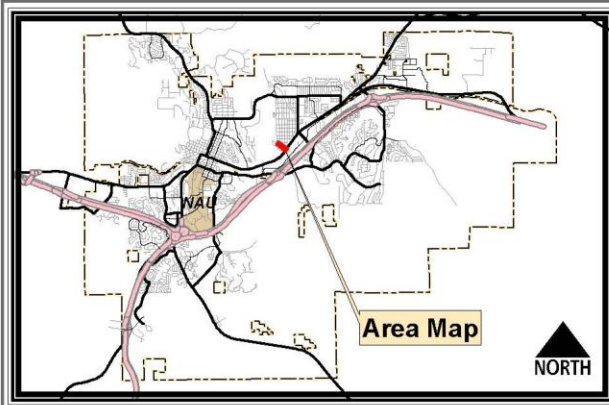
- Completed 2011 – 2014.
- Full street reconstruction.
- Sidewalk, curb & gutter.
- Driveways.
- Water main, stormdrain and sewer services.

- Pedestrian activated traffic signal at Dortha Ave.
- Parkways and street trees.
- LID component.

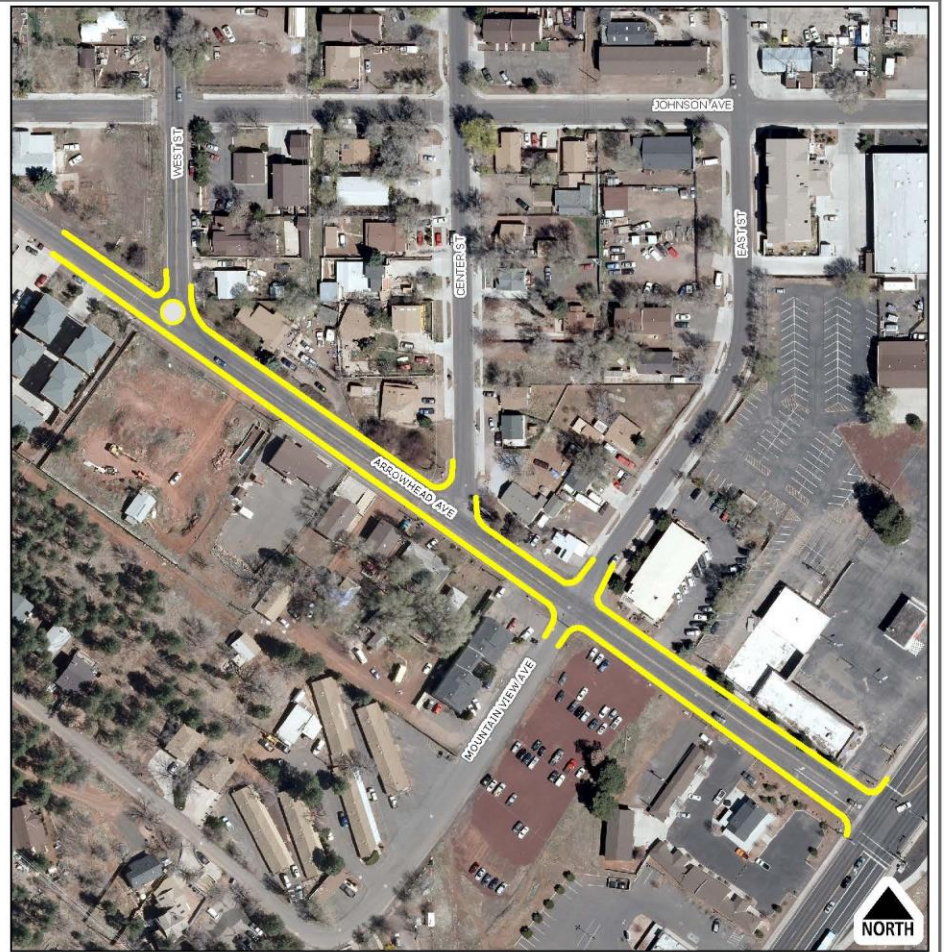


Arrowhead Avenue

Between West Street and Route 66



VINCINTY MAP



Arrowhead Avenue

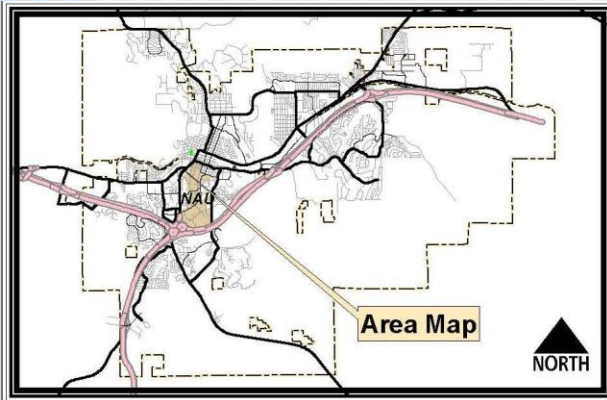
Between West Street and Route 66

- Constructed Summer 2015.
- Full street reconstruction.
- Sidewalk, curb & gutter.
- Driveways.
- Water main, stormdrain and sewer services.

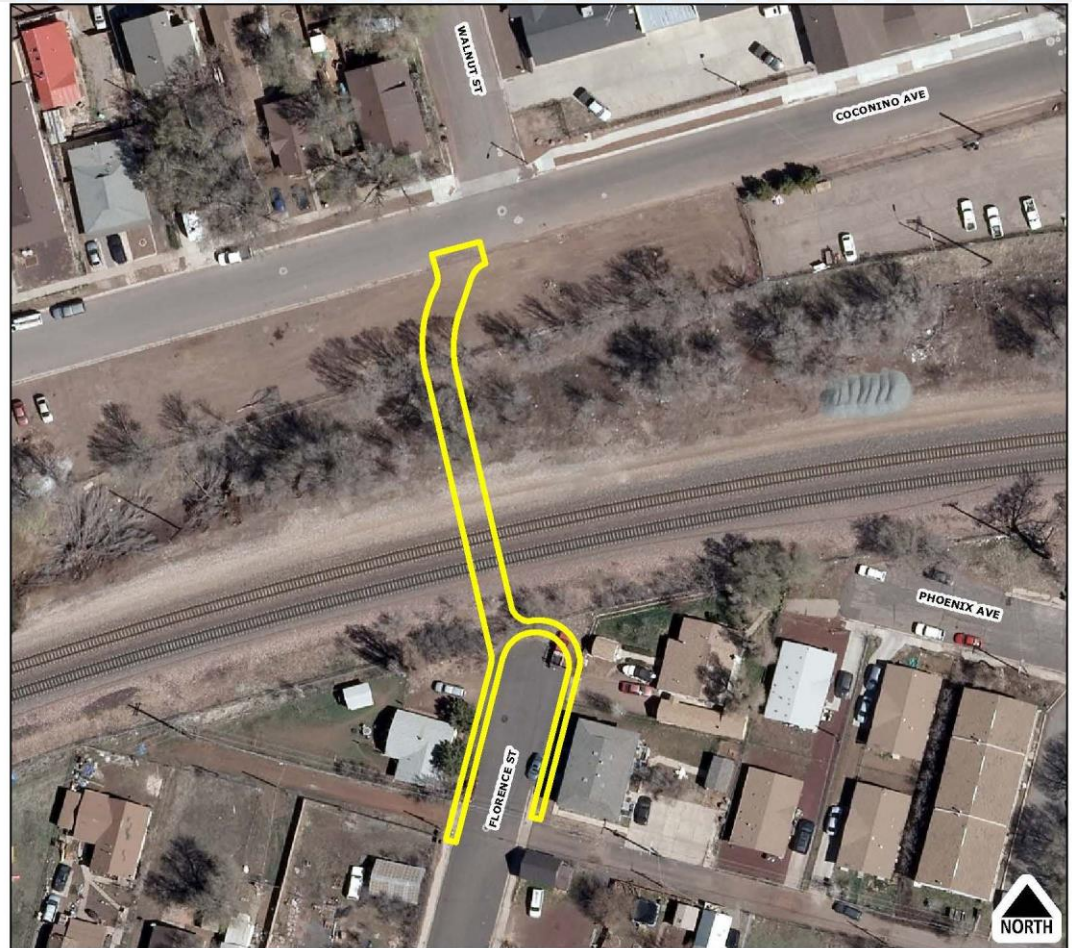


- Mini-roundabout intersection at Arrowhead Ave. and West St.
- Improved traffic signal at Route 66 and Arrowhead Ave.
- New west bound right-hand turn lane at Route 66 and Arrowhead Ave.

Florence Walnut FUTS Undercrossing



VINCINTY
MAP



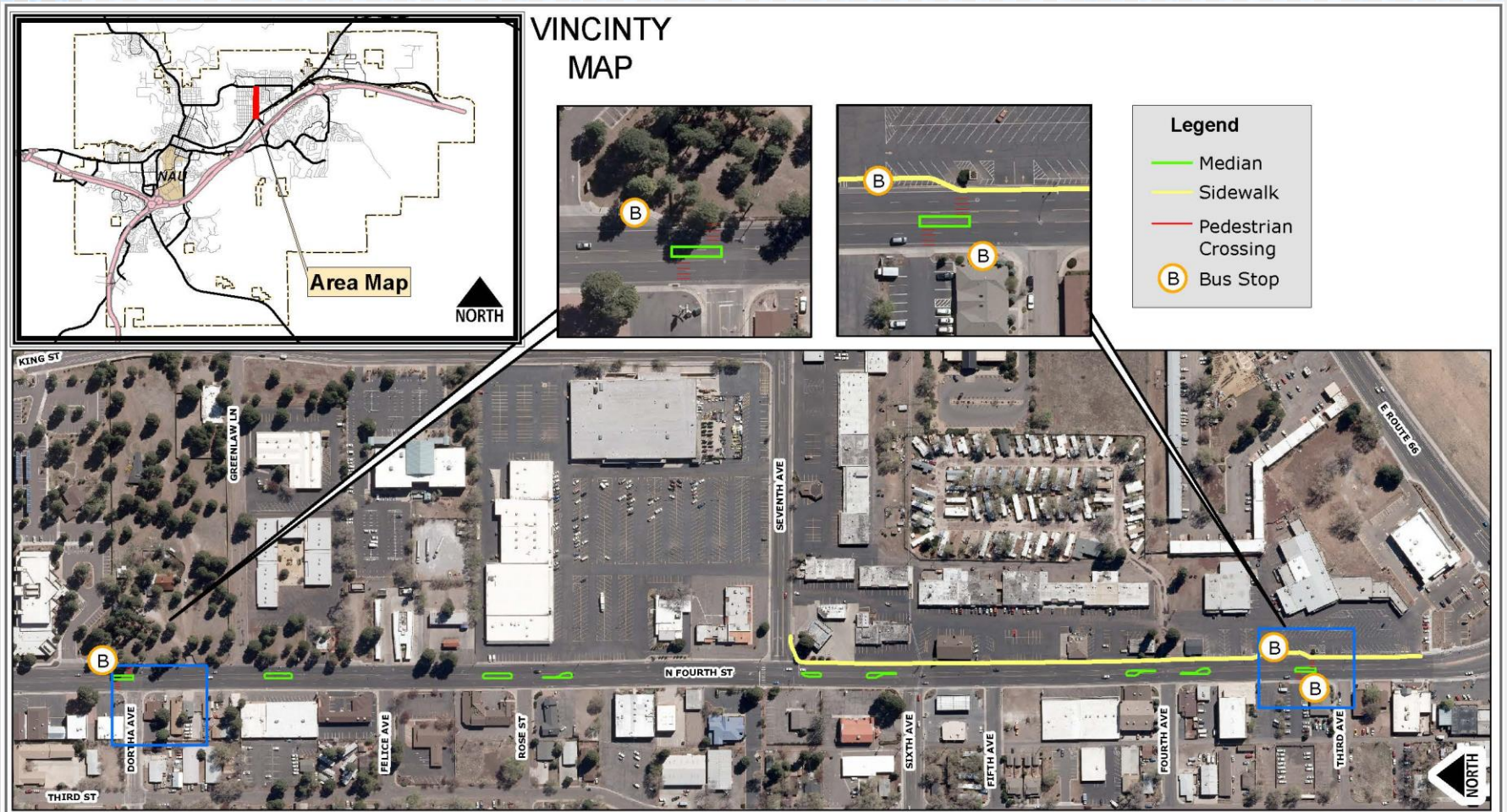
Florence Walnut FUTS Undercrossing

- Construction pending on BNSF approval.
- Located just west of downtown, in an area where the BNSF railroad tracks separate two historic neighborhoods; the Townsite Neighborhood on the north side, and La Plaza Vieja on the south side.
- A short section of concrete trail is planned to connect Walnut St. on the north side with Florence St. on the south side through the underpass.
- Funding: BBB, Transportation Tax and 2014 Road Repair & Street Safety & Tax Transportation Enhancement Grant.



Fourth Street

Pedestrian/Sidewalk/Seventh Avenue & Sixth Avenue Intersection



Fourth Street

Pedestrian/Sidewalk/Seventh Avenue & Sixth Avenue Intersection



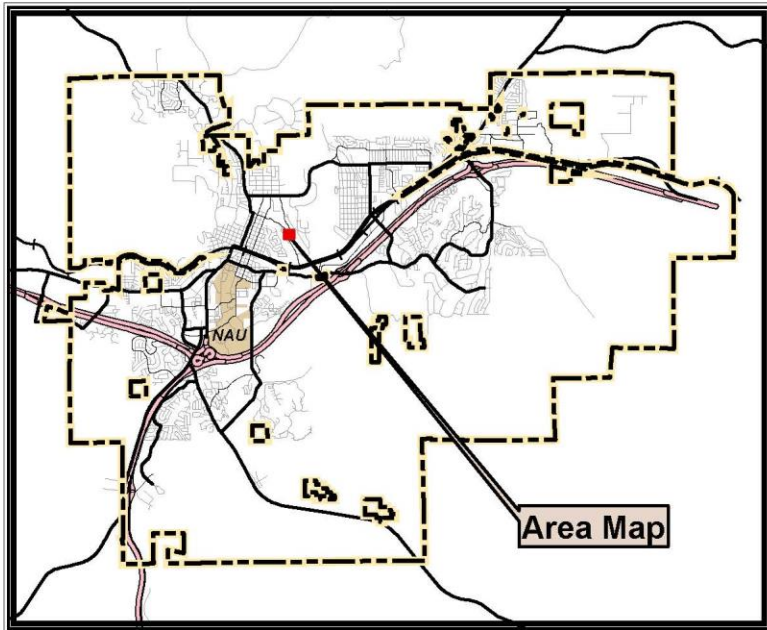
- Includes two pedestrian crosswalks with flashing lights.
- Three bus pull outs.
- Sidewalk on the east side of Fourth St. between Route 66 and 7th Ave.
- Center medians along Fourth St.

- Construction will be broken up into phases with the crosswalks and medians being constructed in the fall of 2015.
- Construction that needs property acquisition is anticipated in the summer of 2016 including bus pull outs and sidewalk.
- Possible reconfiguration of Sixth/Seventh intersections are under consideration.

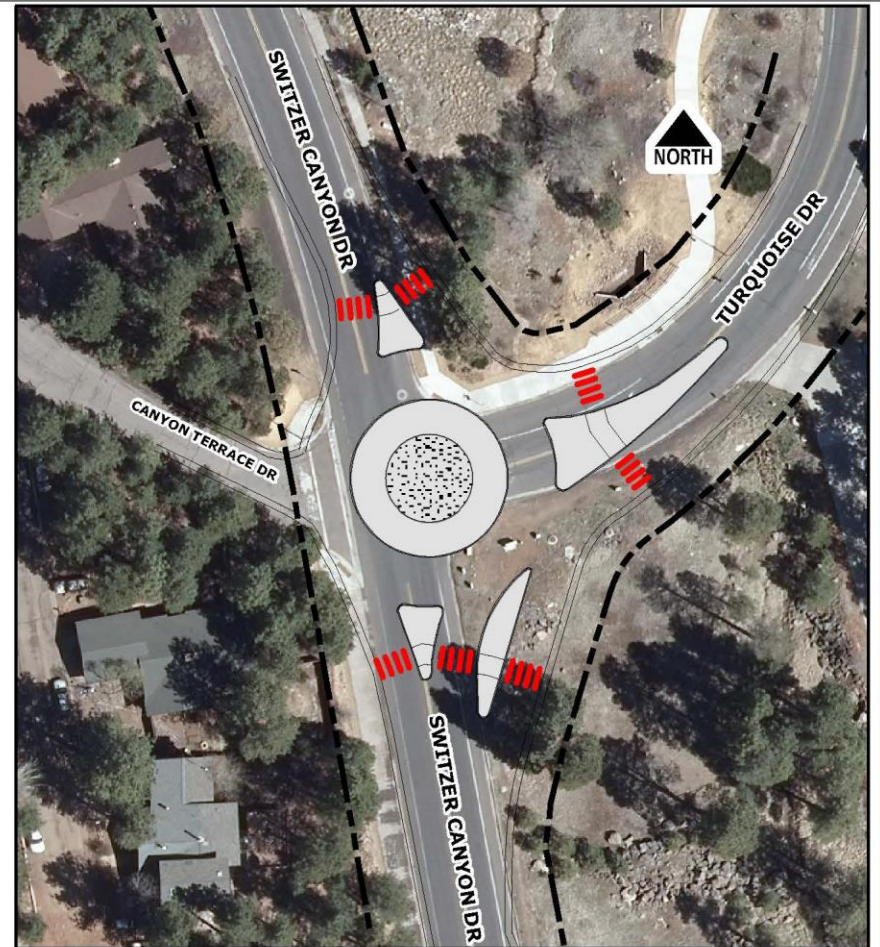


Switzer Canyon Roundabout

Switzer Canyon Drive and Turquoise Drive



VINCINTY MAP



Switzer Canyon Roundabout

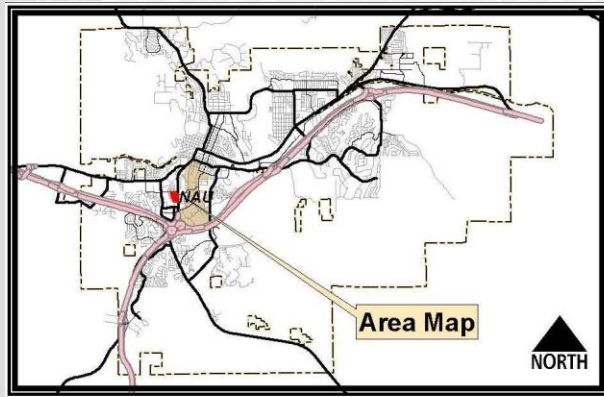
Switzer Canyon Drive and Turquoise Drive



- This project will construct a Roundabout at Switzer Canyon Dr. and Turquoise Dr. the summer of 2018.
- The design is at 60% and the environmental assessment completed.
- Project is partially funded by a Highway Safety Improvement Program (HSIP) grant with the design and construction being administered by ADOT.
- Since this is a federal grant project a complete environmental assessment and other grant processes are required.
- Will work with Olivia White Hospice to relocate garden.



Public Private Partnership (P3) Beulah Boulevard and University Drive Realignment



VINCINTY
MAP



Public Private Partnership (P3)

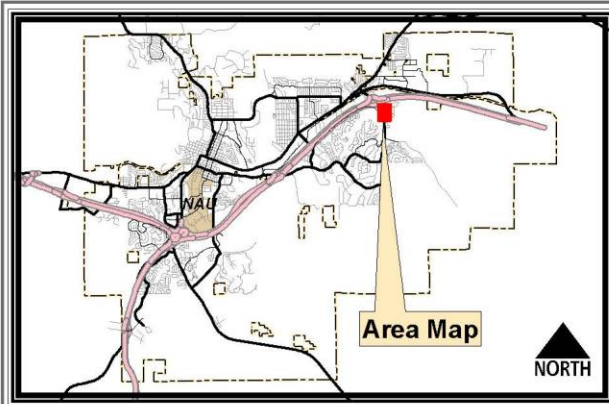
Beulah Boulevard and University Drive Realignment

- 17.2 acres.
- Vintage Partners, LLC will pursue redevelopment.
- Future rezone from Public Facility and Rural Residential to a Commercial District.
- City will retain right-of-way for transportation project.
- Funding Source – Street Transportation Tax (FY15, FY16 & FY18)
- Roadway alignments to be coordinated with developer's site plan.

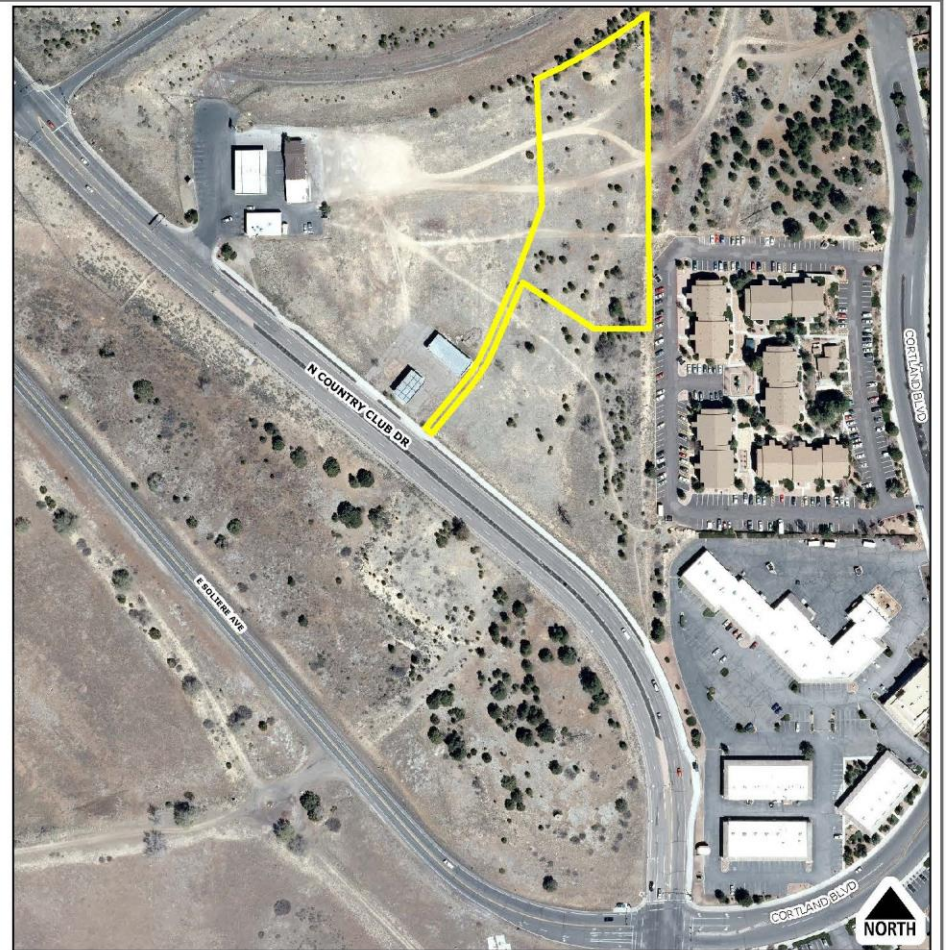


East Hotel

1000 North Country Club Drive



VINCINTY MAP



East Hotel

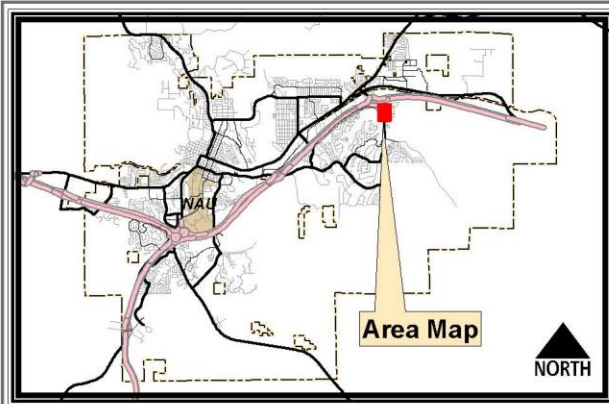
1000 North Country Club Drive



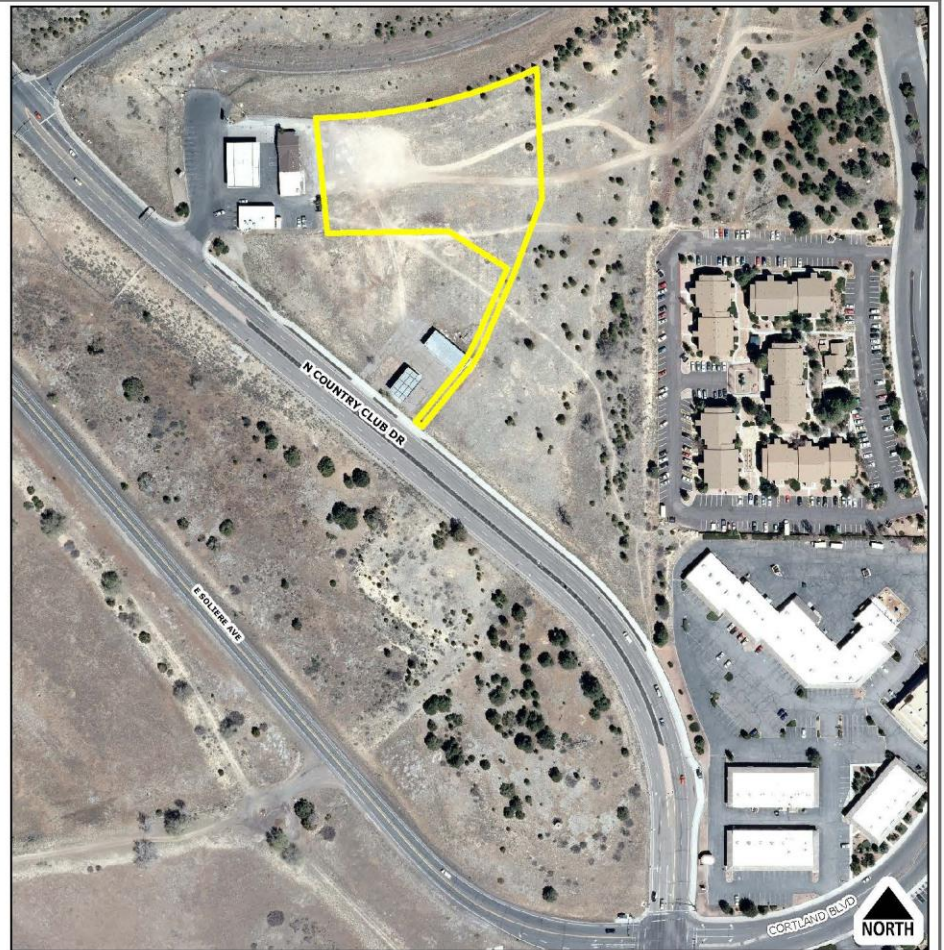
- Subdivision currently under construction.
- 2.30 acres.
- 98 rooms.
- Site plan approved.

West Hotel

980 North Country Club Drive



VINCINTY MAP



West Hotel

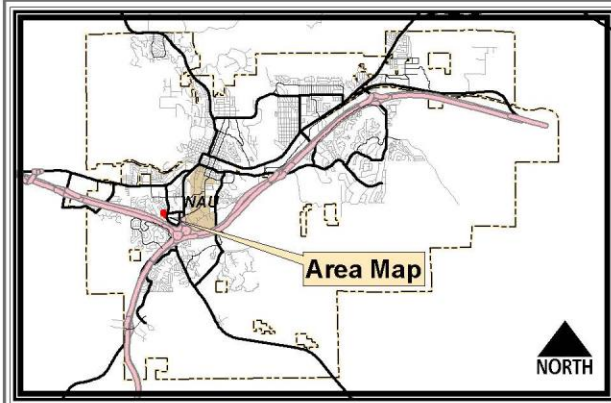
980 North Country Club Drive



- Subdivision currently under construction.
- Two acres.
- 100 rooms.
- Site plan approved.

Mountain Trail Apartments

927 West Forest Meadows Street



VINCINTY MAP



927 West Forest Meadows Street

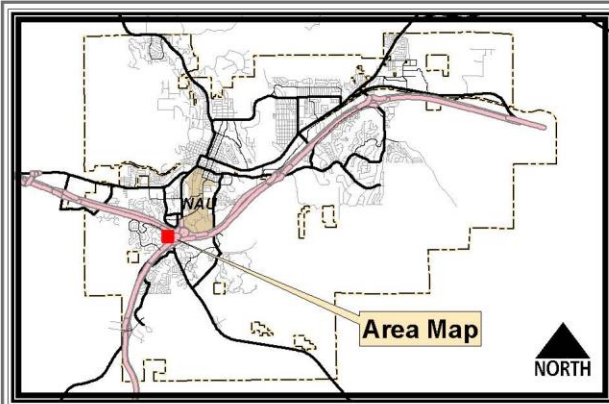


- 7.34 acres.
- 160 units, 15 buildings.
- CUP and site plan approved.



Trailside Apartments

600 West University Heights Drive North



VINCINTY MAP



Trailside Apartments

600 West University Heights Drive North



○ FRONT/STREET ELEVATION
Scale: 3/16" = 1'-0"

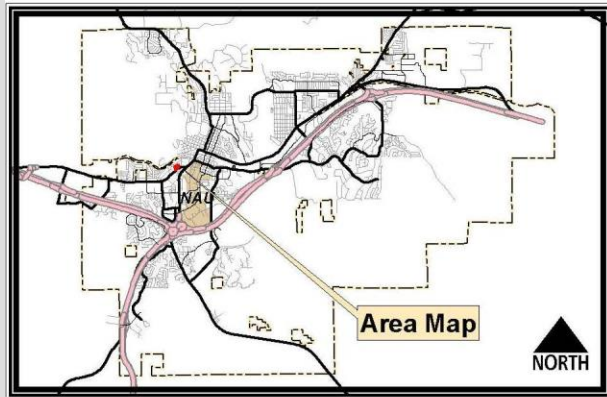
- 4.02 acres.
- 111 units, 6 buildings.
- Rezone and site plan approved.



○ REAR ELEVATION
Scale: 3/16" = 1'-0"

The Standard Mixed Use

824 West Route 66



VINCINTY
MAP



The Standard Mixed Use

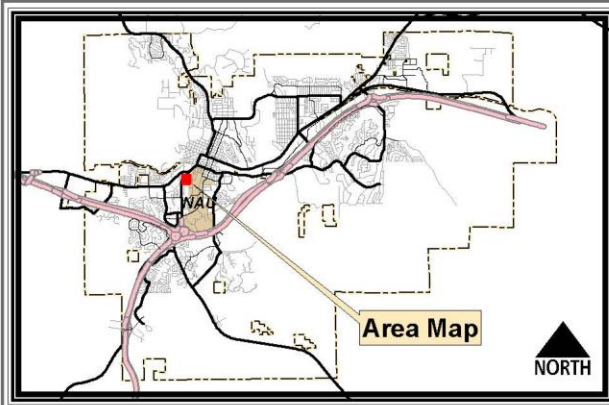
824 West Route 66



- 4.81 acres mixed use site.
- 160 units.
- 17,850 square foot commercial.
- Site plan approval by staff is pending.
- ADOT traffic review is in progress.

CVS Pharmacy

700 South Milton Road



VINCINTY MAP



CVS Pharmacy

700 South Milton Road

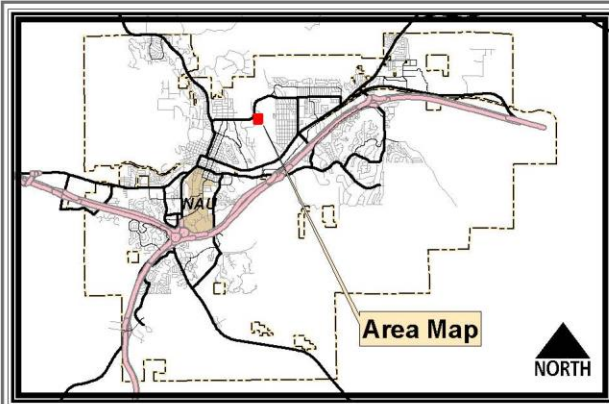


- 1.67 acres.
- 12,900 square foot building.
- Site plan approval by staff is pending.
- ADOT traffic review is in progress.

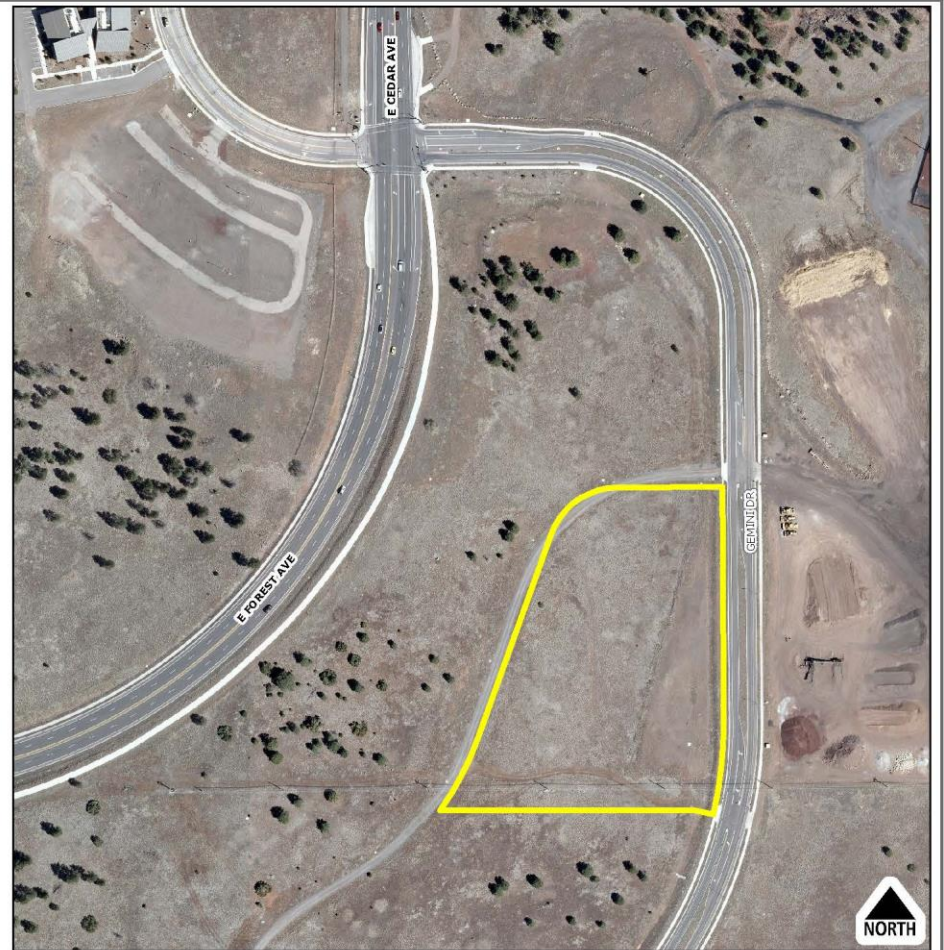


Guardian Ambulance Building

1901 North Gemini Drive



VINCINTY MAP



Guardian Ambulance Building

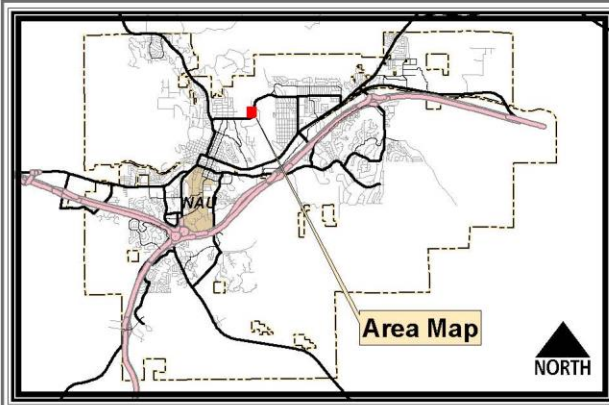
1901 North Gemini Drive



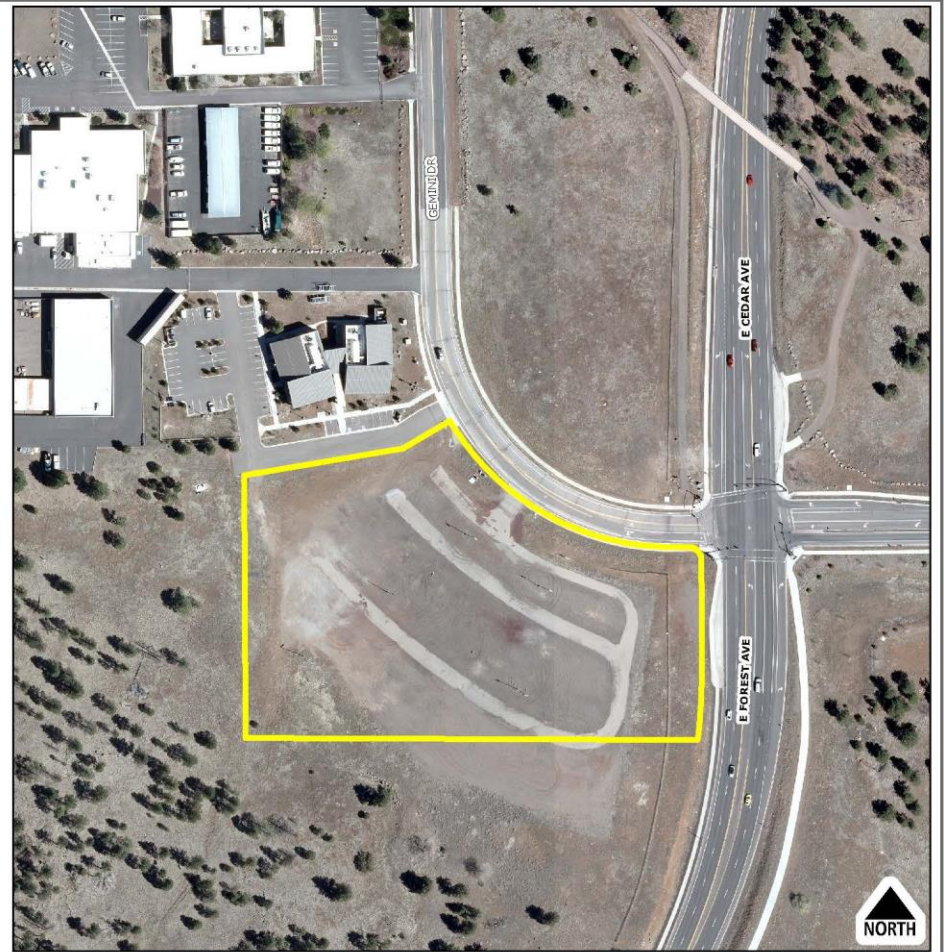
- 3.10 acres.
- 16,250 square foot building.
- Under construction.

Innovation Mesa Business Accelerator and Secondary Emergency Operations Project

2400 North Gemini Drive



VINCINTY MAP



Innovation Mesa Business Accelerator and Secondary Emergency Operations Project

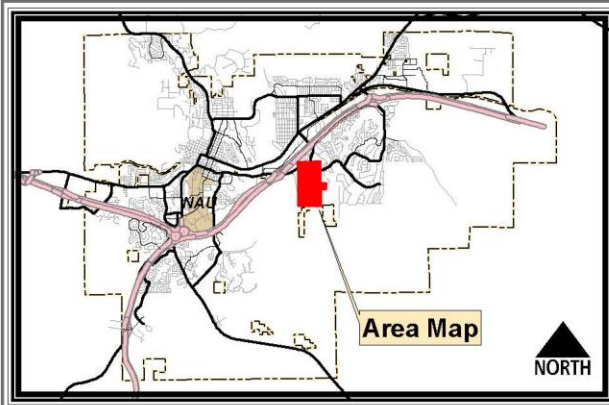
2400 North Gemini Drive



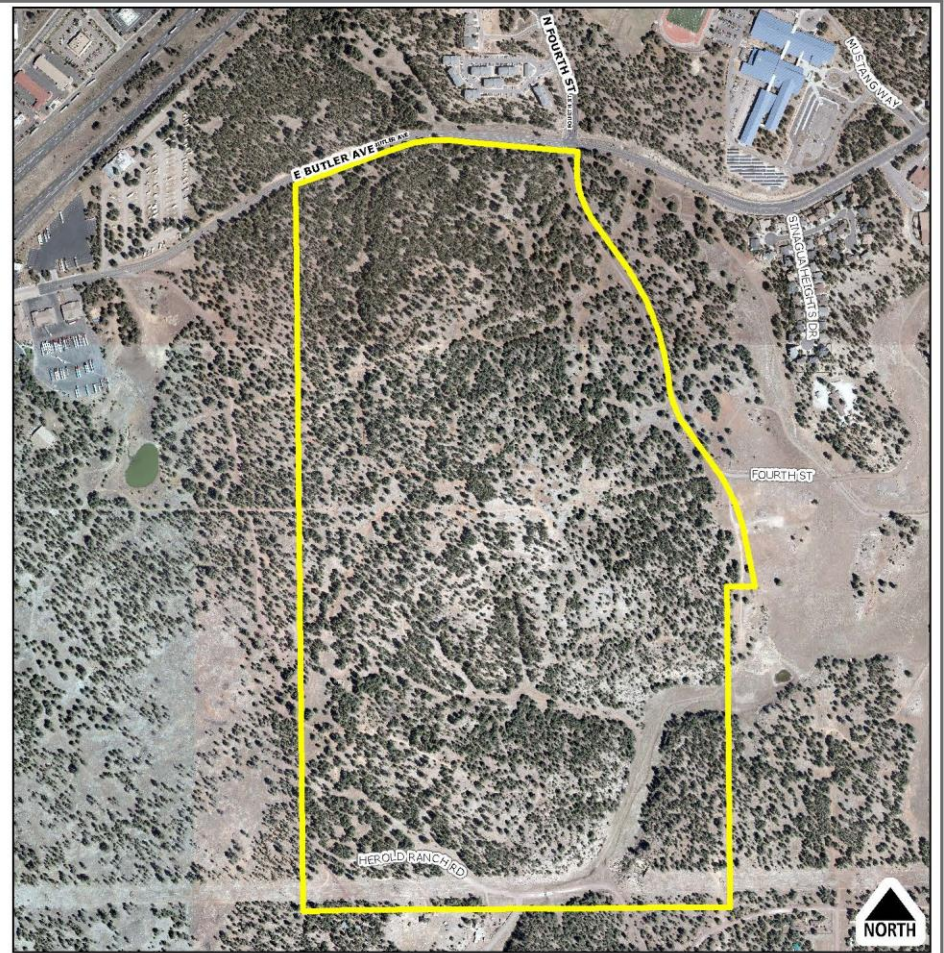
- Funded by Economic Development Agency (EDA, \$4M), along with Northern Arizona University (NAU, \$1.1M) and matching City funds (\$3,162,500).
- 28,000 square foot (gross) facility that will house 26 office spaces, six wet laboratory spaces and two light manufacturing spaces.
- This facility will be owned by the City and managed by Northern Arizona Center for Entrepreneurship and Technology (NACET).

Canyon Del Rio

3200 East Butler Avenue



VINCINTY MAP



Canyon Del Rio

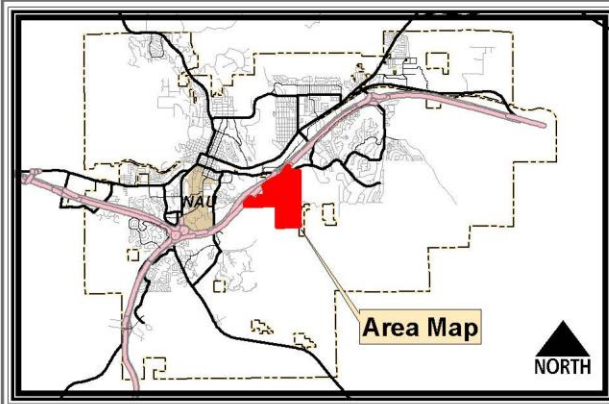
3200 East Butler Avenue



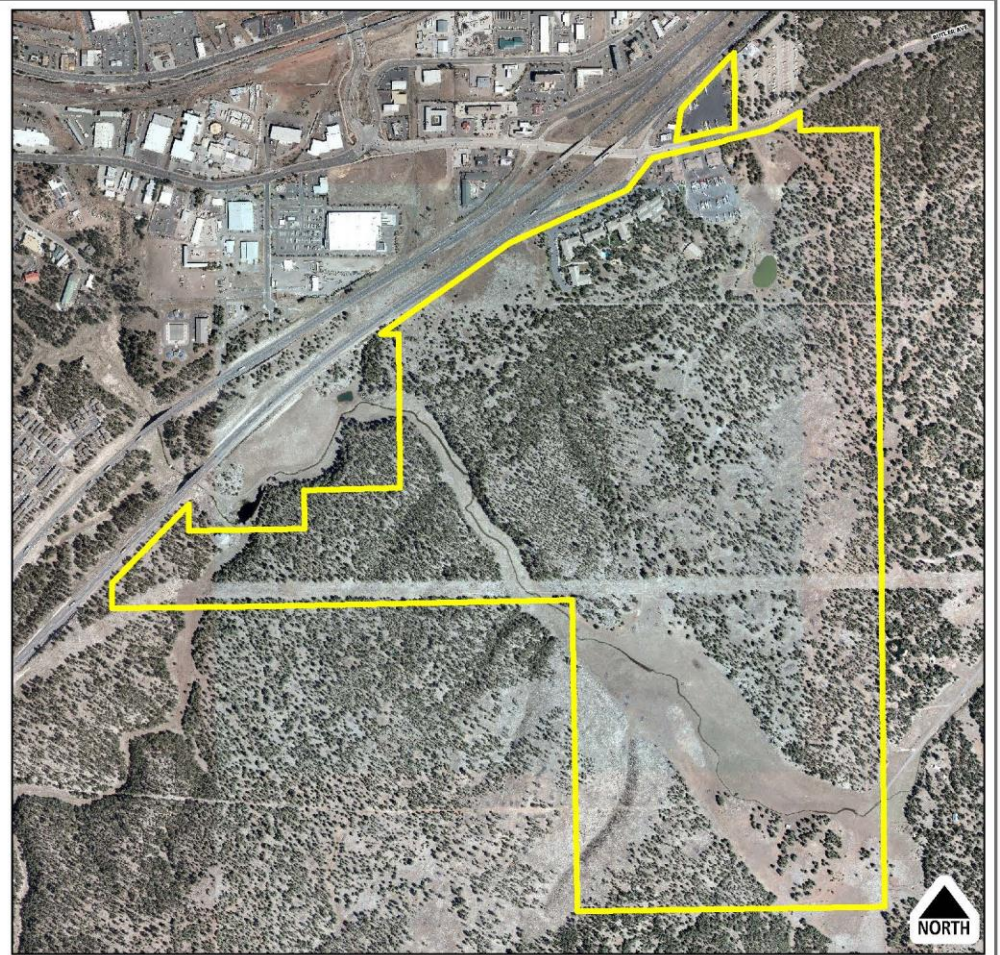
- 262 acres.
- Estimated 1390 dwelling Units.
- 75,000 square foot of commercial.
- Anticipating new rezoning application.

Little America

2515 East Butler Avenue



VINCINTY MAP



Little America

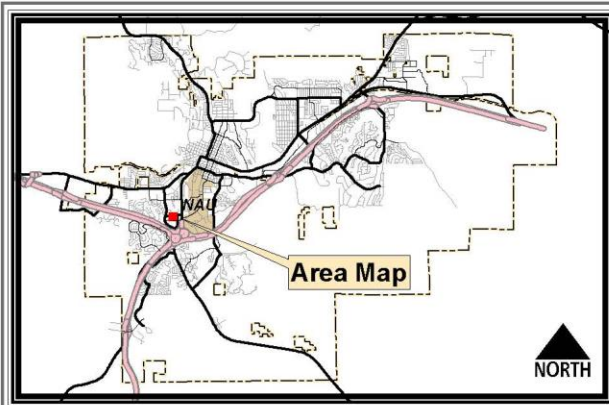
2515 East Butler Avenue



- 537 acres.
- Regional Plan amendment approved 12/2013.
- No applications pending.

The Lofts of Flagstaff

555 West Forest Meadows Street



VINCINTY MAP



The Lofts of Flagstaff

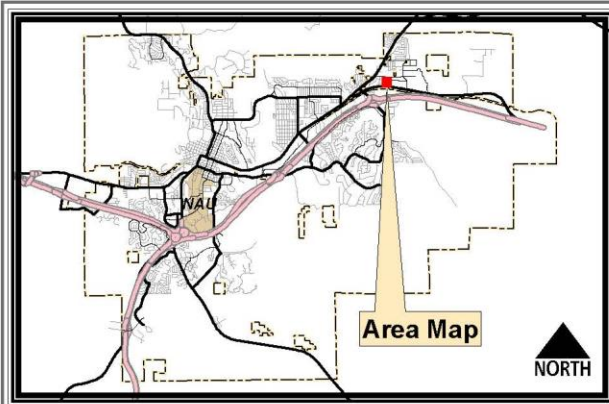
555 West Forest Meadows Street



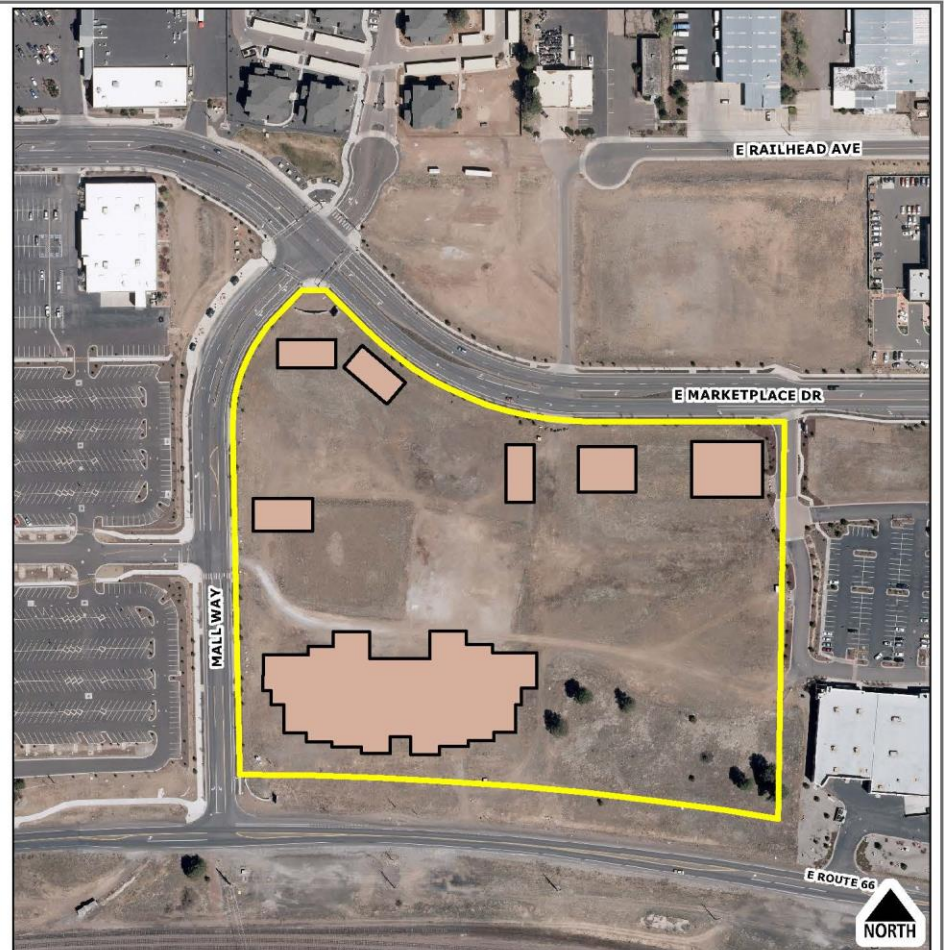
- 6.08 acres mixed use.
- 12,240 square foot commercial, four buildings.
- 227 units.
- Site plan approval pending.

Harkins Theater

Village at Flagstaff Mall



VINCINTY MAP



Harkins Theater

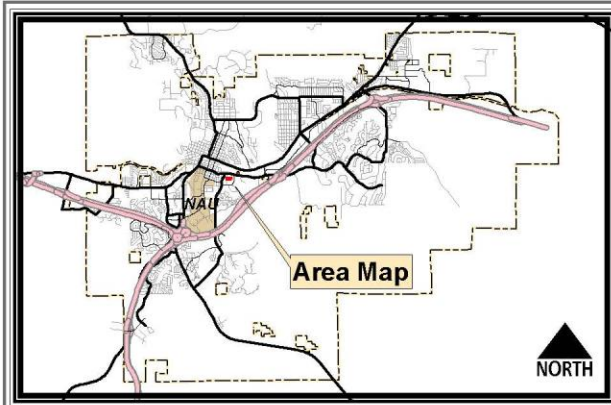
Village at Flagstaff Mall



- 20 acres.
- 114,008 square foot building with 16 screens.
- Six additional pads.
- Site plan approved.

The Village at Aspen Place

601 East Piccadilly Drive



VINCINTY MAP



The Village at Aspen Place

601 East Piccadilly Drive

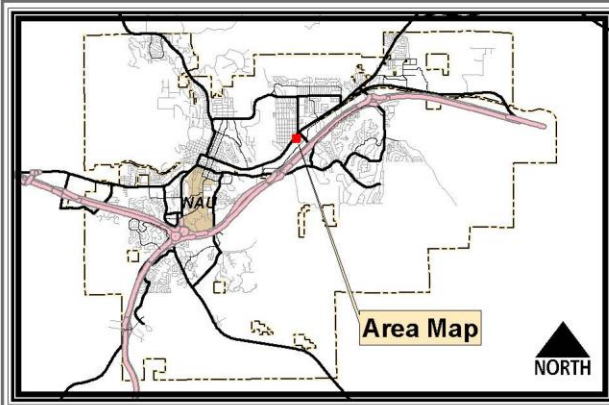


- 3.15 acres.
- 33,000 square foot of commercial.
- 222 units.
- Under construction.



Sportsman's Warehouse

2231 East Route 66



VINCINTY MAP



Sportsman's Warehouse

2231 East Route 66



- 30,000 square foot building.
- Under construction.

Memorandum

9.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Jeremy Floyd, Solid Waste Customer Relations Supervisor
Date: 03/24/2015
Meeting Date: 04/06/2015



TITLE:

City of Flagstaff Cinder Lake Landfill Significant Benchmarks

DESIRED OUTCOME:

Present a Power Point of Cinder Lake Landfill's successes and future plans.

EXECUTIVE SUMMARY:

Throughout the years City staff has been able to identify key opportunities that would help extend the life of the Cinder Lake Landfill thereby securing solid waste disposal facilities for the Flagstaff community. This Power Point will give a brief overview of the programs that have been identified or implemented: landfill life and closure, paper sludge reuse, green waste/wood waste, metals recycling, drop-off areas, Sunday closure, and purchase of larger equipment with GPS technology.

INFORMATION:

COUNCIL GOALS:

3) Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics

REGIONAL PLAN:

Goal PF.2. Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics.

Attachments: PowerPoint Presentation

Cinder Lake Landfill

Landfill Life and Closure

- Closure originally estimated to be in 2024
- Purchased additional land, extending life to 2042
- Life is now extended to 2054++
 - Use of sludge and green waste as Alternative Daily Cover (ADC)
 - Recycling/Diversion Programs
 - Household Hazardous Products Center
 - Better compaction & efficiencies
 - Identification of additional airspace
 - Sunday closure
 - New technology/GPS/Heavier Machines
 - Future Projects
- Increased diversion, efficiencies and compaction, as well as advances in methodology will likely extend that projection even further.

Paper Sludge

- SCA paper sludge, once buried as trash, has been re-purposed for use as Alternative Daily Cover (ADC).
- Surplus stored for future use, minimizing the need to import soil.

Green Waste/Wood Waste

- These materials are ground and mixed with the paper sludge as ADC.
- Ground green waste is also available to residents free of charge for use as garden mulch.

Recycling Programs

- Our program diverts paper, cardboard, plastic, metal, and glass.
- Annual diversion is approximately 10,000 tons.

Hazardous Products Center

- The Household Hazardous Products Center receives many different materials such as:
 - Paints
 - Solvents
 - Chemicals
 - Batteries
 - Electronics/TVs
 - Fluorescent light bulbs
- Annual Diversion of approximately 183 tons.

Revisited Landfill Operations Techniques

- Use of cover
- Slope design
- Minimized tipping area
- Segregated residential and commercial users
- Tracking compaction rates

Resurveyed Landfill Footprint

- Identified 2 unfilled areas
 - 1st area gained 4 months of use
 - 2nd area estimating 1 year of use

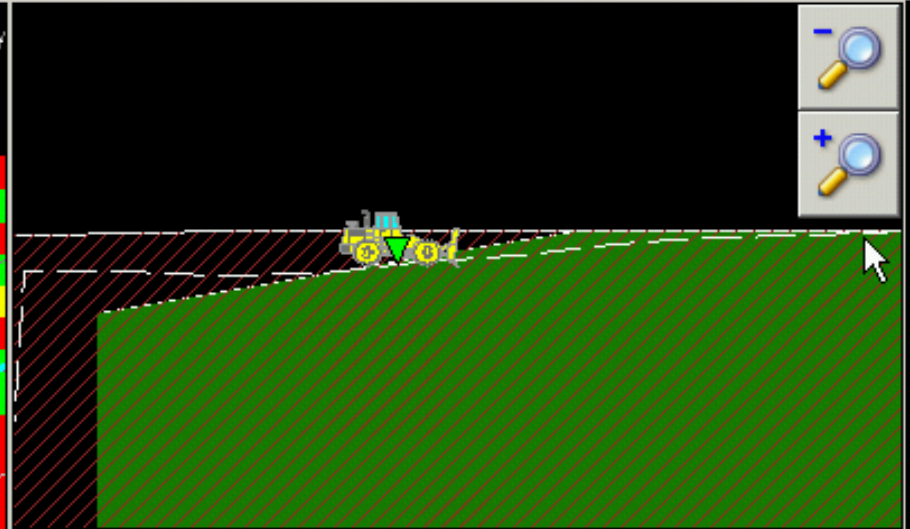
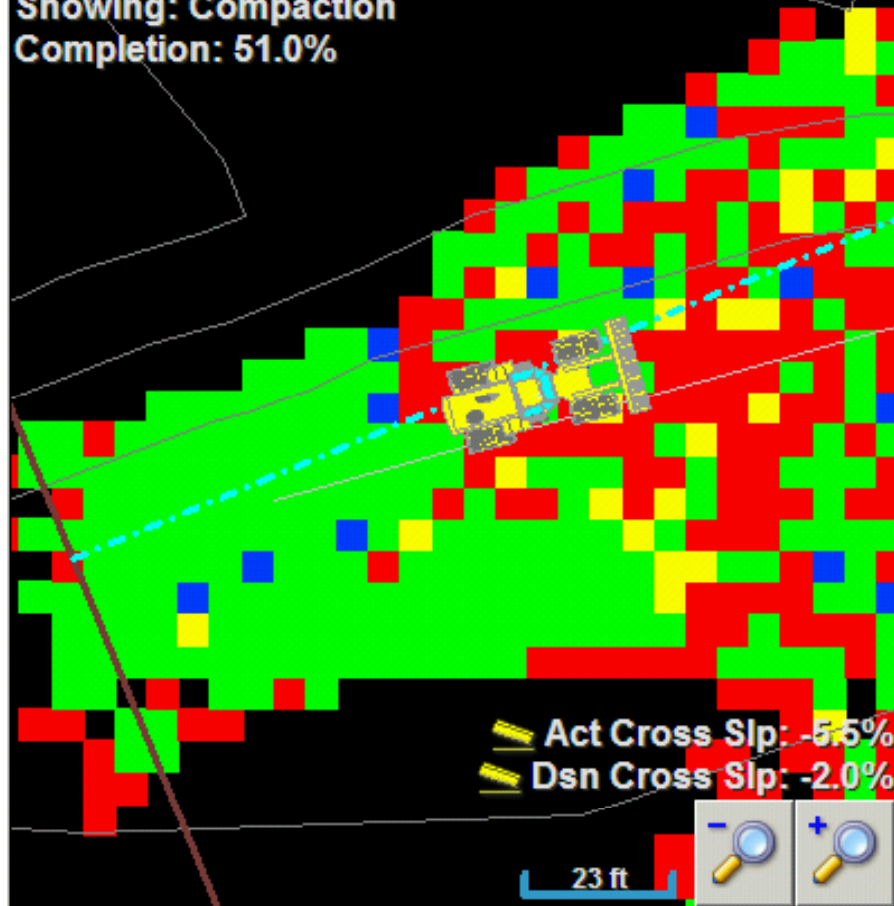
Sunday Closure

- Closure in July 2012
- Operational cost savings
- Estimated 2.5 years of additional life

Equipment

- In 2012 the landfill purchased a larger, heavier trash compactor.
- Increased compaction rate.
- Added GPS monitoring technology to compactor.
- Greater efficiencies, better compaction, and increased landfill life.

Quality: **FIXED**
Actual: 6690.02'
Slope: 6690.79'
Showing: Compaction
Completion: 51.0%



FILL
0.80



 **040115.slp**



Tools



Logoff



To Design



Tasks



New Layer



Views



Exit




Other Projects

- South Borrow Pit mining and excavation
- If successful, excavate remainder of landfill
 - Mining a section adjacent to the South Borrow Pit
 - Recover needed soil for cover material
 - Reclaim metals for recycling
 - Cost to expand the depth of expansion areas
- Use of paper sludge as liner/closure cap
- Pursue realignment of landfill boundaries

Septage/Kitchen Grease/oil (liquids, non hazardous)


- An email response from ADEQ: “Although “sanitary waste in septic tanks” is included as part of the definition of “household waste” in 40 CFR § 258.2, septic waste is prohibited from disposal in a municipal solid waste landfill under the Liquids Restrictions in 40 CFR § 258.28(a)(1).” There are facilities that do receive septage, but they are not municipal solid waste landfills and fall under different regulations and permitting requirements.
- When a commercial business collects kitchen grease, it must pass the paint filter “free liquids” test and be non-hazardous to be disposed of in the landfill. For liability concerns, this would probably require the generator to provide a representative sample sent to a certified lab for analysis. A screening procedure would have to be developed to ensure the product is acceptable.



 **CITY OF FLAGSTAFF**
PUBLIC WORKS
SOLID WASTE

CINDER LAKE LANDFILL
(Aerial Image from Spring 2015)

— Property Boundary / Fence
— Existing Landfill Footprint
- - - Cell Boundary
- - - Expansion Area



Memorandum

10.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Stephanie Smith, Assistant to City Manager
Date: 04/02/2015
Meeting Date: 04/06/2015



TITLE:

Fort Tuthill County Park - Update

DESIRED OUTCOME:

Informational Only

EXECUTIVE SUMMARY:

Fort Tuthill, the County's premier 413-acre regional park is open year round as a recreation destination. Throughout the year, outdoor enthusiasts can enjoy the multi-use trails, archery, and the many events and outdoor recreations programs offered. In the summer, Fort Tuthill hosts a wide array of unique events and festivals, such as the County Fair, equestrian events, dog show, antique show, as well as concerts, wine, beer and music festivals. In the winter, Fort Tuthill transforms into a snowy wonderland as it offers sledding for kids. The purpose of this presentation is to review the current operations at Fort Tuthill and understand the vision for the park.

INFORMATION:

Parks and Recreation Director, Judy Weiss, will provide this update.

Attachments: Presentation

Fort Tuthill County Park

Joint County/City Meeting
April 6, 2015



Where we started



Fort Tuthill, 1930



Fort Tuthill Army National Guard Training Camp, 1937

Then and Now



Commercial Building 1936



Commercial Building Today

Then and Now



Rodeo circa 1980



Rodeo 2014

66th Annual County Fair: Sept 4-7 2015



Then and Now



Amphitheater 2008



Amphitheater April 16, 2012



Amphitheater July 4, 2013



PRINOS
SPEAK THE LANGUAGE™

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11-18-14

TUES

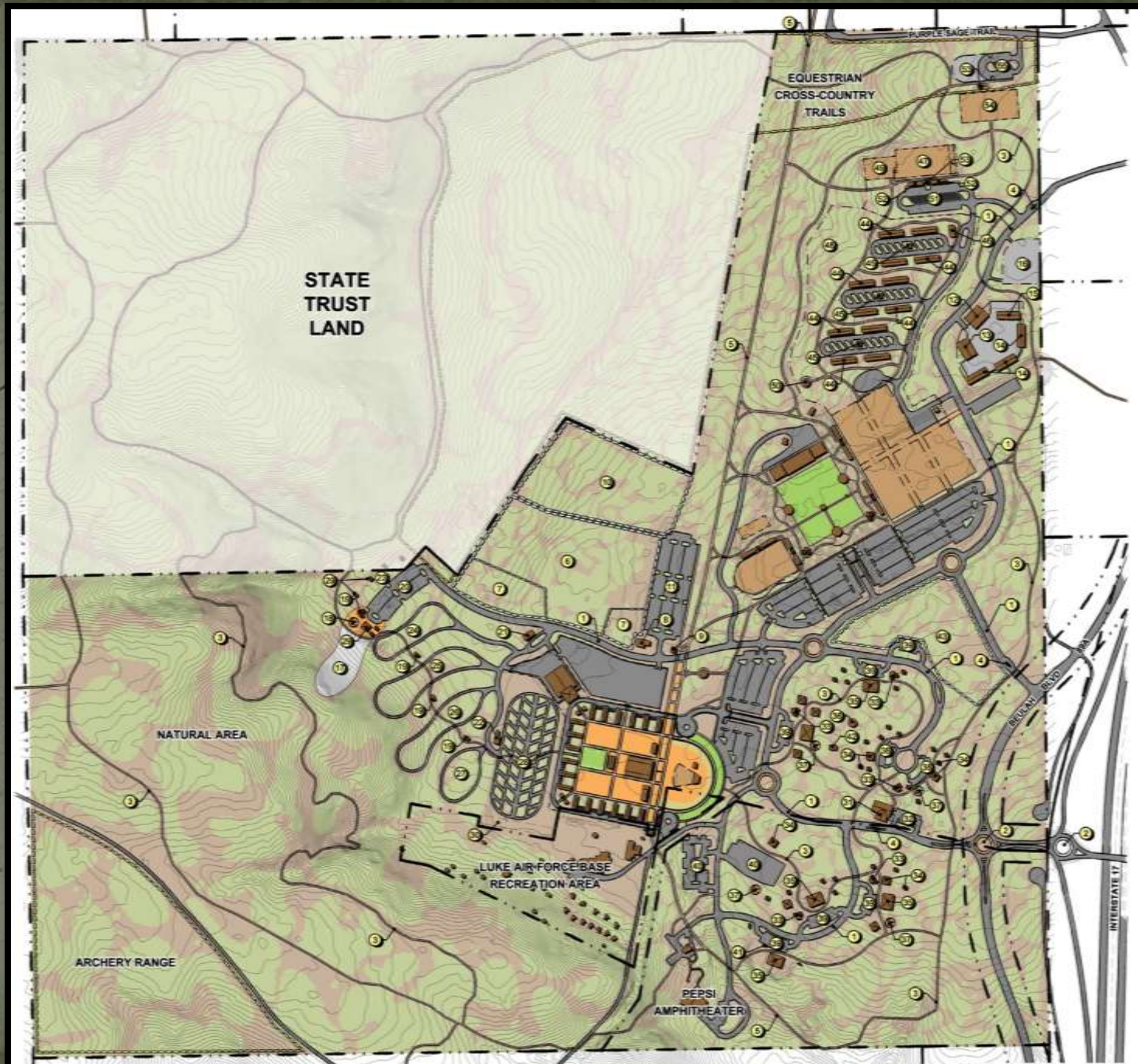
TRUTH
CAM35
4ULTRA

Amphitheater November 13-20, 2014



Amphitheater March 30, 2015

The Future



Fort Tuthill Master Plan
Approved January 2013

Fort Tuthill Vision

- *A Year Round Facility*
- *A Recreation Destination*
- *Balance of Natural Area and High Activity Areas*
- *Cultural and Historic Value*

Implementation

- ADOT 89A Project – complete July 2015



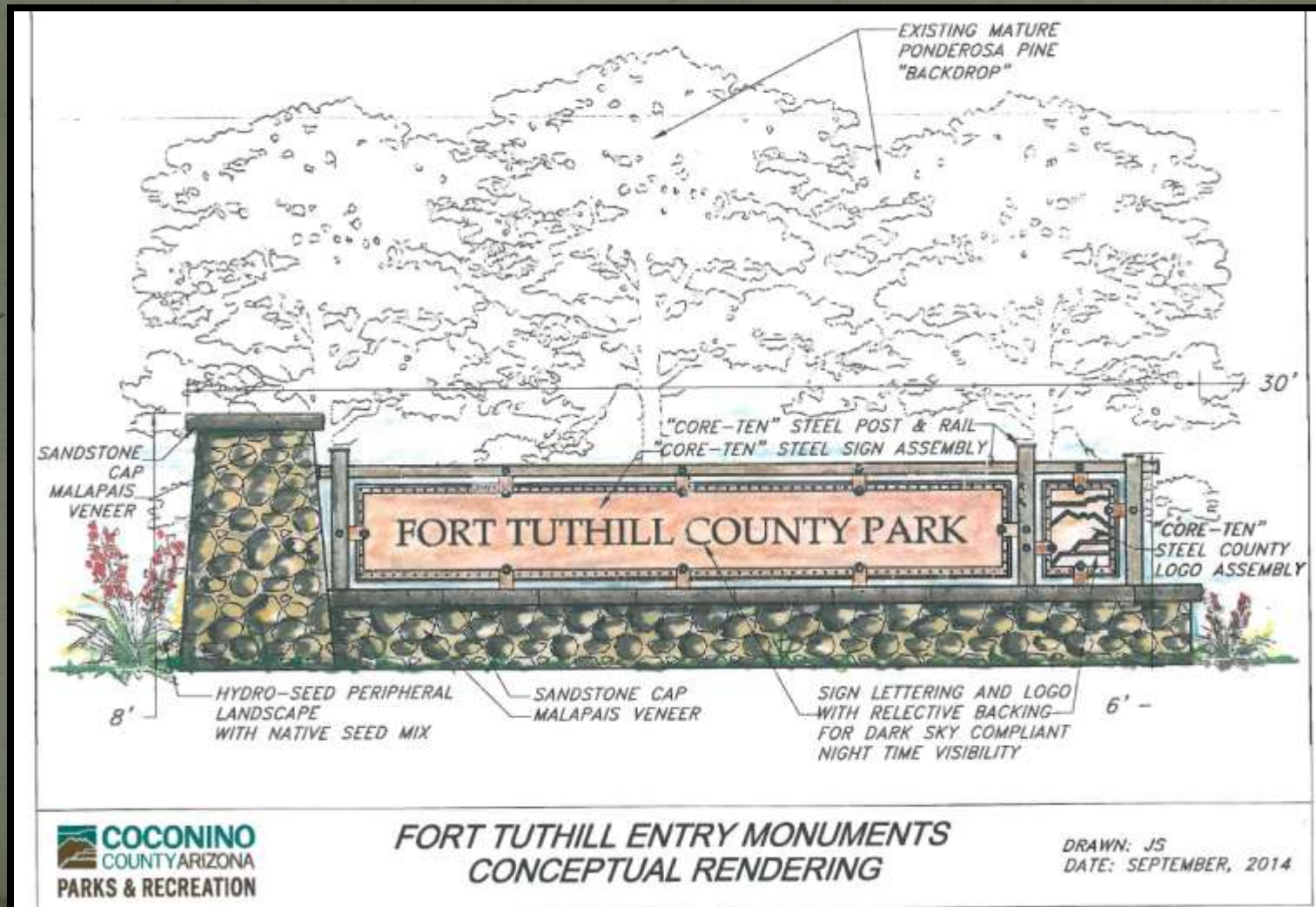
Before



After

Master Plan Implementation

- Entry Monumentation – complete Spring 2015

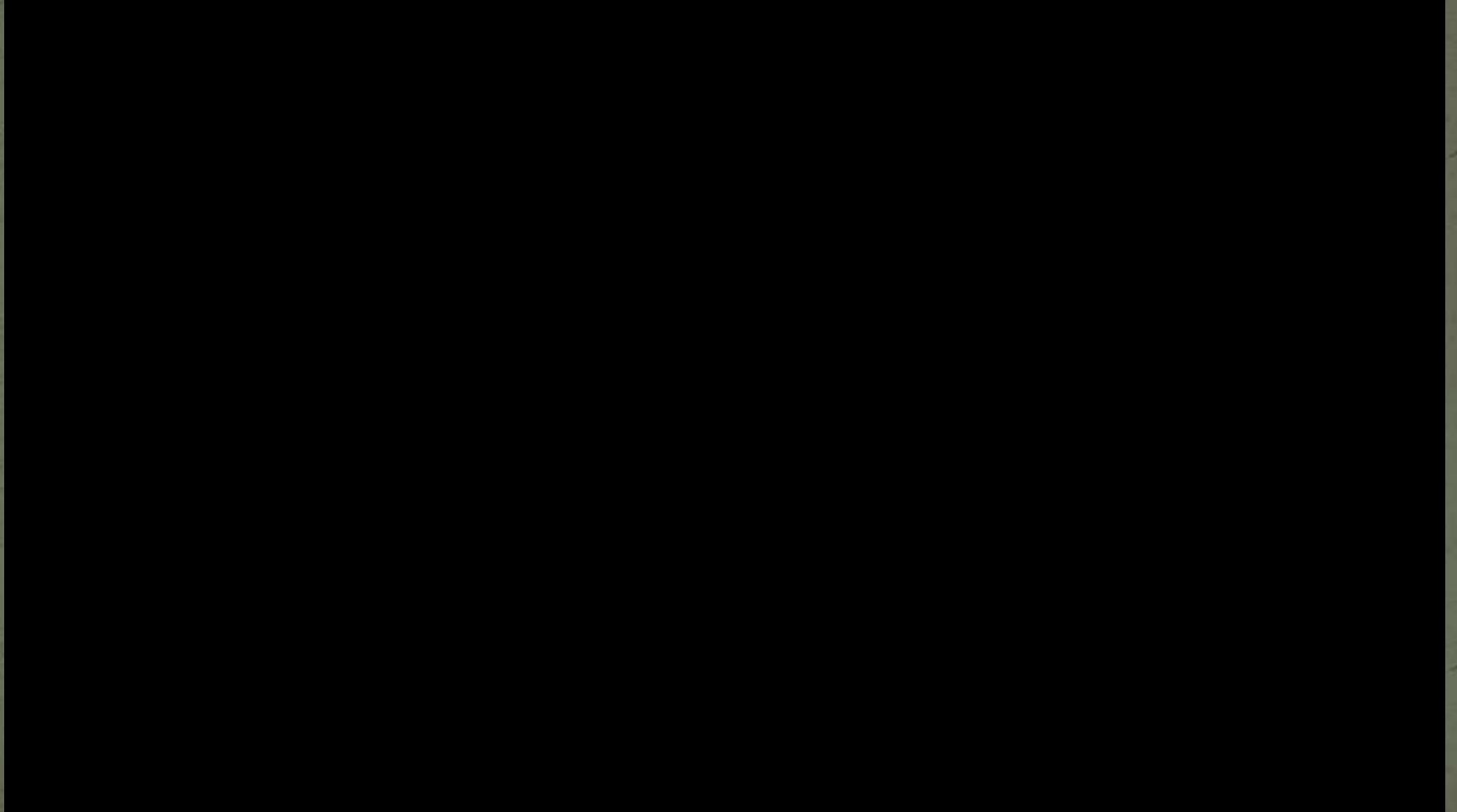


Master Plan Implementation

- Fort Tuthill Mountain Bike Skills Park



Phase I Complete



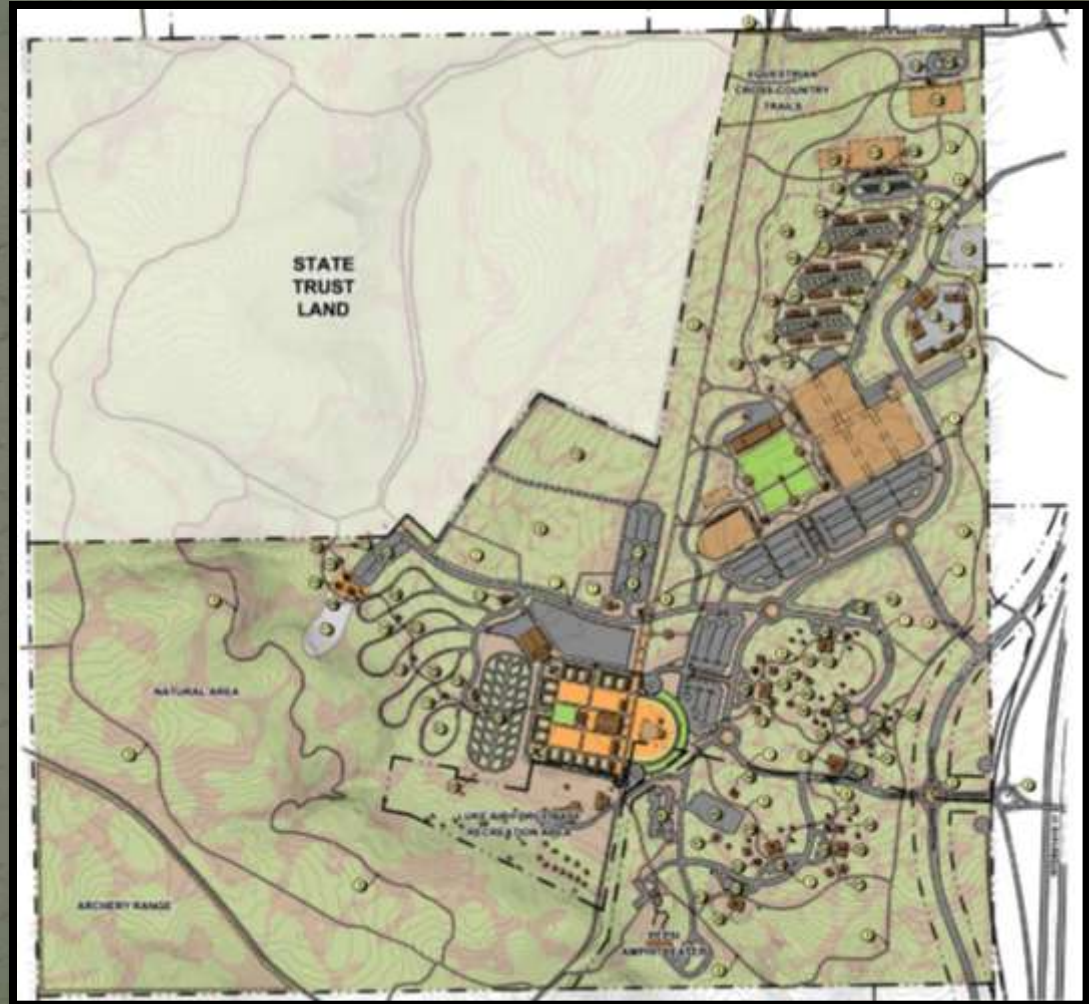
Master Plan Implementation

- Amphitheater Roof substantially complete
- RFP for next management contract expected “on the street” in May.
- New green room roof complete by May 1



Master Plan Implementation

- Acquisition of 220 acres of adjacent State Trust Land underway – expect auction this summer



Master Plan Implementation

- APS Substation construction underway on a parcel of City property near north park entrance. Expected completion Fall/Winter 2015



Master Plan Implementation

- Snow Play
 - The Friends of Coconino County Parks are embarking on a capital campaign to raise \$1M to construct the snow play area that appears on the master plan at Fort Tuthill.



Designs/Contracts Underway

- Water/Wastewater to the Park – construction begins Fall 2015
 - Enable abandonment of 1930 septic and hook-up to City system
- Historic Quad Renovation – construction begins Fall 2015
 - CPOS project will renovate the “Quad” (fairgrounds) with new infrastructure, drainage, and surfacing
- Environmental Graphic Design – Currently underway
 - Implementation of the master sign plan, will enable wayfinding, brand enhancement and improved visitor experience

Public/Private Partnerships - 2014

	Attendance	Direct Revenues	% Non-Local Visitation	Economic Impact
Amphitheater	19,593	\$59,836	41%	\$2M
Flagstaff Extreme	25,854	\$29,551	45%	\$4M
North Pole Experience	41,388	\$85,771	85%	\$3M



Fort Tuthill County Park

Center of the Universe

