

DRAFT AGENDA

**REGULAR COUNCIL MEETING
TUESDAY
NOVEMBER 17, 2015**

**COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
4:00 P.M. AND 6:00 P.M.**

4:00 P.M. MEETING

Individual Items on the 4:00 p.m. meeting agenda may be postponed to the 6:00 p.m. meeting.

1. CALL TO ORDER

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this regular meeting, the City Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. ROLL CALL

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

MAYOR NABOURS
VICE MAYOR BAROTZ
COUNCILMEMBER BREWSTER
COUNCILMEMBER EVANS

COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

3. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life of its citizens.

4. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

5. PUBLIC PARTICIPATION

Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks

to three minutes per item to allow everyone an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

6. PROCLAMATIONS AND RECOGNITIONS

None

7. APPOINTMENTS

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that the City Council may vote to go into executive session, which will not be open to the public, for the purpose of discussing or considering employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body...., pursuant to A.R.S. §38-431.03(A)(1).

None

8. LIQUOR LICENSE PUBLIC HEARINGS

- A. Consideration and Action on Liquor License Application:** Lauren Merrett, "The Mayor", 409 S. San Francisco St., Series 12 (restaurant), New License.

RECOMMENDED ACTION:

Hold the Public Hearing; absent any valid concerns received from the public hearing, staff recommends the Council forward a recommendation for approval to the State.

9. CONSENT ITEMS

All matters under Consent Agenda are considered by the City Council to be routine and will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.

- A. Consideration and Approval of Sole Source Purchase:** Utilities Industrial Grade Water Work Supplies (***Approve purchase from HD Supply, Inc. in an amount up to \$379,418.***)

RECOMMENDED ACTION:

Approve the purchase of utilities industrial grade water works supplies from HD Supply, Inc. per the attached list of items at the negotiated pricing.

- B. Consideration and Approval of Cooperative Contract:** Involving Coconino Coalition for Children and Youth Program, Flagstaff Unified School District and the City of Flagstaff for the FACTS After School Program.

RECOMMENDED ACTION:

Approve the agreement with Flagstaff Unified School District and the Coconino Coalition for Children and Youth in the amount of \$247,319 for the FACTS Program and \$19,669 for the Coconino Coalition for Children and Youth Program for fiscal year 2016. Subject to annual budget appropriations and upon Council approved monetary contributions and mutual written agreement between the City and the Coalition and School District, this Agreement may be renewed for a maximum of four additional one year terms, subject to annual budget appropriations.

C. **Consideration and Approval of Street Closure(s):** New Year's Eve

RECOMMENDED ACTION:

Approve the street closure at Aspen Avenue (between San Francisco Street and Beaver Street) and Leroux Street (between Route 66 and Birch Avenue) on December 31, 2015 at 8:00 pm to January 1, 2016 at 2:00 am.

D. **Consideration and Approval of Street Closure(s):** Flagstaff Earth Day

RECOMMENDED ACTION:

Approve the street closure at Aspen Avenue between San Francisco Street and Leroux Street on Saturday, April 23, 2016 from 7:00 am - 5:30 pm.

10. **ROUTINE ITEMS**

A. **Consideration and Approval of Street Closure(s):** Dew Downtown Flagstaff Urban Ski and Snowboard Festival

RECOMMENDED ACTION:

- Approve the street closure at San Francisco Street (between Aspen Avenue and Cherry Avenue) and Birch Avenue (between Agassiz Street and Leroux Street) on January 28, 2016 at 8:00 p.m. through January 30, 2016 at 11:59 p.m.
- Approve the street closure on Aspen Avenue (between San Francisco Street and Leroux Street) on January 29, 2016 at 6:00 am through January 30, 2016 at 11:59 pm

B. **Consideration and Adoption of Resolution No. 2015-37:** A resolution of the City Council of the City of Flagstaff, Coconino County, Arizona, declaring official and adopting the results of the Special Election held on November 3, 2015. ***(Results for Election on Changes to City Charter)***

RECOMMENDED ACTION:

- 1) Read Resolution No. 2015-37 by title only
- 2) City Clerk reads Resolution No. 2015-37 by title only (if approved above)
- 2) Adopt Resolution No. 2015-37

C. **Consideration and Approval of Contract:** An intergovernmental agreement with the Summit Fire District for management services. ***(Approve Intergovernmental agreement with Summit Fire District in the amount of \$72,500).***

RECOMMENDED ACTION:

Approve entering into an IGA with the Summit Fire District for management services.

- D. **Consideration and Adoption of Ordinance No. 2015-19:** An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Section 3-10-001-0007 Cemetery to increase Cemetery fees by 10%. (***Cemetery fee increase***)

RECOMMENDED ACTION:

At the November 17, 2015, City Council Meeting:

- 1) Read Ordinance No. 2015-19 by title only for the first time
- 2) City Clerk reads Ordinance No. 2015-19 by title only for the first time (if approved above)

At the December 1, 2015, City Council Meeting:

- 3) Read Ordinance No. 2015-19 by title only for the final time
- 4) City Clerk reads Ordinance No. 2015-19 by title only for the final time (if approved above)
- 5) Adopt Ordinance No. 2015-19

- E. **Consideration and Approval:** 2016 Intergovernmental Relations Priorities

RECOMMENDED ACTION:

Approve 2016 Intergovernmental Relations Priorities

RECESS

6:00 P.M. MEETING

RECONVENE

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this regular meeting, the City Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

11. **ROLL CALL**

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

MAYOR NABOURS

VICE MAYOR BAROTZ

COUNCILMEMBER BREWSTER

COUNCILMEMBER EVANS

COUNCILMEMBER ORAVITS

COUNCILMEMBER OVERTON

COUNCILMEMBER PUTZOVA

12. **PUBLIC PARTICIPATION**

13. **CARRY OVER ITEMS FROM THE 4:00 P.M. AGENDA**

14. **PUBLIC HEARING ITEMS**

A. McAllister Ranch Property for New Core Services Maintenance Facility:

- i. **Public Hearing and Consideration of Ordinance No. 2015-20:** An annexation ordinance extending and increasing the corporate limits of the City of Flagstaff by annexing certain land totaling approximately 44.01 acres located at 3200 W. Route 66, and establishing city zoning for said land as Rural Residential, RR. ***(Annexation of property for the new McAllister Ranch public works yard located on West Route 66).***

RECOMMENDED ACTION:

At the November 17, 2015 Council Meeting:

- 1) Hold Public Hearing
- 2) Read Ordinance No. 2015-20 by title only for the first time
- 3) City Clerk reads Ordinance No. 2015-20 by title only for the first time (if approved above)

At the December 1, 2015 Council Meeting:

- 4) Read Ordinance No. 2015-20 by title only for the final time
- 5) City Clerk reads Ordinance No. 2015-20 by title only for the final time (if approved above)
- 6) Adopt Ordinance No. 2015-20

- ii. **Public Hearing and Consideration of Ordinance No. 2015-21:** A zoning map amendment/direct ordinance amending the Flagstaff Zoning Code to rezone approximately 48.81 acres of real property from Rural Residential (RR) to Public Facility (PF) located at 3200 West Route 66 on parcel numbers 112-01-001D and 112-01-002. ***(Rezoning of property for the new McAllister Ranch public works yard located on West Route 66).***

RECOMMENDED ACTION:

At the November 17, 2015 Council Meeting:

- 1) Hold the Public Hearing
- 2) Read Ordinance No. 2015-21 by title only for the first time
- 3) City Clerk reads Ordinance No. 2015-21 by title only for the first time (if approved above)

At the December 1, 2015 Council Meeting:

- 4) Read Ordinance No. 2015-21 by title for the final time
- 5) City Clerk reads Ordinance No. 2015-21 by title only for the final time (if approved above)
- 6) Adopt Ordinance No.2015-21

- iii. **Public Hearing and Consideration of Resolution No. 2015-36:** A resolution amending the Flagstaff Regional Plan 2030 to change the area type designation of approximately 28.7 acres of real property located at 3200 W. Route 66 from Future Urban, Future Suburban, and Area in White to Existing Suburban. ***(A minor Regional Plan amendment request related to the proposed McAllister Ranch Public Works Yard).***

RECOMMENDED ACTION:

- 1) Hold the Public Hearing
- 2) Read Resolution No. 2015-36 by title only
- 3) City Clerk reads Resolution No. 2015-36 by title only (if approved above)
- 4) Adopt Resolution No. 2015-36

- B. **Public Hearing and Possible Action:** Utilities Rate Study - Council vote regarding Consultant and Possible Alterations to Path Forward.

RECOMMENDED ACTION:

Continue Public Hearing - Council vote on three proposed options on how to move forward.

15. **REGULAR AGENDA**

- A. **Consideration and Approval of Preliminary Plat:** Request from Mogollon Engineering and Surveying Inc., on behalf of True Life Communities PCAZ, for the subdivision of approximately 19.20 acres into 32-single-family residential lots located at 2705 E. Telluride Drive, within the Single-Family Residential (R1) Zone.

RECOMMENDED ACTION:

The Planning and Zoning Commission recommends that the City Council approve the preliminary plat with one condition: 1. LID and detention is required for all lots in the subdivision including lots 1-14 and lot 32. A revised engineering report to address this requirement shall be provided with the civil plan submittal.

- B. **Consideration and Adoption of Ordinance No. 2015-17:** An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, by deleting Chapter 6-03, *Animals*, in its entirety and adopting revised Chapter 6-03, *Animal Keeping*; providing for severability, authority for clerical corrections, and establishing an effective date. (***Animal Keeping Code***)

RECOMMENDED ACTION:

At the November 17, 2015, Council Meeting:

- 1) Read Ordinance No. 2015-17 by title only for the first time
- 2) City Clerk reads Ordinance No. 2015-17 by title only (if approved above)

At the December 1, 2015, Council Meeting:

- 3) Read Ordinance No. 2015-17 by title only for the final time
- 4) City Clerk reads Ordinance No. 2015-17 by title only (if approved above)
- 5) Adopt Ordinance No. 2015-17

- C. **Consideration and Approval of Amendments to the Rules of Procedure:** Proposed Change to Rule 4.01, *Procedures for Preparation of Council Agenda*, and Rule 10.09, *Motion to Reconsider*, to require a vote of four councilmembers to move an item from Future Agenda Item Requests (FAIR) to a regular agenda.

RECOMMENDED ACTION:

Discuss and possibly approve the proposed changes to Rule 4.01 and 10.09.

16. **DISCUSSION ITEMS**

- A. **Future Agenda Item Request (F.A.I.R.):** A request by Mayor Nabours to place on a future agenda discussion regarding Tequila Sunrise.

- B. **Future Agenda Item Request (F.A.I.R.):** A request by Councilmember Putzova to place on a future agenda discussion and possible action regarding the Government Property Lease Excise Tax (GPLET) and similar tax incentives.

- C. **Future Agenda Item Request (F.A.I.R.):** A citizen petition to adopt Tucson's Residential Permit Parking Program.

17. **FUTURE AGENDA ITEM REQUESTS**

After discussion and upon agreement of three members of the Council, an item will be moved to a regularly-scheduled Council meeting.

18. **INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF, REQUESTS FOR FUTURE AGENDA ITEMS**

19. **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

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, Deputy City Clerk
Date: 11/02/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Action on Liquor License Application: Lauren Merrett, "The Mayor", 409 S. San Francisco St., Series 12 (restaurant), New License.

RECOMMENDED ACTION:

Hold the Public Hearing; absent any valid concerns received from the public hearing, staff recommends the Council forward a recommendation for approval to the State.

Executive Summary:

The liquor license process begins at the State level and applications are then forwarded to the respective municipality for posting of the property and holding a public hearing, after which the Council recommendation is forwarded back to the State. A Series 12 license allows the holder of a restaurant license to sell and serve spirituous liquor solely for consumption on the premises of an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food. The property has been posted as required, and the Police, Community Development, and Sales Tax divisions have reviewed the application with no concerns noted.

Financial Impact:

There is no budgetary impact to the City of Flagstaff as this is a recommendation to the State.

Connection to Council Goal and/or Regional Plan:

Liquor licenses are a regulatory action and there is no Council goal that applies.

Has There Been Previous Council Decision on This:

Not applicable.

Options and Alternatives:

- 1) Table the item if additional information or time is needed.
- 2) Make no recommendation.
- 3) Forward the application to the State with a recommendation for approval.
- 4) Forward the application to the State with a recommendation for denial, stating the reasons for such recommendation.

Background/History:

An application for a new Series 12 liquor license was received from Lauren Merrett for The Mayor.

A background investigation performed by Sgt. Matt Wright of the Flagstaff Police Department resulted in a recommendation for approval.

A background investigation performed by Tom Boughner, Code Compliance Manager, resulted in no active code violations being reported.

A sales tax and licensing information review by Sandy Corder, Acting Revenue Director, resulted in no objection to approval.

Key Considerations:

Because the application is for a new license, consideration may be given to both the location and the applicant's personal qualifications.

A Series 12 license allows the holder of a restaurant license to sell and serve spirituous liquor solely for consumption on the premises of an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food.

The deadline for issuing a recommendation on this application is November 27, 2015.

The applicant is not required to provide the distance between the applicant's business and the nearest church or school for government; and the State does not require a geological map or list of licenses in the vicinity for any license series.

Expanded Financial Considerations:

This business will contribute to the tax base of the community.

Community Involvement:

The application was properly posted on October 28, 2015. No written protests have been received to date.

Attachments: [The Mayor - Letter to Applicant](#)
 [Hearing Procedures](#)
 [Series 12 Description](#)
 [The Mayor - PD Memo](#)
 [The Mayor - Tax Memo](#)
 [The Mayor - Code Memo](#)

OFFICE OF THE CITY CLERK

November 2, 2015

The Mayor
Attn: Lauren Merrett
736 S. Longmore St.
Chandler, AZ 86001

Dear Ms. Merrett:

Your application for a new Series 12 liquor license for The Mayor at 409 S. San Francisco, was posted on October 28, 2015. The City Council will consider the application at a public hearing during their regularly scheduled City Council Meeting on **Tuesday, November 17, 2015 which begins at 4:00 p.m.**

It is important that you or your representative attend this Council Meeting and be prepared to answer any questions that the City Council may have. Failure to be available for questions could result in a recommendation for denial of your application. We suggest that you contact your legal counsel or the Department of Liquor Licenses and Control at 602-542-5141 to determine the criteria for your license. To help you understand how the public hearing process will be conducted, we are enclosing a copy of the City's liquor license application hearing procedures.

The twenty-day posting period for your liquor license application is set to expire on October 17, 2015 and the application may be removed from the premises at that time.

If you have any questions, please feel free to call me at 928-213-2077.

Sincerely,

Stacy Saltzburg
Deputy City Clerk

Enclosure



City of Flagstaff

Liquor License Application Hearing Procedures

1. When the matter is reached at the Council meeting, the presiding officer will open the public hearing on the item.
2. The presiding officer will request that the Applicant come forward to address the Council regarding the application in a presentation not exceeding ten (10) minutes. Council may question the Applicant regarding the testimony or other evidence provided by the Applicant.
3. The presiding officer will then ask whether City staff have information to present to the Council regarding the application. Staff should come forward at this point and present information to the Council in a presentation not exceeding ten (10) minutes. Council may question City staff regarding the testimony or other evidence provided by City staff.
4. Other parties, if any, may then testify, limited to three (3) minutes per person. Council may question these parties regarding the testimony they present to the Council.
5. The Applicant may make a concise closing statement to the Council, limited to five (5) minutes. During this statement, Council may ask additional questions of the Applicant.
6. City staff may make a concise closing statement to the Council, limited to five (5) minutes. During this statement, Council may ask additional questions of City Staff.
7. The presiding officer will then close the public hearing.
8. The Council will then, by motion, vote to forward the application to the State with a recommendation of approval, disapproval, or shall vote to forward with no recommendation.

R19-1-702. Determining Whether to Grant a License for a Certain Location

- A. To determine whether public convenience requires and the best interest of the community will be substantially served by issuing or transferring a license at a particular unlicensed location, local governing authorities and the Board may consider the following criteria:
1. Petitions and testimony from individuals who favor or oppose issuance of a license and who reside in, own, or lease property within one mile of the proposed premises;
 2. Number and types of licenses within one mile of the proposed premises;
 3. Evidence that all necessary licenses and permits for which the applicant is eligible at the time of application have been obtained from the state and all other governing bodies;
 4. Residential and commercial population of the community and its likelihood of increasing, decreasing, or remaining static;
 5. Residential and commercial population density within one mile of the proposed premises;
 6. Evidence concerning the nature of the proposed business, its potential market, and its likely customers;
 7. Effect on vehicular traffic within one mile of the proposed premises;
 8. Compatibility of the proposed business with other activity within one mile of the proposed premises;
 9. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises;
 10. History for the past five years of liquor violations and reported criminal activity at the proposed premises provided that the applicant received a detailed report of the violations and criminal activity at least 20 days before the hearing by the Board;
 11. Comparison of the hours of operation at the proposed premises to the hours of operation of existing businesses within one mile of the proposed premises; and
 12. Proximity of the proposed premises to licensed childcare facilities as defined by A.R.S. § 36-881.
- B. This Section is authorized by A.R.S. § 4-201(I).

License Types: Series 12 Restaurant License

Non-transferable

On-sale retail privileges

Note: Terms in **BOLD CAPITALS** are defined in the [glossary](#).

PURPOSE:

Allows the holder of a restaurant license to sell and serve spirituous liquor solely for consumption on the premises of an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food.

ADDITIONAL RIGHTS AND RESPONSIBILITIES:

An applicant for a restaurant license must file a copy of its restaurant menu and Restaurant Operation Plan with the application. The Plan must include listings of all restaurant equipment and service items, the restaurant seating capacity, and other information requested by the department to substantiate that the restaurant will operate in compliance with Title 4.

The licensee must notify the Department, in advance, of any proposed changes in the seating capacity of the restaurant or dimensions of a restaurant facility.

A restaurant licensee must maintain complete restaurant services continually during the hours of selling and serving of spirituous liquor, until at least 10:00 p.m. daily, if any spirituous liquor is to be sold and served up to 2:00 a.m.

On any original applications, new managers and/or the person responsible for the day-to-day operations must attend a basic and management training class.

A licensee acting as a **RETAIL AGENT**, authorized to purchase and accept **DELIVERY** of spirituous liquor by other licensees, must receive a certificate of registration from the Department.

A **PREGNANCY WARNING SIGN** for pregnant women consuming spirituous liquor must be posted within twenty (20) feet of the cash register or behind the bar.

A log must be kept by the licensee of all persons employed at the premises including each employee's name, date and place of birth, address and responsibilities.

Bar, beer and wine bar, and restaurant licensees must pay an annual surcharge of \$20.00. The money collected from these licensees will be used by the Department for an auditor to review compliance by restaurants with the restaurant licensing provisions of ARS 4-205.02.

MEMORANDUM

Memo # 15-114-01

TO: Chief Kevin Treadway

FROM: Sgt. Matt Wright

DATE: October 28, 2015

RE: LIQUOR LICENSE APPLICATION – Series 12 Restaurant – for “The Mayor

On October 28, 2015, I initiated an investigation into an application for a series 12 (restaurant) liquor license filed by Lauren Merrett (Agent), Ryan Field, Jarred Field, Timothy Pacatte, and Brian Terpay (Controlling Persons). Lauren Merrett is the listed Agent on the license for administrative purposes only and will not be active in the day to day operations. The applicants have taken over the business located at 409 S. San Francisco. The previous business called The Patio has gone out of business as of June 22, 2015. The applicants are completing renovations at this location. This is an application for a series 12 restaurant license #12033388 which is currently operating with an interim permit until this new license is approved by the State Liquor Department.

I conducted a query through local systems and public access on Lauren Merrett (Agent), Ryan Field, Jarred Field, Timothy Pacatte, and Brian Terpay and nothing negative was found on Jarred Field or Timothy Pacatte. Ryan Field was found to have been arrested for DUI in 2005 which was ultimately dismissed. Brian Terpay stated he was arrested in 2005 for a DUI which he plead guilty to and the charge was reduced to reckless driving. Ryan Field will be assisting in the day to day operation of the restaurant. Ryan has completed the mandatory liquor law training course and provided proof.

No liquor law violations could be located for The Patio. I did find that part owner Ryan Field is also part owner in several restaurants in Arizona and Colorado. I found Ryan has ownership of six other restaurants in Arizona, two in Colorado, and one in Kansas. Ryan listed nine liquor violations of which the businesses he was part owner in were either warned or fined. The most recent violation was dated January 2014. Ryan Field, Jarred Field, Timothy Pacatte, and Brian Terpay are all part owners of Taverna Greek Grill, The Oakmont and Field House Chicken and Waffles are all located in Flagstaff. I found Taverna received two liquor law violations for not having a manager’s agreement on file and another for removal of spirituous liquor from license premise, both fines were paid on January 2014. No other liquor violations could be located on the other applicants.

As a result of this investigation, a recommendation to Council would be for approval.

Liquor License Memo

To: Stacy Saltzberg, Deputy City Clerk
From: Sandy Corder, Interim Revenue Director
Date: October 28, 2015
Re: Series 12 Liquor License – The Mayor

I have reviewed our records for The Mayor and I have no objection to approval of this liquor license.



Planning and Development Services Memorandum

November 3, 2015

TO: Stacy Saltzburg, Deputy City Clerk

THROUGH: Roger E. Eastman, AICP, Comprehensive Planning and Code Administrator

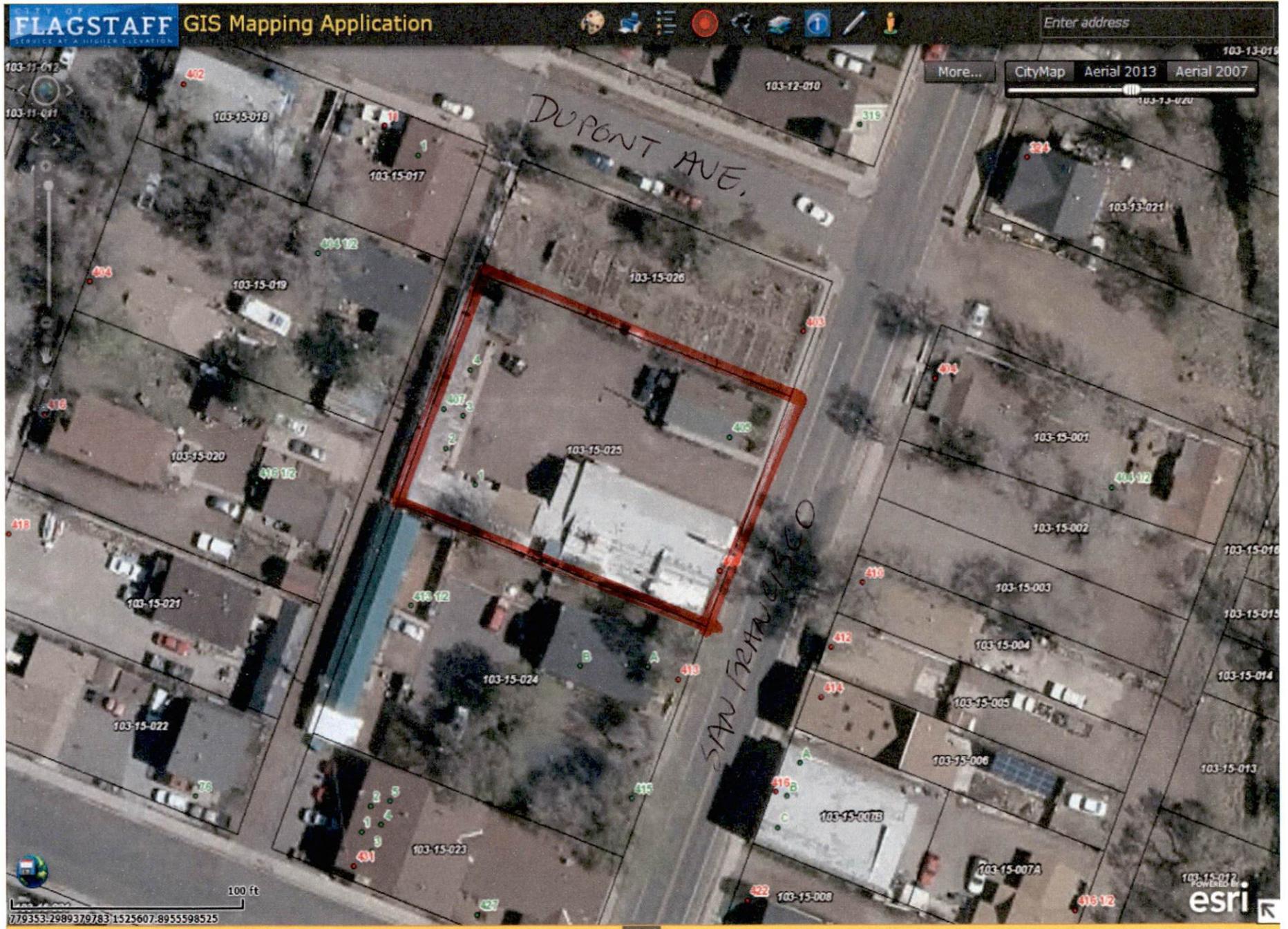
FROM: Tom Boughner, Code Compliance Mgr. *TB*

RE: Application for Liquor License #12033388
409 South San Francisco Street, Flagstaff, Arizona 86001
Assessor's Parcel Number 103-15-025
Lauren Kay Merrett on behalf of The Mayor restaurant.

This application is a request for a new, Series 12 Restaurant liquor license, by Lauren Merrett on behalf of The Mayor. This restaurant is located within the Community Commercial district. This district does allow for this use.

There are no active Zoning Code violations associated with the applicant or the property at this time.

This liquor license is recommended for approval.



**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Rick Compau, Purchasing Director
Co-Submitter: Mark Richardson
Date: 10/01/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Sole Source Purchase: Utilities Industrial Grade Water Work Supplies (*Approve purchase from HD Supply, Inc. in an amount up to \$379,418*).

RECOMMENDED ACTION:

Approve the purchase of utilities industrial grade water works supplies from HD Supply, Inc. per the attached list of items at the negotiated pricing.

Executive Summary:

The purchase of these industrial grade water work supplies are critical to the Water Services Section, under the Utilities Division, to repair or replace both water and sewer infrastructure, due to old deteriorating infrastructure, broken or damaged infrastructure caused by cold weather climate and various other causes of breakage or damage to utility infrastructure.

Financial Impact:

The funding for these industrial grade water works supplies is budgeted in FY 2016 in several accounts that involve up to eight (8) programs, but is mainly funded through account numbers 202-08-303-1051-0-4360, 202-08-303-1052-0-4360, 202-08-303-1054-0-4237 and 202-08-303-1055-0-4360. The total FY2016 budget for these four (4) accounts equals \$379,418.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

- 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
- 11) Ensure that we are as prepared as possible for extreme weather events

Has There Been Previous Council Decision on This:

No

Options and Alternatives:

- 1) Approve the contract with HD Supply, Inc.
- 2) Not approve the Contract with HD Supply, Inc. and direct staff to conduct a competitive bid process. This option could result in a vendor outside the City of Flagstaff being the lowest bidder, but they would not have a Flagstaff location for our City utility staff to stop by and pick up the industrial grade water work supplies they need for a job they are working on. Since the City's Central Warehouse has been re-purposed to the Police Department, we no longer inventory these industrial grade water work supplies.

Background/History:

The City's Central Warehouse facility used to be operated by the purchasing Section in which 90% of the inventory was industrial grade water work supplies (e.g., pipe, fittings, bushings, valves, meters, erts, fire hydrants, and other industrial grade water work supplies) necessary to repair or replace water and sewer infrastructure. The Water Services Section, under the Utilities Division, used to requisition these industrial grade water work supplies from the Central Warehouse where these types of items were inventoried to maintain a high fill rate percentage.

In the Spring of 2015, we conducted more in depth monitoring of our Warehouse operation and it became evident that, given the insignificant amount of inventory, it did not make sense to carry inventory due to carrying costs associated with inventory, as well as the work involved with monitoring and maintaining inventory control measures. We have a local vendor who already inventories these items in large quantities and we were purchasing a significant amount of these items through them anyway. In addition, given a relatively low level workload, it did not make sense to have a full-time Warehouse Technician/Buyer working out at the Warehouse when we could better utilize this position at City Hall assisting with the workload involving formal solicitations.

Given this assessment of our Central Warehouse operation, a decision was made to close down our Central Warehouse as a storage area for inventory and utilize industrial grade water work vendors to inventory these items for us. We then re-purposed the Central Warehouse to the Police Department, as they were in need of more facility space to store police evidence.

Approximately 90% of the industrial grade water work inventory in the Central Warehouse were purchased from three (3) different vendors, based on competitive bidding. Two (2) of these vendors are located outside of Flagstaff. This worked out fine, as these three vendors shipped our orders to the Central Warehouse where they were received and stocked in inventory and our City's Water Services Section staff would go to the Central Warehouse and requisition items on an as needed basis. Because of the City's decision to transition out of the central warehousing operation and re-purpose the Central Warehouse to the City's police Department, we needed a vendor in the Flagstaff area who inventory the critical industrial grade water work supplies for our City's Water Services Section staff to stop by and requisition what they need for the work they are doing on any given day.

After conducting extensive research, it was determined that HD Supply, Inc. is currently the only local Flagstaff vendor who is authorized distributors inventory and for the industrial grade water work supplies used by the Water Services Section, under the Utilities Division.

Key Considerations:

The Water Services Section, under the Utilities Division, have a critical need for various industrial grade water work supplies necessary to repair and replace the City's water and sewer infrastructure and need a local Flagstaff vendor who are authorized distributors of the industrial water work supplies they need. Currently, HD Supply, Inc. is the only local Flagstaff vendor who can inventory and provide these critical industrial grade water works supplies.

Community Benefits and Considerations:

Having industrial grade water works supplies readily available for our City's Water Services Section to repair, replace and maintain the City's water and sewer infrastructure as a service to our community.

Community Involvement:

None

Expanded Options and Alternatives:

Attachments: Sole Source Justification
 Offer and Contract Award
 Price List



**City of Flagstaff
Management Services Division
Purchasing Section**

SOLE SOURCE JUSTIFICATION

The City's Purchasing Section used to manage and operate the City's Central Warehouse (CW), where approximately 90% of the inventory items were utility industrial grade water work supplies. Research strongly suggested that it would make good business sense to transition out of the Warehousing/Distribution operation and utilize a vendor to inventory these items for the City.

This transition out of the CW provides the following benefits to the City: **1.)** The City would eliminate the inventory carrying costs associated with stocking and maintaining inventory, **2.)** It allowed us to bring that Warehouse/Buyer position over to City Hall to increase our staffing to assist in handling the more complex formal solicitations (while remaining budget neutral), **3.)** Our end users who requisitioned stock items from the Central Warehouse will be able to use their P-card to make their purchases from the Vendors who now are carrying this inventory for us, and **4.)** We re-purposed the Central Warehouse to the Police Department (PD), as they were in need of additional space for police evidence storage and other PD related storage.

As we formulated our transition plan, we determined that it would require that we utilize a local Flagstaff Vendor to inventory the utility industrial water work supply items that are requisitioned frequently by our Utilities Division who rely on quite a few items that they need on a daily basis and can go and purchase from a local Flagstaff location. In order to satisfy their needs, our transition plan involved identifying local Flagstaff Vendors, who inventory the stock items we have historically carried in the CW and conduct a competitive procurement process. As it turns out, HD Supply, Inc. was determined to be a sole source vendor located in Flagstaff for utility industrial water work supplies. The City's sole source determination was based on the following:

1. HD Supply, Inc. is currently the only Flagstaff vendor that stocks the variety of products that meet and follow the City of Flagstaff design and construction standards and specifications.
2. While there are other manufacturers and distributors with similar products, the inventory kept at our Flagstaff location is specific to the region in terms of distribution.
3. Industrial water work products are a niche market requiring a water works distributor to support its product lines. This makes these types of products not available and accessible by any standard plumbing store or chain retail store like Home Depot or Ace Hardware because of the City's critical need for larger diameter sizes.



**City of Flagstaff
Management Services Division
Purchasing Section**

OFFER AND CONTRACT AWARD

Submit the original of this form to the City.

OFFER

UTILITIES INDUSTRIAL GRADE WATER WORK SUPPLIES

TO THE CITY OF FLAGSTAFF:

The Undersigned hereby offers and agrees to furnish the products, materials, services or construction in compliance with all terms, conditions, specifications and amendments in the Offer, this Agreement, any terms referenced in the Purchase Order, including Standard Terms and Conditions, and any written exceptions in the Offer (the "Contract Documents"). Undersigned also certifies by signing and submitting this Offer and Agreement that Undersigned has the legal authority to enter into a contract with the City.

For clarification of this offer, contact:

E-Mail Address: _____

Name: _____

Federal ID Number: _____

Phone: _____

Fax No.: _____

Company Name

Signature of Person Authorized to Sign Offer

Address

Printed Name

City State Zip

Title

Type of Legal Entity (select applicable box)

Date: _____

Corporation LLC Partnership
 Sole Proprietor Other _____

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For City of Flagstaff Use Only)

Your offer is hereby accepted.

Vendor is now bound to sell the products, materials, services or construction listed by the attached award notice based upon the solicitation and all Contract Documents, including all bid and contract terms, conditions, specifications, amendments, etc., which are incorporated herein by reference, and Vendor's offer as accepted by the City of Flagstaff.

This Agreement shall henceforth be referred to as Contract No. 2016-28. Vendor is hereby cautioned not to commence any billable work or provide any products, materials, services or construction under this Agreement until Vendor receives an executed purchase order.

Awarded this ____ day of _____ 2015.

Josh Copley, City Manager

City of Flagstaff Purchasing Section 11-Sep-15		HD Supply Discounted Price Sheet		City of Flagstaff Price After Discount				UOM	Part Number
		HD Supply Retail Price	City of Flagstaff Price	City of Flagstaff Price After Discount	Discount %				
285-035-0001	WATER METER FIRE HYDRANT 3"	\$ 1,178.57	1,160.00	18.57	0.02	EA	1		
285-035-0002	GASKET METER FULL FLANGE 1.5" RUBBER	\$ -	0.67	-0.67		EA	4-7651-05		
285-035-0003	GASKET METER FULL FLANGE 2" RUBBER	\$ -	0.73	-0.73		EA	4-7652-05 2"RUBBER		
285-035-0004	GASKET METER 1 X 1/8 RUBBER	\$ -	0.12	-0.12		EA	4-6293		
340-060-0020	MUEL STEM O RING A12/H93 CENT/IMP 4-1/2 & 5-1/4	\$ 6.75	1.87	4.88	0.72	EA	A-12 CENTURION IMPRO		
340-060-0021	MUEL STEM PIN A33 CENT 4-1/2 & 5-1/4	\$ 7.57	0.00	7.57		EA	A-33 CENT A423 5-1/4		
340-060-0022	MUEL STUFF BOX/BONNET GAS H59/A10 CENT/IMP 5-1/4	\$ 14.46	6.34	8.12	0.56	EA	H59/A10 CENT A423		
340-060-0023	MUEL UPPER STEM A11 CENT 5-1/4 1977-1986	\$ 151.98	95.33	56.65	0.37	EA	A-11 CENT A423 5-1/4		
340-060-0024	MUEL UPPER STEM H-74 IMP THREAD 5-1/4	\$ 177.55	120.66	56.89	0.32	EA	H74 CENT A423 5-1/4		
340-060-0044	MUEL CLEVIS PIN A30/H136 CENT/IMP 4-1/2 & 5-1/4	\$ 9.32	5.67	3.65	0.39	EA	A30		
340-060-0045	MUEL COTTER PIN A29/H137 CENT/IMP 4-1/2 & 5-1/4	\$ 1.47	0.85	0.62	0.42	EA	A-29		
340-060-0046	MUEL EXTENSION KIT 12" CENT A-320-010 5-1/4	\$ 473.68	300.00	173.68	0.37	KIT	A320-010 NEW STYLE		
340-060-0048	MUEL HOSE NOZZLE GASKET A19/H72 CENT/IMP 4.5-5.25	\$ -	2.00	-2.00		EA	A19/H72 A423 5-1/4		
340-060-0049	MUEL LOWER STEM 3'6" BURY H79 IMP THREAD 4.5-5.25	\$ 111.85	54.75	57.10	0.51	EA	H-79 3'6"		
340-060-0051	MUEL MAIN VALVE H88/A45 CENT/IMP 5-1/4 PRIOR 1997	\$ 134.36	80.62	53.74	0.40	EA	H-88/A45 192913		
340-060-0052	MUEL PUMPER NOZZLE GASKET H68/A15 CENT/IMP	\$ -	4.10	-4.10		EA	H-68/A15		
340-060-0053	MUEL SAFETY FLANGE GASKET H76/A27 CENT/IMP 4-1/2	\$ 14.47	10.95	3.52	0.24	EA	H-76/A27 19004		
340-060-0054	MUEL SAFETY FLANGE GASKET H76/A27 CENT/IMP 5-1/4	\$ -	10.95	-10.95		EA	H-76/A27 198358		
340-060-0056	MUEL SAFETY FLANGE H77/A28 CENT/IMP 5-1/4	\$ 72.18	57.00	15.18	0.21	PR	H-77/A28		
340-060-0057	MUEL SAFETY FLANG REP KIT A301 CENT/IMP 5-1/4"	\$ 159.92	191.84	-31.92	-0.20	KIT	A-301		
340-060-0058	MUEL SAFETY SLEEVE BRASS H95 IMP 4-1/2 & 5-1/4	\$ 41.98	18.90	23.08	0.55	EA	H-95		
340-060-0059	MUEL STEEL SAFE STEM COUP A25/H125 CENT/IMP	\$ 65.10	0.00	65.10		EA	A-25/H125		
340-060-0060	MUEL BRASS SAFE STEM COUP H75 IMP 4-1/2 & 5-1/4	\$ 95.78	37.30	58.48	0.61	EA	H-75		

340-060-0061	MUEL C.I. SAFE STEM COUP H97 IMPROVED 4-1/2& 5-1/4	\$ 138.16	5.00	133.16	0.96	EA	H-97
340-060-0062	MUEL SEAT RING/MET GASKET H86&H87 IMPROVED 4-1/2	\$ 209.62	168.35	41.27	0.20	EA	H-87 & H-86
340-060-0063	MUEL SEAT RING/MET GSK H86&H87 IMPROVED 5-1/4	\$ 269.00	174.50	94.50	0.35	EA	H-87 & H-86
340-060-0064	MUEL SET SCREW H94 IMP 4-1/2&5-1/4	\$ 3.11	1.50	1.61	0.52	EA	H-94
340-060-0067	WAT EXTENSION KIT 12" PACER WB-67 K-562	\$ 503.20	432.82	70.38	0.14	KIT	EXT KIT 12"
340-060-0068	WAT EXTENSION KIT 18" PACER WB-67 K-562	\$ 607.92	503.29	104.63	0.17	KIT	EXT KIT 18"
340-060-0069	WAT EXTENSION KIT 24" PACER WB-67 K-562	\$ 687.48	380.20	307.28	0.45	KIT	EXT KIT 24"
340-060-0070	WAT FLANGE LOCK RING #64 PACER WB-67 5-1/4	\$ 16.27	10.90	5.37	0.33	EA	#64
340-060-0071	WAT GROOVE PIN #81 PACER WB-67 5-1/4	\$ 2.44	2.00	0.44	0.18	EA	#81
340-060-0072	WAT LOWER ROD #72 PACER WB-67 3.5' BURY	\$ 299.31	170.00	129.31	0.43	EA	#72
340-060-0073	WAT LOWER TUBE SEAL #83 PACER WB-67 5-1/4	\$ 2.44	2.00	0.44	0.18	EA	#83
340-060-0075	WAT NUT 5/8" #6C PACER WB-67 DO NOT REORDE	\$ 4.88	0.00	4.88	1.00	EA	#6C
340-060-0076	WAT O RING PACKING #57 PACER WB-67 5-1/4	\$ 2.44	2.93	-0.49	-0.20	EA	#57
340-060-0078	WAT STOP NUT #86 OPEN LEFT WB-67 5-1/4	\$ 6.51	3.78	2.73	0.42	EA	#86
340-060-0079	WAT SUPPORT GASKET #84 PACER WB-67 5-1/4	\$ 9.76	7.65	2.11	0.22	EA	#84
340-060-0080	WAT SUPPORT TUBE #85 PACER WB-67 5-1/4	\$ 89.47	56.40	33.07	0.37	EA	#85
340-060-0081	WAT SUPPORT WHEEL #56 PACER WB-67 5-1/4	\$ 202.52	115.13	87.39	0.43	EA	#56
340-060-0082	WAT UPPER STANDPIPE #40 PACER WB-67 5-1/4	\$ 318.83	220.40	98.43	0.31	EA	#40
340-060-0083	WAT UPPER OPERAT NUT #17B PACER WB-67 5-1/4	\$ 90.28	54.29	35.99	0.40	EA	#17B
340-060-0085	WAT UPPER STDPIPE GAS #92 PACER WB-67 5-1/4	\$ 9.76	7.65	2.11	0.22	EA	#92
340-060-0086	WAT UPPER TUBE SEAL #82 PACER WB-67 5-1/4	\$ 2.44	6.76	-4.32	-1.77	EA	#82
340-060-0087	WAT VALVE SEAT #31 PACER WB-67 5-1/4	\$ 373.32	275.00	98.32	0.26	EA	#31
340-060-0088	WAT SM HEAD HEX BOLT #6A PACER WB-67 5-1/4 3-3/4"	\$ 29.28	3.71	25.57	0.87	EA	PACER #6A
340-060-0091	WAT STDPIPE/EXT FLANG #63 PACER WB-67 5-1/4	\$ 94.35	61.89	32.46	0.34	EA	#63
340-060-0092	WAT BRASS COUP NUT #87 PACER WB-67 5-1/4	\$ 4.07	3.16	0.91	0.22	EA	#87
340-060-0093	WAT BREAKABLE COUP SLEEVE #67PACER WB-67 5-1/4 PAIR	\$ 87.84	20.00	67.84	0.77	PR	#67
340-060-0094	WAT COUPLING STUD #88 PACER WB-67 5-1/4	\$ 8.95	5.40	3.55	0.40	EA	#88
340-060-0095	WAT BRONZE CROSSARM #30 PACER WB-67 5-1/4	\$ 112.24	88.00	24.24	0.22	EA	#30
340-060-0096	WAT DRAIN PLUNGER #7 PACER WB-67 5-1/4	\$ 31.72	23.00	8.72	0.27	EA	#7
340-060-0097	WAT EXTENSION KIT 6" PACER WB-67 5-1/4	\$ 444.72	368.18	76.54	0.17	EA	EXT KIT 6"

340-060-0098	MUEL LOWER STEM 3'6" BURY CENT 4-1/2 & 5-1/4 A31	\$ 106.91	53.90	53.01	0.50	EA	A-31
340-060-0100	WAT HEX HEAD BOLT #6 PACER WB-67 5-1/4 3"	\$ 9.76	5.00	4.76	0.49	EA	#6
340-060-0104	WAT LOWER ROD #72 4.5' BURY WB-67 5-1/4	\$ 299.31	190.00	109.31	0.37	EA	#72
340-060-0105	WAT LOCK RING CLAMP #62 PACER WB-67 5-1/4	\$ 9.76	6.86	2.90	0.30	EA	#62
340-060-0107	WAT FLANGE GASKET F/SHOE #5 PACER WB-67 5-1/4	\$ 8.95	8.05	0.90	0.10	EA	#5
340-060-0108	WAT LOWER OPERATING NUT #17A PACER WB-67 5-1/4	\$ 67.51	49.00	18.51	0.27	EA	#17A
340-060-0109	WAT BREAKABLE FLANGE #113 PACER WB-67 5-1/4	\$ 52.87	36.31	16.56	0.31	EA	#113
340-060-0110	FIRE HYDRANT 5-1/2' BURY 66" BURY NO TAX	\$ 2,528.00	1,582.15	945.85	0.37	EA	PACER WB67
340-060-0112	FIRE HYDRANT 5' BURY 60" BURY NO TAX	\$ 2,474.67	1,547.93	926.74	0.37	EA	PACER WB67
340-060-0113	FIRE HYDRANT 6' BURY 72" BURY NO TAX	\$ 2,581.34	1,641.59	939.75	0.36	EA	PACER WB67
340-060-0115	CLOW OP NUT THRUST BEARIN #M2 MED F-2546-5B 5-1/4	\$ 1.49	0.77	0.72	0.48	EA	M2 F-2546-5B 5-1/4"
340-060-0116	CLOW OPERATING NUT #M3 MED F2546-5B 5-1/4	\$ 127.68	91.33	36.35	0.28	EA	MEDALLION F-2546-5B
340-060-0117	CLOW SS SAFE COUP COTTER PINS M9 MED 5-1/4	\$ 0.75	0.66	0.09	0.12	EA	M9 MEDAL F-2546-5B
340-060-0118	CLOW SAFETY STEM COUPLING M10 MED 5-1/4	\$ 45.54	19.52	26.02	0.57	EA	MEDALLION F-2546-5B
340-060-0119	CLOW SAFETY COUPLING PINS M11 MED 5-1/4	\$ 3.73	1.71	2.02	0.54	EA	MEDALLION M11 5-1/4"
340-060-0120	CLOW DRAIN VALVE FACING SCREW M15 MED 5-1/4	\$ 0.75	0.55	0.20	0.27	EA	MEDALLION M15 5-1/4"
340-060-0121	CLOW DRAIN VALVE FACING M16 MED 5-1/4	\$ 6.72	4.98	1.74	0.26	EA	MEDALLION M16 5-1/4"
340-060-0123	CLOW OPERATING NUT O RING M1 MED 5-1/4	\$ 6.72	4.32	2.40	0.36	EA	MEDALLION M1 5-1/4"
340-060-0124	CLOW STEM O RING M31 MED 5-1/4	\$ 0.75	0.33	0.42	0.56	EA	MEDALLION M31 5-1/4"
340-060-0125	CLOW BONNET O RING M32 MED 5-1/4	\$ 2.98	2.65	0.33	0.11	EA	MEDALLION F-2546-5B
340-060-0126	CLOW PUMPER NOZZLE GASKET M37 MED 5-1/4	\$ 2.98	1.88	1.10	0.37	EA	MEDALLION F-2546-5B
340-060-0127	CLOW HOSE NOZZEL GASKET M42 MED 5-1/4	\$ 1.49	0.71	0.78	0.52	EA	MEDALLION F-2546-5B
340-060-0128	CLOW HOSE NOZZLE LOCK M39 MED 5-1/4	\$ 4.48	0.33	4.15	0.93	EA	MEDALLION F-2546-5B
340-060-0129	CLOW HOSE NOZZLE O RING M40 MED 5-1/4	\$ 0.75	0.38	0.37	0.49	EA	MEDALLION F2546-5B
340-060-0130	CLOW HOSE NOZZLE M41 MED 5-1/4	\$ 103.04	35.25	67.79	0.66	EA	MEDALLION F2546-5B
340-060-0131	CLOW HOSE NOZZLE CAP M43 MED 5-1/4	\$ 64.96	25.05	39.91	0.61	EA	F-2546-5B MEDALLION
340-060-0132	CLOW SAFETY FLANGE O RING M47 MED 5-1/4	\$ 2.98	2.90	0.08	0.03	EA	MEDALLION 5-1/4"
340-060-0133	CLOW SAFETY FLANGE M49 MED 5-1/4	\$ 53.76	47.70	6.06	0.11	PR	F-2546-5B MEDALLION
340-060-0134	CLOW EXTENSION KIT 12" MED F2546-5B 5-1/4	\$ 496.26	216.25	280.01	0.56	EA	EXTENSION KIT 12"
340-060-0135	CLOW EXTENSION KIT 6" MED F-2546-5B 5-1/4	\$ 424.98	265.98	159.00	0.37	EA	MEDALLION F-2546-5B
340-060-0144	MUEL STUFF BOX/BONNET GAS H59/A10 CENT/IMP 4-1/2	\$ 14.46	8.90	5.56	0.38	EA	H59 CENT A421

340-060-0145	MUEL DRAIN VALVE FACING A34/H81 CENT/IMP 4.5-5.25	\$ 3.40	3.04	0.36	0.11	EA	A34 CENT 5-1/4
340-060-0147	MUEL DRAIN VALVE FACING SCREW A35/H82 4-1/2&5-1/4	\$ 1.47	0.73	0.74	0.50	EA	A35 CENTURION 5-1/4
340-060-0149	MUEL HOLD DOWN NUT O RING A3/H101 CENT/IMP	\$ 6.75	3.72	3.03	0.45	EA	A3 CENTURION
340-060-0150	MUEL BONNET O RING A5/H100 CENT/IMP	\$ 6.75	2.98	3.77	0.56	EA	A5 CENTURION
340-060-0151	MUEL ANTI-FRICTION WASHER A6 CENT 4-1/2 & 5-1/4	\$ 2.00	1.44	0.56	0.28	EA	A6 CENTURION
340-060-0152	MUEL OIL FILLER PLUG A7/H38 CENT/IMP 4.5-5.25	\$ 3.51	2.00	1.51	0.43	EA	A7 CENTURION
340-060-0153	MUEL DRAIN RING HOUSING GASK A38 CENT 5-1/4	\$ 15.82	5.43	10.39	0.66	EA	A38 CENTURION 5-1/4
340-060-0154	MUEL DRAIN RING HOUSING GASK A38 CENT 4-1/2	\$ 15.82	3.52	12.30	0.78	EA	A38 CENTURION 4-1/2
340-060-0155	MUEL TOP SEAT O RING A39 CENT 5-1/4	\$ 6.75	3.00	3.75	0.56	EA	A39 CENTURION
340-060-0156	CLOW PUMPER NOZZLE LOCK M34 5-1/4	\$ 4.48	0.60	3.88	0.87	EA	M34 F2546-5B 5-1/4
340-060-0157	CLOW PUMPER NOZZLE O RING M35 MED 5-1/4	\$ 3.73	1.98	1.75	0.47	EA	M35 F2546-5B 5-1/4
340-060-0158	CLOW PUMPER NOZZLE M36 MED 5-1/4	\$ 226.24	108.02	118.22	0.52	EA	M36 F2546-5B 5-1/4
340-060-0159	MUEL EXT STEM 18" IMP THREAD 4-1/2 & 5-1/4	\$ 144.40	27.45	116.95	0.81	EA	EXT STEM 18"
340-060-0160	MUEL EXT STEM 24" IMP THREAD 4-1/2 & 5-1/4	\$ 154.76	37.47	117.29	0.76	EA	IMPROVED
340-060-0161	MUEL EXT STEM 12" IMP THREAD 4-1/2 & 5-1/4	\$ 138.75	79.00	59.75	0.43	EA	IMPROVED
340-060-0162	MUEL EXT STEM 6" IMP THREAD 4-1/2 & 5-1/4	\$ 127.30	76.00	51.30	0.40	EA	IMPROVED
340-060-0164	MUEL EXT KIT 4-1/2 X 6 MODELS PRIOR TO 1972	\$ 366.02	308.59	57.43	0.16	EA	A319-00-006
340-060-0169	FIRE HYDRANT 4' BURY 48" BURY NO TAX	\$ 2,366.67	1,479.27	887.40	0.37	EA	WB67 PACER 5-1/4
340-060-0170	MUEL NOZZLE LOCK A13 CENT 5-1/4	\$ 0.65	0.69	-0.04	-0.06	EA	A13 CENTURION 5-1/4'
340-060-0171	MUEL BOTTOM SEAT O RING A44 CENT 5-1/4	\$ 6.75	3.72	3.03	0.45	EA	A44 CENTURION 5-1/4'
340-060-0172	MUEL BR HOSE NOZZLE 2.5" A18 CENT 5-1/4	\$ 61.95	33.42	28.53	0.46	EA	A18 5-1/4"
340-060-0173	MUEL PUMPER NOZZLE O RING A16 CENT 5-1/4	\$ 6.75	3.62	3.13	0.46	EA	A16
340-060-0174	MUEL HOSE NOZZLE O RING A20 CENT 5-1/4	\$ 3.40	1.83	1.57	0.46	EA	A20
340-060-0175	WAT HOSE NOZZLE O RING #118 PACER WB-67 5-1/4	\$ 8.95	7.18	1.77	0.20	EA	#118
340-060-0176	WAT PUMPER NOZZLE O RING #116 PACER WB-67 5-1/4	\$ 9.76	3.75	6.01	0.62	EA	#116
340-060-0177	WAT HOSE NOZZLE RETAINER #119 NST PACER WB-67 5.25	\$ 40.67	33.00	7.67	0.19	EA	#119
340-060-0178	WAT PUMPER NOZZLE RETAINE #117 NST PACER WB-67 5.25	\$ 52.87	38.00	14.87	0.28	EA	#117
340-060-0179	WAT HOSE NOZZLE 2-1/2" #12 PACER WB-67 5-1/4	\$ 112.24	82.00	30.24	0.27	EA	#12
340-060-0182	WAT UPPER STANDPIPE FLANG #62B PACER 250 5-1/4	\$ 70.76	40.00	30.76	0.43	EA	#62B

340-060-0183	CLOW THRUST NUT O RING M28 MED 5-1/4	\$ 0.75	0.61	0.14	0.19	EA	F-2546-5B
340-060-0184	CLOW UPPER STEM O RING M6 MED 5-1/4	\$ 0.75	0.66	0.09	0.12	EA	F-2546-5B
340-060-0185	CLOW UPPER STEM M7 MED 5-1/4	\$ 146.34	129.85	16.49	0.11	EA	F-2546-5B
340-060-0187	CLOW UPPER SEAT O RING M18 MED 5-1/4	\$ 8.96	7.95	1.01	0.11	EA	F-2546-5B
340-060-0188	CLOW BRONZE SEAT RING M19 MED 5-1/4	\$ 347.94	308.73	39.21	0.11	EA	F-2546-5B
340-060-0189	CLOW LOWER SEAT O RING M20 MED 5-1/4	\$ 19.04	5.30	13.74	0.72	EA	F-2546-5B
340-060-0190	CLOW THRUST NUT SETSCREW M58 MED 5-1/4	\$ 2.24	1.30	0.94	0.42	EA	F-2546-5B
340-060-0191	MUEL SAFE FLANGE REPAIR KIT IMP 4-1/2	\$ 159.92	98.00	61.92	0.39	EA	A300-00
340-060-0192	MUEL EXT KIT 4-1/2 X 12 A319-010 CENT	\$ 425.68	308.59	117.09	0.28	EA	A319-010
340-060-0193	MUEL BR SEAT RING 1975+ A43 CENT 4-1/2	\$ 189.17	95.49	93.68	0.50	EA	A43 #142830
340-060-0194	MUEL BR SEAT RING 1975+ A43 CENT 5-1/4	\$ 238.65	143.00	95.65	0.40	EA	A43 #142764
340-060-0196	WAT SS GROOVE PIN #102 PACER WB-67 5-1/4	\$ 6.51	4.30	2.21	0.34	EA	#102
340-060-0197	WAT THRUST RING #90 PACER WB-67 5-1/4	\$ 6.51	3.63	2.88	0.44	EA	#90
340-060-0198	WAT SUP WHEEL O RING #59 PACER WB-67 5-1/4	\$ 2.44	2.93	-0.49	-0.20	EA	#59
340-060-0199	WAT UPPER SEAT O RING #77 PACER WB-67 5-1/4	\$ 9.76	8.00	1.76	0.18	EA	#77
340-060-0200	WAT LOWER SEAT O RING #3 PACER WB-67 5-1/4	\$ 6.51	5.00	1.51	0.23	EA	#3
658-046-0001	PIPE GALV 3/4" X 21'	\$ 31.20	22.89	8.31	0.27	LTH	N
658-046-0002	PIPE GALV 1" X 21'	\$ 45.60	38.85	6.75	0.15	LTH	1
658-046-0003	PIPE GALV 1-1/2" X 21'	\$ 74.10	27.38	46.72	0.63	LTH	N
659-006-0004	ADAPTOR HYDRANT 2-1/2 NST X 2 NPT M X M	\$ 45.00	44.90	0.10	0.00	EA	NO. 76 REDUCING
659-024-0045	BUSHING BRASS HEX 1" X 3/4"	\$ 6.76	3.11	3.65	0.54	EA	1
659-024-0046	BUSHING BRASS HEX 3/4" X 1/2"	\$ 5.64	2.20	3.44	0.61	EA	1
659-024-0047	BUSHING BRASS HEX 1-1/2" X 1"	\$ 16.36	6.78	9.58	0.59	EA	1
659-024-0048	BUSHING BRASS HEX 2-1/2" X 2"	\$ 50.97	19.19	31.78	0.62	EA	1
659-024-0049	BUSHING BRASS HEX 2" X 1-1/2"	\$ 20.02	10.12	9.90	0.49	EA	1
659-024-0053	BUSHING GALV HEX 3/4" X 1/2"	\$ 1.77	0.57	1.20	0.68	EA	383
659-024-0054	BUSHING GALV HEX 1-1/2" X 1"	\$ 3.53	2.67	0.86	0.24	EA	1
659-024-0055	BUSHING GALV HEX 1-1/2" X 3/4"	\$ 3.92	1.05	2.87	0.73	EA	1
659-024-0056	BUSHING GALV HEX 2" X 1-1/2"	\$ 3.77	1.90	1.87	0.50	EA	383
659-024-0057	BUSHING GALV HEX 2" X 1"	\$ 4.05	2.40	1.65	0.41	EA	1
659-024-0061	BUSHING GALV HEX 3" X 2"	\$ 8.31	11.20	-2.89	-0.35	EA	1
659-027-0006	CAP GALV 1/2"	\$ 0.95	0.58	0.37	0.39	EA	1
659-027-0007	CAP GALV 3/4"	\$ 1.35	0.70	0.65	0.48	EA	1124
659-027-0008	CAP GALV 1"	\$ 1.49	0.80	0.69	0.46	EA	1

659-027-0009	CAP GALV 1.5"	\$ 2.60	1.04	1.56	0.60	EA	1
659-027-0010	CAP GALV 2"	\$ 3.48	3.66	-0.18	-0.05	EA	1124
659-033-0042	COUPLING TRANSITION FLEX 10" 10.70-11.90 ROMAC MACRO HP 2-Bolt	\$ 379.91	358.80	21.11	0.06	EA	ROMAC MACRO HP
659-033-0043	COUPLING TRANSITION FLEX 12" 12.70-13.80 ROMAC MACRO HP 2-Bolt	\$ 447.12	422.28	24.84	0.06	EA	ROMAC MACRO HP
659-033-0044	COUPLING COMPRESSION 110 CTSXFIP 3/4" QUARTER BEND	\$ 19.81	17.16	2.65	0.13	EA	H-15533 3/4"
659-033-0045	COUPLING COMPRESSION 110 1" CTSXFIP QUARTER BEND	\$ 23.03	25.87	-2.84	-0.12	EA	H-15533 1"
659-033-0046	COUPLING COMPRESSION 110 1-1/2" CTSXFIP QUARTERBEND	\$ 68.35	65.79	2.56	0.04	EA	H-15533 1-1/2"
659-033-0047	COUPLING COMPRESSION 110 2" CTSXFIP QUARTER BEND	\$ 97.93	75.88	22.05	0.23	EA	H-15533 2"
659-033-0072	COUPLING BRONZE FIP X FIP THREADED COLLAR 1-1/2"	\$ 23.98	10.12	13.86	0.58	EA	6165
659-033-0073	COUPLING BRONZE FIP X FIP THREADED COLLAR 1"	\$ 11.05	4.56	6.49	0.59	EA	6165
659-033-0074	COUPLING BRONZE FIP X FIP THREADED COLLAR 2"	\$ 39.65	16.66	22.99	0.58	EA	6165
659-033-0079	COUPLING COMPRESSION CTS X MIP 3/4" 110	\$ 12.75	11.15	1.60	0.13	EA	MUELLER 110-15428
659-033-0081	COUPLING COMPRESSION CTS X MIP 1.5" 110	\$ 41.90	36.43	5.47	0.13	EA	MUELLER 110 H-15428
659-033-0082	COUPLING COMPRESSION CTS X MIP 2" 110	\$ 61.03	53.08	7.95	0.13	EA	MUELLER 110 H-15428
659-033-0083	COUPLING COMPRESSION CTS X CTS 3/4" 110	\$ 15.63	13.61	2.02	0.13	EA	MUELLER 110 H-15403
659-033-0084	COUPLING COMPRESSION CTS X CTS 1" 110	\$ 17.07	14.85	2.22	0.13	EA	MUELLER 110 H-15403
659-033-0085	COUPLING COMPRESSION CTS X CTS 1.5" 110	\$ 60.17	51.76	8.41	0.14	EA	MUELLER 110 H-15403
659-033-0086	COUPLING COMPRESSION CTS X CTS 2" 110	\$ 81.27	70.67	10.60	0.13	EA	MUELLER 110 H-15403
659-033-0087	COUPLING COMPRESSION CTS X FIP 3/4" 110	\$ 13.73	11.95	1.78	0.13	EA	MUELLER 110 H-15451
659-033-0088	COUPLING COMPRESSION CTS X FIP 1" 110	\$ 19.65	17.09	2.56	0.13	EA	MUELLER 110 H-15451
659-033-0089	COUPLING COMPRESSION CTS X FIP 1.5" 110	\$ 53.57	46.59	6.98	0.13	EA	110 H-15451 1-1/2"
659-033-0090	COUPLING COMPRESSION 2" FIPX110	\$ 63.83	55.51	8.32	0.13	EA	MUELLER 110 H-15451
659-033-0096	COUPLING GALV 1/2"	\$ 1.26	0.41	0.85	0.67	EA	1121
659-033-0097	COUPLING GALV 3/4"	\$ 1.47	0.60	0.87	0.59	EA	1121
659-033-0098	COUPLING GALV 1"	\$ 2.41	1.48	0.93	0.39	EA	1121
659-033-0099	COUPLING GALV 1.5"	\$ 3.78	1.70	2.08	0.55	EA	1
659-033-0100	COUPLING GALV 2"	\$ 5.52	1.70	3.82	0.69	EA	1121

659-033-0101	COUPLING GALV 3"	\$ 22.53	0.00	22.53	1.00	EA	1
659-033-0106	COUPLING TRANSITION FLEX 10" XL 11.00-12.20 ROMAC MACRO HP 2-Bolt	\$ 526.56	383.64	142.92	0.27	EA	ROMAC MACRO HP
659-033-0107	COUPLING TRANSITION FLEX 12" XL 13.15-14.40 ROMAC MACRO HP 2-Bolt	\$ 693.25	534.79	158.46	0.23	EA	ROMAC MACRO HP
659-041-0001	ELBOW BRASS 3/4 90 THREADED	\$ 7.37	3.85	3.52	0.48	EA	6235
659-041-0002	ELBOW BRASS 1" 90 THREADED	\$ 11.98	5.80	6.18	0.52	EA	6235
659-041-0004	ELBOW BRASS 2" 90 THREADED	\$ 38.72	18.73	19.99	0.52	EA	6235
659-041-0012	ELBOW GALV STREET 90 1/2"	\$ 1.92	0.62	1.30	0.68	EA	1103
659-041-0013	ELBOW GALV STREET 90 3/4"	\$ 1.86	0.60	1.26	0.68	EA	1103
659-041-0014	ELBOW GALV STREET 90 1"	\$ 2.55	2.28	0.27	0.11	EA	N
659-041-0015	ELBOW GALV STREET 90 1.5"	\$ 5.26	1.43	3.83	0.73	EA	N
659-041-0016	ELBOW GALV STREET 90 2"	\$ 9.12	5.54	3.58	0.39	EA	N
659-041-0020	ELBOW GALV 45 3/4"	\$ 1.95	0.88	1.07	0.55	EA	1102
659-041-0022	ELBOW GALV 45 2"	\$ 7.27	3.90	3.37	0.46	EA	1102
659-041-0026	ELBOW GALV 90 1/2"	\$ 0.90	0.41	0.49	0.54	EA	1101
659-041-0027	ELBOW GALV 90 3/4"	\$ 1.07	0.33	0.74	0.69	EA	1101
659-041-0028	ELBOW GALV 90 1"	\$ 2.02	1.23	0.79	0.39	EA	N
659-041-0029	ELBOW GALV 90 1-1/2"	\$ 4.11	1.98	2.13	0.52	EA	N
659-041-0030	ELBOW GALV 90 2"	\$ 6.85	6.20	0.65	0.09	EA	1101
659-050-0001	NIPPLE GALV 1/2 X 4	\$ 0.95	0.38	0.57	0.60	EA	NONE
659-050-0002	NIPPLE BRASS 1.5 X 6	\$ 13.97	13.43	0.54	0.04	EA	1
659-050-0003	NIPPLE BRASS 3/4 X 6	\$ 5.38	5.40	-0.02	0.00	EA	NONE
659-050-0004	NIPPLE BRASS 1 X 8	\$ 10.52	8.69	1.83	0.17	EA	1
659-050-0006	NIPPLE BRASS (2 X 8)	\$ 23.78	24.36	-0.58	-0.02	EA	NONE
659-050-0007	NIPPLE BRASS (1-1/2 X 8)	\$ 18.41	18.36	0.05	0.00	EA	NONE
659-050-0050	NIPPLE BRASS 3/4 X CLOSE	\$ 1.70	1.78	-0.08	-0.05	EA	1
659-050-0051	NIPPLE BRASS 3/4 X 2.5	\$ 2.44	2.55	-0.11	-0.05	EA	1
659-050-0052	NIPPLE BRASS 3/4 X 2	\$ 2.12	2.76	-0.64	-0.30	EA	1
659-050-0053	NIPPLE BRASS 3/4 X 3.5	\$ 3.17	3.54	-0.37	-0.12	EA	1
659-050-0054	NIPPLE BRASS 3/4 X 3	\$ 2.82	2.87	-0.05	-0.02	EA	NONE
659-050-0055	NIPPLE BRASS 3/4 X 4.5	\$ 4.02	4.46	-0.44	-0.11	EA	1
659-050-0056	NIPPLE BRASS 3/4 X 4	\$ 3.70	3.74	-0.04	-0.01	EA	1
659-050-0057	NIPPLE BRASS 3/4 X 5	\$ 4.43	3.88	0.55	0.12	EA	1

659-050-0058	NIPPLE BRASS 1 X 2.5	\$ 3.56	3.70	-0.14	-0.04	EA	1
659-050-0059	NIPPLE BRASS 1 X 2	\$ 3.08	3.17	-0.09	-0.03	EA	1
659-050-0060	NIPPLE BRASS 1 X 3.5	\$ 4.75	3.60	1.15	0.24	EA	NONE
659-050-0061	NIPPLE BRASS 1 X 3	\$ 4.10	4.20	-0.10	-0.02	EA	1
659-050-0064	NIPPLE BRASS 1 X 4.5	\$ 5.96	4.19	1.77	0.30	EA	Thailand
659-050-0065	NIPPLE BRASS 1 X 4	\$ 5.35	5.35	0.00	0.00	EA	1
659-050-0066	NIPPLE BRASS 1 X 5	\$ 6.60	6.60	0.00	0.00	EA	NONE
659-050-0067	NIPPLE BRASS 1.5 X 2	\$ 5.23	5.24	-0.01	0.00	EA	1
659-050-0069	NIPPLE BRASS 2 X 2.5	\$ 8.00	8.19	-0.19	-0.02	EA	1
659-050-0108	NIPPLE GALV 3/4 X 2	\$ 0.80	0.27	0.53	0.66	EA	1
659-050-0110	NIPPLE GALV 3/4 X 4	\$ 1.10	0.50	0.60	0.55	EA	1
659-050-0111	NIPPLE GALV 3/4 X 5	\$ 1.38	0.49	0.89	0.64	EA	1
659-050-0112	NIPPLE GALV 1 X 2.5	\$ 1.27	0.41	0.86	0.68	EA	NONE
659-050-0113	NIPPLE GALV 1 X 2	\$ 1.19	0.40	0.79	0.66	EA	NONE
659-050-0114	NIPPLE GALV 1 X 3.5	\$ 1.55	0.51	1.04	0.67	EA	NONE
659-050-0115	NIPPLE GALV 1 X 3	\$ 1.27	0.61	0.66	0.52	EA	NONE
659-050-0116	NIPPLE GALV 1 X 4.5	\$ 1.90	0.54	1.36	0.72	EA	NONE
659-050-0117	NIPPLE GALV 1 X 4	\$ 1.55	0.91	0.64	0.41	EA	NONE
659-050-0118	NIPPLE GALV 1 X 5	\$ 1.90	1.08	0.82	0.43	EA	NONE
659-050-0119	NIPPLE GALV 1.5 X 2.5	\$ 1.90	0.00	1.90	1.00	EA	NONE
659-050-0120	NIPPLE GALV 1.5 X 2	\$ 1.70	0.75	0.95	0.56	EA	NONE
659-050-0121	NIPPLE GALV 1.5 X 3.5	\$ 2.41	1.04	1.37	0.57	EA	NONE
659-050-0122	NIPPLE GALV 1.5 X 3	\$ 1.90	1.21	0.69	0.36	EA	NONE
659-050-0123	NIPPLE GALV 1.5 X 4.5	\$ 2.91	1.80	1.11	0.38	EA	NONE
659-050-0124	NIPPLE GALV 1.5 X 4	\$ 2.41	1.15	1.26	0.52	EA	NONE
659-050-0125	NIPPLE GALV 1.5 X 5	\$ 2.91	1.27	1.64	0.56	EA	NONE
659-050-0128	NIPPLE GALV 2 X 2.5	\$ 2.51	1.01	1.50	0.60	EA	1
659-050-0129	NIPPLE GALV 2 X 3.5	\$ 3.06	1.57	1.49	0.49	EA	NONE
659-050-0130	NIPPLE GALV 2 X 3	\$ 2.51	1.15	1.36	0.54	EA	NONE
659-050-0131	NIPPLE GALV 2 X 4.5	\$ 3.91	2.16	1.75	0.45	EA	NONE
659-050-0132	NIPPLE GALV 2 X 4	\$ 3.06	1.46	1.60	0.52	EA	NONE
659-050-0133	NIPPLE GALV 2 X 5	\$ 3.91	1.77	2.14	0.55	EA	1
659-050-0134	NIPPLE GALV 2 X 6	\$ 4.53	1.22	3.31	0.73	EA	1
659-050-0136	NIPPLE GALV 1/2 X 2.5	\$ 0.76	0.32	0.44	0.58	EA	N

659-050-0137	NIPPLE GALV 1/2 X 2	\$ 0.65	0.35	0.30	0.46	EA	N
659-050-0138	NIPPLE GALV 1/2 X 3.5	\$ 0.92	0.38	0.54	0.59	EA	N
659-054-0002	PLUG BRASS MIP THD X SQUARE WRENCH HEAD 3/4"	\$ 4.62	1.61	3.01	0.65	EA	CSP-3-I SEC A PG 20
659-054-0004	PLUG BRASS 2" MIP THREADS	\$ 21.20	8.96	12.24	0.58	EA	Thailand
659-054-0006	PLUG BRASS MIP THREADED 1-1/2"	\$ 6.79	5.35	1.44	0.21	EA	1
659-054-0007	PLUG GALV 1/8"	\$ 12.90	0.48	12.42	0.96	EA	N
659-054-0010	PLUG GALV 1/2"	\$ 0.97	0.33	0.64	0.66	EA	1
659-054-0011	PLUG GALV 3/4"	\$ 1.30	0.42	0.88	0.68	EA	1
659-054-0012	PLUG GALV 1"	\$ 1.30	2.06	-0.76	-0.58	EA	387
659-054-0013	PLUG GALV 1.5"	\$ 1.43	1.33	0.10	0.07	EA	N
659-054-0014	PLUG GALV 2"	\$ 2.98	4.39	-1.41	-0.47	EA	1
659-054-0015	PLUG GALV 3"	\$ 3.78	3.15	0.63	0.17	EA	N
659-054-0016	PLUG PVC SCH40 1" THREAD	\$ 10.45	0.00	10.45	1.00	EA	3450-010
659-054-0021	PLUG BRASS 1.5" TAPERED CC THREAD	\$ 45.82	25.27	20.55	0.45	EA	1
659-065-0005	BELL REDUCER GALV 3/4 X 1/2	\$ 12.50	0.48	12.02	0.96	EA	1125
659-065-0006	BELL REDUCER GALV 1.5 X 1	\$ 1.47	1.31	0.16	0.11	EA	1
659-065-0008	BELL REDUCER GALV 1 X 3/4	\$ 4.05	2.67	1.38	0.34	EA	1
659-065-0009	BELL REDUCER GALV 2.5 X 2	\$ 2.28	5.53	-3.25	-1.43	EA	1
659-073-0007	SOLID SLEEVE DIMJ 14 X 15 GASKETS FOLLOWERS BOLTS	\$ 173.17	258.00	-84.83	-0.49	EA	N
659-073-0008	SOLID SLEEVE DIMJ 16 X 15 GASKETS FOLLOWERS BOLTS	\$ 671.31	679.24	-7.93	-0.01	EA	1
659-073-0009	SERVICE SAD PVC 4 X 2 4.74-5.32 NO TAX	\$ 821.21	91.08	730.13	0.89	EA	BR2S 0474 IP200
659-073-0011	SERVICE SAD PVC 8 X 2 8.99-9.67 NO TAX	\$ 103.33	125.63	-22.30	-0.22	EA	BR2S0899 IP200
659-073-0037	SERVICE SAD IRONSS 2X3/4 2.35-2.50	\$ 21.27	21.26	0.01	0.00	EA	313-00025606-000
659-073-0038	SOLID SLEEVE DIMJ 4 X 12 GASK, FOLL, BOLTS NO TAX	\$ 21.27	70.76	-49.49	-2.33	EA	N
659-073-0040	SOLID SLEEVE DIMJ 8 X 12 GASK, FOLL, BOLTS NO TAX	\$ 149.11	129.35	19.76	0.13	EA	TYLER (DOMESTIC)
659-073-0041	SOLID SLEEVE DIMJ 10 X 12 GASK, FOLL, BOLTS NO TAX	\$ 188.58	0.00	188.58	1.00	EA	N
659-073-0042	SOLID SLEEVE DIMJ 12 X 12 GASK, FOLL, BOLTS NO TAX	\$ 276.44	240.06	36.38	0.13	EA	N
659-073-0043	SERVICE SAD PVC 10 X 2 11.10-12.12 NO TAX	\$ 413.41	76.85	336.56	0.81	EA	BR2S1104 IP200
659-073-0045	SERVICE SAD 16 X 2 IP 17.40-18.40SS NO TAX	\$ 173.34	450.06	-276.72	-1.60	EA	BR2S1732 IP200
659-073-0046	SERVICE SAD SS 18X2"IP 19.50-20.50 NO TAX	\$ 599.29	497.56	101.73	0.17	EA	202BS-2050-IP7
659-073-0047	SERVICE SAD 20X2" IP 21.20-22.20	\$ 513.75	530.93	-17.18	-0.03	EA	202BS-2220-IP7
659-073-0050	SADDLE TEE FLEXIBLE 4" WITH CLAMP	\$ 528.68	36.70	491.98	0.93	EA	4T/C

659-073-0056	SADDLE WYE 45 FLEXIBLE 6" WITH CLAMP	\$ 42.63	38.79	3.84	0.09	EA	6 Y/C
659-073-0070	SERVICE SAD PVC 4 X 1 4.74-5.32 NO TAX	\$ 128.87	74.44	54.43	0.42	EA	BR2S-0474-IP100
659-073-0072	SERVICE SAD PVC 8 X 1 8.99-9.67 NO TAX	\$ 100.88	115.38	-14.50	-0.14	EA	BR2S0899IP100
659-073-0079	SERVICE SAD 16"X1" IP 17.32-19.19 NO TAX	\$ 528.54	329.80	198.74	0.38	EA	BR2S1732 IP100
659-073-0080	SERVICE SAD 18"X1" IP 19.50-20.50 NO TAX	\$ 443.38	492.27	-48.89	-0.11	EA	202BS-2050-IP4
659-073-0081	SERVICE SAD 20"X1" IP 21.20-22.20 NO TAX	\$ 513.63	500.88	12.75	0.02	EA	202BS-2220-IP4
659-073-0082	SERVICE SAD 24"X1" IP 25.60-26.50 NO TAX	\$ 528.68	326.53	202.15	0.38	EA	202BS-2650-IP4
659-073-0083	SERVICE SAD 24"X2" IP 25.60-26.50 NO TAX	\$ 580.87	326.53	254.34	0.44	EA	202BS-2650-IP7
659-073-0084	SERVICE SAD 30"X1" IP 31.74-32.74 NO TAX	\$ 580.87	342.91	237.96	0.41	EA	202BS-3274-IP4
659-073-0085	SERVICE SAD 30"X2" IP 31.74-32.74 NO TAX	\$ 610.00	342.91	267.09	0.44	EA	202BS-3274-IP7
659-085-0006	TEE BRASS FIP THREAD 3/4"	\$ 16.61	4.94	11.67	0.70	EA	1
659-087-0004	UNION GALV 1/2"	\$ 6.11	1.71	4.40	0.72	EA	1/2"
659-087-0005	UNION GALV 3/4"	\$ 4.11	2.78	1.33	0.32	EA	463
659-087-0006	UNION GALV 1"	\$ 4.89	2.98	1.91	0.39	EA	1"
659-087-0007	UNION GALV 2"	\$ 6.07	4.65	1.42	0.23	EA	463
670-006-0003	PIPE THREAD TAPE 3/4" X 260" TEFLON	\$ 24.84	0.73	24.11	0.97	RL	1
670-027-0006	LID CLEAN OUT DROP IN 7" C.I. TYLER 6007-L SEWER	\$ 0.64	12.18	-11.54	-18.03	EA	6007-L SEWER
670-027-0009	SPOOL DI W/T RING 125 FX 125F 3'-16"	\$ 13.19	0.00	13.19		EA	1
670-052-0004	CLAMP FULL CIRCLE 6" 15" BW 6.84-7.64	\$ 149.90	215.99	-66.09	-0.44	EA	227-069015-000
670-052-0005	CLAMP FULL CIRCLE 8" 10" BW 8.99-9.79	\$ 215.99	148.36	67.63	0.31	EA	227-090510-000
670-052-0006	CLAMP FULL CIRCLE 8" 15" BW 8.99-9.79 NO TAX	\$ 158.79	162.29	-3.50	-0.02	EA	227-090515-000
670-052-0008	CLAMP FULL CIRCLE 10" 15" BW 11.10-11.90	\$ 245.60	291.28	-45.68	-0.19	EA	227-111015-000
670-052-0009	CLAMP FULL CIRCLE 10" 15" BW 11.60-12.40	\$ 318.89	0.00	318.89	1.00	EA	227-116015-000
670-052-0010	CLAMP FULL CIRCLE 12" 15" BW 12.75-13.55	\$ 330.82	345.07	-14.25	-0.04	EA	227-127515-000
670-052-0011	CLAMP FULL CIRCLE 12" 15" BW 13.14-14.34	\$ 348.40	386.29	-37.89	-0.11	EA	227-132015-050
670-052-0013	CLAMP FULL CIRCLE 12" 15" BW 13.65-14.45	\$ 349.33	415.15	-65.82	-0.19	EA	227-136515-000
670-052-0014	CLAMP FULL CIRCLE 16" 20" BW 17.15-17.90	\$ 354.62	573.47	-218.85	-0.62	EA	228-1368
670-052-0019	CLAMP REDI STANDARD 1/2" X 6" .84 O.D.	\$ 745.83	12.11	733.72	0.98	EA	245-008406-000
670-052-0020	CLAMP REDI STANDARD 3/4" X 6" 1.05 O.D.	\$ 12.88	12.41	0.47	0.04	EA	245-010506-000
670-052-0023	CLAMP BELL JOINT LEAK 6" 6.90-7.10 OD RANGE	\$ 15.30	145.14	-129.84	-8.49	EA	274-000690-000
670-052-0024	CLAMP BELL JOINT LEAK 8" 9.05-9.30 OD RANGE	\$ 147.95	236.89	-88.94	-0.60	EA	SMITH BLAIR 274-1056
670-052-0026	CLAMP BELL JOINT LEAK 16" 17.40-17.80	\$ 277.83	478.78	-200.95	-0.72	EA	274-001740-000
670-052-0031	CLAMP REDI 1 X 6 1.32 O.D.	\$ 1,406.14	37.55	1,368.59	0.97	EA	SB 248-013206-000
670-052-0032	CLAMP REDI 1.5 X 6 1.90 O.D.	\$ 41.00	52.77	-11.77	-0.29	EA	248-00019006-000

670-052-0033	CLAMP FULL CIRCLE 2 X 6 2.38 O.D.	\$ 50.40	51.60	-1.20	-0.02	EA	244-023806-000
670-052-0034	CLAMP FULL CIRCLE 3" 7.5" BW 2.97-3.25	\$ 64.28	53.55	10.73	0.17	EA	226-030007-000
670-052-0035	CLAMP FULL CIRCLE 3" 12.5" BW 3.46-3.70	\$ 58.64	0.00	58.64	1.00	EA	226-035012-000
670-052-0036	CLAMP FULL CIRCLE 3" 10" BW 3.49-4.29	\$ 99.65	0.00	99.65	1.00	EA	227-035010-000
670-052-0037	CLAMP FULL CIRCLE 3" 12.5" BW 3.49-4.29	\$ 84.99	58.59	26.40	0.31	EA	227-035012-000
670-052-0038	CLAMP FULL CIRCLE 3" 7.5" BW 3.49-4.29	\$ 137.99	37.08	100.91	0.73	EA	227-035007-000
670-052-0039	CLAMP FULL CIRCLE 4" 7.5" BW 3.73-4.00	\$ 86.70	26.13	60.57	0.70	EA	226-037507-000
670-052-0040	CLAMP FULL CIRCLE 4" 15" BW 4.45-4.73	\$ 61.53	122.20	-60.67	-0.99	EA	226-045015-000
670-052-0041	CLAMP FULL CIRCLE 4" 7.5" BW 4.45-4.73	\$ 129.85	42.52	87.33	0.67	EA	226-045007-000
670-052-0043	COUPLING DRESSER 1.5 X 5	\$ 65.97	32.42	33.55	0.51	EA	411-019001-003
670-052-0044	COUPLING DRESSER 1/2"X4.5	\$ 34.04	26.64	7.40	0.22	EA	411-008401-003
670-052-0045	COUPLING DRESSER 1" X 5"	\$ 23.00	30.04	-7.04	-0.31	EA	411-013201-003
670-052-0047	COUPLING DRESSER 3/4 X4.5	\$ 38.57	25.26	13.31	0.35	EA	411-010501-003
670-052-0048	CLAMP REDI STANDARD 2" X 6" 2.38 O.D.	\$ 26.32	16.99	9.33	0.35	EA	245-023806-000
670-052-0049	CLAMP BELL JOINT LEAK 10" 11.10-11.40 OD RANGE	\$ 15.83	170.57	-154.74	-9.78	EA	274-1110-000
670-052-0051	CLAMP BELL JOINT LEAK 4" 4.80-5.00 OD RANGE	\$ 256.87	75.46	181.41	0.71	EA	274-0480-000
670-056-0001	BACKFLOW PREVENTER 2"	\$ 134.34	337.05	-202.71	-1.51	EA	825Y 2"
670-058-0002	BUSHING 4" 4.10-4.25 CLAY TO PVC JOINTS ONLY	\$ 27.87	4.82	23.05	0.83	EA	1
670-058-0003	BUSHING 6" 6.125-6.375 CLAY TO PVC JOINTS ONLY	\$ 7.07	9.27	-2.20	-0.31	EA	1
670-058-0004	BUSHING 8" 8.25-8.53 CLAY TO PVC JOINTS ONLY	\$ 9.27	11.52	-2.25	-0.24	EA	1
670-058-0005	CALDER COUP 10"CLAYTOCLAY 12.73 X 12.73 X 6.00	\$ 13.72	37.22	-23.50	-1.71	EA	1
670-058-0011	CALDER COUP 8"CLAYTOCLAY 9.40-10.00 OD JOINTS ONLY	\$ 38.59	17.99	20.60	0.53	EA	1
670-058-0012	CALDER COUP 4"CLAYTOCLAY 5.00-5.40 OD JOINTS ONLY	\$ 17.99	11.44	6.55	0.36	EA	1
670-058-0013	CALDER COUP 6"CLAYTOCLAY 7.20-7.80 OD JOINTS ONLY	\$ 11.16	14.89	-3.73	-0.33	EA	1
670-058-0014	GASKET BELL JOINT LEAK 20"	\$ 14.89	0.00	14.89	1.00	EA	30048069
670-058-0017	COUPLING NO HUB 6" CI TO CI	\$ 3.13	5.15	-2.02	-0.65	EA	1
670-058-0018	GASKET BELL JOINT LEAK 24"	\$ 8.85	0.00	8.85	1.00	EA	643724
670-064-0004	CORP STOP CC TAPER THD IN X MIP OUT 3/4"	\$ 35.25	23.69	11.56	0.33	EA	F400-3 3/4" 5/BOX
670-064-0005	CORPSTOP BALL MIPX110 CTS 1" 4/BOX	\$ 23.32	52.45	-29.13	-1.25	EA	B-25028 (1")
670-064-0006	CORPSTOP BALL MIPX110 CTS 3/4"	\$ 50.15	35.21	14.94	0.30	EA	B-25028
670-064-0007	CORP STOP BALL MIPXMIP 1"	\$ 38.11	33.64	4.47	0.12	EA	B-20013 (1")

670-064-0008	CORP STOPBALLMIPXMIP 3/4"	\$ 49.76	36.90	12.86	0.26	EA	B-20013 (3/4")
670-064-0014	CURB STOP BALL 110XFIP 1"	\$ 36.09	68.82	-32.73	-0.91	EA	B-25170 W/LOCK WING
670-064-0015	CURB STOP BALL110XFIP3/4" 6/BOX	\$ 72.75	50.32	22.43	0.31	EA	B-25170 W/LOCK WING
670-064-0017	CURB STOP BALL FIP X FIP BOTH ENDS 3/4" 6/BOX	\$ 66.64	43.67	22.97	0.34	EA	B25170
670-064-0018	CURB STOP BALL VALVE FIP X FIP 1-1/2"	\$ 54.46	133.80	-79.34	-1.46	EA	B11-666W
670-064-0020	CORP STOP BALL 1.5" MIP BOTH ENDS	\$ 196.17	106.68	89.49	0.46	EA	FB500-6
670-064-0021	CORP STOP BALL 2"MIP BOTH ENDS	\$ 106.23	181.95	-75.72	-0.71	EA	FB500-7
670-069-0005	BALL VALVE 1"	\$ 8.84	11.97	-3.13	-0.35	EA	
670-070-0001	ANGLE BALL MTR VALVE FIP X METER SW NUT 3/4"	\$ 9.39	56.29	-46.90	-4.99	EA	BA13-332W
670-070-0003	ANGLE BALL MTR VALVE FIP X METER FLANGE 2"	\$ 84.45	214.80	-130.35	-1.54	EA	BFA13-777W
670-070-0004	ANGLE BALL MTR VALVE FIP X METER FLANGE 1-1/2"	\$ 216.28	184.08	32.20	0.15	EA	BFA13-666W
670-070-0010	VALVE GATE BRONZE 2" THD ENDS 125 PSI	\$ -	104.81	-104.81		EA	105
670-070-0014	VALVE PRESSURE REGULATING BRONZE 3/4"	\$ -	51.30	-51.30		EA	D05 SERIES
890-040-0001	VALVE BOX BOTTOM 15B CAST IRON SLIP TYPE	\$ 6.52	36.10	-29.58	-4.54	EA	15B
890-040-0002	VALVE BOX BOTTOM 24B CAST IRON SLIP TYPE	\$ 47.50	37.40	10.10	0.21	EA	24B
890-040-0003	VALVE BOX LID CAST IRON SLIP TYPE (MARKED WATER)	\$ 59.62	13.71	45.91	0.77	EA	6855-5-1/4"
890-040-0004	VALVE BOX TOP 10T CAST IRON SLIP TYPE	\$ 14.51	38.40	-23.89	-1.65	EA	10T
890-040-0005	VALVE BOX TOP 16T CAST IRON SLIP TYPE	\$ 46.74	64.47	-17.73	-0.38	EA	16T
890-044-0008	METER 3/4" RR Neptune T-10 (SL) PD	\$ 69.31	108.25	-38.94	-0.56	EA	Neptune 3/4" T-10 (SL) PD
890-044-0015	METER REGISTER 5/8X3/4BAD W/PIGTAIL FOR ERT (M25)	\$ 18.70	58.05	-39.35	-2.10	EA	ABSOLUTE ENCODER
890-044-0016	METER REGISTER 1" BADGER W/PIGTAIL FOR ERT (M70)	PENDING	82.50	#VALUE!		EA	ABSOLUTE ENCODER
890-044-0017	METER REGISTER 1-1/2"BAD. W/PIGTAIL FOR ERT (M120)	PENDING	83.20	#VALUE!		EA	ABSOLUTE ENCODER
890-044-0018	METER REGISTER 2" BADGER W/PIGTAIL FOR ERT (M170)	PENDING	63.21	#VALUE!		EA	ABSOLUTE ENCODER
890-044-0025	METER REGISTER 3/4 BADGER W/PIGTAIL FOR ERT (M35)	PENDING	82.50	#VALUE!		EA	ABSOLUTE ENCODER/ADE
890-045-0001	VALVEBALL ASMBLY BRANCH1" FIPX3/4"MIP 14"SPACING	PENDING	98.17	#VALUE!		EA	UVB13-42W BY 14"

890-045-0004	GASKET METER DROP IN FLAN GE B71/8" THK X 1.5" CI	\$ 122.38	0.41	121.97	1.00	EA	4-6321-1 CI
890-045-0006	GASKET METER 1 X 1/16 FIBRE ONLY (Gray Only/Not Red)	\$ 2.22	0.11	2.11	0.95	EA	4-6293-2 FIBRE(Grey only/Not Red)
890-045-0008	GASKET METER 1 X 1/8 FIBRE ONLY	\$ -	0.23	-0.23		EA	4-6293-4 FIBRE
890-045-0009	GASKET METER 5/8X3/4X1/16 FIBRE ONLY (Gray Only/Not Red)	\$ -	0.09	-0.09		EA	4-6287-2 FIBRE
890-045-0010	GASKET METER 5/8X3/4X1/32 FIBRE ONLY (Gray Only/Not Red)	\$ -	0.05	-0.05		EA	4-6287-3 FIBRE
890-045-0012	GASKET METER 5/8X3/4X1/8 BLACK RUBBER ONLY	\$ -	0.06	-0.06		EA	FORD GT-114
890-045-0019	COUPLING METER 5/8 X 3/4 2.5 LENGTH	\$ 7.90	7.95	-0.05	-0.01	EA	C38-23-2.5
890-045-0020	COUPLING METER 5/8 X 3/4 3" LENGTH	\$ 7.90	9.63	-1.73	-0.22	EA	C38-23-3
890-045-0026	RESETTER (BALL)3/4X12	\$ 9.58	82.15	-72.57	-7.58	EA	VB42-12W
890-045-0027	RESETTER(BALL) 3/4X5/8X18	\$ 81.80	96.53	-14.73	-0.18	EA	VB42-18W
890-045-0028	RESETTER (BALL)3/4X24	\$ 96.12	102.97	-6.85	-0.07	EA	VB42-24W
890-045-0039	COUPLING METER 1" 1.5" LENGTH	\$ 78.30	11.88	66.42	0.85	EA	C38-44-1.5
890-045-0040	COUPLING METER 1" 2-5/8" LENGTH	\$ 11.83	9.54	2.29	0.19	EA	C38-44-2.625
890-045-0046	COUPLING METER 5/8 X 3/4 2.25 LENGTH	\$ 7.90	7.95	-0.05	-0.01	EA	C38-23-2.25 SEC I 3
890-045-0047	COUPLING METER 5/8 X 3/4 2.75 LENGTH	\$ 7.90	8.74	-0.84	-0.11	EA	C38-23-2.75 SEC I 3
890-046-0002	KNUCKLE FOR W2PL & W2AI	\$ 8.80	3.95	4.85	0.55	EA	CFG-0010-003
890-046-0007	LEAK SENSOR FOR 100W ERT MANUFACTURED BY ITRON	PENDING	90.00	#VALUE!		EA	LDS-001-002 (ITRON)

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Kathy Drummond, Administrative Specialist
Co-Submitter: Rebecca Sayers, Interim Recreation Director
Date: 10/19/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Cooperative Contract: Involving Coconino Coalition for Children and Youth Program, Flagstaff Unified School District and the City of Flagstaff for the FACTS After School Program.

RECOMMENDED ACTION:

Approve the agreement with Flagstaff Unified School District and the Coconino Coalition for Children and Youth in the amount of \$247,319 for the FACTS Program and \$19,669 for the Coconino Coalition for Children and Youth Program for fiscal year 2016. Subject to annual budget appropriations and upon Council approved monetary contributions and mutual written agreement between the City and the Coalition and School District, this Agreement may be renewed for a maximum of four additional one year terms, subject to annual budget appropriations.

Executive Summary:

Council approval of the agreement and \$247,319 for the FACTS community-wide after school program and an additional \$19,669 for the Coconino Coalition for Children and Youth will support advocacy and programs for youth and children in the Flagstaff community. Funds for these expenditure are included in the FY16 budget, account 001-09-402-1311-1-4273 in the amount of \$247,319 for FUSD and \$19,669 for the Coalition.

Financial Impact:

FACTS and the Coalition experienced contribution reductions from 2008 to 2012 from the City of Flagstaff, as overall economic conditions were declining and budget reductions were initiated. Both have made changes and adjustments to address the reduced contributions, with FACTS receiving \$247,319 and the Coalition receiving \$19,669 since 2012.

Connection to Council Goal and/or Regional Plan:

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

Has There Been Previous Council Decision on This:

The City of Flagstaff has supported the development, implementation, and sustainment of a community-wide after school initiative since FY2000.

Options and Alternatives:

- 1) Council may choose to decrease the amount of future contributions, which would decrease the traditional amount of service(s) that the FACTS program and the Coalition provide to the community.
- 2) Council may desire to divide funding between more after school providers. However, without the availability of the school sites and the funding provided through the School District, the after school program would not have as much potential for success.

Background/History:

This program and the Coalition are initiatives of the Alliance for the Second Century, which is a cooperative consortium of the Flagstaff Unified School District, Northern Arizona University, Coconino County, Coconino County Community College and the City of Flagstaff. The City of Flagstaff has been supporting FUSD in their efforts since 2000. The FACTS program enrolls approximately 2,100 children annually with an average daily attendance of over 650 kids. FACTS' annual budget in FY15 was \$1,116,604 with over 62% of the funding coming from daily fees while the City's contribution constituted just over 22% of their annual budget. The City's contribution helps to keep the program affordable for families.

Key Considerations:

The City of Flagstaff has supported the development, implementation, and sustainment of a community-wide after school initiative since FY2000. Contribution amounts were reduced in FY 2008, 2009, 2010, and 2011. Since 2012, both FACTS and the Coalition have received the same amount each year, \$247,319 and \$19,669.

Community Benefits and Considerations:

The Coalition provides a forum for children and youth advocacy by bringing together service providers from organizations throughout Flagstaff. The FACTS before and after school program provides a safe and enriching environment for school age children. Working parents can access this program for their children. The community has a vested interest in helping to ensure that we develop resilient youth that are ready and able to provide positive contributions to their community and society. The positive engagement of youth during out of school time is of interest to citizens whether or not they have children.

Those who benefit from the FACTS program include:

- Children - Safety, recreation, expanded horizons
- Families - peace of mind, focus on work responsibilities
- Employers/Workforce - Limits distractions, decreases absenteeism, late arrivals and early departure

Community Involvement:

Consult
Collaborate

The after school program has grown in terms of both funding and services to the community. The Alliance agencies, as well as numerous other non-profit organizations are involved, and the advisory committee for FACTS has made strides in attaining active involvement from the business community and Coconino County.

Expanded Options and Alternatives:

1) Council may choose to discontinue the agreement with the School District and the Coalition, which would decrease the traditional amount of service(s) that the FACTS program and the Coalition provide to the community.

2) Council may desire to divide funding between more after school providers. However without the availability of the school sites and the funding provided through the School District, the after school program would not have as much potential for success.

Attachments: Agreement

AGREEMENT
among
COCONINO COALITION FOR CHILDREN & YOUTH,
FLAGSTAFF UNIFIED SCHOOL DISTRICT, and CITY OF FLAGSTAFF

This Agreement is made as of the _____ day of _____ 2015, by and among Coconino Coalition for Children & Youth, an Arizona non-profit corporation (“Coalition”), with offices at 2625 North King Street, Flagstaff, Arizona 86004; Flagstaff Unified School District #1 (“School District”), a school district duly organized pursuant to Arizona Revised Statutes Title 15, with offices at 3285 East Sparrow Avenue, Flagstaff, Arizona 86004; and the City of Flagstaff (“City”), an Arizona municipal corporation, with offices at 211 W. Aspen Avenue, Flagstaff, Arizona 86001.

RECITALS

A. The School District and the City are part of a cooperative consortium known as the Alliance for the Second Century (the "Alliance"), formed by the School District, Northern Arizona University, the City of Flagstaff, Coconino County and Coconino County Community College to address area-wide issues such as the well-being of children and youth in the greater Flagstaff area;

B. The Coalition has been formed and operates to provide leadership in developing community-wide strategies that can enhance the well-being of children and youth in Coconino County, such as identifying and mobilizing resources for children and youth, educating the community and evaluating public policy and legislation regarding issues concerning children and youth, and compiling data and statistics on children and youth;

C. Flagstaff and Community Teaming for Students ("After School Programs"), have been created to provide children and youth with life skills, enrichment, and recreation activities in a safe and drug-free environment and to assist the Flagstaff community in developing resilient youth who are less likely to engage in high risk behaviors and who are more likely to become healthy, well-rounded adults, able to contribute to society in meaningful ways. The After School Programs have particular focus for the latchkey child who has no adult at home before or after the regular school day.; and

D. The School District, the Coalition and the City wish to enter into this Agreement regarding the City's grant of funds for Fiscal Year 2016, through the School District as the fiscal agent for the Coalition and the After School Programs, to be utilized for After School Programs, implementation costs, and Coalition operational and administrative costs, including the salary of the Coalition's Executive Director;

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained herein, the parties agree as follows:

1. CITY'S OBLIGATIONS

1.1 Contribution to After School Programs. The City agrees to provide up to Two Hundred

Forty Seven Thousand Three Hundred and Nineteen dollars (**\$247,319.00**) to the School District as soon as practicable following receipt by the City of itemized invoices for all direct expenditures made for the After School Programs.

1.2 Contribution to Coalition. The City agrees to provide an additional Nineteen Thousand Six Hundred and Sixty Nine dollars (**\$19,669.00**) to the School District, as fiscal agent for the Coalition, for use in connection with the Coalition's obligations in this Agreement as soon as practicable following execution of this Agreement.

2. SCHOOL DISTRICT'S OBLIGATIONS

2.1 After School Programs Host Agency. The School District shall be the host agency for the After School Programs and shall develop and implement comprehensive After School Programs, as well as provide staff qualified to coordinate, implement and evaluate the After School Programs within the City of Flagstaff.

2.2 Fiscal Agent for Coalition. The School District agrees to serve as the fiscal agent for the Coalition and shall administer payroll for payment of the Coalition's Executive Director. The School District shall fund and provide workers' compensation insurance for the Executive Director, together with such employee benefits customarily provided its employees under the Northern Arizona Public Employees Benefit Trust and Arizona State Retirement Plan. The Coalition's Executive Director will be an employee of the School District subject to the direction and control of the Coalition. The School District shall disburse to the Coalition all funds received for the Coalition from the City and other sources that exceed those funds required to pay the salary of the Coalition's Executive Director. The School District shall disburse these funds as soon as practicable following the end of the School District's fiscal year.

2.3 Administrator and Fiscal Agent for the After School Programs. The School District agrees to serve as the administrator and fiscal agent for the After School Programs.

2.4 Reporting and Overhead. The School District shall provide financial reports to the Coalition pertaining to Coalition transactions. The School District shall provide to the City such financial and other operational reports as the City may reasonably request during the term of this Agreement and will provide to the City, within ninety (90) days following termination of this Agreement, an accounting of all funds received and expended during the term of this Agreement. The School District shall not charge administrative or overhead fees in connection with its services as fiscal agent for the Coalition and/or After School Programs.

3. COALITION'S OBLIGATIONS

The Coalition shall use the Nineteen Thousand Six Hundred and Sixty Nine dollars (\$19,669) contribution from the City in connection with the Coalition's obligation to provide leadership in developing and advocating for community-wide strategies dedicated to enhancing the quality of life for all children and youth in the community. This contribution shall be applied to the salary paid to the Coalition's Executive Director and other operational costs.

4. TERM AND TERMINATION

This Agreement will continue in force and effect until midnight on June 30, 2016, unless sooner terminated as provided in this Agreement. Upon Council approved monetary contributions and mutual written agreement between the City and the Coalition and School District, this Agreement may be renewed for a maximum of four (4) additional one (1) year terms, subject to annual budget appropriations. Upon termination of this Agreement for any reason, the School District must remit to the City any undistributed portion of the funds received from the City within forty-five (45) days after termination. Notwithstanding anything to the contrary contained herein, this Agreement may be terminated by any party, without penalty or further obligation, in accordance with the provisions of Arizona Revised Statutes Section 38-511, in the event of the occurrence of any of the circumstances described in Arizona Revised Statutes Section 38-511.

5. NOTICES

Any notice or other communication required or permitted to be given under this Agreement must be in writing and sent by mail or personal delivery to the parties as follows, or to such other address or person as the party may designate in writing:

If to Flagstaff:
Josh Copley, City Manager
City of Flagstaff
211 West Aspen Avenue
Flagstaff, Arizona 86001

If to the District:
Barbara Hickman, Superintendent
Flagstaff Unified School District
3285 East Sparrow Avenue
Flagstaff, Arizona 86004

If to the Coalition:
Holly Hulen, President
Coconino Coalition for Children & Youth
2625 North King Street
Flagstaff, Arizona 86004

6. AUTHORITY

Each of the parties 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.

7. INTEGRATION AND MERGER

Each of the parties 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 the Agreement addresses.

8. WAIVER AND AMENDMENT

The failure to enforce any condition or covenant of this Agreement will not imply or constitute a waiver of the right to insist upon future performance of the condition or covenant, or of any other

provision, nor will any waiver by a 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. Any waiver or amendment of any of the provisions of this Agreement must be in writing and be executed by the party against whom enforcement of the same is sought.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first above written.

City of Flagstaff

Flagstaff Unified School District

Gerald W. Nabours, Mayor

Barbara Hickman, Superintendent

Attest:

Attest:

City Clerk

Approved as to form:

Approved as to form:

City Attorney

Coconino Coalition for Children & Youth

Holly Hulen, President

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Glorice Pavey, Recreation Supervisor
Co-Submitter: Rebecca Sayers, Interim Recreation Director
Date: 10/19/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Street Closure(s): New Year's Eve

RECOMMENDED ACTION:

Approve the street closure at Aspen Avenue (between San Francisco Street and Beaver Street) and Leroux Street (between Route 66 and Birch Avenue) on December 31, 2015 at 8:00 pm to January 1, 2016 at 2:00 am.

Executive Summary:

Special events are important to our community. They bring excitement to our City and enhance our quality of life. If done correctly by addressing parking, trash, noise and congestion, a community event street closure has the potential to enhance business in the surrounding area.

As a courtesy, the Office of Community Events produces a monthly newsletter for downtown residents and business owners to inform them of the upcoming City Council meetings, street closures and events at Heritage Square.

Financial Impact:

Street closures change traffic patterns for local businesses and may have the potential to affect sales.

The cost for barricades is approximately \$780 and is budgeted in account 001-06-156-0583-5-4245

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

Does not meet a Council goal.

REGIONAL PLAN:

Transportation:

Goal T.1. Improve mobility access throughout the region.

Economic Development:

Goal ED.3. Regional economic development partners support the start-up, retention, and expansion of existing business enterprises.

Goal ED.6. Tourism will continue to provide a year-round source for the community, while expanding

specialized tourist resources and activities.

Goal ED.7. Continue to promote and enhance Flagstaff's unique sense of place as an economic development driver.

Has There Been Previous Council Decision on This:

City Council has approved this request in previous years.

Options and Alternatives:

Deny the request to close the proposed downtown streets.

- Pro: No impact to the traffic flow of the North Downtown area.
- Con: This would restrict pedestrian traffic to the sidewalks and Heritage Square only. With the large number of participants expected, this would force participants onto unsecured streets.

Background/History:

New Year's Eve festivities have become increasingly popular, drawing thousands of people to the downtown area. Starting in 2009, the City initiated street closures to help ensure the safety of the public during the New Year's Eve events. The Pinecone Drop and the fireworks display occur at both 10:00 PM and 12:00 AM. The Flagstaff Police Department feels it is important to close the street for safety reasons at 8:00 PM. Barricades will be provided and placed by Action Barricade Company and the Flagstaff Police Department will begin to take them down at 1:30 AM.

Key Considerations:

Street closures are permitted by City Council action under the Special Events rules and regulations. Leroux Street is a two-way street and its closure is allowable under the special event permit guidelines, without requiring permission from City Council.

Expanded Financial Considerations:

Street closures change traffic patterns for local businesses and may have the potential to affect sales.

The cost for barricades is approximately \$780.

Community Benefits and Considerations:

Provide a safe space for families and participants to ring in the New Year.

Community Involvement:

Inform: The City Council meeting date and time has been included in the November issue of the Downtown Newsletter.

Attachments: [Traffic Control Plan](#)
 [Traffic Control Plan](#)

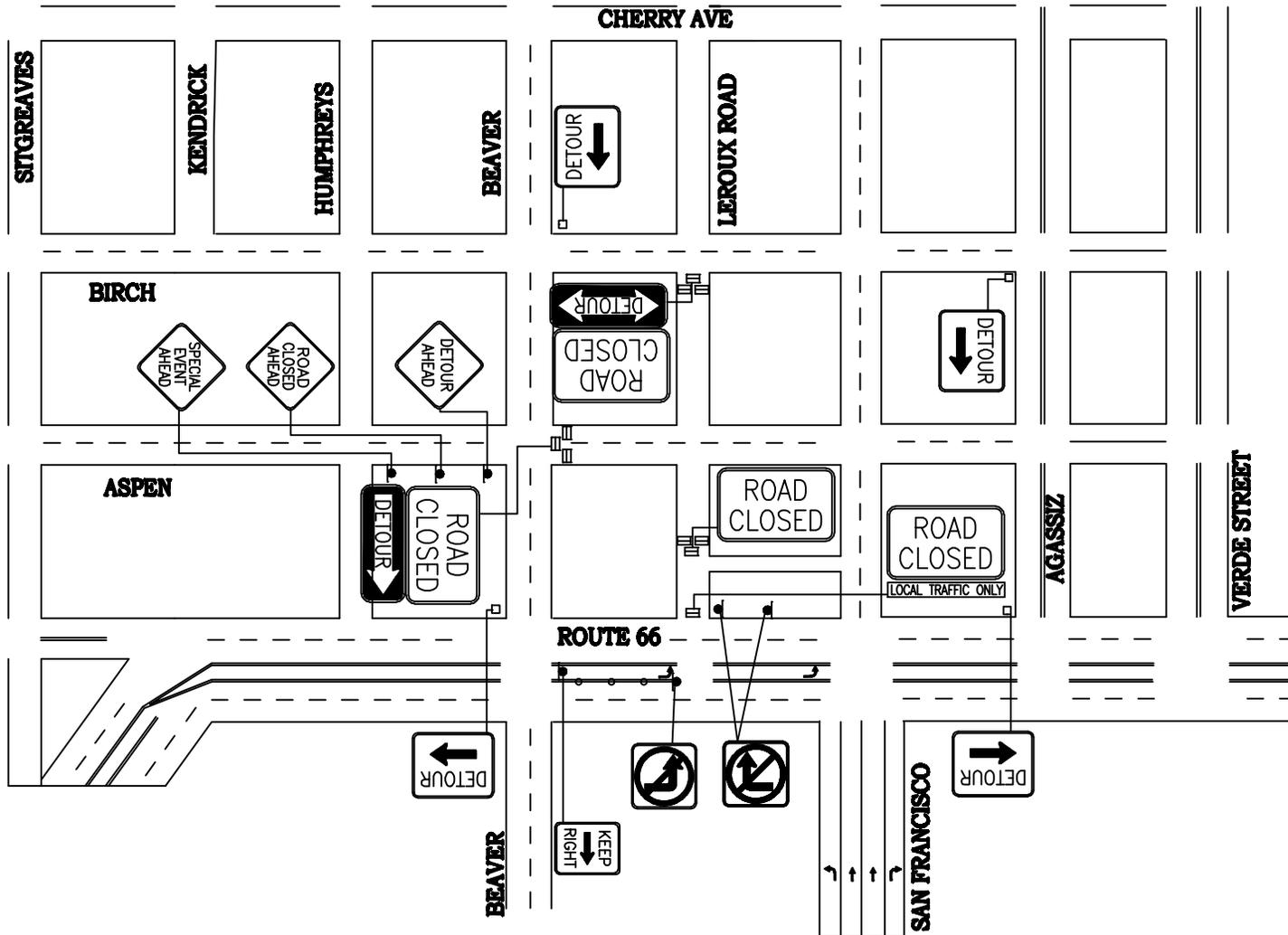
REVISION:

A

REV DATE:

POSTED SPEED LIMIT

30



LEGEND

- = ARROWBOARD
- = HIGH-LEVEL
- = SIGN STAND
- = VERTICAL PANEL
- = CONE
- = TYPE-1
- = TYPE-2
- = TYPE-3
- = EXISTING

TCP APPROVED BY: _____ DATE: _____



DRAWN BY:
EDDIE ALMARAZ, T119556
DATE CREATED: 09/04/14

Reviewed by: _____ /_____/_____
-Action Employee- Date

General Operations
Manager:
John Ledbetter Jr.
Office: 602-288-6350
TCP Fax: 602-288-6361
Dispatch: 602-288-6363
24 Hours: 602-920-4652

SIGN SIZE:
48"X48" _____ 36"X36" X _____

NOTES: PLAN IS NOT TO SCALE
This is a vehicular and/or pedestrian plan only. Pedestrian access shall be maintained if possible. All applicable equipment shall have sandbags and flags. This traffic control plan is for day and/or night time use. Business and local traffic shall be maintained when possible. Bump signs shall be placed in front of ALL steel plates in the roadway. Conflicting existing signs shall be covered for temporary traffic control. Equipment list is approximate, plan is subject to changes made in the field.

TCP NAME: 090414-001
MUNICIPAL: FLAGSTAFF
LOCATION: DOWNTOWN
TYPE OF SET-UP: SPECIAL EVENT
START DATE: 12/31/14
END DATE: 01/01/15

CONTRACTOR: CITY OF FLAGSTAFF	
CONTACT NAME: GLORICE PAVEY	
CONTRACTOR'S NUMBER: 928-213-2312	CONTRACTOR'S FAX:
WORK HOURS: 1800 - 0600	

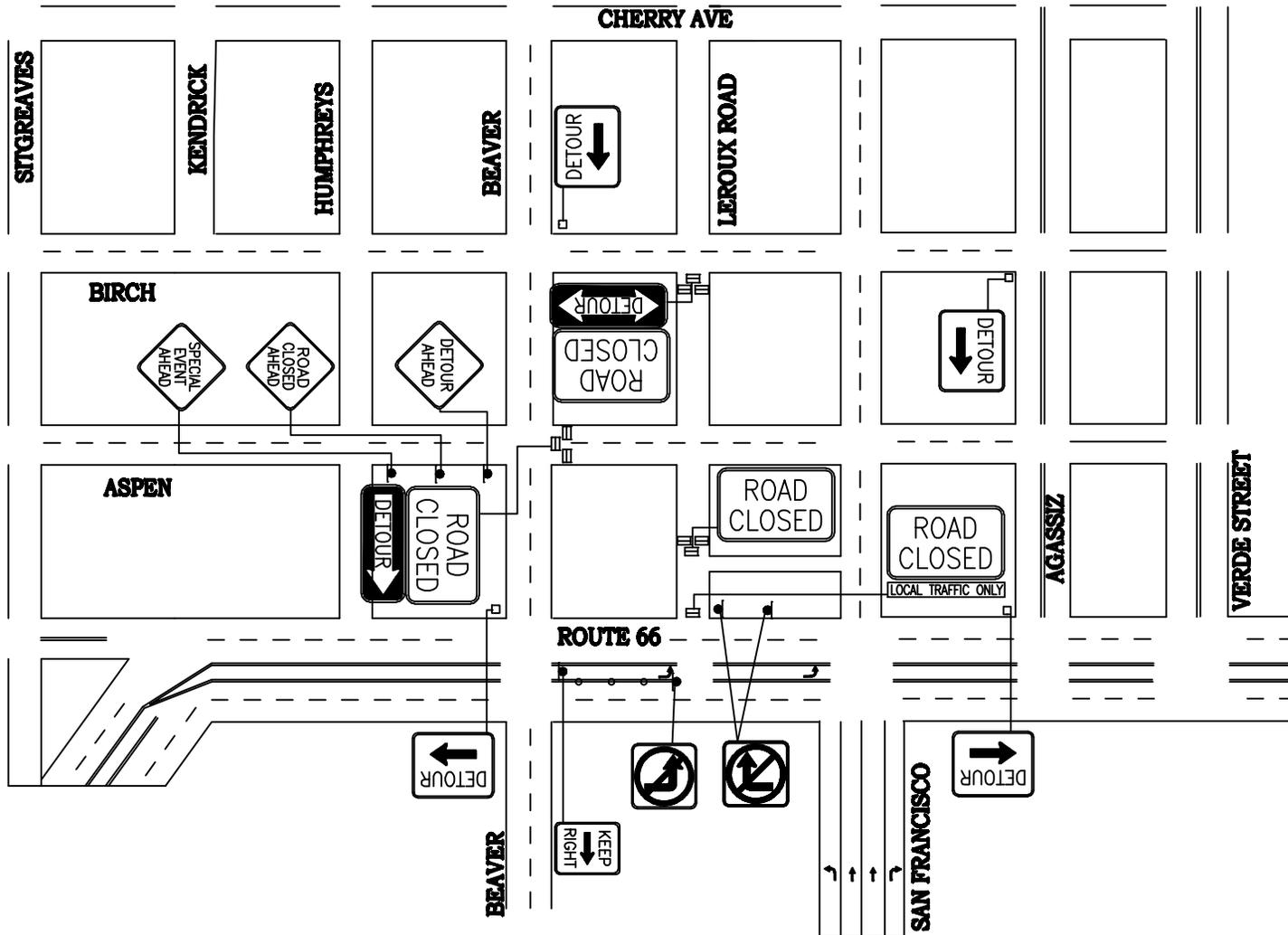
REVISION:

A

REV DATE:

POSTED SPEED LIMIT

30



LEGEND

- = ARROWBOARD
- = HIGH-LEVEL
- = SIGN STAND
- = VERTICAL PANEL
- = CONE
- = TYPE-1
- = TYPE-2
- = TYPE-3
- = EXISTING

TCP APPROVED BY: _____ DATE: _____



DRAWN BY:
EDDIE ALMARAZ, T119556
DATE CREATED: 09/04/14

Reviewed by: _____ /_____/_____
-Action Employee- Date

General Operations
Manager:
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SIGN SIZE:
48"X48" _____ 36"X36" X _____

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TCP NAME: 090414-001
MUNICIPAL: FLAGSTAFF
LOCATION: DOWNTOWN
TYPE OF SET-UP: SPECIAL EVENT
START DATE: 12/31/14
END DATE: 01/01/15

CONTRACTOR: CITY OF FLAGSTAFF	
CONTACT NAME: GLORICE PAVEY	
CONTRACTOR'S NUMBER: 928-213-2312	CONTRACTOR'S FAX:
WORK HOURS: 1800 - 0600	

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Glorice Pavey, Recreation Supervisor
Co-Submitter: Rebecca Sayers, Interim Recreation Director
Date: 10/19/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Street Closure(s): Flagstaff Earth Day

RECOMMENDED ACTION:

Approve the street closure at Aspen Avenue between San Francisco Street and Leroux Street on Saturday, April 23, 2016 from 7:00 am - 5:30 pm.

Executive Summary:

Special events are important to our community. They bring excitement to our City and enhance our quality of life. If done with advanced preparation by addressing parking, trash, noise and congestion, a community event street closure has the potential to enhance business in the surrounding area.

The City of Flagstaff Office of Community Events brings forward requests for street closures on behalf of the applicant. Staff encourages the event producer to conduct outreach and address any concerns that the community may have regarding this event. As a courtesy, the Office of Community Events produces a monthly newsletter for downtown residents and business owners to inform them of upcoming City Council meetings, street closures and events at Heritage Square.

Financial Impact:

Street closures have the potential to change traffic patterns for local businesses.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

Does not meet a Council goal.

REGIONAL PLAN:

Transportation:

Goal T.1. Improve mobility access throughout the region.

Economic Development:

Goal ED.3. Regional economic development partners support the start-up, retention, and expansion of existing business enterprises.

Goal ED.6. Tourism will continue to provide a year-round source for the community, while expanding specialized tourist resources and activities.

Goal ED.7. Continue to promote and enhance Flagstaff's unique sense of place as an economic development driver.

Has There Been Previous Council Decision on This:

The Sustainability Program received this exception in 2015. Other events have received this exception in the past.

Options and Alternatives:

Deny the request to close the proposed downtown streets.

- Pro: Closure of streets in the north downtown historic district have the potential to negatively impact business in this area. By not allowing the closure, these north downtown businesses and residents could count on the ordinary flow of traffic and parking.
- Con: This has been a historically well-attended event when held on the front lawn of City Hall and when held in the downtown area. This event has the potential to bring participants into the north downtown historic district and increase retail and restaurant sales.

Background/History:

After years of holding the annual Earth Day celebration on the City Hall lawn, community members and vendors requested the Sustainability Program move the event downtown to give it more of a community feel. As a result, the Sustainability Program and Sustainability Commission held a successful event in Heritage Square and on Aspen Ave (San Francisco Street to Leroux Street) last year.

Staff from the Sustainability Program has conducted outreach with the downtown businesses affected by the closure and the Downtown Business Alliance (DBA). The event was well received in 2015 due in large part because of the passport program that drove participants into downtown businesses to purchase items on their passport. Those participants could submit their completed passport to the DBA in order to be included in a raffle. One business, Mountain Sports, reported a 40% increase in sales over the previous year.

By allowing the 2015 Earth Day event as an exception to the Special Event Permit Regulations regarding the full closure of Aspen Avenue (between San Francisco Street and Leroux Street), the City is providing a safe alternative location for a community event.

Key Considerations:

The current special event permit regulations do not allow for the full closure of one-way downtown streets. Deviations from the special event permit packet have been approved by City Council on a case-by-case basis. The Flagstaff Fire Department requires that there be a fire land and access to all hydrant and water hook-ups on the streets.

Community Benefits and Considerations:

The Flagstaff Earth Day celebration draws approximately 1,500 residents and visitors to the downtown area. It generates business for Flagstaff shops and restaurants. The event regularly draws from both private and public sector and provides activities. Earth Day provides a fun and exciting atmosphere where community members can learn about and participate in different environmentally focused workshops, tables and projects.

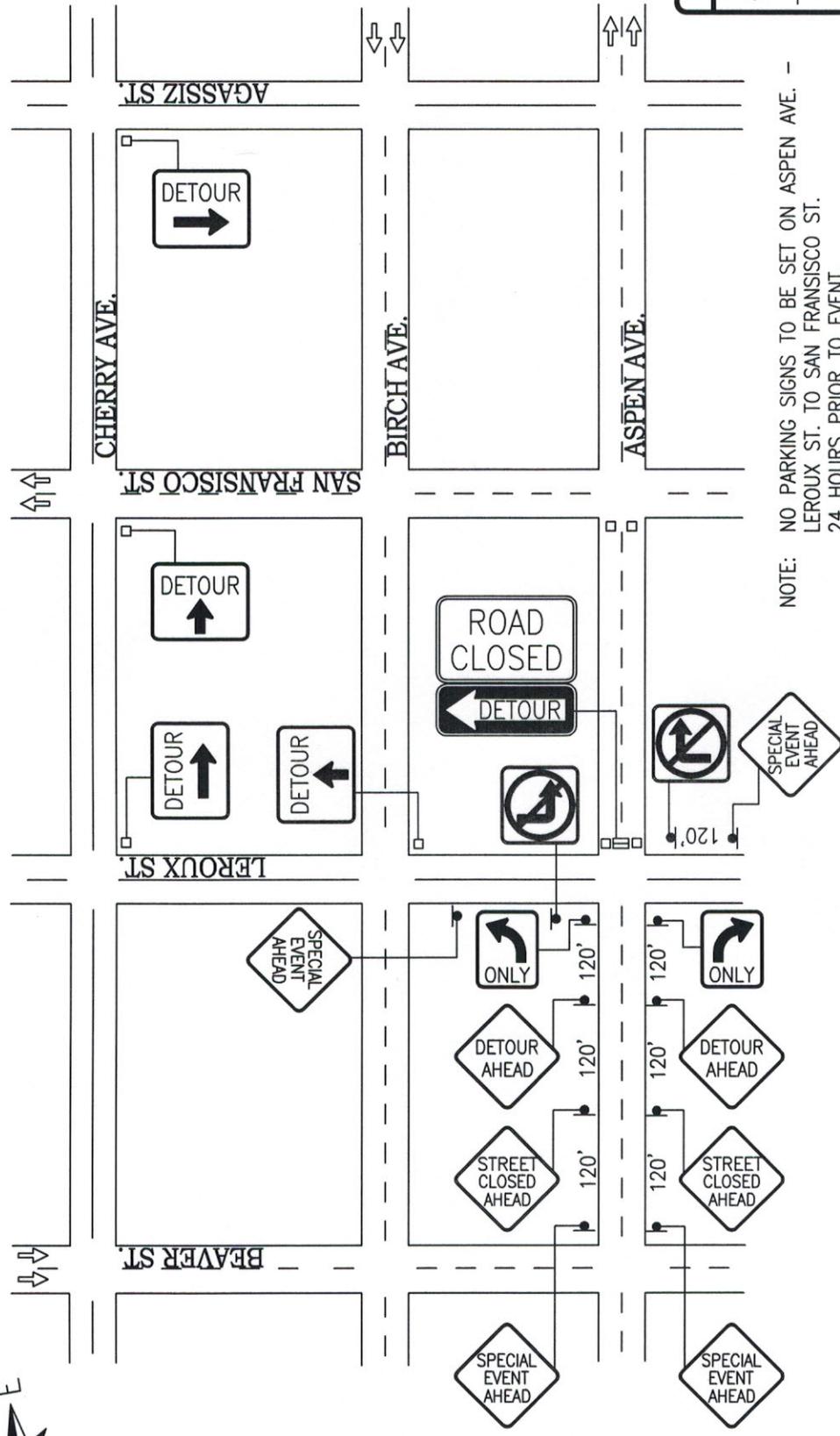
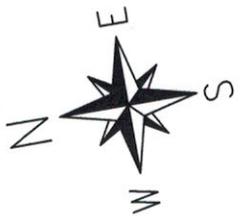
Community Involvement:

Involve: The Sustainability Program has conducted outreach with those businesses affected by the street closure and with the Downtown Business Alliance.

Inform: The Recreation Section produces a monthly newsletter for downtown businesses and residents. The newsletter contains event information regarding upcoming City Council meetings, Heritage Square activities and street closures. Notice of the Council meeting has been included in the November newsletter.

Attachments: [Traffic Control Plan](#)

REVISION: **A**
 REV DATE: XX/XX/XX
 POSTED SPEED LIMIT
25



NOTE: NO PARKING SIGNS TO BE SET ON ASPEN AVE. -
 LEROUX ST. TO SAN FRANCISCO ST.
 24 HOURS PRIOR TO EVENT.

LEGEND

- = ARROWBOARD
- = HIGH-LEVEL
- = SIGN STAND
- = VERTICAL PANEL
- = CONE
- = TYPE-1
- = TYPE-2
- = TYPE-3
- = EXISTING

TCP APPROVED BY: _____ DATE: _____

Action Barricade Co., LLC. DRAWN BY: STEPHEN MILLER, T122194 DATE CREATED: 12/15/14 Reviewed by: _____ -Action Employee-	General Operations Manager: John Ledbetter Jr. Office: 602-288-6350 TCP Fax: 602-288-6361 Dispatch: 602-288-6363 24 Hours: 602-920-4652 SIGN SIZE: 48"X48" _____ 36"X36" X _____	NOTES: PLAN IS NOT TO SCALE This is a vehicular and/or pedestrian plan only. Pedestrian access shall be maintained if possible. All applicable equipment shall have sandbags and flags. This traffic control plan is for day and/or night time use. Business and local traffic shall be maintained when possible. Bump signs shall be placed in front of ALL steel plates in the roadway. Conflicting existing signs shall be covered for temporary traffic control. Equipment list is approximate, plan is subject to changes made in the field.	CONTRACTOR: FLAGSTAFF SUSTAINABILITY CONTACT NAME: ELIZABETH CHAMPAGNE CONTRACTOR'S NUMBER: 928-213-2152 CONTRACTOR'S FAX: XXX-XXX-XXXX
	TCP NAME: 121514-001 MUNICIPAL: CITY OF FLAGSTAFF LOCATION: ASPEN AVE. TYPE OF SET-UP: ROAD CLOSURE START DATE: 04/18/15 END DATE: 04/18/15 WORK HOURS: 0800-1700		

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Glorice Pavey, Recreation Supervisor
Co-Submitter: Rebecca Sayers, Interim Recreation Director
Date: 10/29/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Street Closure(s): Dew Downtown Flagstaff Urban Ski and Snowboard Festival

RECOMMENDED ACTION:

- Approve the street closure at San Francisco Street (between Aspen Avenue and Cherry Avenue) and Birch Avenue (between Agassiz Street and Leroux Street) on January 28, 2016 at 8:00 p.m. through January 30, 2016 at 11:59 p.m.
- Approve the street closure on Aspen Avenue (between San Francisco Street and Leroux Street) on January 29, 2016 at 6:00 am through January 30, 2016 at 11:59 pm

Executive Summary:

Special events are important to our community. They bring excitement to our city and enhance our quality of life. If done correctly by addressing parking, trash, noise and congestion, a community event street closure has the potential to enhance business in the surrounding area.

The City of Flagstaff office of community events brings forward requests for street closures on behalf of the event organizer. The office encourages the event organizer to conduct outreach and address any concerns that the community may have regarding this event. As this is a joint effort, outreach has been conducted by the city, the Downtown Business Alliance (DBA) and the event organizer. As a courtesy, the community event's office produces a monthly newsletter for downtown residents and business owners to inform them of upcoming City Council meetings, street closures and events at Heritage Square.

Financial Impact:

Street closures change traffic patterns for local businesses and may have the potential to affect sales.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS: Does not meet a Council goal.

REGIONAL PLAN: Economic Development

Goal ED.3. Regional economic development partners support the start-up, retention, and expansion of existing business enterprises.

Goal ED.6. Tourism will continue to provide a year-round source for the community, while expanding specialized tourist resources and activities.

Goal ED.7. Continue to promote and enhance Flagstaff's unique sense of place as an economic development driver.

Has There Been Previous Council Decision on This:

City Council approved street closures for the Dew Downtown Festival in 2012, 2013, 2014 and 2015.

Options and Alternatives:

Deny the request to close the proposed down streets and not hold the event.

- Pro: No impact to the traffic flow in the north downtown area.
- Con: Economic benefit may not be seen by Flagstaff businesses during a traditionally slow sales period.

Background/History:

In the past, the event featured snowboarding and skiing on an urban course in the heart of historic downtown. Snow was packed onto San Francisco Street between Aspen and Cherry Avenues, allowing skiers and snowboarders the chance to complete "tricks." The event included a ski and snowboard competition, vendors, a beer garden, ski and snowboard related activities and a family festival.

This year, in partnership with the Downtown Business Alliance (DBA), an outside event producer will plan and implement the event. The DBA has met with downtown businesses and some members of the community. Based on their feedback, this year's event will

- 1) take place on one day, with the competition portion moving to Snowbowl on Sunday
- 2) require significantly less snow
- 3) reduce City staff time
- 4) expand family friendly activity with a skating rink, ski and snowboard lessons, bounce houses, inflatable slide, sledding, a snow play area and craft center
- 5) engage gallery and business owners to be part of the event

In 2012, the Dew Downtown Flagstaff Urban Ski and Snowboard Festival received the Arizona Parks and Recreation Association's award for "Most Outstanding Community and Neighborhood Event for a population of 25,000-100,000."

Key Considerations:

Street closures are permitted by City Council action under the special events' rules and regulations packet.

Expanded Financial Considerations:

The Dew Downtown event has the potential to draw up to 5,000 people to the downtown area on a single day in January. This influx of visitors to the downtown area has the potential to increase tax revenue. In 2012-2014, tax revenue grew over previous years. While city sales tax numbers showed a small increase in 2015, overall we did not see a substantial increase in tax revenues. Some downtown businesses, including Mountain Sports and Bigfoot BBQ, indicated they saw increased sales over the weekend of the event.

Community Benefits and Considerations:

The Dew Downtown Festival is managed for the threefold purpose of (1) providing an economic stimulus for the community during the traditionally low performing month of January; (2) continue to brand Flagstaff as a four season tourism destination; and (3) provide a family-friendly winter event for all ages.

Community Involvement:

Consult: The Director of the DBA has conducted outreach with those businesses affected by the street closure.

Involve: The event coordinators and city staff held a public meeting on November 9, 2015.

Inform: The recreation section produces a monthly newsletter for downtown businesses and residents. The newsletter contains event information regarding upcoming City Council meetings, Heritage Square activities and street closures. Notice of the Council meeting has been included in the November newsletter.

Inform: The event coordinators, Matt Zeigler and Rand Jenkins have conducted outreach with the residents affected by the closure via door-hangers.

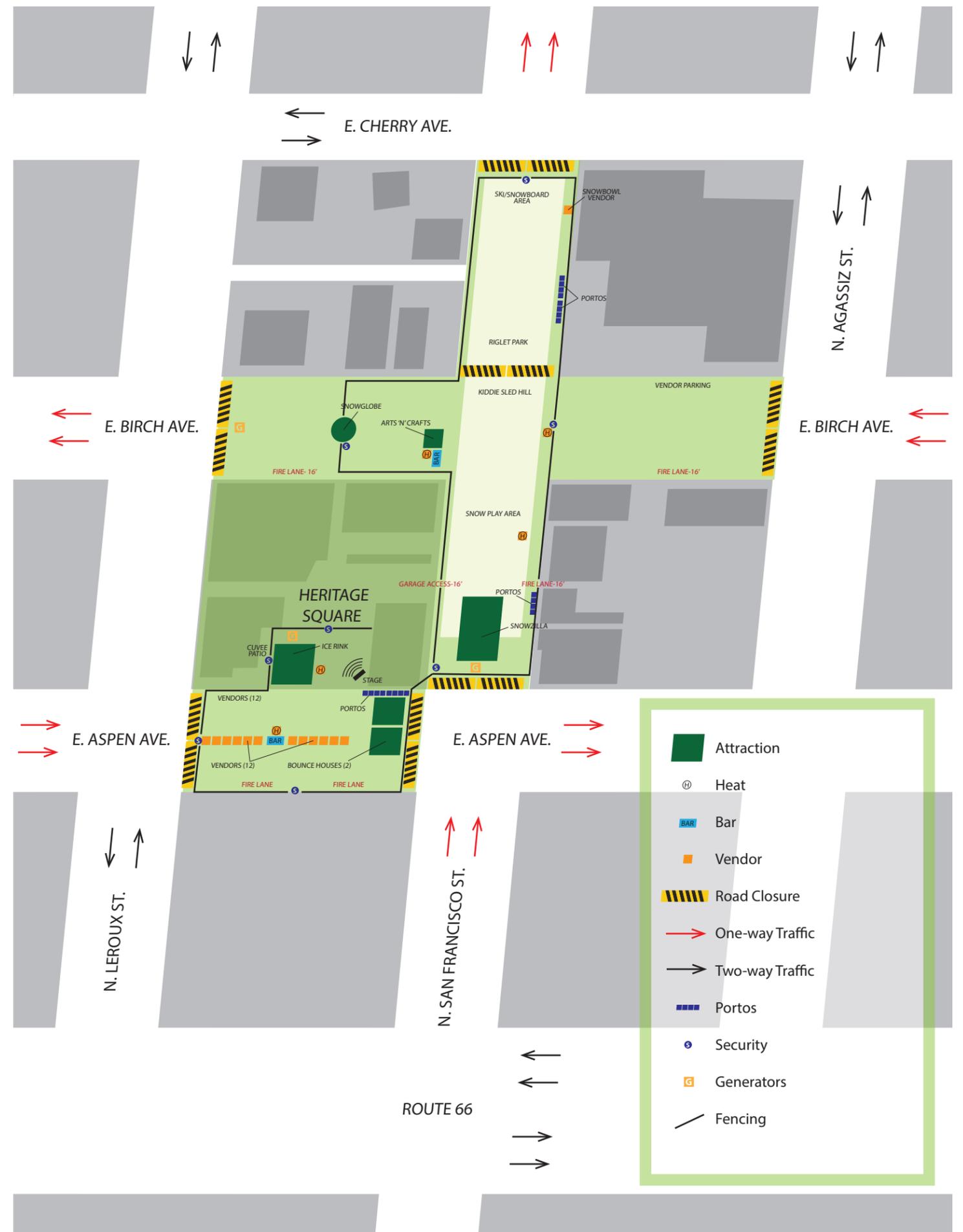
Attachments: [Site Map](#)



Saturday, January 30
 10am-6pm
Sunday, January 31
 10am-4pm



CITY OWNED COUNTY OWNED UNAVAILABLE PRIVATE



- Attraction
- ⊕ Heat
- Bar
- Vendor
- Road Closure
- One-way Traffic
- Two-way Traffic
- Portos
- Ⓢ Security
- G Generators
- Fencing

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 11/04/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Adoption of Resolution No. 2015-37: A resolution of the City Council of the City of Flagstaff, Coconino County, Arizona, declaring official and adopting the results of the Special Election held on November 3, 2015. ***(Results for Election on Changes to City Charter)***

RECOMMENDED ACTION:

- 1) Read Resolution No. 2015-37 by title only
- 2) City Clerk reads Resolution No. 2015-37 by title only (if approved above)
- 2) Adopt Resolution No. 2015-37

Executive Summary:

Arizona Revised Statutes §16-542A requires *"the governing body holding an election...meet and canvass the election not less than six days nor more than twenty days following the election."* The attached resolution outlines the results of the November 3, 2015, Special Election.

Financial Impact:

There is no financial cost associated with this specific action which has been folded into the overall cost of the election.

Connection to Council Goal and/or Regional Plan:

This item is not connected to a specific Council goal.

Has There Been Previous Council Decision on This:

The City Council did consider and adopt Resolution No. 2015-26 on June 16, 2015, calling for the Special Election to be held on November 3, 2015, and approving the ballot language.

Options and Alternatives:

Because canvass of the election is required by law, no alternatives are presented.

Background/History:

On June 16, 2015, the City Council adopted Resolution No. 2015-26 which authorized the Special Election to be held on November 3, 2015, and approved the ballot language. The City contracted with Coconino County Elections to conduct this election as a Mail Ballot election.

As noted in the attached Resolution No 2015-37, four of the seven amendments were approved by the voters. Once this resolution is adopted canvassing the election results, it will be forwarded to the Governor's Office for approval. Once the City receives approval from the Governor's Office the changes will be effective and the Charter will be amended.

Key Considerations:

Required by state law to amend the City Charter

Community Benefits and Considerations:

Empower

Attachments: [Res. 2015-37](#)

RESOLUTION NO. 2015-37

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF,
COCONINO COUNTY, ARIZONA, DECLARING OFFICIAL AND ADOPTING
THE RESULTS OF THE SPECIAL ELECTION HELD ON NOVEMBER 3, 2015**

RECITALS:

WHEREAS, ARS §16-642 requires that the City Council canvass the returns of a Special Election no earlier than six (6) nor later than twenty (20) days following the election; and

WHEREAS, the Special Election returns have been presented to and have been canvassed by the Flagstaff City Council.

ENACTMENTS:

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

SECTION 1. That the total number of ballots cast at said Special Election, as shown by the Election Summary Report provided by the Coconino County Elections Department was 6,745, Exhibit A attached hereto and made a part hereof. With a total of 28,513 registered voters in the City, this represents a 23.66% voter turnout. The total number of ballots rejected for the Special Election of the City of Flagstaff was 145, as indicated in Exhibit B attached hereto and made a part hereof.

SECTION 2. That the following results of the May 19, 2015, Special Election are hereby declared official:

QUESTION NO. 1 PROPOSED AMENDMENT RELATING TO: *CITY MANAGER TO CALL SPECIAL MEETINGS OF COUNCIL*

YES: **3,491**
NO: **3,151**

QUESTION NO. 2 PROPOSED AMENDMENT RELATING TO: *PERSONNEL RULES AND REGULATIONS*

YES: **2,311**
NO: **4,312**

QUESTION NO. 3 PROPOSED AMENDMENT RELATING TO: *CANDIDATE ELECTIONS TO BE HELD IN FALL OF EVEN-NUMBERED YEARS*

YES: **4,707**
NO: **1,952**

QUESTION NO. 4 PROPOSED AMENDMENT RELATING TO: *CANDIDATE ELECTIONS TO BE HELD IN SPRING OF ODD-NUMBERED YEARS*

YES: 2,293

NO: 4,312

QUESTION NO. 5 PROPOSED AMENDMENT RELATING TO: *ELIMINATION OF SECTION OF CHARTER RE GENERAL ELECTION*

YES: 4,550

NO: 1,891

QUESTION NO. 6 PROPOSED AMENDMENT RELATING TO: *CITIZEN PETITIONS*

YES: 3,462

NO: 3,141

QUESTION NO. 7 PROPOSED AMENDMENT RELATING TO: *CHANGE IN THRESHOLD FOR PROCUREMENT FROM \$50,000 TO \$100,000*

YES: 3,019

NO: 3,576

PASSED AND ADOPTED by the City Council of the City of Flagstaff, this 17th day of November, 2015.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM

CITY ATTORNEY

EXHIBIT 'A'

ELECTION SUMMARY REPORT FROM COCONINO COUNTY

FINAL RESULTS

Election Summary Report
SPECIAL ELECTION
NOVEMBER 3, 2015

Date:11/04/15
 Time:08:41:51
 Page:1 of 1

Summary For Jurisdiction Wide, All Counters, All Races
OFFICIAL FINAL RESULTS

Registered Voters 28513 - Cards Cast 6745 23.66%

Num. Report Precinct 26 - Num. Reporting 26 100.00%

QUESTION 1		
	Total	
Number of Precincts	26	
Precincts Reporting	26	100.0 %
Times Counted	6745/28513	23.7 %
Total Votes	6642	
YES	3491	52.56%
NO	3151	47.44%

QUESTION 7		
	Total	
Number of Precincts	26	
Precincts Reporting	26	100.0 %
Times Counted	6745/28513	23.7 %
Total Votes	6595	
YES	3019	45.78%
NO	3576	54.22%

QUESTION 2		
	Total	
Number of Precincts	26	
Precincts Reporting	26	100.0 %
Times Counted	6745/28513	23.7 %
Total Votes	6623	
YES	2311	34.89%
NO	4312	65.11%

QUESTION 3		
	Total	
Number of Precincts	26	
Precincts Reporting	26	100.0 %
Times Counted	6745/28513	23.7 %
Total Votes	6659	
YES	4707	70.69%
NO	1952	29.31%

QUESTION 4		
	Total	
Number of Precincts	26	
Precincts Reporting	26	100.0 %
Times Counted	6745/28513	23.7 %
Total Votes	6605	
YES	2293	34.72%
NO	4312	65.28%

QUESTION 5		
	Total	
Number of Precincts	26	
Precincts Reporting	26	100.0 %
Times Counted	6745/28513	23.7 %
Total Votes	6441	
YES	4550	70.64%
NO	1891	29.36%

QUESTION 6		
	Total	
Number of Precincts	26	
Precincts Reporting	26	100.0 %
Times Counted	6745/28513	23.7 %
Total Votes	6603	
YES	3462	52.43%
NO	3141	47.57%

Election Summary Report
SPECIAL ELECTION
NOVEMBER 3, 2015
 Summary For Flagstaff 1, All Counters, All Races
OFFICIAL FINAL RESULTS

Date:11/04/15
 Time:08:26:22
 Page:1 of 1

Registered Voters 1278 - Cards Cast 384 30.05%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	384/1278	30.0 %
Total Votes	378	
YES	178	47.09%
NO	200	52.91%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	384/1278	30.0 %
Total Votes	373	
YES	196	52.55%
NO	177	47.45%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	384/1278	30.0 %
Total Votes	378	
YES	130	34.39%
NO	248	65.61%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	384/1278	30.0 %
Total Votes	380	
YES	294	77.37%
NO	86	22.63%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	384/1278	30.0 %
Total Votes	377	
YES	112	29.71%
NO	265	70.29%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	384/1278	30.0 %
Total Votes	365	
YES	260	71.23%
NO	105	28.77%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	384/1278	30.0 %
Total Votes	375	
YES	181	48.27%
NO	194	51.73%

Election Summary Report
SPECIAL ELECTION
NOVEMBER 3, 2015
 Summary For Flagstaff 2, All Counters, All Races
OFFICIAL FINAL RESULTS

Date:11/04/15
 Time:08:26:42
 Page:1 of 1

Registered Voters 1099 - Cards Cast 357 32.48%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	357/1099	32.5 %
Total Votes	349	
YES	163	46.70%
NO	186	53.30%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	357/1099	32.5 %
Total Votes	347	
YES	164	47.26%
NO	183	52.74%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	357/1099	32.5 %
Total Votes	348	
YES	99	28.45%
NO	249	71.55%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	357/1099	32.5 %
Total Votes	353	
YES	274	77.62%
NO	79	22.38%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	357/1099	32.5 %
Total Votes	350	
YES	80	22.86%
NO	270	77.14%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	357/1099	32.5 %
Total Votes	334	
YES	239	71.56%
NO	95	28.44%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	357/1099	32.5 %
Total Votes	345	
YES	151	43.77%
NO	194	56.23%

Election Summary Report
SPECIAL ELECTION
NOVEMBER 3, 2015
 Summary For Flagstaff 3, All Counters, All Races
OFFICIAL FINAL RESULTS

Date:11/04/15
 Time:08:26:51
 Page:1 of 1

Registered Voters 781 - Cards Cast 205 26.25%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	205/781	26.2 %
Total Votes	201	
YES	85	42.29%
NO	116	57.71%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	205/781	26.2 %
Total Votes	196	
YES	67	34.18%
NO	129	65.82%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	205/781	26.2 %
Total Votes	201	
YES	52	25.87%
NO	149	74.13%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	205/781	26.2 %
Total Votes	203	
YES	153	75.37%
NO	50	24.63%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	205/781	26.2 %
Total Votes	201	
YES	54	26.87%
NO	147	73.13%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	205/781	26.2 %
Total Votes	193	
YES	131	67.88%
NO	62	32.12%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	205/781	26.2 %
Total Votes	199	
YES	72	36.18%
NO	127	63.82%

Election Summary Report
SPECIAL ELECTION
NOVEMBER 3, 2015
 Summary For Flagstaff 4, All Counters, All Races
OFFICIAL FINAL RESULTS

Date:11/04/15
 Time:08:27:09
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Registered Voters 1399 - Cards Cast 496 35.45%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	496/1399	35.5 %	
Total Votes	484		
YES	255	52.69%	
NO	229	47.31%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	496/1399	35.5 %	
Total Votes	485		
YES	220	45.36%	
NO	265	54.64%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	496/1399	35.5 %	
Total Votes	485		
YES	165	34.02%	
NO	320	65.98%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	496/1399	35.5 %	
Total Votes	491		
YES	351	71.49%	
NO	140	28.51%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	496/1399	35.5 %	
Total Votes	488		
YES	156	31.97%	
NO	332	68.03%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	496/1399	35.5 %	
Total Votes	467		
YES	354	75.80%	
NO	113	24.20%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	496/1399	35.5 %	
Total Votes	485		
YES	234	48.25%	
NO	251	51.75%	

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Registered Voters 1574 - Cards Cast 460 29.22%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1574	29.2 %	
Total Votes	452		
YES	252	55.75%	
NO	200	44.25%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1574	29.2 %	
Total Votes	446		
YES	220	49.33%	
NO	226	50.67%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1574	29.2 %	
Total Votes	446		
YES	171	38.34%	
NO	275	61.66%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1574	29.2 %	
Total Votes	452		
YES	318	70.35%	
NO	134	29.65%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1574	29.2 %	
Total Votes	449		
YES	144	32.07%	
NO	305	67.93%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1574	29.2 %	
Total Votes	430		
YES	316	73.49%	
NO	114	26.51%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1574	29.2 %	
Total Votes	448		
YES	242	54.02%	
NO	206	45.98%	

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Registered Voters 909 - Cards Cast 198 21.78%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	198/909	21.8 %
Total Votes	194	
YES	105	54.12%
NO	89	45.88%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	198/909	21.8 %
Total Votes	194	
YES	57	29.38%
NO	137	70.62%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	198/909	21.8 %
Total Votes	193	
YES	65	33.68%
NO	128	66.32%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	198/909	21.8 %
Total Votes	194	
YES	136	70.10%
NO	58	29.90%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	198/909	21.8 %
Total Votes	196	
YES	71	36.22%
NO	125	63.78%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	198/909	21.8 %
Total Votes	193	
YES	119	61.66%
NO	74	38.34%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	198/909	21.8 %
Total Votes	196	
YES	104	53.06%
NO	92	46.94%

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Registered Voters 945 - Cards Cast 195 20.63%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	195/945	20.6 %	
Total Votes	194		
YES	109	56.19%	
NO	85	43.81%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	195/945	20.6 %	
Total Votes	193		
YES	106	54.92%	
NO	87	45.08%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	195/945	20.6 %	
Total Votes	195		
YES	79	40.51%	
NO	116	59.49%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	195/945	20.6 %	
Total Votes	192		
YES	134	69.79%	
NO	58	30.21%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	195/945	20.6 %	
Total Votes	191		
YES	80	41.88%	
NO	111	58.12%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	195/945	20.6 %	
Total Votes	190		
YES	145	76.32%	
NO	45	23.68%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	195/945	20.6 %	
Total Votes	192		
YES	120	62.50%	
NO	72	37.50%	

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Registered Voters 748 - Cards Cast 280 37.43%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	280/748	37.4 %
Total Votes	275	
YES	106	38.55%
NO	169	61.45%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	280/748	37.4 %
Total Votes	280	
YES	143	51.07%
NO	137	48.93%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	280/748	37.4 %
Total Votes	275	
YES	71	25.82%
NO	204	74.18%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	280/748	37.4 %
Total Votes	274	
YES	193	70.44%
NO	81	29.56%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	280/748	37.4 %
Total Votes	275	
YES	76	27.64%
NO	199	72.36%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	280/748	37.4 %
Total Votes	273	
YES	197	72.16%
NO	76	27.84%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	280/748	37.4 %
Total Votes	276	
YES	118	42.75%
NO	158	57.25%

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Registered Voters 1099 - Cards Cast 129 11.74%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	129/1099	11.7 %
Total Votes	129	
YES	72	55.81%
NO	57	44.19%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	129/1099	11.7 %
Total Votes	128	
YES	53	41.41%
NO	75	58.59%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	129/1099	11.7 %
Total Votes	129	
YES	37	28.68%
NO	92	71.32%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	129/1099	11.7 %
Total Votes	129	
YES	92	71.32%
NO	37	28.68%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	129/1099	11.7 %
Total Votes	127	
YES	46	36.22%
NO	81	63.78%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	129/1099	11.7 %
Total Votes	125	
YES	84	67.20%
NO	41	32.80%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	129/1099	11.7 %
Total Votes	128	
YES	72	56.25%
NO	56	43.75%

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Summary For Flagstaff 10, All Counters, All Races
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Registered Voters 104 - Cards Cast 2 1.92%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	2/104	1.9 %	
Total Votes	2		
YES	1	50.00%	
NO	1	50.00%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	2/104	1.9 %	
Total Votes	1		
YES	0	0.00%	
NO	1	100.00%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	2/104	1.9 %	
Total Votes	2		
YES	0	0.00%	
NO	2	100.00%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	2/104	1.9 %	
Total Votes	2		
YES	0	0.00%	
NO	2	100.00%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	2/104	1.9 %	
Total Votes	1		
YES	1	100.00%	
NO	0	0.00%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	2/104	1.9 %	
Total Votes	1		
YES	1	100.00%	
NO	0	0.00%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	2/104	1.9 %	
Total Votes	1		
YES	0	0.00%	
NO	1	100.00%	

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Summary For Flagstaff 11, All Counters, All Races
 OFFICIAL FINAL RESULTS

Registered Voters 729 - Cards Cast 97 13.31%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	97/729	13.3 %	
Total Votes	96		
YES	43	44.79%	
NO	53	55.21%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	97/729	13.3 %	
Total Votes	97		
YES	30	30.93%	
NO	67	69.07%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	97/729	13.3 %	
Total Votes	97		
YES	22	22.68%	
NO	75	77.32%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	97/729	13.3 %	
Total Votes	97		
YES	67	69.07%	
NO	30	30.93%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	97/729	13.3 %	
Total Votes	95		
YES	29	30.53%	
NO	66	69.47%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	97/729	13.3 %	
Total Votes	94		
YES	57	60.64%	
NO	37	39.36%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	97/729	13.3 %	
Total Votes	95		
YES	39	41.05%	
NO	56	58.95%	

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Summary For Flagstaff 12, All Counters, All Races
 OFFICIAL FINAL RESULTS

Registered Voters 816 - Cards Cast 119 14.58%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	119/816	14.6 %	
Total Votes	117		
YES	57	48.72%	
NO	60	51.28%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	119/816	14.6 %	
Total Votes	115		
YES	49	42.61%	
NO	66	57.39%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	119/816	14.6 %	
Total Votes	117		
YES	33	28.21%	
NO	84	71.79%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	119/816	14.6 %	
Total Votes	116		
YES	82	70.69%	
NO	34	29.31%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	119/816	14.6 %	
Total Votes	112		
YES	34	30.36%	
NO	78	69.64%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	119/816	14.6 %	
Total Votes	110		
YES	64	58.18%	
NO	46	41.82%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	119/816	14.6 %	
Total Votes	114		
YES	46	40.35%	
NO	68	59.65%	

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Summary For Flagstaff 13, All Counters, All Races
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Registered Voters 225 - Cards Cast 7 3.11%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	7/225	3.1 %
Total Votes	7	
YES	4	57.14%
NO	3	42.86%

QUESTION 7		Total
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	7/225	3.1 %
Total Votes	7	
YES	4	57.14%
NO	3	42.86%

QUESTION 2		Total
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	7/225	3.1 %
Total Votes	7	
YES	2	28.57%
NO	5	71.43%

QUESTION 3		Total
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	7/225	3.1 %
Total Votes	7	
YES	3	42.86%
NO	4	57.14%

QUESTION 4		Total
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	7/225	3.1 %
Total Votes	7	
YES	5	71.43%
NO	2	28.57%

QUESTION 5		Total
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	7/225	3.1 %
Total Votes	7	
YES	3	42.86%
NO	4	57.14%

QUESTION 6		Total
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	7/225	3.1 %
Total Votes	7	
YES	3	42.86%
NO	4	57.14%

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Summary For Flagstaff 14, All Counters, All Races
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Registered Voters 800 - Cards Cast 88 11.00%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	88/800	11.0 %	
Total Votes	84		
YES	45	53.57%	
NO	39	46.43%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	88/800	11.0 %	
Total Votes	83		
YES	29	34.94%	
NO	54	65.06%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	88/800	11.0 %	
Total Votes	82		
YES	20	24.39%	
NO	62	75.61%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	88/800	11.0 %	
Total Votes	85		
YES	63	74.12%	
NO	22	25.88%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	88/800	11.0 %	
Total Votes	85		
YES	30	35.29%	
NO	55	64.71%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	88/800	11.0 %	
Total Votes	81		
YES	47	58.02%	
NO	34	41.98%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	88/800	11.0 %	
Total Votes	85		
YES	45	52.94%	
NO	40	47.06%	

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Summary For Flagstaff 15, All Counters, All Races
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Registered Voters 2132 - Cards Cast 363 17.03%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	363/2132	17.0 %	
Total Votes	359		
YES	157	43.73%	
NO	202	56.27%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	363/2132	17.0 %	
Total Votes	355		
YES	126	35.49%	
NO	229	64.51%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	363/2132	17.0 %	
Total Votes	357		
YES	96	26.89%	
NO	261	73.11%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	363/2132	17.0 %	
Total Votes	358		
YES	234	65.36%	
NO	124	34.64%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	363/2132	17.0 %	
Total Votes	354		
YES	120	33.90%	
NO	234	66.10%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	363/2132	17.0 %	
Total Votes	348		
YES	212	60.92%	
NO	136	39.08%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	363/2132	17.0 %	
Total Votes	355		
YES	168	47.32%	
NO	187	52.68%	

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Registered Voters 1605 - Cards Cast 460 28.66%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1605	28.7 %	
Total Votes	455		
YES	207	45.49%	
NO	248	54.51%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1605	28.7 %	
Total Votes	453		
YES	185	40.84%	
NO	268	59.16%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1605	28.7 %	
Total Votes	453		
YES	136	30.02%	
NO	317	69.98%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1605	28.7 %	
Total Votes	457		
YES	340	74.40%	
NO	117	25.60%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1605	28.7 %	
Total Votes	455		
YES	136	29.89%	
NO	319	70.11%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1605	28.7 %	
Total Votes	450		
YES	320	71.11%	
NO	130	28.89%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	460/1605	28.7 %	
Total Votes	456		
YES	223	48.90%	
NO	233	51.10%	

Election Summary Report
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Registered Voters 581 - Cards Cast 116 19.97%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	116/581	20.0 %
Total Votes	116	
YES	63	54.31%
NO	53	45.69%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	116/581	20.0 %
Total Votes	116	
YES	55	47.41%
NO	61	52.59%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	116/581	20.0 %
Total Votes	116	
YES	42	36.21%
NO	74	63.79%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	116/581	20.0 %
Total Votes	116	
YES	83	71.55%
NO	33	28.45%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	116/581	20.0 %
Total Votes	115	
YES	41	35.65%
NO	74	64.35%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	116/581	20.0 %
Total Votes	114	
YES	87	76.32%
NO	27	23.68%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	116/581	20.0 %
Total Votes	116	
YES	65	56.03%
NO	51	43.97%

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Summary For Flagstaff 18, All Counters, All Races
OFFICIAL FINAL RESULTS

Registered Voters 612 - Cards Cast 103 16.83%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	103/612	16.8 %
Total Votes	103	
YES	59	57.28%
NO	44	42.72%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	103/612	16.8 %
Total Votes	102	
YES	44	43.14%
NO	58	56.86%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	103/612	16.8 %
Total Votes	103	
YES	35	33.98%
NO	68	66.02%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	103/612	16.8 %
Total Votes	103	
YES	64	62.14%
NO	39	37.86%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	103/612	16.8 %
Total Votes	103	
YES	40	38.83%
NO	63	61.17%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	103/612	16.8 %
Total Votes	101	
YES	62	61.39%
NO	39	38.61%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	103/612	16.8 %
Total Votes	103	
YES	57	55.34%
NO	46	44.66%

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Summary For Flagstaff 19, All Counters, All Races
 OFFICIAL FINAL RESULTS

Registered Voters 1284 - Cards Cast 310 24.14%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	310/1284	24.1 %	
Total Votes	305		
YES	181	59.34%	
NO	124	40.66%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	310/1284	24.1 %	
Total Votes	301		
YES	150	49.83%	
NO	151	50.17%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	310/1284	24.1 %	
Total Votes	304		
YES	128	42.11%	
NO	176	57.89%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	310/1284	24.1 %	
Total Votes	305		
YES	212	69.51%	
NO	93	30.49%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	310/1284	24.1 %	
Total Votes	303		
YES	116	38.28%	
NO	187	61.72%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	310/1284	24.1 %	
Total Votes	292		
YES	221	75.68%	
NO	71	24.32%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	310/1284	24.1 %	
Total Votes	300		
YES	171	57.00%	
NO	129	43.00%	

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Summary For Flagstaff 20, All Counters, All Races
 OFFICIAL FINAL RESULTS

Registered Voters 282 - Cards Cast 24 8.51%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	24/282	8.5 %	
Total Votes	24		
YES	16	66.67%	
NO	8	33.33%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	24/282	8.5 %	
Total Votes	24		
YES	10	41.67%	
NO	14	58.33%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	24/282	8.5 %	
Total Votes	24		
YES	8	33.33%	
NO	16	66.67%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	24/282	8.5 %	
Total Votes	24		
YES	19	79.17%	
NO	5	20.83%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	24/282	8.5 %	
Total Votes	24		
YES	9	37.50%	
NO	15	62.50%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	24/282	8.5 %	
Total Votes	24		
YES	14	58.33%	
NO	10	41.67%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	24/282	8.5 %	
Total Votes	24		
YES	14	58.33%	
NO	10	41.67%	

Election Summary Report
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Registered Voters 1756 - Cards Cast 523 29.78%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	523/1756	29.8 %	
Total Votes	518		
YES	278	53.67%	
NO	240	46.33%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	523/1756	29.8 %	
Total Votes	516		
YES	253	49.03%	
NO	263	50.97%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	523/1756	29.8 %	
Total Votes	517		
YES	188	36.36%	
NO	329	63.64%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	523/1756	29.8 %	
Total Votes	517		
YES	367	70.99%	
NO	150	29.01%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	523/1756	29.8 %	
Total Votes	511		
YES	165	32.29%	
NO	346	67.71%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	523/1756	29.8 %	
Total Votes	502		
YES	360	71.71%	
NO	142	28.29%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	523/1756	29.8 %	
Total Votes	517		
YES	290	56.09%	
NO	227	43.91%	

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Summary For Flagstaff 22, All Counters, All Races
 OFFICIAL FINAL RESULTS

Registered Voters 2261 - Cards Cast 465 20.57%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	465/2261	20.6 %	
Total Votes	454		
YES	269	59.25%	
NO	185	40.75%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	465/2261	20.6 %	
Total Votes	453		
YES	221	48.79%	
NO	232	51.21%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	465/2261	20.6 %	
Total Votes	452		
YES	188	41.59%	
NO	264	58.41%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	465/2261	20.6 %	
Total Votes	460		
YES	325	70.65%	
NO	135	29.35%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	465/2261	20.6 %	
Total Votes	459		
YES	192	41.83%	
NO	267	58.17%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	465/2261	20.6 %	
Total Votes	444		
YES	322	72.52%	
NO	122	27.48%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	465/2261	20.6 %	
Total Votes	453		
YES	275	60.71%	
NO	178	39.29%	

Election Summary Report
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 Summary For Flagstaff 23, All Counters, All Races
OFFICIAL FINAL RESULTS

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Registered Voters 908 - Cards Cast 182 20.04%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	182/908	20.0 %
Total Votes	179	
YES	107	59.78%
NO	72	40.22%

QUESTION 7		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	182/908	20.0 %
Total Votes	178	
YES	69	38.76%
NO	109	61.24%

QUESTION 2		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	182/908	20.0 %
Total Votes	179	
YES	54	30.17%
NO	125	69.83%

QUESTION 3		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	182/908	20.0 %
Total Votes	181	
YES	117	64.64%
NO	64	35.36%

QUESTION 4		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	182/908	20.0 %
Total Votes	177	
YES	64	36.16%
NO	113	63.84%

QUESTION 5		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	182/908	20.0 %
Total Votes	178	
YES	123	69.10%
NO	55	30.90%

QUESTION 6		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Times Counted	182/908	20.0 %
Total Votes	179	
YES	98	54.75%
NO	81	45.25%

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Summary For Flagstaff 24, All Counters, All Races
 OFFICIAL FINAL RESULTS

Registered Voters 2138 - Cards Cast 591 27.64%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	591/2138	27.6 %	
Total Votes	586		
YES	361	61.60%	
NO	225	38.40%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	591/2138	27.6 %	
Total Votes	577		
YES	307	53.21%	
NO	270	46.79%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	591/2138	27.6 %	
Total Votes	585		
YES	272	46.50%	
NO	313	53.50%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	591/2138	27.6 %	
Total Votes	583		
YES	399	68.44%	
NO	184	31.56%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	591/2138	27.6 %	
Total Votes	575		
YES	251	43.65%	
NO	324	56.35%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	591/2138	27.6 %	
Total Votes	563		
YES	413	73.36%	
NO	150	26.64%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	591/2138	27.6 %	
Total Votes	579		
YES	340	58.72%	
NO	239	41.28%	

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Summary For Flagstaff 25, All Counters, All Races
OFFICIAL FINAL RESULTS

Registered Voters 1569 - Cards Cast 439 27.98%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	439/1569	28.0 %	
Total Votes	432		
YES	245	56.71%	
NO	187	43.29%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	439/1569	28.0 %	
Total Votes	425		
YES	191	44.94%	
NO	234	55.06%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	439/1569	28.0 %	
Total Votes	429		
YES	165	38.46%	
NO	264	61.54%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	439/1569	28.0 %	
Total Votes	429		
YES	290	67.60%	
NO	139	32.40%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	439/1569	28.0 %	
Total Votes	424		
YES	173	40.80%	
NO	251	59.20%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	439/1569	28.0 %	
Total Votes	416		
YES	304	73.08%	
NO	112	26.92%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	439/1569	28.0 %	
Total Votes	425		
YES	246	57.88%	
NO	179	42.12%	

Election Summary Report
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Summary For Flagstaff 26, All Counters, All Races
OFFICIAL FINAL RESULTS

Registered Voters 879 - Cards Cast 152 17.29%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

QUESTION 1		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	152/879	17.3 %	
Total Votes	149		
YES	73	48.99%	
NO	76	51.01%	

QUESTION 7		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	152/879	17.3 %	
Total Votes	150		
YES	70	46.67%	
NO	80	53.33%	

QUESTION 2		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	152/879	17.3 %	
Total Votes	149		
YES	53	35.57%	
NO	96	64.43%	

QUESTION 3		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	152/879	17.3 %	
Total Votes	151		
YES	97	64.24%	
NO	54	35.76%	

QUESTION 4		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	152/879	17.3 %	
Total Votes	151		
YES	68	45.03%	
NO	83	54.97%	

QUESTION 5		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	152/879	17.3 %	
Total Votes	146		
YES	95	65.07%	
NO	51	34.93%	

QUESTION 6		Total	
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	152/879	17.3 %	
Total Votes	150		
YES	88	58.67%	
NO	62	41.33%	

EXHIBIT 'B'

REJECTED – SIGNATURE DIFFERENT:	32
REJECTED – SIGNATURE MISSING:	18
REJECTED – BALLOT RECEIVED TOO LATE:	<u>95</u>
REJECTED – TOTAL	145

BALLOTS RETURNED UNDELIVERABLE: 1,301

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Mark Gaillard, Fire Chief
Date: 09/23/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Contract: An intergovernmental agreement with the Summit Fire District for management services. *(Approve Intergovernmental agreement with Summit Fire District in the amount of \$72,500).*

RECOMMENDED ACTION:

Approve entering into an IGA with the Summit Fire District for management services.

Executive Summary:

The IGA is a 2 year agreement whereby the City of Flagstaff Fire Department will provide management services to the Summit Fire District.

Financial Impact:

The Summit Fire District (SFD) will compensate the City of Flagstaff \$72,500.00 (annually) in consideration of the management services provided by the City.

The FY 2016 budget does have appropriation for the additional expenditures needed to provide management service under this IGA. The estimate for FY 2016 will be \$15,454 plus a potential \$20,000 for daily staffing impacts. The revenue from Summit Fire District will offset these costs to keep the General Fund cost neutral. Should the IGA be approved, the FY 2017 budget will be aligned for these revenues and expenditures.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

Invest in our employees and implement retention and attraction strategies
Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics
Develop and implement guiding principles that address public safety service levels through appropriate staffing levels

REGIONAL PLAN:

Goal PF.1. Work across all government operations and services to prepare for the impacts of natural and human caused hazards.
Goal PF.3. Provide high-quality emergency response and public safety services including law enforcement, fire, medical, and ambulance transport service

Has There Been Previous Council Decision on This:

N/A

Options and Alternatives:

- 1) Approve the IGA as presented.
- 2) Direct the Fire Chief to negotiate amended terms of the IGA with the Summit Fire District.
- 3) Choose not to provide management services to the Summit Fire District.

Background/History:Flagstaff Fire Department.

The provision of fire/medical/rescue services in Flagstaff has been particularly challenged in the aftermath of the Great Recession. Divergent pressures have caused numerous public agencies to look for alternatives and innovations to sustain service delivery. The Flagstaff Fire Department has experienced an annual increase in calls for service of 8-10% and is tracking toward another increase this calendar year. While calls for service have been on the rise, increasing pension costs associated with the unfunded obligation within the local PSPRS plan have necessitated an increase in employer contribution to 67.71% of wages. The Fire Department workforce that would be available to respond to the increased service demands and also pay into the pension plan has undergone a reduction in force of 17% since pre-recession staffing levels.

The fire department is currently staffed with eighty-five (85) personnel. There are seven (7) strategically located fire stations throughout the city limits of Flagstaff. Six stations are fire/EMS/rescue response stations and one is our Wildland Fire Management station.

Summit Fire District.

The Summit Fire and Medical District dates back to 1973. The Doney Park Fire District was established in 1973 and in 1977 the Timberline-Fernwood Fire District was organized in response to the Radio Fire on Mount Elden. The two departments merged into Summit Fire and Medical District in 2001. In 2006 the Summit Fire District started providing service to the Fort Valley area, and merged those two organizations into the Summit Fire and Medical District (SFMD) in 2009. SFMD responds from four fire stations with Advance Life Support engine companies. SFMD is staffed with a total of 40 fulltime employees and have lost 6 firefighter positions through retirement/attrition. Three of four engine companies have three personnel and one responds with two. SFMD serves approximately 10,000 residences and responds to the highways that run through the district.

Seizing opportunities and providing good fiscal policy has helped Summit Fire District weather the Great Recession. Since the Shultz Fire and flooding in 2010, as well as the impact of the housing market crash of 2008, the Summit Fire District is currently at 59% of the funding that was available in 2008. SFMD initiated multiple cost cutting approaches that have prevented layoffs of any firefighters. SFMD has reduced their overall liabilities, while creating a capital carry forward fund to weather these financially difficult times.

Key Considerations:

Strategic Importance

The proposed IGA supports three of the four strategic initiatives of the Flagstaff Fire Department: Develop Regional Partnerships, Invest in Professional Development, and Improving Operational Effectiveness.

Develop Regional Partnerships

This strategic priority involves proactively enhancing services and partnerships to best serve the region and provide the best use of limited public and private resources. The City Council has approved several initiatives to assist the department in advancing regionalism and thus expand resource capability. Those actions include: Restructuring of the Greater Flagstaff Mutual Aid Agreement, joining the Arizona Mutual Aid Compact, co-funding a regional training officer with 4 other jurisdictions, and most recently, authorizing the return of Summit Fire District to the regional dispatch center operated by the City.

The IGA leverages the ability of the Flagstaff Fire Department and Summit Fire District to improve firefighter safety and obtain improved outcomes. The departments routinely assist each other. The City of Flagstaff requests mutual aid from Summit Fire District on an average of twice per month. Flagstaff responds to requests for mutual aid by Summit Fire District approximately once per month. All efforts to provide uniformity in service and procedures gain the desired result of improved life safety services and firefighter safety for both jurisdictions.

Invest in Professional Development.

To address this strategic priority the department seeks to ensure all employees are well-trained, mentored, and prepared for diverse roles in a proactive, responsive and experienced Fire, Medical and Rescue Department. The department struggles, within our current fiscal climate, to provide adequate training and experiential exposure to develop our members. To illustrate the urgency of this strategic area, consider the following:

- Of the 81 sworn positions in the department, 18 (22.2%) of the workforce have retired in the last 5 years;
- Of the current workforce, 23 (28.3%) are eligible to retire within the next 5 years.
- Of those 23 eligible to retire in the next 5 years, 11 (13.5%) have entered the deferred retirement option plan and must retire.

Flagstaff Fire Department is one of many public agencies experiencing the wave of public employees who are leaving the workforce. The September 2015 issue of American City and County referred to the issue as "The Retirement Tsunami". Municipal organizations will be increasingly challenged to prepare their workforce for the void created by an increasingly large retirement of experienced workers.

The IGA provides tremendous professional development opportunities for up to four personnel. Over 12,000 hours of experience based professional development will result from the execution of the IGA. The experiences gained by personnel working temporarily in positions of greater authority and responsibility are very difficult to provide to our members who represent the future leadership of the department. The ability to provide senior level chief officer and battalion level chief officer training is an even more rare opportunity.

Improve Operational Efficiencies.

This strategic opportunity compels us to provide for community safety through the implementation of best practices, technology, innovation and partnerships to strive to meet the needs of all citizens. As municipal services are challenged to find new service models and eliminate redundancies, many fire departments are looking at shared resources to attain the fulfillment of their mission. Within the State of Arizona, several fire departments have merged, formed joint powers authorities, or contracted for services similar to the City of Flagstaff's agreements with Westwood Estates and Lockett Ranch Fire Districts.

The IGA allows Summit Fire District and the City to explore greater efficiencies by eliminating redundant efforts within both departments. Examples include staff functions such as support services, medical quality control, support and training; firefighter safety and health, and other related functions carried out by line officers.

Features of the IGA

Maintain Local Control.

The Flagstaff City Council retains its independent and legislative authority to exercise its powers in matters affecting fire/medical/rescue services in Flagstaff. The Summit Fire District Board retains its powers in matters affecting services within the fire district. Each agency retains its own budget and does not share appropriations.

Fire Chief Services.

The Flagstaff Department is *not* staffed adequately to enter into the IGA without increasing its resources at the command staff level. The IGA will be executed by the creation of a temporary (and additional) Deputy Fire Chief position. A Flagstaff Deputy Fire Chief will be assigned to Summit for day to day operations. The Flagstaff Fire Chief will provide general management of the Summit Fire Administration and be responsible for overall administrative functions as outlined in Section 5 of the IGA.

Operational Approach.

The IGA will necessitate the increase in command staff for the Flagstaff Fire Department. Since the IGA is a two year pilot, our proposed implementation will be to staff up for the pilot with temporary appointments that provide flexibility to distribute the professional development opportunities and to easily return to our existing structure at the end of the IGA.

The personnel moves necessitated to implement the IGA may occasionally result in an impact to daily staffing. The impact to daily staffing would be caused by one vacancy created at the Firefighter level, typically caused by other unscheduled leaves such as sick leave. When this occurs, an off duty firefighter will be hired back on overtime to cover the vacancy. The financial consideration provided by the Summit Fire District will offset this expense.

Expanded Financial Considerations:

As part of the IGA, the Summit Fire District will provide \$72,500 in funding to pay with the cost of providing management services. These funds will provide for 4 acting and/or temporary promotions for one firefighter, one engineer, one captain, and one battalion chief. This will allow a deputy chief to be assigned to the District as a representative of the Chief's office, leaving a balance of \$41,409. These funds will be available to cover expenses with daily staffing should they occur. The chart below represents the estimated costs for each position and includes the costs of benefits.

<u>Positions Movement</u>	<u>Salary Midpoint</u>	<u>% Increase</u>	<u>Total</u>
Battalion to Deputy	\$87,239	11%	\$9,596
Captain to Battalion	\$62,988	5%	\$3,149
Engineer to Captain	\$56,258	5%	\$2,813
Firefighter to Engineer	\$47,222	5%	\$2,361
	Salary Increase		\$17,920
	Subtotal		
	Benefits	74%	<u>\$13,171</u>
	Total Cost Estimate		\$31,091
Summit Fire Funds			<u>\$72,500</u>
Funds to cover daily staffing impacts			\$41,409

Community Benefits and Considerations:

Fire Fighter Safety and Operational Effectiveness.

The objectives of the IGA are improved life safety services and increased firefighter safety. The IGA provides for improved services to our citizens by reducing the variation in service delivery through consistency. This most often will be realized when the two departments work together during mutual aid calls for assistance. Currently Summit Fire District is responding into the City of Flagstaff twice as often as the City responds into the district. Creating operational consistency through a common set of procedures, expectations and training will lead to increased levels of firefighter safety. Safety is achieved by reducing variance in the high risk/low frequency nature of our emergency work.

Succession Planning.

As discussed in the Key Considerations, the IGA supports development of the City of Flagstaff Fire Department command staff. The opportunity to place members into positions of higher authority to gain valuable experience is consistent with the department's efforts to support professional development.

Efficiency.

The IGA is a low risk way to explore innovative structures and agreements that reduce redundancy in government, increase capacity of the command staffs for two fire departments, and defer future costs.

Community Involvement:

Inform

Expanded Options and Alternatives:

Attachments: [Summit IGA](#)
[ORG CHART](#)

DRAFT

INTERGOVERNMENTAL AGREEMENT FOR MANAGEMENT SERVICES

**between
City of Flagstaff
and
Summit Fire District**

This Intergovernmental Agreement for Management Services (“Agreement”) is entered into this ____ day of _____, 2015, between the City of Flagstaff (“CITY”), an Arizona municipal corporation, with offices at 211 W. Aspen Avenue, Flagstaff, Arizona, and the Summit Fire District, a political subdivision of the State of Arizona, with offices at 8905 Koch Field Road, Flagstaff, Arizona (“DISTRICT”).

RECITALS

- A. WHEREAS, CITY and DISTRICT (which may be referred to herein as a “PARTY” or the “PARTIES”) desire to enter into this Agreement for Management Services; and
- B. WHEREAS, CITY and DISTRICT are authorized pursuant to A.R.S. §11-952 et seq. and A.R.S. §48-805 et seq. to enter into agreements to cooperate in the provision of fire suppression, emergency medical services (“EMS”) and related services otherwise authorized by law; and
- C. WHEREAS, CITY and DISTRICT desire to share management services, including Fire Chief services, (“Management Services”) to each operate in a more efficient and cost effective manner; and
- D. WHEREAS, CITY employs, on a full-time basis, a Fire Chief with the required professional qualifications, expertise, and experience in leading, managing, and administering a professional, full-service Fire District; and
- E. WHEREAS, CITY is willing to provide Management Services to DISTRICT in exchange for the consideration as set forth herein; and
- F. WHEREAS, the PARTIES desire to continue to improve the nature and coordination of emergency response to incidents that threaten loss of life or property within the geographic boundaries of their respective jurisdictions to include regional operations, procedures, and practices governing command and control hazard zone operations; and
- G. WHEREAS, CITY and DISTRICT agree to participate in a pilot program for the purpose of enabling the CITY Fire Chief or his designee to also function as the DISTRICT Fire Chief.

1. PURPOSE

The purpose of this IGA is to authorize the City of Flagstaff Fire Chief to also function as the Summit Fire District Fire Chief under the terms of this Intergovernmental Agreement for Management Services.

2. SCOPE

The scope of this Agreement shall include the following:

2.1 CITY's Responsibilities and Obligations

The CITY shall:

- 2.1.1 Permit its Fire Chief or his designee to serve as Fire Chief for both CITY and DISTRICT on an appropriate shared services basis, subject to the conditions, limitations, and guidelines set forth in this Agreement.
- 2.1.2 Formally communicate with the DISTRICT any challenges or concerns regarding this Agreement, with the intent of resolving such issues and to preserve the intent and purpose of the Agreement for the benefit of both PARTIES.

2.2 DISTRICT's Responsibilities and Obligations

The DISTRICT shall:

- 2.2.1 Permit the CITY's Fire Chief or his designee to serve as Fire Chief for the DISTRICT on an appropriate shared services basis, subject to the conditions, limitations, and guidelines set forth in this Agreement.
- 2.2.2 Cooperate with the CITY in the allocation of equipment, personnel, and resources as needed to allow for efficient and effective operations and administration of both PARTIES' needs under this Agreement.
- 2.2.3 Formally communicate with the CITY any challenges or concerns regarding this Agreement, with the intent of resolving such issues and to preserve the intent and purpose of the Agreement for the benefit of both PARTIES.
- 2.2.4 Provide a Code 3 equipped chief's vehicle for the CITY's Fire Chief or his designee to use daily for all professional purposes, whether for the District or the City. The DISTRICT shall maintain and fuel the vehicle. The DISTRICT shall maintain insurance on the vehicle at all times and name the Fire Chief and his designee as permitted drivers. The insurance shall cover the Fire Chief and his designee whether they are operating the vehicle for District or City purposes. The CITY shall, to the fullest extent permitted by law, indemnify, defend and hold harmless the DISTRICT, its members, directors, officers, employees, agents, attorneys and assigns from and against any and all claims, losses, liability, costs or expenses resulting from the negligent, alleged negligent, reckless, or intentional conduct of the Fire Chief or his

designee while operating the vehicle for City purposes.

3. CONSIDERATION

In exchange for providing Management Services to the DISTRICT as outlined herein, DISTRICT agrees to compensate CITY in the sum of \$72,500.00 annually. CITY will issue a monthly invoice. Payment will be made to City of Flagstaff, 211 W. Aspen Avenue, Flagstaff, Arizona 86001 within thirty (30) days of receipt of the invoice.

4. EFFECTIVE DATE; TERM; REVIEW; RENEWAL

- 4.1 Effective Date. This Agreement will become effective for each PARTY January 1st, 2016 (the “Effective Date”).
- 4.2 Term. The initial term of this Agreement will be for two (2) years, unless sooner terminated as provided herein.
- 4.3 Review. After the Agreement has been in effect for one (1) year, the PARTIES shall perform a detailed review of its effectiveness.

5. GENERAL PROVISIONS

- 5.1 The PARTIES shall establish appropriate written policies, procedures, and protocol for using the Joint Management Services and related equipment provided for under this Agreement.
- 5.2 The Fire Chief or his designee may provide management services to the DISTRICT in the following areas:

- Community/Customer Relations
- City Council/Fire District Board Relations
- Labor Relations
- Policy Development and Maintenance
- Risk Management
- Mutual Aid
- Regional, State, and Federal Relations
- Strategic and Operational Planning
- Contracts and Intergovernmental Agreements
- Records Management
- Budgeting
- Grant Funding
- Human Resources

- 5.3 The CITY shall treat the Fire Chief and his designee as its employees for all matters except for liability for actions taken or not taken on behalf of the District, including but not limited to, compensation, workers’ compensation, benefits, retirement, employment policies, and discipline.
- 5.4 The Fire Chief, his designee, and DISTRICT shall treat DISTRICT employees as

employees of the DISTRICT for all matters including, but not limited to, compensation, workers' compensation, benefits, retirement, employment policies, and discipline.

- 5.4.1 The DISTRICT shall be responsible for payment of all costs and expenses associated with its employees, including but not limited to, compensation, benefits, workers' compensation, and retirement.
- 5.4.2 The Fire Chief or his designee shall have the authority to hire, fire, and discipline PERSONNEL employed by the DISTRICT, subject to the DISTRICT's employee policies.
- 5.5 The DISTRICT shall provide the Fire Chief or his designee an office at an appropriate DISTRICT location suitable for completing the functions of the position under this Agreement. The costs associated with providing the office, computer, and office supplies related to performing work for the DISTRICT pursuant to this Agreement shall be borne by the DISTRICT.
- 5.6 Except as otherwise provided for under this Agreement, each PARTY shall be responsible for the acquisition and maintenance of its own equipment.
- 5.7 The Fire Chief or his designee shall serve as the chief executive officer of the DISTRICT during the term of this Agreement, subject to the DISTRICT Board's role as a policy group.
- 5.8 The Fire Chief or his designee shall have the authority to commit the DISTRICT to expenditures consistent with the budget and procurement policies approved by the governing body of the DISTRICT and in so doing shall allocate and account for such expenditure.
- 5.9 The Fire Chief or his designee shall be responsible for reporting to the governing bodies of the PARTIES concerning any issues related to this Agreement, as needed.
- 5.10 The CITY shall under no circumstances assume any responsibility or liability for claims or litigation that are pending against the DISTRICT as of the effective date of this Agreement or that arise after the effective date of this Agreement.
- 5.11 The CITY shall not assume responsibility for payment of any debts or outstanding amounts owed by the DISTRICT as of the effective date of this Agreement or any amounts owed by the DISTRICT during the term of this Agreement.
- 5.12 Participation in this Agreement shall create no ownership for DISTRICT relative to any equipment and/or real or personal property existing at the effective date of this Agreement or subsequently purchased with CITY funds pursuant to this Agreement.
- 5.13 To avoid the possibility of conflicts of interest, neither the Fire Chief nor his designee shall at any time be involved in initiating, negotiating, or drafting amendments,

changes to terms, or addenda to this IGA. In addition, neither the Fire Chief nor his designee shall be involved in the decision whether to renew or not renew this IGA.

- 5.14 As per Section 12 of this Agreement, the Parties recognize that the Fire Chief and his designees are employees of the City and that occasionally the work performed for the Summit Fire District, such as amending this agreement, will cause conflicts of interest. In such instances, each PARTY shall hire or appoint an individual who does not have a conflict to act as its representative.

6. TERMINATION

This Agreement may be terminated by either PARTY, for any reason, effective thirty (30) days from the giving of written notice to the other party at the following addresses:

City of Flagstaff
Flagstaff Fire Department
Attn: Fire Chief
211 West Aspen Avenue
Flagstaff, AZ 86001

Summit Fire District
Attn: Fire Board Chair
8905 Koch Field Road
Flagstaff, AZ 86004

7. LIABILITY INSURANCE

DISTRICT shall maintain, during the life of this Agreement, a policy of liability insurance naming the CITY as an additionally named insured, in the minimum amount of \$1,000,000.00 per occurrence with aggregate liability coverage of not less than \$3,000,000.00. Such insurance shall provide coverage for the conduct and acts of the Fire Chief or his designee acting within the scope of his authority.

8. INDEMNIFICATION

To the fullest extent permitted by law, DISTRICT shall indemnify, defend and hold harmless the CITY, its members, directors, officers, employees, agents, attorneys and assigns from and against any and all claims, losses, liability, costs or expenses resulting from the negligent, alleged negligent, reckless, or intentional conduct of the DISTRICT. CITY shall indemnify DISTRICT only under the limited circumstances set forth in Section 2.2.4 of this Agreement. Any indemnification shall survive termination of this Agreement or the termination of the participation of any of its PARTIES. The amount and type of insurance coverage requirements set forth in this Agreement shall in no way be construed as limiting the scope of the indemnity in this paragraph.

9. WORKERS' COMPENSATION COVERAGE

9.1 CITY shall be considered the primary employer of the Fire Chief and his designee, and agrees to provide Workers' Compensation Insurance for the Fire Chief and his designee in accordance with all applicable Federal and State laws.

9.2 DISTRICT shall be considered the primary employer of all DISTRICT employees, and agrees to provide Workers' Compensation Insurance for its employees in accordance with all applicable Federal and State laws.

9.3 Each PARTY shall comply with the provisions of A.R.S. §23-1022(E) by posting the required employee notice of Workers Compensation Insurance.

10. SEVERABILITY

If any provision of this Agreement shall be held to be unconstitutional, invalid, or unenforceable, it shall be deemed severable; however, the remainder of the Agreement shall not be affected and shall remain in full force and effect.

11. NON-DISCRIMINATION

Each PARTY warrants that it complies with any state and federal laws, rules and regulations which mandate that all persons, regardless of race, color, creed, religion, sex, genetic information, age, national origin, disability, familial status or political affiliation, shall have equal access to employment opportunities, including but not limited to the Americans with Disabilities Act. Each PARTY shall take affirmative action to ensure that it will not participate either directly or indirectly in the discrimination prohibited by or pursuant to Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Age Discrimination Act of 1975, and the Genetic Information Nondiscrimination Act of 2008.

12. CANCELLATION FOR CONFLICT OF INTEREST

This Agreement is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511.

13. COMPLIANCE WITH ALL LAWS

Each PARTY shall comply with all federal, state and local laws, rules and regulations.

14. EXECUTION PROCEDURE

This Agreement will be executed in counterparts by the governing body of each PARTY.

15. LEGAL ARIZONA WORKERS ACT COMPLIANCE

PARTIES are required to comply with A.R.S. §41-4401, and hereby warrants that they will, at all times during the term of this Agreement, comply with all federal immigration laws applicable to the employment of their respective employees, the requirements of A.R.S. §41-4401, and with the e-verification requirements of A.R.S. §23-214(A) (together the “state and federal immigration laws”). PARTIES further agree to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws.

A breach of a warranty regarding compliance with the state and federal immigration laws shall be deemed a material breach of the Agreement and the PARTY who breaches may be subject to penalties up to and including termination of the Agreement.

Each PARTY retains the legal right to inspect the papers of any contractor or subcontract employee working under the terms of the Agreement to ensure that the other PARTY is complying with the warranties regarding compliance with the state and federal immigration laws.

16. NON-APPROPRIATION

This Agreement shall be subject to available funding for each PARTY, and nothing in this Agreement shall bind any PARTY to expenditures in excess of funds appropriated and allotted for the purposes outlined in this Agreement.

17. NO THIRD PARTY BENEFICIARIES

The PARTIES acknowledge and agree that the terms, provisions, conditions, and obligations of this Agreement are for the sole benefit of, and may be enforceable solely by, the PARTIES, and none of the terms, provisions, conditions, and obligations of this Agreement are for the benefit of, or may be enforced by, any person or entity not a party to this Agreement.

18. AUDIT OF RECORDS

Each PARTY, upon written request and at reasonable times, shall have the right to review, inspect, audit, and copy all books, accounts, reports, files, and all other records relating to the performance and/or costs associated with this Agreement.

19. PUBLIC RECORDS

All records created or kept in connection with this Agreement shall be subject to Arizona Public Records Laws, A.R.S. § 39-101 *et seq.* The DISTRICT shall comply with the CITY's Records Retention Policy regarding all records associated with the performance of this Agreement.

20. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Arizona.

21. COMPLIANCE WITH ALL LAWS

Each PARTY shall comply with all federal, state, and local laws, rules, and regulations.

22. SIGNATURES

Each PARTY represents and warrants that all necessary approvals for this agreement have been obtained, and the persons whose signatures appear below have the authority necessary to execute this agreement on behalf of the PARTIES indicated.

City of Flagstaff

Summit Fire District

Mayor

Board Chair

Attest:

City Clerk

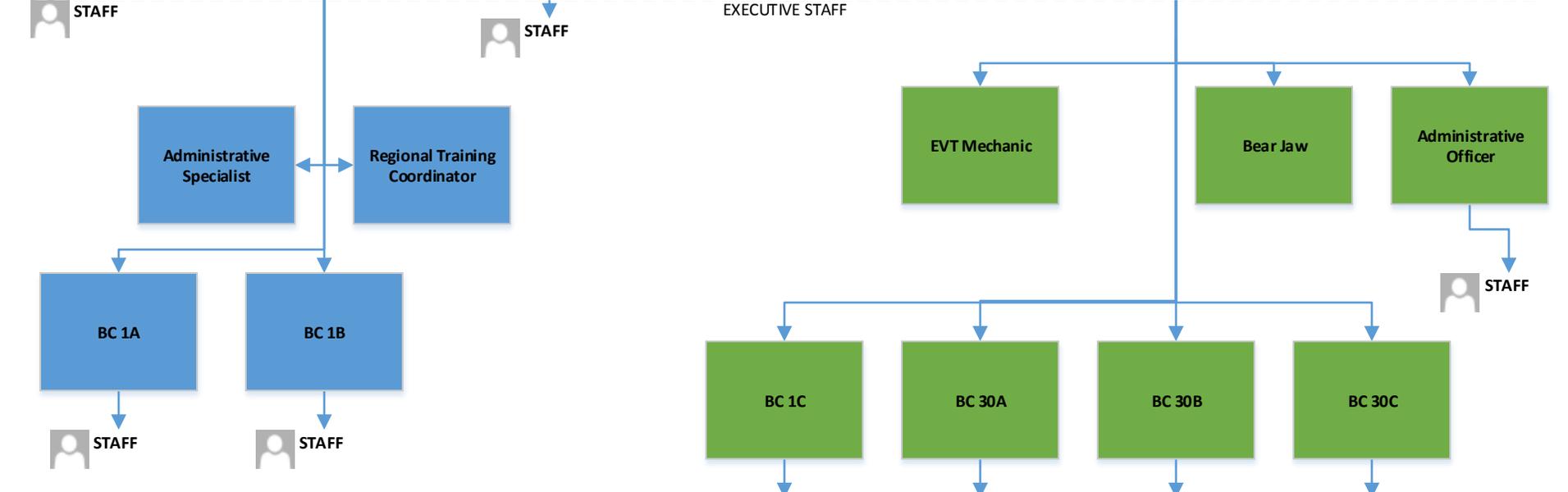
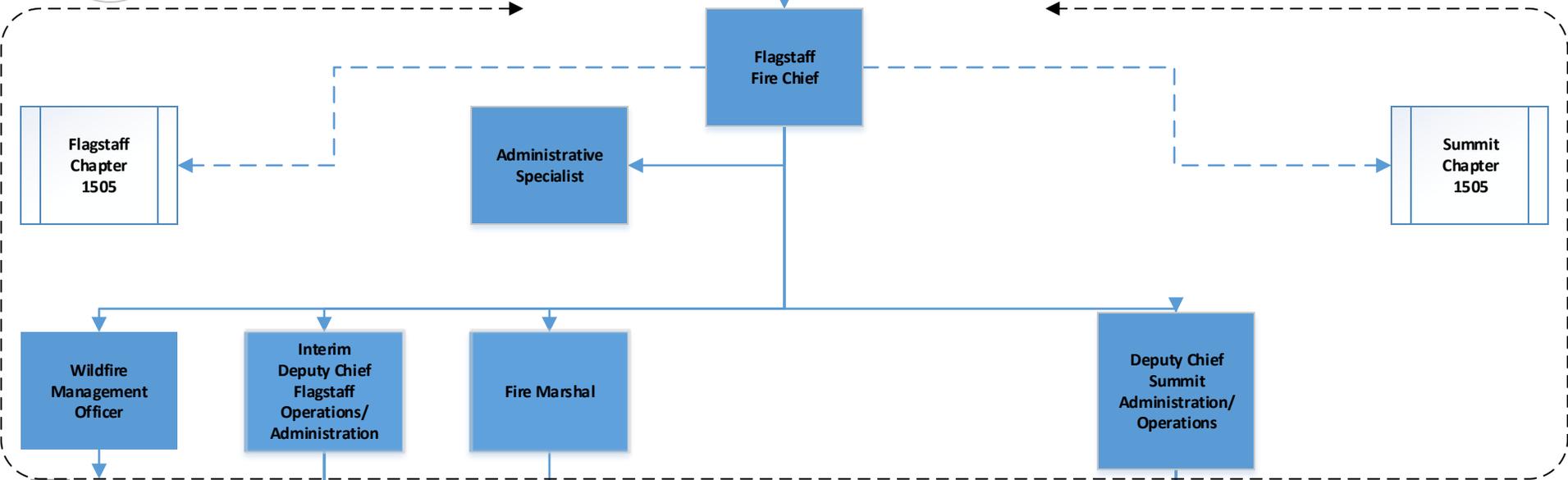
Approved as to form:

City Attorney

Interim Organizational Structure

Flagstaff City Council
 Flagstaff City Manager

Summit Fire District Board
 Contractual



**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Michael O'Connor, Public Works Section Head
Date: 09/30/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Adoption of Ordinance No. 2015-19: An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Section 3-10-001-0007 Cemetery to increase Cemetery fees by 10%. (***Cemetery fee increase***)

RECOMMENDED ACTION:

At the November 17, 2015, City Council Meeting:

- 1) Read Ordinance No. 2015-19 by title only for the first time
- 2) City Clerk reads Ordinance No. 2015-19 by title only for the first time (if approved above)

At the December 1, 2015, City Council Meeting:

- 3) Read Ordinance No. 2015-19 by title only for the final time
- 4) City Clerk reads Ordinance No. 2015-19 by title only for the final time (if approved above)
- 5) Adopt Ordinance No. 2015-19

Executive Summary:

At the April 22, 2015 Council budget advance, the Council expressed support to increase Cemetery fees by 10%. The City has provided the required 60 day notification on the City website of this potential fee increase. Staff proposes a January 1, 2016 effective date.

Financial Impact:

The City of Flagstaff receives approximately \$130,000 per year in Cemetery fees. The proposed fee increase is estimated to generate an additional \$13,000 per year in revenue for the General Fund.

Connection to Council Goal and/or Regional Plan:

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

Has There Been Previous Council Decision on This:

Yes, Cemetery fees were increased in August of 2009 after Council direction. This was also discussed at the February 2015 and April 2015 budget advances by Council.

Options and Alternatives:

- 1) Approve the fee increase to generate an estimated \$13,000 new revenue to the General Fund.
- 2) Do not approve the fee increase. This option will lower the future recurring revenues in the General Fund and will be adjusted in the fiscal year 2017 budget process.

Background/History:

The City owns and operates Citizens Cemetery. The City charges user fees to help pay for costs related to use of the Cemetery. As part of the City of Flagstaff annual budget process, certain user fees are brought forward to Council for consideration to increase. For FY2016, City staff provided information to Council on the Cemetery fees.

In 2009, the City conducted a user fee study of services provided at Citizens Cemetery. At that time fees were adjusted based on actual costs to provide services. Historically fees have been charged differently between residents and non-residents. The fees that were adjusted were addressed in the ordinance based on the User Fee study in 2009. Fees have not been adjusted since 2009. The Cemetery master plan of 1999 recommended increasing user fees and yearly increases based on the consumer price index. This is not a practice that is followed currently. In this current fee structure, we addressed both resident and non-resident fees by 10%.

At the April 22, 2015 City Council Budget advance, the Council reviewed several user fees. The discussion was to increase existing Cemetery fees by 10% to generate \$13,000 in revenue. This will be revenue deposited into the General Fund.

At the February budget advance there were two Councilmembers in full support and two Councilmembers providing tentative support. The item was brought before Council again at the April budget advance and the majority agreed to impose a fee increase to help fund ongoing expenditures for the fiscal year 2016 budget. City staff posted the statutorily required 60-day notice on the City website and stated this fee increase would be considered at the November 17, 2015 Council meeting. Staff is recommending that it become effective on January 1, 2016.

Key Considerations:

The estimated new revenue of \$13,000 has been included in the total ongoing resources used to balance the FY2016 City of Flagstaff budget. If this were not approved, expenditures of \$13,000 would have to be reduced in the General Fund. Should Council decide not to increase the fees for the Cemetery, the ongoing revenue source will be adjusted with the fiscal year 2017 budget.

Community Involvement:

Inform

The public has been notified through the website post that the City is considering this fee increase. The public will have the opportunity to provide feedback to the Council as the proposed Ordinance is considered by Council for approval.

Attachments: [Proposed Cemetery fees](#)
 [Ordinance 2015-19](#)
 [Notice of Proposed Increase in Fees](#)

**CEMETERY
PROPOSED FEES FOR
FY-2016**

		2008-2009 100% User Fee Study	2008-2009 User Fee Recommend	2015 Current Fee - Resident	2015 Current Fee - Non- Resident	2016 Proposed. Fee for Residents	2016 Proposed. Fee for Non-Residents
Caskets Easement Fees							
	Grave Site Easements		\$600	\$600	\$600	\$660	\$660
	Opening/Closing Fee	\$1,222	\$720	\$720	\$1,320	\$800	\$1,460
	Perpetual Care Fee		\$90	\$90	\$90	\$100	\$100
			\$1,410	\$1,410	\$2,010	\$1,560	\$2,220

Caskets Veterans Mass. ODD							
	Opening Closing Fee			\$720	\$1,320	\$800	\$1,460
	Perpetual Care Fee			\$90	\$90	\$100	\$100
				\$810	\$1,410	\$900	\$1,560

Cremains							
	Grave Site Easements		\$600	\$600	\$600	\$660	\$660
	Opening/Closing Fee	\$407	\$375	\$375	\$675	\$420	\$750
	Perpetual Care Fee		\$25	\$25	\$25	\$30	\$30
			\$1,000	\$1,000	\$1,300	\$1,110	\$1,440

Cremains Veterans Mass. ODD							
	Opening/Closng Fee			\$375	\$675	\$420	\$760
	Perpetual Care Fee			\$25	\$25	\$30	\$30
				\$400	\$700	\$450	\$790

Infants							
	Grave Site Easement		\$125	\$125	\$125	\$140	\$140
	Opening/Closing Fee	\$626	\$150	\$150	\$450	\$170	\$500
	Perpetual Care Fee		\$25	\$25	\$25	\$30	\$30
			\$300	\$300	\$600	\$340	\$670

**CEMETERY
PROPOSED FEES FOR
FY-2016**

	2008-2009 100% User Fee Study	2008-2009 User Fee Recommend	2015 Current Fee - Resident	2015 Current Fee - Non- Resident	2016 Proposed. Fee for Residents	2016 Proposed. Fee for Non-Residents
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Mausoleum							
Opening/Closing Fee		\$407	\$310	\$310	\$910	\$350	\$1,010
Perpetual Care Fee			\$90	\$90	\$90	\$100	\$100
		\$400	\$400	\$1,000	\$450	\$1,110	

Columbarium							
Top				\$500	\$500	\$550	\$550
Bottom				\$450	\$450	\$500	\$500
Open/Close Fee		\$251	\$175	\$175	\$475	\$200	\$530

Head Marker Settings							
Single Head Marker		\$626	\$120	\$120	\$120	\$140	\$140
Double Head Marker				\$200	\$200	\$220	\$220
Vases				\$40	\$40	\$50	\$50

Exhumations							
Casket		\$1,096	\$1,090	\$1,090	\$1,090	\$1,200	\$1,200
Infant				\$800	\$800	\$880	\$880
Cremins				\$400	\$400	\$440	\$440

Overtime Fees							
After 3 PM Mon-Fri	Extra			\$100	\$100	\$110	\$110
(For Internment done after 3 PM)							
Sat. Burials 8 am - 12 PM	Extra			\$250	\$250	\$280	\$280
Sat. Burials 12 pm - 4 pm	Extra			\$300	\$300	\$330	\$330
Less than 48 Working Hrs Notice	Extra			\$100	\$100	\$110	\$110
Weekend Excavation	Extra			\$250	\$250	\$280	\$280

ORDINANCE NO. 2015-19

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF,
AMENDING THE FLAGSTAFF CITY CODE, TITLE 3, *BUSINESS
REGULATIONS*, CHAPTER 10, *USER FEES*, SECTION 3-10-001-0007,
CEMETERY FEES; PROVIDING FOR PENALTIES, REPEAL OF
CONFLICTING ORDINANCES, SEVERABILITY, AND ESTABLISHING AN
EFFECTIVE DATE**

RECITALS:

WHEREAS, the City of Flagstaff desires to increase Cemetery fees by 10% to help recover operational costs identified in the City 2009 User Fee Study.

ENACTMENTS:

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

SECTION 1. In General.

The Flagstaff City Code, Title 3, *Business Regulations*, Chapter 10, *User Fees*, Section 3-10-001-0007, *Cemetery Fees*, is hereby amended by deleting the current fee schedule in its entirety and replacing it with a new fee schedule to read as follows:

	Fee for Residents	Fee for Non-Residents
Caskets Easement Fees		
Grave Site Easements	\$ 660	\$ 660
Opening/Closing Fee	800	1,460
Perpetual Care Fee	100	100
	1,560	2,220
Caskets Veterans Mass. ODD		
Opening Closing Fee	800	1,460
Perpetual Care Fee	100	100
	900	1,560
Cremains		
Grave Site Easements	660	660
Opening/Closing Fee	420	750
Perpetual Care Fee	30	30
	1,110	1,440
Cremains Veterans Mass. ODD		
Opening/Closing Fee	420	760
Perpetual Care Fee	30	30
	450	790

Infants		
Grave Site Easement	140	140
Opening/Closing Fee	170	500
Perpetual Care Fee	30	30
	340	670
Mausoleum		
Opening/Closing Fee	350	1,010
Perpetual Care Fee	100	100
	450	1,110
Columbarium		
Top	550	550
Bottom	500	500
Open/Close Fee	200	530
Head Marker Settings		
Single Head Marker	140	140
Double Head Marker	220	220
Vases	50	50
Exhumations		
Casket	1,200	1,200
Infant	880	880
Cremaains	440	440
Overtime Fees		
After 3 PM Mon-Fri (For Internment done after 3 PM)	110	110
Saturday Burials 8 am - 12 pm	280	280
Saturday Burials 12 pm - 4 pm	330	330
Less than 48 Working Hours' Notice	110	110
Weekend Excavation	280	280

SECTION 2. Repeal of Conflicting Ordinances.

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

SECTION 3. Severability.

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

SECTION 4. Effective Date.

This ordinance shall become effective from and after January 1, 2016.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 1st day of December, 2015.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

NOTICE OF PROPOSED INCREASE IN CEMETERY FEES

The City of Flagstaff hereby gives notice pursuant to A.R.S. § 9-449.15 that it proposes to amend the City Code to increase cemetery fees by various amounts. These fees are used to pay for the City costs of providing and maintaining these services.

The City Council will consider the proposed changes at the following date and time:

**November 17, 2015 at 4:00 PM.
City Council Chambers
211 W. Aspen Avenue
Flagstaff, Arizona 86001**

A first reading of an ordinance to approve this change is anticipated to occur on November 17, 2015. A second reading of the ordinance is required, with changes effective on January 1, 2016.

More specifically, the changes under consideration are:

- Proposed change to City Code, Title 3 Business Regulations, Chapter 3-10-001-0007, Cemetery. The fees are currently set based upon services requested and as presented on the following page.

The City Council may approve, reject, modify, increase or decrease the amount of the proposed fee increase.

Please contact Erik Solberg, 928-213-2105, if you have any questions.

Submitted by: Barbara Goodrich

This notice is posted on the homepage of the City Website this 4th day of August, 2015.

Posted by: Kim Ott

			2016	
	Current Fee - Resident	Current Fee -Non- Resident	2016 Recommended Fee for Residents	2016 Recommended Fee for Non-Residents
Caskets Easement Fees				
Grave Site Easements	600	600	660	660
Opening/Closing Fee	720	1,320	800	1,460
Perpetual Care Fee	90	90	100	100
	1,410	2,010	1,560	2,220
Caskets Veterans Mass. ODD				
Opening Closing Fee	720	1,320	800	1,460
Perpetual Care Fee	90	90	100	100
	810	1,410	900	1,560
Cremaains				
Grave Site Easements	600	600	660	660
Opening/Closing Fee	375	675	420	750
Perpetual Care Fee	25	25	30	30
	1,000	1,300	1,110	1,440
Cremaains Veterans Mass. ODD				
Opening/Closng Fee	375	675	420	760
Perpetual Care Fee	25	25	30	30
	400	700	450	790
Infants				
Grave Site Easement	125	125	140	140
Opening/Closing Fee	150	450	170	500
Perpetual Care Fee	25	25	30	30
	300	600	340	670
Mausoleum				
Opening/Closing Fee	310	910	350	1,010
Perpetual Care Fee	90	90	100	100
	400	1,000	450	1,110
Columbarium				
Top	500	500	550	550
Bottom	450	450	500	500
Open/Close Fee	175	475	200	530
Head Marker Settings				
Single Head Marker	120	120	140	140
Double Head Marker	200	200	220	220
Vases	40	40	50	50
Exhumations				
Casket	1,090	1,090	1,200	1,200
Infant	800	800	880	880
Cremaains	400	400	440	440
Overtime Fees				
After 3 PM Mon-Fri (For Internment done after 3 PM)	Extra	100	100	110
Sat. Burials 8 am - 12 PM	Extra	250	250	280
Sat. Burials 12 pm - 4 pm	Extra	300	300	330
Less than 48 Working Hrs Notice	Extra	100	100	110
Weekend Excavation	Extra	250	250	280

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stephanie Smith, Assistant to City Manager
Date: 11/05/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval: 2016 Intergovernmental Relations Priorities

RECOMMENDED ACTION:

Approve 2016 Intergovernmental Relations Priorities

Executive Summary:

The City of Flagstaff's Intergovernmental Relations Program coordinates the City's dealings with the federal, state, tribal and other local governments, and seeks to foster constructive links between the City and these entities. The program works to advocate for the Flagstaff community by fostering and maintaining relationships with individuals and entities that affect the City's interest.

Each year the City adopts state and federal legislative priorities to establish City positions on issues, policies and projects of legislative interest. Council also adopts guiding principles to also direct the City's advocacy and intergovernmental efforts.

On November 3, 2015, City Council provided staff input on state, federal and tribal relations priorities. On November 10, 2015, Council will review the draft intergovernmental guiding principles and priorities that were developed based on the Council's input. On November 17, 2015, Council will adopt the City's 2016 intergovernmental priorities.

Financial Impact:

Staff continually evaluates financial impacts of legislation and regulatory policy changes at the local, state and federal level.

Connection to Council Goal and/or Regional Plan:

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

REGIONAL PLAN:

Historically, many of the Council's adopted legislative priorities support some of the Regional Plan's goals and policies. Through advocacy, the City's contracted lobbyists help to deliver City services effectively and efficiently.

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.

Previous Council Decision on This:

On November 3, 2015, City Council provided staff input on state, federal and tribal relations priorities.

Options and Alternatives:

Adopt the 2016 Intergovernmental Relations Program Priorities
Amend and adopt the 2016 Intergovernmental Relations Program Priorities

Community Involvement:

Inform
Consult
Involve
Collaborate
Empower

Attachments: 2016 Legislative Agenda - Draft

City of Flagstaff Intergovernmental Relations 2016



City Council Mission Statement

To protect and enhance the quality of life of its citizens.

City Council Vision Statement

The City of Flagstaff is a safe, diverse, vibrant and innovative community with a unique character and high quality of life. The City fosters and supports a balance of economic, environmental, educational and cultural opportunities.

Intergovernmental Relations

The City of Flagstaff Intergovernmental Relations Program addresses legislative initiatives at the county, state, and federal levels, which follow annual legislative calendars. The program mission is to develop and advocate for the Flagstaff community by fostering and maintaining relationships with individuals and entities that affect the City's interests. As a member of the League of Arizona Cities and Towns, the City of Flagstaff has assisted in the drafting and development of League Resolutions. Council adoption of the League resolutions, our identified priorities and guiding principles are incorporated as part of our legislative agenda.

The City Manager's Office coordinates an active legislative program focused on protecting the interests of our community and identifying resources available to enhance City services and programs. The City Council and City Manager's Office work closely with our legislative advocates in Washington, D.C., and Phoenix, as well as with the League of Arizona Cities and Towns to influence policy decisions that affect cities local control and local funding.

The 2016 Legislative Priorities provide a framework for the City of Flagstaff's Intergovernmental Program. Adopted annually, the City's Intergovernmental Guiding Principles and Legislative Priorities are the foundation of a focused advocacy strategy and serves as a reference guide for legislative positions and objectives that provide direction for the City Council and staff throughout the year.

Federal and state legislative proposals and policies consistent with the City's Intergovernmental Guiding Principles and Legislative Priorities may be supported by the City. Those policies or proposals inconsistent with this agenda may be opposed by the City.

Guiding Principles

The City's Intergovernmental Relations Program is guided by the following principles:

The City of Flagstaff is governed by its **Charter**, which outlines the City's governmental structure, identifies jurisdiction and provides enabling authority for self-rule. Flagstaff's City Charter and all its amendments has been voted on and approved by a majority of voters.

The City of Flagstaff strongly promotes **local control** for cities and may support or oppose legislation based on whether they advance maximum local control by local governments.

The Flagstaff City Council adopts **City-wide goals and legislative priorities**. Advancing or defending goals of the City Council and adopted legislative priorities in effect during the current legislative session does not require additional Council action.

The City of Flagstaff understands it is in the public's interest to have government at all levels that is **transparent, deliberative** and **accountable** to its citizens. The City of Flagstaff also evaluates legislative action based on the City's ability to deliver public services, the impact of Flagstaff citizens and the financial costs to the City.

The City's membership in the **League of Arizona Cities and Towns** is a critical component of the Flagstaff's advocacy strategy. The City Council will participate in the League's annual priority-setting process.

The City of Flagstaff understands that **partnerships** that develop and maintain positive intergovernmental relations are essential for success and the vitality of our community. The City supports proposed legislation brought forth by our partners that advance common goals. Regional, state and federal partners may include:

- **Regional Partners:** Coconino County, Flagstaff Unified School District, Northern Arizona Council of Governments, Northern Arizona Intergovernmental Public Transportation Authority, Northern Arizona Municipal Water Users Association, Greater Flagstaff Forest Partnership, Chamber of Commerce and Grand Canyon Trust;
- **Statewide Partners:** League of Arizona Cities and Towns, Coconino Community College, Northern Arizona University, Department of Veteran Services, Arizona Department of Transportation, Arizona Game and Fish, Arizona State Land Department and Greater Arizona Mayors' Association;
- **National Partners:** National League of Cities and Towns, Conference of Mayors, US Forest Service, National Park Service, US Department of Transportation, Federal Aviation Administration, US Army Corps of Engineers and other federal agencies; and
- **Tribal Partners:** Including the Navajo Nation and Hopi Nation

State Priorities

Advocate to Expand and Protect Local Control

Flagstaff supports legislation that upholds the principle of local government and reinforces the authority of the elected leaders of Flagstaff to respect and protect the priorities of its citizenry and respond to local challenges and opportunities.

Advocate to Preserve Local Funding

Protect existing funding and authorities that bring revenue to the City of Flagstaff, which support the quality of life for its residents. Areas may include the protection of state-shared revenues and opposition to the imposition of new fees and unfunded mandates by other levels of government that would increase costs to the City.

Flagstaff projects and legislative priorities

- Advocate for funding and building a **skilled nursing facility for veterans** in Flagstaff.
- Advocate for investing in **forest health** treatments on state-owned land in the Flagstaff region.
- Advocate for securing authority to place portions of the **Red Gap Ranch Pipeline** within Interstate 40 right-of-way.
- Advocate for investing in **economic development** efforts to promote rural manufacturing and encourage more use of the state by the film industry.

Statewide issues important to Flagstaff

- Advocate for reducing gun violence, fostering safety in public facilities and building safer communities.
- Advocate for reforming state pension systems to obtain greater flexibility in managing pension plans affecting municipal employees.
- Advocate for changing requirements in commercial tenant improvement projects less than \$10,000 to no longer require an Arizona Registrant to design and stamp the project.
- Advocate for flexible financing authority for commercial entities for upfront investment capital in energy efficiency improvements to properties.
- Advocate for allowing the local sales tax to be included as part of the total bid price when considering the “lowest, responsible bidder.”
- Advocate for removing the \$2.5 million cap that allows the State’s Housing Trust Fund to be fully funded through unclaimed property proceeds received by the State annually.

Federal Priorities

Advocate to Expand and Protect Local Control

Flagstaff supports legislation that upholds the principle of local government, and reinforces the authority of the elected leaders of Flagstaff to respect and protect the priorities of its citizenry and respond to local challenges and opportunities.

Advocate to Preserve Local Funding

Protect existing funding and authorities that bring revenue to the City of Flagstaff, which support the quality of life for its residents. Areas included opposition to unfunded mandates imposed by the federal government that would increase costs to the City.

Flagstaff projects and legislative priorities

- Advocate for increased authorization and funding the **Rio de Flag Flood Control Project**. Fully authorize this important community project and qualify for work plan construction funding in future years. Funding priorities for fiscal year 2016 include completing 100 percent design, completing final elements at the Clay Avenue Detention basin and environmental clean up and installation of rip rap at the Butler site.
- Advocate for leveraging the voter approved **Flagstaff Watershed Protection Project** funding with federal dollars to maximize investments into forest health, including resources for timber sale administration; Ensure that resources and funding continue to flow to important regional projects such as the Four Forest Restoration Initiative and NAU Ecological Restoration Institute.
- Advocate for funding projects in the **Flagstaff Airport** five-year Capital Improvement Program.
- Advocate for releasing the Federal Government's **reversionary interests** on property sold to the City by the BNSF Railroad.
- Advocate for authorizing and funding **transportation improvements** in Flagstaff, including priorities identified in the Regional Transportation Plan.
- Advocate for for funding and building a **skilled nursing facility for veterans** in Flagstaff after the initial state funding has been approved and encourage the Department of Veterans' Affairs to prioritize the project.

Tribal Priorities

The City's Intergovernmental Relations Program is responsible for strengthening partnerships and advancing mutual goals between the City of Flagstaff and Native Nations. In addition to fostering relationships with tribal nations, key priorities this year include:

- Support implementation priorities of the Memorandum of Understanding between Navajo Nation Human Rights Commission and City of Flagstaff.
- Collaborate on agenda development and facilitation of annual meetings with tribal nations.
- Host the 2016 Mayors Summit in partnership with the Navajo Nation.

DRAFT

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elaine Averitt, Planning Development
Manager
Date: 10/26/2015
**Meeting
Date:** 11/17/2015



TITLE:

Public Hearing and Consideration of Annexation Ordinance No. 2015-20: An annexation ordinance extending and increasing the corporate limits of the City of Flagstaff by annexing certain land totaling approximately 44.01 acres located at 3200 W. Route 66, and establishing city zoning for said land as Rural Residential, RR. (***Annexation of property for the new McAllister Ranch public works yard located on West Route 66***).

RECOMMENDED ACTION:

At the November 17, 2015 Council Meeting:

- 1) Hold Public Hearing
- 2) Read Ordinance No. 2015-20 by title only for the first time
- 3) City Clerk reads Ordinance No. 2015-20 by title only for the first time (if approved above)

At the December 1, 2015 Council Meeting:

- 4) Read Ordinance No. 2015-20 by title only for the final time
- 5) City Clerk reads Ordinance No. 2015-20 by title only for the final time (if approved above)
- 6) Adopt Ordinance No. 2015-20

Executive Summary:

Annexation of an existing city-owned parcel into the City limit will provide for the logical extension of City infrastructure within the Urban Growth Boundary defined in the *Flagstaff Regional Plan 2030* as areas which can be efficiently and effectively provided facilities and services by the City. The location at 3200 W. Route 66 has been identified by the City as an ideal location for the development of a new public works facility to replace the undersized and outdated current public works facility.

All substantive issues are addressed in the attached Planning & Zoning Commission report. At the conclusion of the public hearing on October 28, 2015, the Planning & Zoning Commission voted 7-0 to forward the request to the City Council with a recommendation of approval.

Financial Impact:

The money resources for the Facility are \$14,000,000 bonding authority, landfill fees, both debt and one time money, totaling \$5,500,000 and the appraised values for McAllister Ranch at \$2,178,000 and the Mogollon property at \$2,256,000. Total resources: \$23,934,000 available for the Facility.

Connection to Council Goal and/or Regional Plan:

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
- 11) Ensure that we are as prepared as possible for extreme weather events

REGIONAL PLAN:

The *Flagstaff Regional Plan 2030* provides the following goal and policy guidance with respect to annexation:

LU.7.2 (page IX-32) - Require unincorporated properties to be annexed prior to the provision of City services, or that a pre-annexation agreement is executed when deemed appropriate.

Policy WR.4.3 (page VI-13) - Development requiring public utility services will be located within the Urban Growth Boundary.

Has There Been Previous Council Decision on This:

On 7/15/14 the Council rejected a total of nine proposals for alternative sites for the McAllister Ranch public works facility (core services).

Options and Alternatives:

The City Council may approve the ordinance as proposed, approve the ordinance with conditions, or deny the ordinance.

Background/History:

A request by the City of Flagstaff to annex approximately 44.01 acres generally located north of East Route 66 and west of Woody Mountain Road. The area subject to the annexation is Coconino County Assessor's Parcel Number 112-01-001D. The majority of this city-owned parcel is vacant, forested land. The west portion includes the McAllister Ranch Complex which consists of several buildings and structures built in the 1930s, some newer building additions, and numerous corrals and fencing. The complex has been determined eligible for inclusion on the National Register of Historic Places. These buildings will not be disturbed by the proposed development. The east portion of the parcel includes an unpaved access drive to the Clay Avenue Wash Detention Basin which is incorporated into the proposed development. If the property is rezoned to the Public Facility (PF) Zone, the City's Resource Protection Overlay (RPO) Zone will also be applied and the parcel will be required to meet resource protection standards. The parcel is located within the Urban Growth Boundary. The 5-acre parcel adjacent to and south of the subject parcel is city-owned and within the City corporate boundary and will be combined with the 40.01-acre parcel if the annexation is approved.

The annexation request is to allow for the development of a new public works facility consisting of 87,280 square feet of buildings, associated parking and outdoor storage. The developed public works site will cover approximately 24 acres. A comprehensive discussion related to public facilities and service impact analysis can be found in the Annexation Report (P&Z Commission Staff Report attached).

The current application is being reviewed against the policies of the *Flagstaff Regional Plan 2030 (FRP 2030)*. The *FRP 2030* (Maps 21 and 22 on pages IX-27 through 29) designates the portion of this parcel closest to Woody Mountain Rd. as Future Urban within an Urban Activity Center, designates a portion west of the activity center as Future Suburban, and designates the northern portion of this parcel as Area in White. The proposed public works facility fits the Suburban description which encourages parks and associated service facilities in a campus setting, thus the minor regional plan amendment seeks to

change the three existing area types to Existing Suburban.

This annexation is the first of a three-step process. The second step is a proposed minor amendment to the Flagstaff Regional Plan and the last step is a request for a Direct Ordinance Zoning Map Amendment to rezone the annexed parcel (44.01 acres) and the parcel to the south (5.00 acres) from Rural Residential (RR) to the Public Facility (PF) Zone. The Regional Plan and Zoning Map amendment applications are being processed concurrently with this application but will not become effective until after the annexation has been completed. A full Zoning Map Amendment policy analysis can be found attached in that staff report.

Key Considerations:

Annexations are adopted by the City Council via ordinance. Ordinance No. 2015-20 annexes 40.01 acres located at 3200 W. Route 66 into the City of Flagstaff. A development agreement is not required for this city-owned development. Requirements of the development are included in the zoning ordinance and include improvements to W. Route 66, a proportional-share contribution by the City to a future traffic signal at the intersection of Route 66 and Woody Mountain Road, and an off-site sewer extension that will be required to be extended along the northern portion of the property and ending at Route 66 (see attached letter : Waiver of Water and Sewer Impact Analysis, dated 10/21/15).

Community Involvement:

Inform/Consult

The City hired Shephard-Wesnitzer, Inc. (SWI) as the landowner agent/applicant to annex and rezone the property as well as compile and submit concept and site plan packages. The applicant held a neighborhood meeting on Wednesday, January 21, 2015 at 5:00 pm to discuss the annexation, general plan amendment, and rezoning of the properties. Meeting notification letters were sent to all property owners and homeowner's associations (HOA) within a 1,200 foot radius. Letters were also sent to the City's "Registry of Persons and Groups" as provided by the City. The Citizen Participation Report (CPR), dated May 5, 2015, is attached to the rezoning packet. The applicant received three letters in response to the neighborhood meeting notice requesting information about the project. Fifteen people attended the meeting according to the sign-in sheet and had questions in regards to the case. Some of the attendees expressed concerns regarding the Annexation or Zoning Map Amendment about traffic, cost, noise and lighting. All of the questions and concerns are addressed in Table 1 of the CPR.

Public hearings before the Planning and Zoning Commission and City Council will be conducted in conjunction with requests for annexation. In accordance with State statute, notice of the public hearing was provided by placing an ad in the Daily Sun, posting notices on the property, and mailing a notice to all property owners within 1200 feet of the site (exceeding the required 300-foot distance). The notices were also provided to the County Recorder, County Assessor, County Community Development Department and the Chair of the Board of Supervisors. Staff has not received any other comments in regards to this annexation.

The Planning and Zoning Commission conducted a public hearing on October 28, 2015 at 4 pm. There was no public testimony at this hearing.

Expanded Options and Alternatives:

- (Recommended Action): The City Council may approve the Annexation as recommended by the Planning and Zoning Commission and staff by reading and adopting Ordinance No. 2015-20.
- The City Council may approve the Annexation with additional conditions of approval.
- The City Council may deny the Annexation.

Attachments: P&Z Commission Staff Report
 Annexation Application
 Annexation Legal Description
 Zoning Map w City Limits
 Annexation Public Hearing Notice
 Waiver of WSIA for Public Works Yard
 Ord. 2015-20

PLANNING AND DEVELOPMENT SERVICES DIVISION
ANNEXATION REPORT

PUBLIC HEARING
PZ-15-00077

DATE: **October 13, 2015**
MEETING DATE: **October 28, 2015**
REPORT BY: **Elaine Averitt**

REQUEST:

An annexation request by the City of Flagstaff to annex approximately 44.01 acres located at 3200 W. Route 66. The property is identified as Coconino County Assessor's Parcel Number 112-01-001D. This annexation request is the first part of a three-part request. The second part of the request is a proposed minor amendment to the Flagstaff Regional Plan, and the third part of the request is a request for a Zoning Map Amendment.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the annexation request to the City Council with a recommendation for approval.

PRESENT LAND USE:

The subject site consists of undeveloped land in the General (G) Zone under Coconino County jurisdiction.

PROPOSED LAND USE:

If this annexation is approved, the property will be designated with Rural Residential (RR) zoning. The accompanying zoning map amendment will change the zoning on the property from the Rural Residential (RR) Zone to the Public Facility (PF) Zone for the development of a proposed municipal public works facility.

NEIGHBORHOOD DEVELOPMENT:

- North: Vacant land owned by the City of Flagstaff in the General (G) Zone under Coconino County jurisdiction.
- East: Vacant land owned by the State of Arizona in the General (G) Zone under Coconino County jurisdiction; Hidden Hollow Manufactured Home Community in the General (G) Zone under Coconino County jurisdiction; Vacant land owned by State of Arizona Trust in the Planned Community (PC) Zone under Coconino County jurisdiction.
- South: Vacant land owned by the City of Flagstaff in the Rural Residential (RR) Zone; Vacant land in the Rural Residential (RR) Zone; Professional River Outfitters in the Commercial General (CG-10,000) Zone under Coconino County jurisdiction.
- West: Vacant land owned by the City of Flagstaff in the General (G) Zone under Coconino County jurisdiction.

REQUIRED FINDINGS:

The Commission shall find that the requested annexation complies with Section 9-471 of the Arizona Revised Statutes; the applicable goals and policies set forth in the City's General Plan, "Flagstaff Regional Plan 2030"; and Division 10-20.90 of the *Flagstaff Zoning Code*.

STAFF REVIEW:

INTRODUCTION/BACKGROUND:

A request by the City of Flagstaff to annex approximately 44.01 acres generally located north of East Route 66 and west of the Woody Mountain Road alignment. The area subject to the annexation is Coconino County Assessor's Parcel Number 112-01-001D. The majority of this parcel is vacant, forested land. The west portion includes the

McAllister Ranch Complex which consists of several buildings and structures built in the 1930s, some newer building additions, and numerous corrals and fencing. The complex has been determined eligible for inclusion on the National Register of Historic Places. As such, these buildings will not be disturbed by the proposed development. An existing cell tower is located near the existing driveway into the site; the cell tower will remain. The east portion of the parcel includes an unpaved access drive to the Clay Avenue Wash Detention Basin which is incorporated into the proposed development. If the property is rezoned to the Public Facility (PF) Zone, the City's Resource Protection Overlay (RPO) Zone will also be applied and the parcel will be required to meet resource protection standards for Public Lands (see Zoning Map Amendment report). The parcel is located within the Urban Growth Boundary defined as areas which can be efficiently and effectively provided facilities and services by the City. The 5-acre parcel adjacent to and south of the subject parcel is city-owned and within the City corporate boundary and will be combined with the 40-acre parcel if the annexation is approved.

The annexation request is to allow for the development of a new public works facility consisting of 87,280 square feet of buildings, associated parking and outdoor storage. The developed public works site will cover approximately 24 acres. The proposed map amendment to the Flagstaff Regional Plan 2030 will affect approximately 28.7 acres of land.

The current application is being reviewed against the policies of the *Flagstaff Regional Plan 2030 (FRP 2030)*. The *FRP 2030* (Maps 21 and 22 on pages IX-27 through 29) designates the portion of this parcel closest to Woody Mountain Rd. as Future Urban within an Urban Activity Center, designates a portion west of the activity center as Future Suburban, and designates the northern portion of this parcel as Area in White. The proposed public works facility fits the Suburban description which encourages parks and associated service facilities in a campus setting, thus the minor regional plan amendment seeks to change the three existing area types to Existing Suburban. Further discussion of regional plan conformance can be found below.

This annexation is the first of a three-step process. The second step is a proposed minor amendment to the Flagstaff Regional Plan and the last step is a request for a Direct Ordinance Zoning Map Amendment to rezone the annexed parcel (44.01 acres) and the parcel to the south (5.00 acres) from Rural Residential (RR) to the Public Facility (PF) Zone. The Regional Plan and Zoning Map amendment applications are being processed concurrently with this application but will not become effective until after the annexation has been completed. A full Zoning Map Amendment policy analysis can be found attached in that staff report.

ARIZONA STATE STATUTE COMPLIANCE:

State statutes require the City to adopt a zoning classification that permits densities and uses no greater than those permitted by the County immediately before the annexation. The current county zoning is General (G) that requires ten-acre minimum lot size. The closest city zoning district is the Rural Residential (RR) zone, which provides for one dwelling unit per acre based on the single-family option. As described in the three-step process above, a Zoning Map Amendment application to rezone the parcel to Public Facilities (PF) will be necessary to accommodate the proposed development.

FLAGSTAFF REGIONAL PLAN 2030 CONFORMANCE:

Policy/Analysis

All proposed annexations shall be evaluated as to whether the application is consistent with the policies of the General Plan. A full discussion of the applicable policies is included in the attached General Plan Analysis. For clarification, the City's General Plan is titled *Flagstaff Regional Plan 2030*. The proposed annexation should not be detrimental to the majority of the persons or property in the surrounding area or the community in general. The City's basic position regarding annexation is that the annexation must demonstrate a favorable benefit to the taxpayers of the City. The subject city-owned property is currently exempt from property tax and will continue to be exempt after annexation.

The following policies are considered by staff to be the most pertinent to the annexation:

FRP 2030

LU.7.2 (page IX-32) - Require unincorporated properties to be annexed prior to the provision of City services, or that a pre-annexation agreement is executed when deemed appropriate.

Policy WR.4.3 (page VI-13) - Development requiring public utility services will be located within the Urban Growth Boundary.

Summary of Regional Plan & Annexation Compliance

This parcel is located within the Urban Growth Boundary. The proposed annexation is consistent with the goals and policies of the *Flagstaff Regional Plan 2030* and furthermore the application complies with all the requirements set forth in the Arizona Revised Statutes related to annexations.

PUBLIC FACILITIES AND SERVICE IMPACT ANALYSIS:

Traffic/Access/Pedestrian/Bicycle Impact:

The site is bounded on the north by city-owned unincorporated property and then the BNSF Railway, on the east by the potential future Woody Mountain Road alignment, and on the south by city-owned incorporated property that is adjacent to West Route 66. Vehicular access to the site will be provided by an existing driveway from Route 66. The existing driveway will be improved and will include a landscaped median. Proposed road and edge improvements for this project within the Route 66 right-of-way include: new curb, gutter and bike lane along the north side of Route 66 to McAllister Ranch. A westbound right turn lane into the driveway on Route 66, and an eastbound left turn lane into the entrance on Route 66 will be required to be striped for the proposed public works facility. The proposed Route 66 improvements and ultimate street cross-sections are depicted on Sheet SP02.

The City Traffic Engineer reviewed the site plan submittal and, after revisions, accepted the results subject to the following conditions:

1. Widen the westbound side of Route 66 to provide 2-lanes in the westbound direction (including a bike lane); the outside westbound lane will be striped as a right-turn lane and acceleration at the new driveway.
2. Widen the eastbound side of Route 66 as needed to provide the addition of a left-turn lane into the new driveway.
 - a. The edge improvements will include curb and gutter along the property frontage, up to the existing driveway serving the McAllister Ranch.
 - b. The City is committing to constructing, in the future, the remaining curb and gutter and sidewalk across the property frontage at such time as the adjacent parcels develop with the same edge improvements.
3. Pay a proportional share of a future signal (not currently warranted) at the intersection of Woody Mountain Road and Route 66.

According to SWI's trip generation report submitted to ADOT (attached letter dated 12/18/2014), ADOT requires a traffic impact analysis for all new developments which generate 100 or more trips during any hour of the day. The analysis of the existing traffic data provided by the City, in addition to the projected number of employees, the trip generation calculations indicate the yard will generate less than 100 peak hour trips during both AM and PM peak hours. Additionally, at least one-half of the generated traffic will bypass the Milton Road corridor and utilize I-40 to access the site. ADOT has accepted the trip generation report and will review the civil plans when submitted.

The subject site is not currently serviced by transit. This area is identified in the *FRP 2030* for future service. Pedestrian and bicycle access to the subject property is limited. There are currently no sidewalks along Route 66 in the vicinity of this project. Sidewalks are provided along the north side of Route 66 up to Railroad Springs subdivision beyond which a striped shoulder exists continuing out to the subject property. The distance between the existing

sidewalk and the subject site is one-quarter mile. The City will construct the sidewalk across the subject property frontage when the adjacent parcels develop. There is an existing dike road which is also a future FUTS trail located along the eastern boundary of the subject site. This project will be required to make a connection to this future trail at the southeast corner of the site (reference Sheet AS1.0).

Water and Sewer System Analysis:

The City of Flagstaff Utilities Department waived the requirement of a Water and Sewer System Analysis for the proposed project (see attached letter and exhibit from Utilities dated 10/21/15). After reviewing the City water and sewer master model and previous impact studies conducted in this area, the Department concludes that the land use and intensity assumed for the proposed development can be served by existing infrastructure. Water will be provided from an existing 18" water transmission main in West Route 66. An off-site sewer extension will be required to be extended along the northern portion of the property.

Water to the site will be provided by an 18-inch ductile iron water transmission main in West Route 66 along the south property frontage. An 18-inch off-site sewer interceptor main extension will be required to be constructed from the project's southwest corner (Route 66) of the parcel through the site to the northern portion of the property. The 18-inch sewer extension will connect to an existing 18-inch sewer main in the Railroad Springs Unit II subdivision. Easements must be secured from the State of Arizona and Voyager Investment Properties LLC, through APN 112-01-022 for the installation of sewer main. No other infrastructure improvements other than what is necessary to serve the parcel are required of this development. The City of Flagstaff will provide water and sewer service to this site upon acceptance and dedication of all required public improvements.

In addition to new water and sewer service to the public works yard, there is an existing well north of the existing McAllister Ranch buildings. Prior to construction of the public works yard, it is anticipated that a water line will be extended from the well, around the ranch buildings, to a new pump house. The pump house is shown on the approved site plan as located just outside the emergency access gate of the proposed public works yard. This well and pumphouse will serve future development.

Stormwater:

The development of the subject project is proposing on-site mitigation in lieu of a Drainage Impact Analysis (see attached Drainage Impact Letter dated 1/13/15). The proposed stormwater management design will not increase the volume of pre-development flows off-site. LID requirements will be met per City standards. The Stormwater Manager has provided preliminary acceptance of the proposed on-site mitigation and LID methods.

Parks and Recreation:

The City of Flagstaff Parks and Recreation Organizational Master Plan (Map 4, Regional Park Distribution and Service Areas) identifies the subject area as "Proposed Regional Parks." It also states, "Since the 1996 Parks and Recreation Master Plan the city has increased its park holdings by the 23-acre Clay Basin Park (undeveloped and located on the west side of the city on the north side of Old Route 66 along the BNSF railroad tracks before Flagstaff Ranch Road, and by adding 91 acres to Continental Park." The Flagstaff Regional Plan 2030 (Map 28, Public Facilities) identifies the area as "Existing Rural."

The Zoning Code requires nonresidential developments larger than 20,000 square feet to provide a minimum of five percent of the site as an outdoor pedestrian amenity space that serves as a transition space between a parking area and the entrance(s) to a building. For this project, staff applied the pedestrian amenity requirement to the administration building only since it will be where employees and visitors park. A landscaped pedestrian pathway system has been provided around the entire administration building with connections to and through the adjacent parking areas (reference Site Plan drawing AS1.0 and AS1.1).

Schools:

The proposed development of the subject site will not affect the local school district.

Fire Protection:

According to Fire Department staff, the site will be served by Fire Station No. 1, located at 1972 S. Thompson Drive and is within the desired response time. The response time can vary based on weather conditions.

ZONING REQUIREMENTS FOR PROPOSED ZONING:

As was noted above, if annexed, the property will need to be brought into the City as a zone similar to the existing County zoning. In this case, the City's RR, Rural Residential Zone, best matches the county G, General Zone. Arizona statute requires that once annexed, the zoning is to remain in place for a period of 30 days. As a result, an ordinance modifying the zoning code must include an effective date 30 plus days after the annexation ordinance becomes effective. Applications and staff reports for the associated Zoning Map Amendment have been provided in conjunction with this application and will explain the proposed Public Facility (PF) Zone.

OTHER REQUIREMENTS:

Citizen Participation

The City hired Shephard-Wesnitzer, Inc. (SWI) as the landowner agent/applicant to annex and rezone the property as well as compile and submit concept and site plan packages. The applicant held a neighborhood meeting on Wednesday, January 21, 2015 at 5:00 pm to discuss the annexation, general plan amendment, and rezoning of the properties. SWI led the meeting with support provided by Johnson Walzer Associates (JWA) and City Public Works staff. Meeting notification letters were sent to all property owners and homeowner's associations (HOA) within a 1,200 foot radius. Letters were also sent to the City's "Registry of Persons and Groups" as provided by the City. The Citizen Participation Report (CPR), dated May 5, 2015, is attached to this rezoning packet. The applicant received three letters in response to the meeting notice requesting information about the project. Fifteen people attended the meeting according to the sign-in sheet and had questions in regards to the case. Some of the attendees expressed concerns regarding the Annexation or Zoning Map Amendment about traffic, cost, noise and lighting. All of the questions and concerns are addressed in Table 1 of the CPR. Staff has not received any other comments in regards to this annexation.

Public hearings before the Planning and Zoning Commission and City Council will be conducted in conjunction with requests for annexation. In accordance with State statute, notice of the public hearing was provided by placing an ad in the Daily Sun, posting notices on the property, and mailing a notice to all property owners within 1200 feet of the site (exceeding the required 300-foot distance). The notices were also provided to the County Recorder, County Assessor, County Community Development Department and the Chair of the Board of Supervisors.

RECOMMENDATION:

Staff recommends that the Commission forward the annexation request to the City Council with a recommendation of approval.

ATTACHMENTS:

- Application and narrative from applicant
- Annexation Legal Description and Map
- Public Hearing Legal Advertisements
- Trip Generation Analysis letter to ADOT, dated December 18, 2014

- Waiver of Water and Sewer Impact Analysis (letter), dated October 21, 2015
- Drainage Impact Letter, dated January 13, 2015
- Annexation Exhibit with Properties Analysis (24x36)
- Citizen Participation Report (included in rezoning packet)
- Site Plan Packet: (included in rezoning packet)
 - Demolition Site Plan (includes tree resources) (Sheet AS1.0)
 - General Site Plan (Sheet AS1.0)
 - Landscape & Lighting Plan (Sheet AS1.1)
 - Floor Plans for each building, Elevations for each building
 - Route 66 Existing Conditions & Improvements (Sheets CVR, SP01, SP02)



City of Flagstaff

Community Development Division

211 W. Aspen Ave
Flagstaff, AZ 86001
www.flagstaff.az.gov

P: (928) 213-2618
F: (928) 779-7684

ANX

Date Received 2015		Application for Annexation		File Number DEV14-008
Property Owner(s) City of Flagstaff	Title	Phone	Email	
Mailing Address 211 W. Aspen Ave		City, State, Zip Flagstaff, AZ 86001		
Applicant Dan Holmes	Title Senior PM	Phone (428) 213-2108	Email dholmes@flagstaff.az.gov	
Mailing Address 211 W. Aspen Ave		City, State, Zip Flagstaff, AZ 86001		
Project Representative SWI - Stephen Irwin	Title Project Eng.	Phone (928) 773-0354	Email sirwin@swiaz.com	
Mailing Address 110 West Dale Ave		City, State, Zip Flagstaff, AZ 86001		

Site Address 3200 W. Route 66	Parcel number(s) 112-01-0011	Subdivision, Tract & Lot Number
Existing Zoning District G - General Zone (County)	Existing Regional Plan Land Use Category Urban Activity Center	
Proposed Zoning District RH - Rural Residential	Proposed Regional Plan Land Use Category Suburban	
Present Use Undeveloped	Proposed Use Public Works Facility	

Summarize Reason for Request (Attach additional sheets if necessary):

See the attached sheet for the reasons for the annexation request

Note:
Indicate how the annexation will not be detrimental to the majority of persons or properties in the surrounding area, or to the community in general. If a modification to the Regional Land Use and Transportation Plan or a Zoning Map Amendment is requested, clearly state the reasons for such changes (a separate application is required).

Property Owner Signature Daniel W Holmes	Date 11/2/14	Applicant Signature Daniel W Holmes	Date 11/2/14
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For City Use			
Date Filed: 1/13/15	Fee Receipt Number:	Amount:	Date:
Type of Request: <input checked="" type="checkbox"/> Annexation		<input type="checkbox"/> Continued	
Publication and Posting Date(s): Posting: 10/9/15 Ad: 10/11/15		File Number: PSPR2015 0003	
Action by Planning and Zoning Commission:		Action by City Council	
Hearing Date: 10-28-15	Hearing Date:		
<input type="checkbox"/> Approved	<input type="checkbox"/> Continued	<input type="checkbox"/> Approved	<input type="checkbox"/> Continued
<input type="checkbox"/> Denied		<input type="checkbox"/> Denied	

Staff Assignments	Planning <i>[Signature]</i>	Engineering <i>[Signature]</i>	Fire <i>[Signature]</i>	Stormwater <i>[Signature]</i>	Utilities/PW <i>[Signature]</i>
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COF ACCT #
06-09-424-3276-3-4204

PW3276B

LEGAL DESCRIPTION
APN: 112-01-001D
ANNEXATION Exhibit 'A'
#14065
9/17/2015

A parcel of land lying within the north half of Section 19, Township 21 North, Range 7 East, of the Gila Salt River Meridian, Coconino County, Arizona, described as follows:

Beginning at the northeast corner of that parcel of land as shown on Instrument #3396969 (R1) and Book 11, Page 19, Official Records of Coconino County, a ½” rebar with aluminum cap “PE 971 LS 4321”, from which a ½” rebar with aluminum cap “PE 971 LS 4321” at the southeast corner of said parcel bears South 00°19'42" West, 1322.85 feet (Basis of Bearing, R1);

Thence along the east line of said parcel, South 00°19'42" West, 341.97 feet to the **TRUE POINT OF BEGINNING**;

Thence continuing along said east line, South 00°19'42" West, 980.88 feet to said southeast corner;

Thence along the south line of said parcel, South 89°44'28" West, 649.41 feet to a ½” rebar with aluminum cap “PE 971 LS 4321”;

Thence continuing along said south line, South 89°44'57" West, 1293.89 feet to a ½” rebar with plastic cap “RLS 18215”;

Thence leaving said south line, North 00°00'00” East, 989.46 feet;

Thence North 90°00'00” East, 1948.91 feet to the **TRUE POINT OF BEGINNING**;

Containing 44.01 acres, more or less.

See exhibit 'B' attached hereto and made a part hereof.

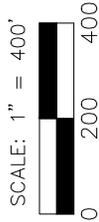
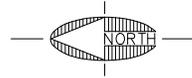
This legal description was prepared by Aaron D. Borling, RLS 48756, on behalf of and at the request of Shephard-Wesnitzer, Inc., Flagstaff, Az.



ANNEXATION MAP - EXHIBIT 'B'

A PORTION OF THE NORTH HALF OF SECTION 19,
TOWNSHIP 21 NORTH, RANGE 7 EAST

GILA AND SALT RIVER MERIDIAN, COCONINO COUNTY, ARIZONA



NE COR.
SEC. 19
N89°36'21"E 2641.04'(R1)
N 1/4 COR.
SEC. 19

BNSF RAILWAY

APN: 112-01-001E

P.O.B.
EXHIBIT 'A'

N90°00'00"E 1948.91'

N00°00'00"E 989.46'

APN: 112-01-001D
INST. #3708686

APN: 112-01-002
INST. #3106795
PARCEL NO. 2

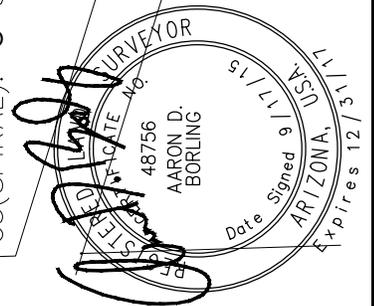
S89°44'57"W 1293.89'

W. ROUTE 66

980.88'
S 00°19'42" W 1322.85'
341.97'

S89°44'28"W 649.41'

C1(SPIRAL): \ominus -3°00'00", L=297.00
C2: Δ -6°30'00", R=2798.79', L=317.50
C3(SPIRAL): \ominus -3°00'00", L=297.00



110 West Dale Ave
Flagstaff, Az 86001
928.773.0354
928.774.8934 fax

Shephard & Wesnitzer, Inc. www.swiaz.com

JOB NO:	14065
DATE:	9/17/2015
SCALE:	1" = 400'
DRAWN:	ADB
DESIGN:	
CHECKED:	ADB

McALLISTER RANCH

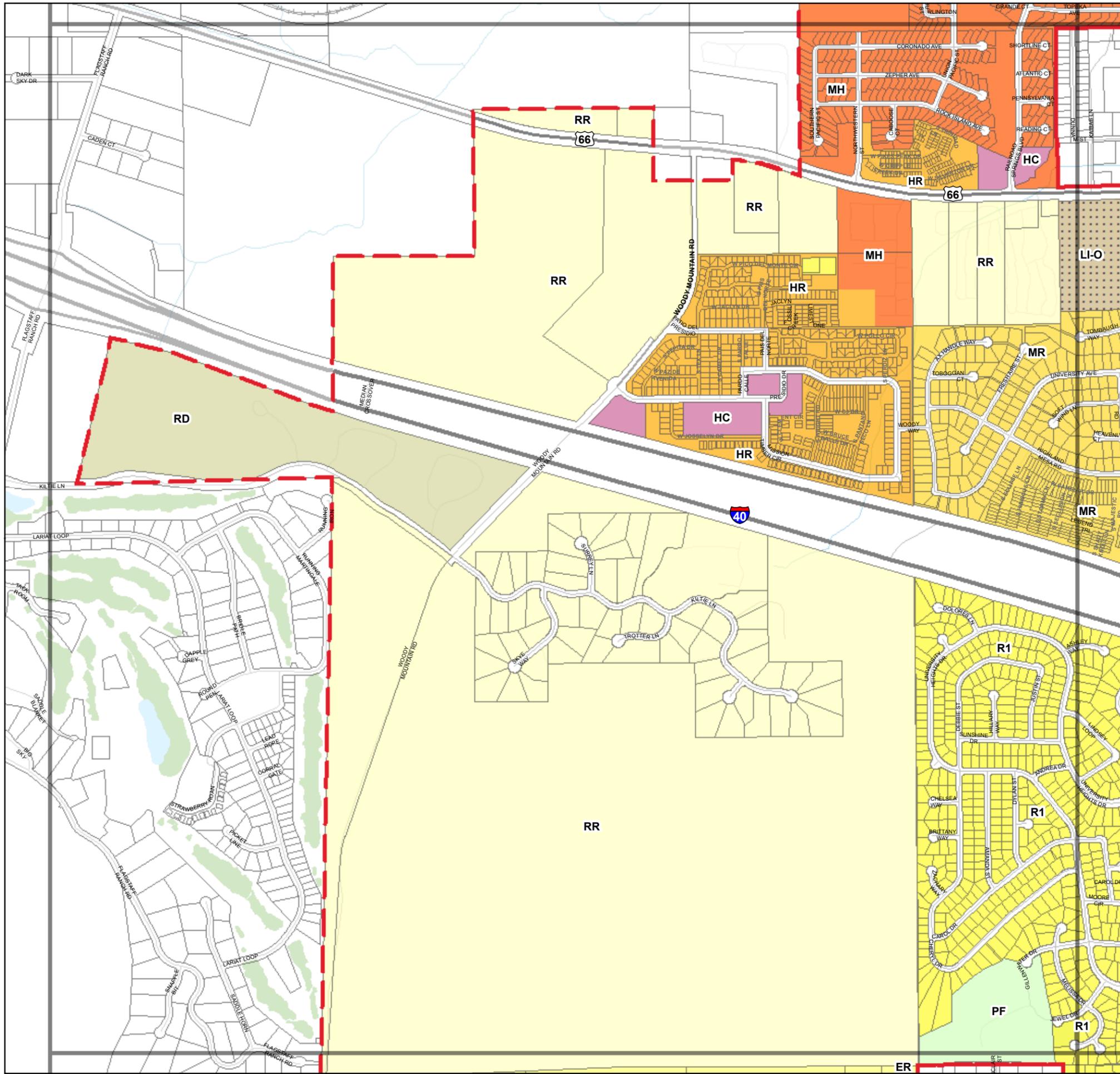
COCONINO COUNTY
ARIZONA

SHEET

2

OF 2

City of Flagstaff Zoning Map 14



Residential Zones:

- Rural Residential (RR)
- Estate Residential (ER)
- Single-family Residential (R1)
- Single-family Residential Neighborhood (R1N)
- Medium Density Residential (MR)
- High Density Residential (HR)
- Manufactured Housing (MH)

Commercial Zones:

- Central Business (CB)
- Highway Commercial (HC)
- Commercial Service (CS)
- Community Commercial (CC)
- Suburban Commercial (SC)

Industrial Zones:

- Research and Development (RD)
- Light Industrial (LI)
- Light Industrial Open (LI-O)
- Heavy Industrial (HI)
- Heavy Industrial Open (HI-O)

Resource and Open Space:

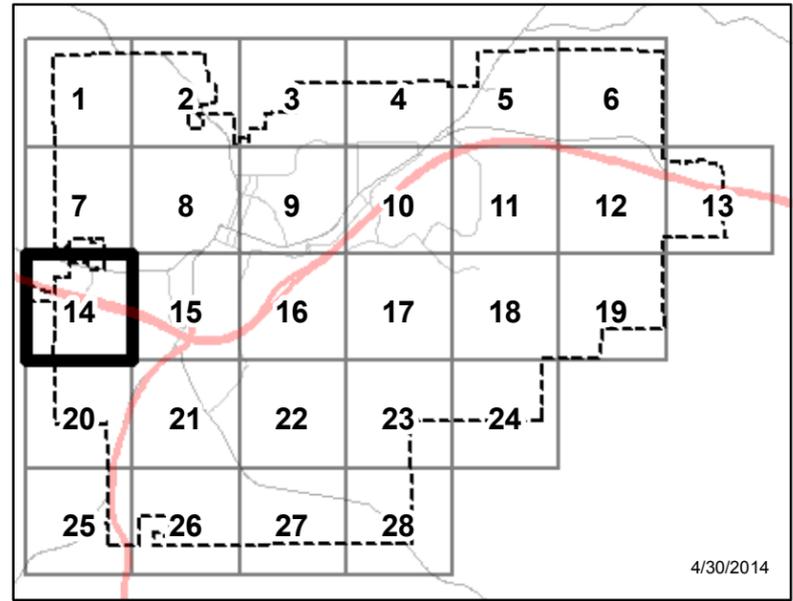
- Public Facility (PF)
- Public Lands Forest (PLF)
- Open Space (OS)

Other Symbols:

- Airport Overlay Zone
- Downtown Overlay Zone
- Townsite Overlay Zone
- Landmark Overlay Zone
- Regulating Plan Boundary
- City Limits
- Parcels

0 500 1,000 1,500 2,000 Feet

This map is known as the "City of Flagstaff Official Zoning Map" or the "City of Flagstaff Official Regulating Plan," and is intended to implement the City of Flagstaff Zoning Code per Ordinance 2011-20 adopted on 11/01/2011 and all subsequent amendments. These maps are based on the most accurate graphic information available at the time they were produced. The City of Flagstaff furnishes these maps "as is" and assumes no responsibility for their accuracy. All zoning information should be verified by legal description whenever possible.



NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Flagstaff Planning and Zoning Commission will hold a public hearing on Wednesday, October 28, 2015 at 4:00 p.m. and the City Council will hold a Public Hearing on Tuesday, November 17, 2015, at 6:00 p.m. to consider the following:

A. Explanation of Matters to be Considered:

1. A proposed annexation of approximately 44.01 acres of land to the City of Flagstaff as described in Part B below. The annexation is requested in order to incorporate an existing City owned parcel into the City limit.

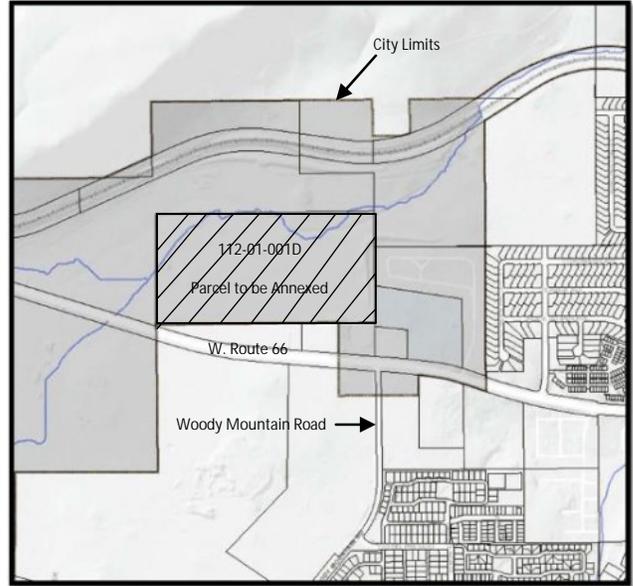
B. General Description of the Affected Area:

Approximately 44.01 acres located at 3200 W. Route 66, Coconino County Assessor's Parcel Number 112-01-001D, located in the N 1/2 Section 19, T21N, R7E, of the G&SRM, Coconino County, Arizona, as shown on the adjacent map.

Interested parties may file comments in writing regarding the proposed annexation or may appear and be heard at the hearing dates set forth above. Maps and information regarding the proposed annexation are available at the City of Flagstaff, Planning and Development Services Division, 211 West Aspen Avenue.

Unless otherwise posted, all Planning and Zoning Commission meetings and City Council meetings are held in the Council Chambers of City Hall, 211 West Aspen Avenue, Flagstaff, Arizona.

PROPOSED ANNEXATION MAP



ADDRESS: 3200 W. Route 66
APN: 112-01-001D
ACRES: Approximately 44.01 Acres
Coconino County



For further information, please contact:

Elaine Averitt
Planning Development Manager
Planning & Development Services Div.
211 West Aspen Avenue
Flagstaff, Arizona 86001

928-213-2616
Email: eaveritt@flagstaffaz.gov



Mail: October 9, 2015



City of Flagstaff

October 21, 2015

Stephen Irwin, P.E.
Project Engineer
Shephard Wesnitzer
110 West Dale Avenue
Flagstaff, AZ 86001

Ref: **Waiver of Water and Sewer Impact Analysis**
Project : Public Works Facility
Address: 3200 West Route 66
C.O.F. DRB NO. DEV14-068
Supercedes WSIA Waiver Letter dated 1-21-2015

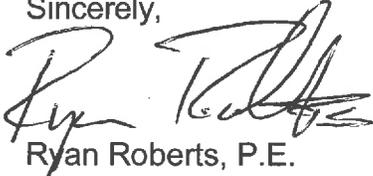
Dear Mr. Irwin,

The City of Flagstaff Utilities Department agrees to waive the requirement of a Water and Sewer Impact Analysis for the above project. After reviewing the City water and sewer master model and previous Impact studies conducted in this area, the City of Flagstaff Utilities Department is of the opinion that the proposed project will have no significant impact to existing off-site water or sewer infrastructure as a result of this development. The land use and intensity assumed for the proposed development can be served by existing infrastructure. There is adequate existing capacity and no additional analysis work will be required for this project.

Water to the site will be provided by an 18 inch ductile iron water transmission main in West Route 66 along the south property frontage. An 18 inch off-site sewer interceptor main extension will be required to be constructed from the projects south west corner of the parcel through the site to the northern portion of the property. The 18 inch sewer extension will connect to an existing 18 inch sewer main in the Railroad Springs Unit II subdivision. Easements must be secured from the State of Arizona and Voyager Investment Properties LLC., through Parcel APN 112-01-022 for the installation of the sewer main. No other infrastructure improvements other than what is necessary to serve the parcel are required of this development.

All off-site and on-site infrastructure must be constructed to City of Flagstaff and ADEQ standards. The City of Flagstaff will provide water and sewer service to this site upon acceptance and dedication of all required public improvements.

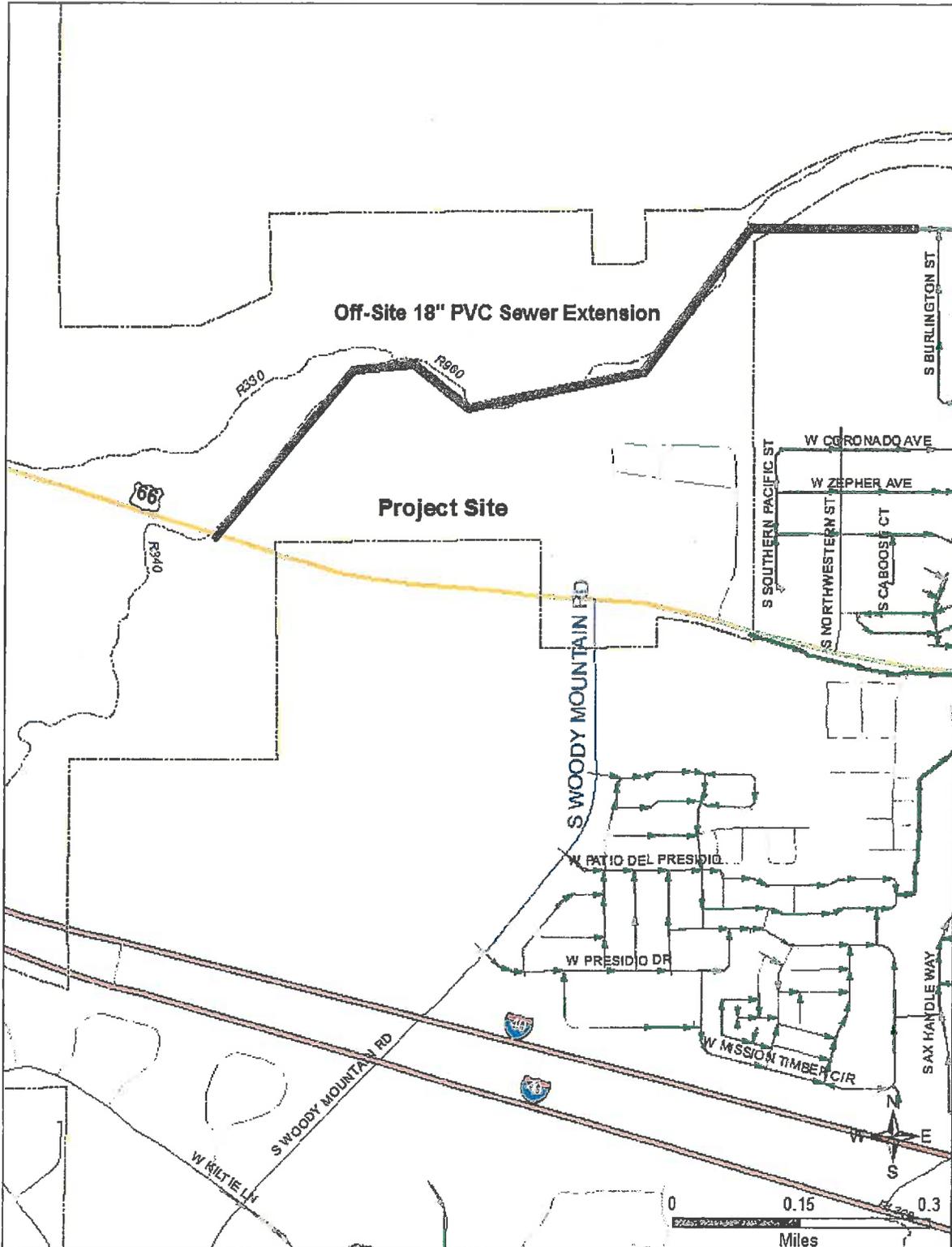
Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Roberts", written over a faint, illegible background.

Ryan Roberts, P.E.
Utilities Engineering Manager

Cc: Elaine Averitt- City of Flagstaff Planning
Jim Davis – City of Flagstaff Utilities

City of Flagstaff - Utilities Department



Off-Site Sewer Extension

Arizona Relay Service 7-1-1
211 West Aspen Avenue, Flagstaff, Arizona 86001
Main & TDD (928) 774-5281 • Fax (928) 779-7696

ORDINANCE NO. 2015-20

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, EXTENDING AND INCREASING THE CORPORATE LIMITS OF THE CITY OF FLAGSTAFF, COCONINO COUNTY, STATE OF ARIZONA, BY ANNEXING CERTAIN LAND TOTALING APPROXIMATELY 44.01 ACRES LOCATED AT 3200 W. ROUTE 66, AND ESTABLISHING CITY ZONING FOR SAID LAND AS RURAL RESIDENTIAL (RR); PROVIDING FOR SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, petitioner, City of Flagstaff, owns a certain 44.01-acre parcel of land located at 3200 W. Route 66 (the "Property"), all of which is located within Coconino County, Arizona, as property adjacent to the boundaries of the City of Flagstaff, and described in Exhibits A and B attached to and made a part hereof; and

WHEREAS, a petition in writing ("Petition") accompanied by a map or plot of Property, having been filed and presented to the Mayor and Council of the City of Flagstaff, Arizona, signed by the owners of one-half or more in value of the real property and more than one-half of the persons owning real and personal property as would be subject to taxation by the City of Flagstaff in the event of annexation of the territory and land hereinafter described as shown by the last assessment of Property, which said territory is contiguous to the City of Flagstaff and not now embraced within its corporate limits, asking that the Property be annexed to the City of Flagstaff, and that the corporate limits of the City of Flagstaff be extended and increased so as to embrace the same; and

WHEREAS, the Mayor and Council of the City of Flagstaff, Arizona, are desirous of complying with the Petition and extending and increasing the corporate limits of the City of Flagstaff to include said territory, as described in Exhibits A and B; and

WHEREAS, the Petition sets forth a true and correct description of all the exterior boundaries of the entire area proposed to be annexed to the City of Flagstaff, and had attached thereto at all times an accurate map of the territory desired to be annexed; and

WHEREAS, no alterations increasing or reducing the territory sought to be annexed have been made after the Petition had been signed by an owner of real or personal property in such territory; and

WHEREAS, the provisions of Section 9-471 of the Arizona Revised Statutes, and amendments thereto, have been fully observed; and

WHEREAS, proper and sufficient certification and proof of the foregoing facts are now on file in the office of the City Clerk of the City of Flagstaff, Arizona, together with a true and correct copy of the original Petition, which is on file in the office of the Coconino County Recorder; and

WHEREAS, the development of the Property will be controlled by the relevant provisions of the Zoning Code and other City codes regulating the development of the Property; and

WHEREAS, the Council finds that the proposed annexation of the Property has been considered by the Planning and Zoning Commission and that City staff and the Commission have each recommended that the Council proceed with the annexation at this time; and

WHEREAS, the Council has reviewed the Staff Summary Report, which discusses the proposed annexation, and now finds that the annexation of the Property would be consistent with the objectives and policies of the Flagstaff Regional Plan 2030 enacted in May, 2014 ("Regional Plan"); that the annexation of the Property would not be detrimental to the majority of the persons or property in the surrounding area or to the community in general; and the Council specifically further finds that:

The annexation of the Property and the existing and proposed uses thereon will further the objectives of the Regional Plan.

ENACTMENTS:

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

SECTION 1. That the following described territory be, and the same hereby is, annexed to the City of Flagstaff, and that the present corporate limits be, and the same hereby are, extended and increased to include the following described territory contiguous to the present City of Flagstaff corporate limits:

See attached Exhibits A and B which are incorporated herein by this reference.

SECTION 2. That the territory described in Exhibits A and B is annexed to the City of Flagstaff subject to the following conditions:

1. That a copy of this Ordinance, together with an accurate map of the territory hereby annexed to the City of Flagstaff, certified by the Mayor of said City of Flagstaff, be forthwith filed and recorded in the office of the County Recorder of Coconino County, Arizona.

SECTION 3. That, pursuant to the provisions of Section 9-471(L), Arizona Revised Statutes, upon this Ordinance becoming final under the provisions of Section 9-471(D), Arizona Revised Statutes, the municipal zoning designation for the Property under the Zoning Code shall be Rural Residential (RR).

SECTION 4. The Community Development Department of the City of Flagstaff is hereby directed to enter such changes and amendments as may be necessary upon the Zoning Map of said Zoning Code in compliance with this ordinance.

SECTION 5. That the Flagstaff City Clerk shall provide a copy of the adopted annexation ordinance to the Clerk of the Coconino County Board of Supervisors within sixty days of the annexation becoming final.

SECTION 6. If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 7. The City Clerk is hereby authorized to correct typographical and grammatical errors, as well as errors of wording and punctuation, as necessary related to this ordinance as amended herein, and to make formatting changes needed for purposes of clarity and form, or consistency, within thirty (30) days following adoption by the City Council.

SECTION 8. This Ordinance shall become effective thirty (30) days after adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this _____ day of _____, 20____.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

LEGAL DESCRIPTION
APN: 112-01-001D
ANNEXATION Exhibit 'A'
#14065
9/17/2015

A parcel of land lying within the north half of Section 19, Township 21 North, Range 7 East, of the Gila Salt River Meridian, Coconino County, Arizona, described as follows:

Beginning at the northeast corner of that parcel of land as shown on Instrument #3396969 (R1) and Book 11, Page 19, Official Records of Coconino County, a ½” rebar with aluminum cap “PE 971 LS 4321”, from which a ½” rebar with aluminum cap “PE 971 LS 4321” at the southeast corner of said parcel bears South 00°19'42" West, 1322.85 feet (Basis of Bearing, R1);

Thence along the east line of said parcel, South 00°19'42" West, 341.97 feet to the **TRUE POINT OF BEGINNING**;

Thence continuing along said east line, South 00°19'42" West, 980.88 feet to said southeast corner;

Thence along the south line of said parcel, South 89°44'28" West, 649.41 feet to a ½” rebar with aluminum cap “PE 971 LS 4321”;

Thence continuing along said south line, South 89°44'57" West, 1293.89 feet to a ½” rebar with plastic cap “RLS 18215”;

Thence leaving said south line, North 00°00'00” East, 989.46 feet;

Thence North 90°00'00” East, 1948.91 feet to the **TRUE POINT OF BEGINNING**;

Containing 44.01 acres, more or less.

See exhibit 'B' attached hereto and made a part hereof.

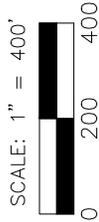
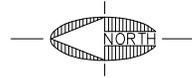
This legal description was prepared by Aaron D. Borling, RLS 48756, on behalf of and at the request of Shephard-Wesnitzer, Inc., Flagstaff, Az.



ANNEXATION MAP - EXHIBIT 'B'

A PORTION OF THE NORTH HALF OF SECTION 19,
TOWNSHIP 21 NORTH, RANGE 7 EAST

GILA AND SALT RIVER MERIDIAN, COCONINO COUNTY, ARIZONA



NE COR.
SEC. 19
N89°36'21"E 2641.04'(R1)
N 1/4 COR.
SEC. 19

BNSF RAILWAY

APN: 112-01-001E

P.O.B.
EXHIBIT 'A'

N90°00'00"E 1948.91'

N00°00'00"E 989.46'

APN: 112-01-001D
INST. #3708686

APN: 112-01-002
INST. #3106795
PARCEL NO. 2

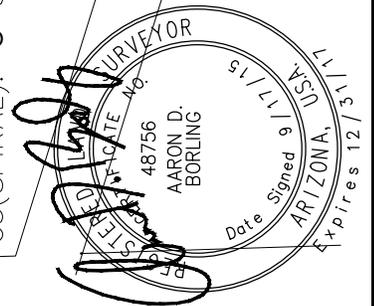
S89°44'57"W 1293.89'

W. ROUTE 66

980.88'
S 00°19'42" W 1322.85'
341.97'

S89°44'28"W 649.41'

C1(SPIRAL): \ominus -3°00'00", L=297.00
C2: Δ -6°30'00", R=2798.79', L=317.50
C3(SPIRAL): \ominus -3°00'00", L=297.00



Shephard & Wesnitzer, Inc. www.swiaz.com

110 West Dale Ave
Flagstaff, Az 86001
928.773.0354
928.774.8934 fax

JOB NO:	14065
DATE:	9/17/2015
SCALE:	1" = 400'
DRAWN:	ADB
DESIGN:	
CHECKED:	ADB

McALLISTER RANCH

COCONINO COUNTY
ARIZONA

SHEET

2

OF 2

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elaine Averitt, Planning Development Manager
Date: 10/26/2015
Meeting Date: 11/17/2015



TITLE:

Public Hearing and Consideration of Ordinance No. 2015-21: A zoning map amendment/direct ordinance amending the Flagstaff Zoning Code to rezone approximately 48.81 acres of real property from Rural Residential (RR) to Public Facility (PF) located at 3200 West Route 66 on parcel numbers 112-01-001D and 112-01-002. *(Rezoning of property for the new McAllister Ranch public works yard located on West Route 66).*

RECOMMENDED ACTION:

At the November 17, 2015 Council Meeting:

- 1) Hold the Public Hearing
- 2) Read Ordinance No. 2015-21 by title only for the first time
- 3) City Clerk reads Ordinance No. 2015-21 by title only for the first time (if approved above)

At the December 1, 2015 Council Meeting:

- 4) Read Ordinance No. 2015-21 by title for the final time
- 5) City Clerk reads Ordinance No. 2015-21 by title only for the final time (if approved above)
- 6) Adopt Ordinance No.2015-21

Executive Summary:

This request is third and last of three related items. The City of Flagstaff (applicant) is requesting a zoning map amendment to allow for the development of a new public works facility. The Flagstaff Planning and Zoning Commission conducted a public hearing to consider this rezoning request at its regular meeting of October 28, 2015. At the conclusion of the public hearing, the Commission voted (7-0) to forward the request to the City Council with a recommendation of approval with four additional conditions. Zoning map amendments are required to be adopted by ordinance. All substantive issues area addressed in the attached Planning & Zoning Commission report.

Financial Impact:

The money resources for the Facility are \$14,000,000 bonding authority, landfill fees, both debt and one time money, totaling \$5,500,000 and the appraised values for McAllister Ranch at \$2,178,000 and the Mogollon property at \$2,256,000. Total resources: \$23,934,000 available for the Facility.

Connection to Council Goal and/or Regional Plan:**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
- 11) Ensure that we are as prepared as possible for extreme weather events

REGIONAL PLAN:

A full discussion of the applicable policies is included in the Regional Plan staff report to the P&Z Commission (PZ-15-00077-02).

Has There Been Previous Council Decision on This:

On 7/15/14 the Council rejected a total of nine proposals for alternative sites for the public works yard (core services facility).

Options and Alternatives:

The City Council may approve the ordinance as proposed, approve the ordinance with conditions, or deny the ordinance.

Background/History:

The Applicant, City of Flagstaff, is requesting a Zoning Map Amendment to rezone approximately 48.81 acres from Rural Residential (RR) zone to Public Facilities (PF) zone located at 3200 W. Route 66. This amendment would allow the development of a municipal public works facility, consisting of 87,280 square feet of buildings including an administration building for employees and the public, and buildings to serve the following City of Flagstaff Public Works services and divisions: Parks, Solid Waste, Streets, and Fleet. The majority of the subject property is currently undeveloped, forested land with the exception of an existing cell tower approximately 330 feet north of W. Route 66 and the McAllister Ranch Complex at the west end of the property. The property slopes generally 2 to 3 percent towards the northwest which is the Clay Avenue Wash area and is fairly level with the exception of a small knoll at the southeast corner which will be protected for slope resources.

An applicant requesting an amendment to the Zoning map may elect to pursue either a "Direct Ordinance with a Site Plan" or "Authorization to Rezone with a Concept Zoning Plan" per Section 10-20.50.040.D (pg. 20.50-5). This application is a Direct Ordinance with a Site Plan. If the Zoning Map Amendment request is approved, the next steps in the process will be Civil Improvement Plan and Building permit submittals.

In a rezoning case, typically a development agreement is formalized between the City and the private developer. With this project, the City is the developer and a development agreement is not required. However, any requirements for the City will be included in the Zoning Map Amendment ordinance as stipulations.

Key Considerations:

If the rezoning request is approved and the 48.81-acre site is rezoned to Public Facility (PF) zone, the proposed public works facility will be considered a permitted use in that zone. Per the Flagstaff Zoning Code (Section 10-40.30.060, pg. 40.30-29), "Government Service/Maintenance Facilities" is an allowed use under the sub-heading of Transportation and Infrastructure in the Public Facility (PF) zone.

Community Benefits and Considerations:

Community benefits and considerations are addressed in the Regional Plan Amendment request.

Community Involvement:

Inform/Consult

The City hired Shephard-Wesnitzer, Inc. (SWI) to act as the applicant to annex and rezone the property as well as compile and submit concept and site plan packages. The applicant held a neighborhood meeting on January 21, 2015 to discuss the annexation, general plan amendment, and rezoning of the properties. SWI led the meeting with support provided by Johnson Walzer Associates (JWA) and City Public Works staff. Meeting notification letters were sent to all property owners and homeowner's associations (HOA) within a 1,200 foot radius. Letters were also sent to the City's "Registry of Persons and Groups" as provided by the City. The Citizen Participation Report (CPR), dated May 5, 2015, is attached to this rezoning report. The applicant received three letters in response to the meeting notice requesting information about the project. Fifteen people attended the meeting according to the sign-in sheet and had questions in regards to the case. Some of the attendees expressed concerns regarding the Annexation or Zoning Map Amendment about traffic, cost, noise and lighting. All of the questions and concerns are addressed in Table 1 of the CPR. As of this writing, staff has received one e-mail dated 10/16/15 from a property owner south of the subject site; the e-mail is attached to the *Flagstaff Regional Plan 2030* Amendment report.

Public hearings before the Planning and Zoning Commission and City Council are conducted in conjunction with requests for rezoning. In accordance with State statute, notice of the public hearing was provided by placing an ad in the Daily Sun, posting notices on the property, and mailing a notice to all property owners within 1200 feet of the site (exceeding the required 300-foot distance). At the October 28, 2015 Planning and Zoning Commission public hearing, there was no public testimony. At the conclusion of the public hearing, the Commission voted 7-0 to forward a recommendation to the Council for approval of the request with four additional conditions which have been incorporated into the zoning ordinance.

Attachments: [Application Reg Plan & Zoning](#)
 [Current COF Zoning Map](#)
 [Rezone exhibit_existing](#)
 [Rezone exhibit_proposed](#)
 [Rezone legal descrip 001D](#)
 [Rezone legal descrip 002](#)
 [Public Hearing Legal Notice](#)
 [Citizen Particip Report](#)
 [Civil Site Plan](#)
 [General Site Plan](#)
 [PZC Zoning Staff Report](#)
 [Ord. 2015-21.Combined](#)



City of Flagstaff

Community Development Division

211 W. Aspen Ave
 Flagstaff, AZ 86001
 www.flagstaff.az.gov

P: (928) 213-2618
 F: (928) 213-2609

PREZ/PGM

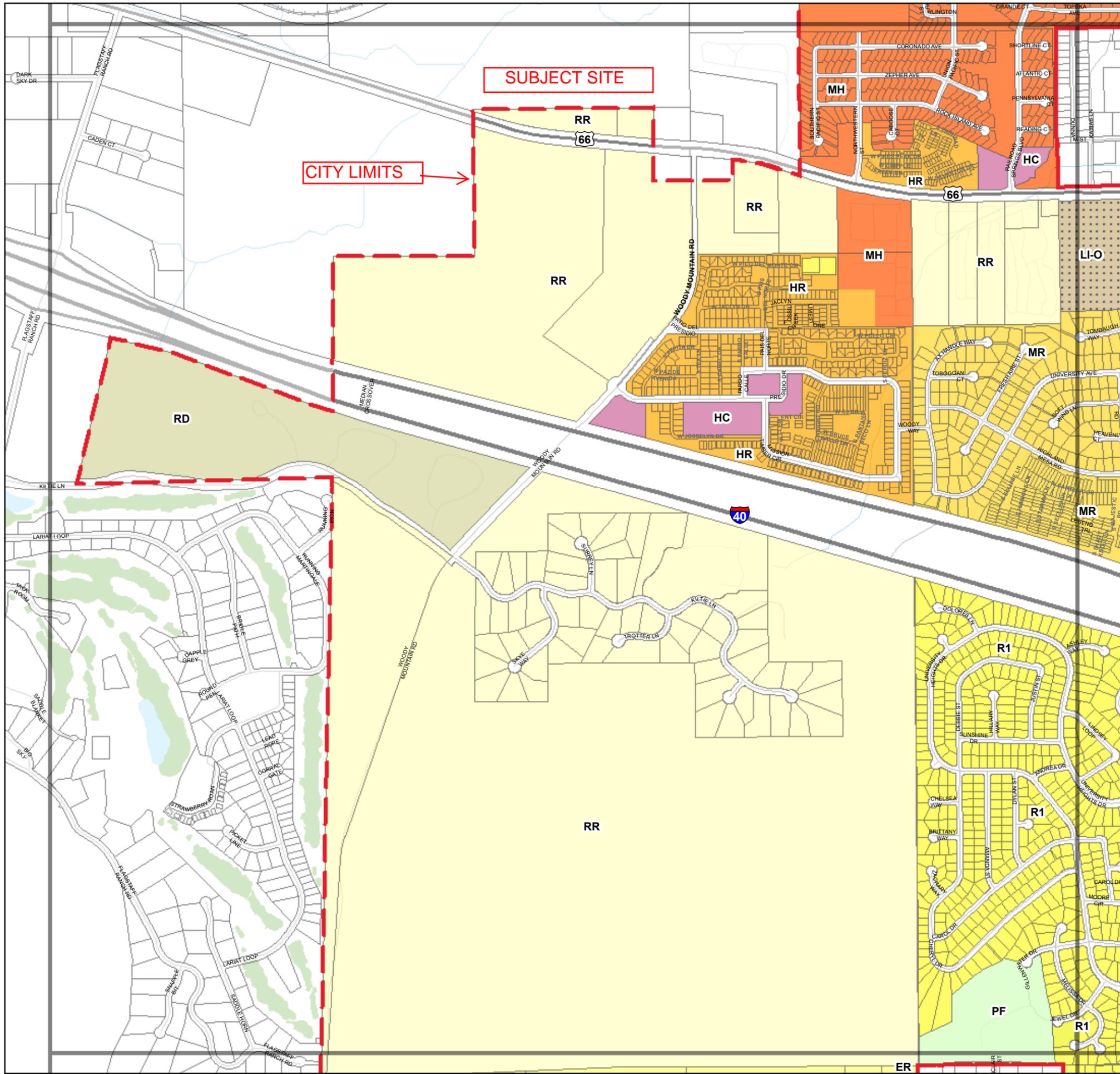
Date Received	Application for Zoning Map Amendment and/or Minor Regional Plan Amendment			File Number
				DEN 14-068
Property Owner(s)	Title	Phone	Email	
City of Flagstaff				
Mailing Address			City, State, Zip	
211 W. Aspen Ave			Flagstaff, AZ 86001	
Applicant(s)	Title	Phone	Email	
Pat Bourque	PW Section Head	779-7615	pbourque@flagstaffaz.gov	
Mailing Address			City, State, Zip	
Same as owner				
Project Representative)	Title	Phone	Email	
SWI - Stephen Frush	Project Engineer	773-0354	sfrush@swiaz.com	
Mailing Address			City, State, Zip	
110 West Dale Avenue			Flagstaff, AZ 86001	
Requested Review	<input checked="" type="checkbox"/> Zoning Map Amendment		<input checked="" type="checkbox"/> Minor Regional Plan Amendment	
			<input type="checkbox"/> Continued	

Site Address	Parcel Number(s)	Subdivision, Tract & Lot Number	
3200 W. Route 66	112-01-010 112-01-002		
Existing Zoning District	Proposed Zoning District:	Existing Regional Plan Land Use Category	
RR - Rural Residential G - General Zone (County)	Public Facilities (PF)	Urban Activity Center	
Existing Use		Proposed Use	
Undeveloped		Public Works Facility	
Property Information:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Located in an existing Local/National Historic District? (Name: _____) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Existing structures are over 50 years old at the time of application? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Subject property is undeveloped land?		
Requested Urban Growth Boundary Change (If Applicable)	Proposed Regional Plan Land Use Category		
	Suburban		
Property Owner Signature (required)	Date:	Applicant Signature	Date:
<i>[Signature]</i>	5/5/15	<i>[Signature]</i>	5/5/15

For City Use			
Date Filed:	File Number(s):	Type of Zoning Map Amendment:	
5-5-15	20150023	<input type="checkbox"/> Small scale <input type="checkbox"/> Medium scale <input checked="" type="checkbox"/> Large scale <input type="checkbox"/> Multi-phase scale	
P & Z Hearing Date:	Publication and Posting Date:		
10-28-15	Posting Date: 10/9/15 Ad: 10/11/15		
Council Hearing Date:	Publication and Posting Date:		
	Posting Date: 10/9/15 Ad: 10/11/15		
Fee Receipt Number:	Amount:	Date:	
	\$17,726-	5.5.15	

Action by Planning and Zoning Commission:		Action by City Council:			
<input type="checkbox"/> Approved		<input type="checkbox"/> Approved			
<input type="checkbox"/> Denied		<input type="checkbox"/> Denied			
<input type="checkbox"/> Continued		<input type="checkbox"/> Continued			
Staff Assignments	Planning	Engineering	Fire	Public Works/Utilities	Stormwater
	Ebner	Jmy	Kent	Jm	Chris

City of Flagstaff Zoning Map 14



Residential Zones:

- Rural Residential (RR)
- Estate Residential (ER)
- Single-family Residential (R1)
- Single-family Residential Neighborhood (R1N)
- Medium Density Residential (MR)
- High Density Residential (HR)
- Manufactured Housing (MH)

Commercial Zones:

- Central Business (CB)
- Highway Commercial (HC)
- Commercial Service (CS)
- Community Commercial (CC)
- Suburban Commercial (SC)

Industrial Zones:

- Research and Development (RD)
- Light Industrial (LI)
- Light Industrial Open (LI-O)
- Heavy Industrial (HI)
- Heavy Industrial Open (HI-O)

Resource and Open Space:

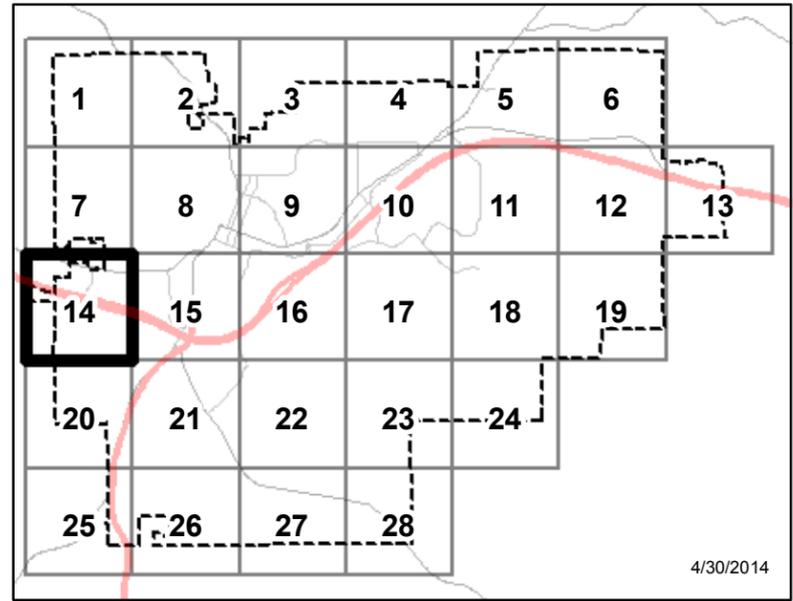
- Public Facility (PF)
- Public Lands Forest (PLF)
- Open Space (OS)

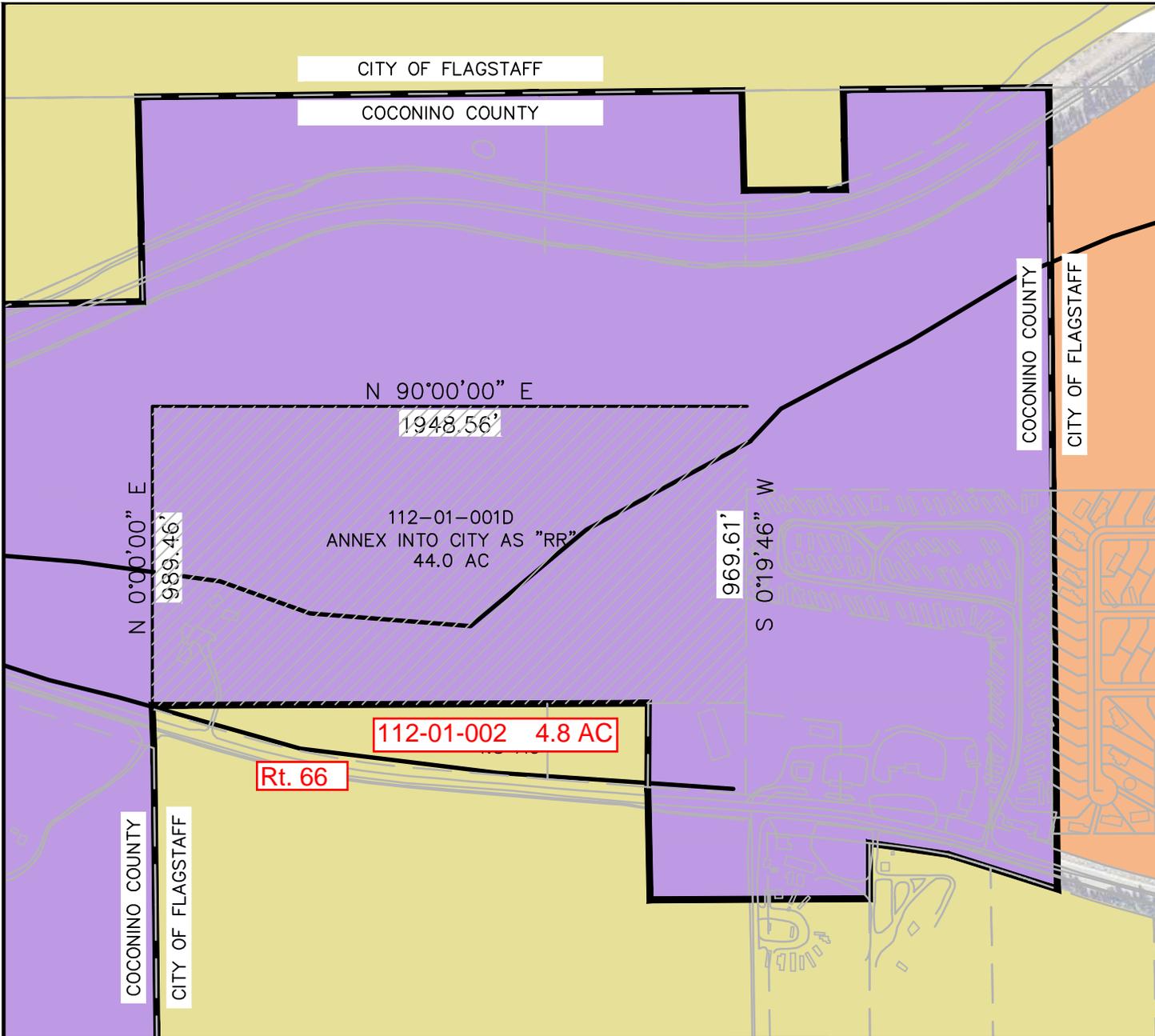
Other Symbols:

- Airport Overlay Zone
- Downtown Overlay Zone
- Townsite Overlay Zone
- Landmark Overlay Zone
- Regulating Plan Boundary
- City Limits
- Parcels

0 500 1,000 1,500 2,000 Feet

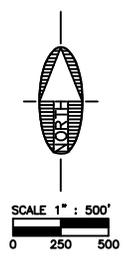
This map is known as the "City of Flagstaff Official Zoning Map" or the "City of Flagstaff Official Regulating Plan," and is intended to implement the City of Flagstaff Zoning Code per Ordinance 2011-20 adopted on 11/01/2011 and all subsequent amendments. These maps are based on the most accurate graphic information available at the time they were produced. The City of Flagstaff furnishes these maps "as is" and assumes no responsibility for their accuracy. All zoning information should be verified by legal description whenever possible.





ZONES

- G GENERAL
- MH MANUFACTURED HOUSING
- RR RURAL RESIDENTIAL



SWI
 Shephard Wesnitzer, Inc.

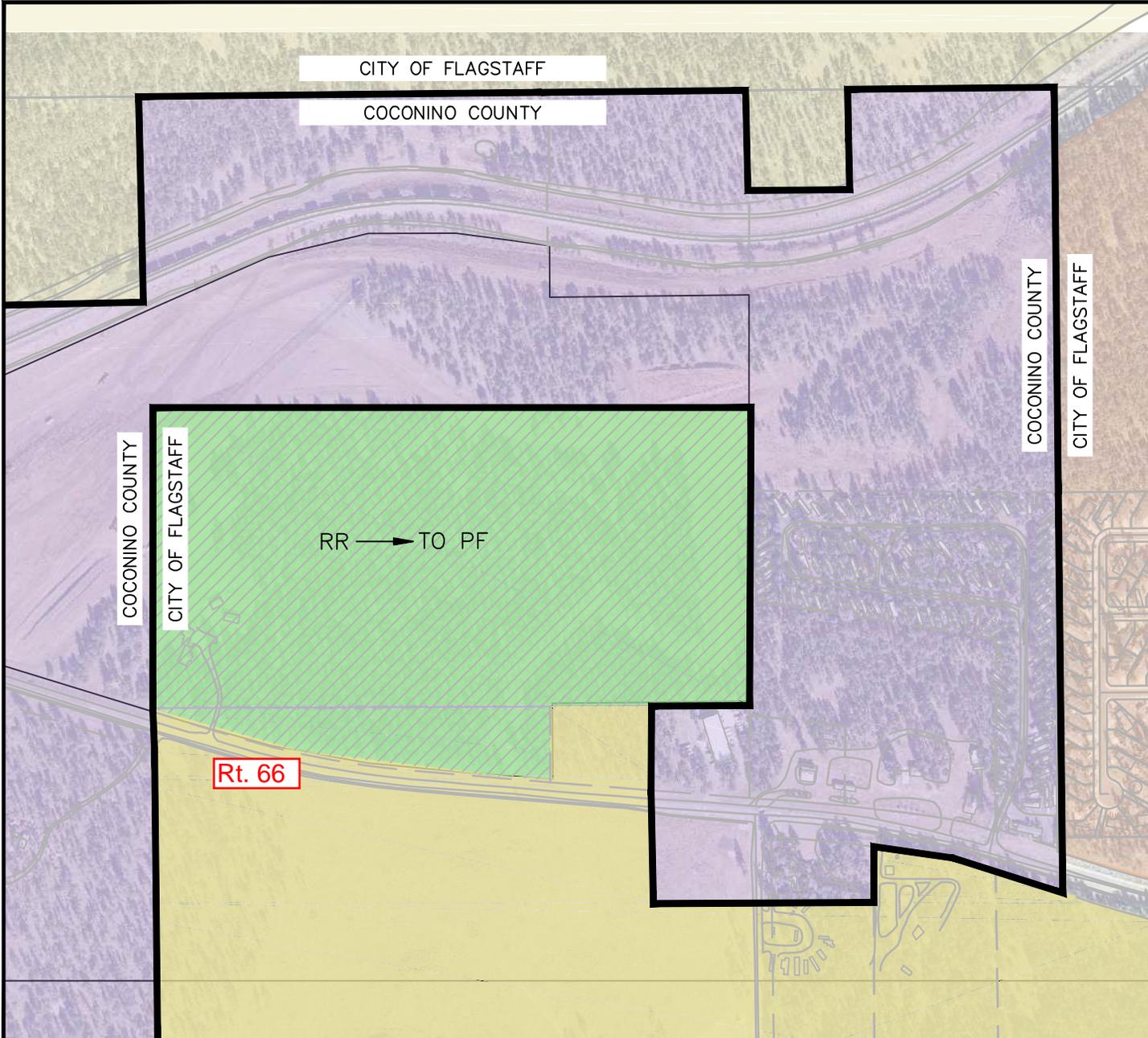
110 W. Dale Avenue
 Flagstaff, AZ 86001
 928.773.0354
 928.774.8934 fax
 www.swiaz.com

JOB NO.	14065
DATE	SEP 14
SCALE	SHOWN
DRAWN	TRL
DESIGN	SCI
CHECKED	GEC

MCALLISTER RANCH PUBLIC WORKS YARD
 FLAGSTAFF ARIZONA

REZONE EXHIBIT
 EXISTING

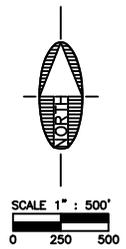
SHEET
2
 OF 5



ZONES

-  G GENERAL
-  MH MANUFACTURED HOUSING
-  RR RURAL RESIDENTIAL
-  PF PUBLIC FACILITY
-  PROPOSED LAND TO BE REZONED FROM RR TO PF

NOTE:
SEE SEPARATE EXHIBIT TO SHOW
PROPOSED RESOURCE PROTECTION PLAN.



SWI
Shephard & Wesnitzer, Inc.

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MCALLISTER RANCH PUBLIC WORKS YARD
FLAGSTAFF ARIZONA

**REZONE EXHIBIT
PROPOSED**

SHEET
3
OF 5

LEGAL DESCRIPTION

APN: 112-01-001D

REZONE Exhibit 'A'

#14065

9/17/2015

A parcel of land lying within the north half of Section 19, Township 21 North, Range 7 East, of the Gila Salt River Meridian, Coconino County, Arizona, described as follows:

Beginning at the northeast corner of that parcel of land as shown on Instrument #3396969 (R1) and Book 11, Page 19, Official Records of Coconino County, a ½” rebar with aluminum cap “PE 971 LS 4321”, from which a ½” rebar with aluminum cap “PE 971 LS 4321” at the southeast corner of said parcel bears South 00°19'42" West, 1322.85 feet (Basis of Bearing, R1);

Thence along the east line of said parcel, South 00°19'42" West, 341.97 feet to the **TRUE POINT OF BEGINNING**;

Thence continuing along said east line, South 00°19'42" West, 980.88 feet to said southeast corner;

Thence along the south line of said parcel, South 89°44'28" West, 649.41 feet to a ½” rebar with aluminum cap “PE 971 LS 4321”;

Thence continuing along said south line, South 89°44'57" West, 1293.89 feet to a ½” rebar with plastic cap “RLS 18215”;

Thence leaving said south line, North 00°00'00” East, 989.46 feet;

Thence North 90°00'00” East, 1948.91 feet to the **TRUE POINT OF BEGINNING**;

Containing 44.01 acres, more or less.

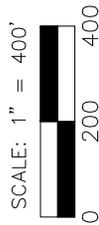
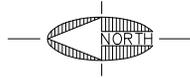
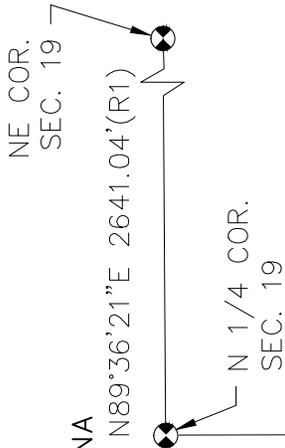
See exhibit 'B' attached hereto and made a part hereof.

This legal description was prepared by Aaron D. Borling, RLS 48756, on behalf of and at the request of Shephard-Wesnitzer, Inc., Flagstaff, Az.



REZONING MAP - EXHIBIT 'B'

A PORTION OF THE NORTH HALF OF SECTION 19,
TOWNSHIP 21 NORTH, RANGE 7 EAST
GILA AND SALT RIVER MERIDIAN, COCONINO COUNTY, ARIZONA



BNSF RAILWAY

APN: 112-01-001E

P.O.B.
EXHIBIT 'A'

N90°00'00"E 1948.91'

N00°00'00"E 989.46'

APN: 112-01-001D
INST. #3708686

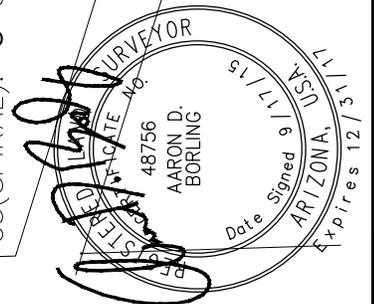
APN: 112-01-002
INST. #3106795
PARCEL NO. 2

S89°44'57"W 1293.89'

W. ROUTE 66

S89°44'28"W 649.41'

- C1(SPIRAL): \ominus -3°00'00", L=297.00
- C2: Δ -6°30'00", R=2798.79', L=317.50
- C3(SPIRAL): \ominus -3°00'00", L=297.00



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McALLISTER RANCH

COCONINO COUNTY
ARIZONA

SHEET

2

OF 2

LEGAL DESCRIPTION

APN: 112-01-002

REZONE Exhibit 'A'

#14065

9/17/2015

A parcel of land lying within the north half of Section 19, Township 21 North, Range 7 East, of the Gila Salt River Meridian, Coconino County, Arizona, described as follows:

Parcel No. 2, as described in Instrument #3106795, and as shown on Instrument #3542480, Official Records of Coconino County.

Containing 4.80 acres, more or less.

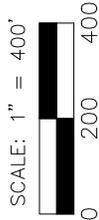
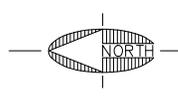
See exhibit 'B' attached hereto and made a part hereof.

This legal description was prepared by Aaron D. Borling, RLS 48756, on behalf of and at the request of Shephard-Wesnitzer, Inc., Flagstaff, Az.



REZONING MAP - EXHIBIT 'B'

A PORTION OF THE NORTH HALF OF SECTION 19,
TOWNSHIP 21 NORTH, RANGE 7 EAST
GILA AND SALT RIVER MERIDIAN, COCONINO COUNTY, ARIZONA



NE COR.
SEC. 19
N 89°36'21"E 2641.04'(R1)
N 1/4 COR.
SEC. 19

BNSF RAILWAY

APN: 112-01-001E

P.O.B.
EXHIBIT 'A'

980.88'
S 00°19'42" W 1322.85'
341.97'

APN: 112-01-001D
INST. #3708686

APN: 112-01-002
INST. #3106795
PARCEL NO. 2

C1(SPIRAL): \ominus -3°00'00", L=297.00
C2: Δ -6°30'00", R=2798.79', L=317.50
C3(SPIRAL): \ominus -3°00'00", L=297.00

N 01°29'55"W 11.27'

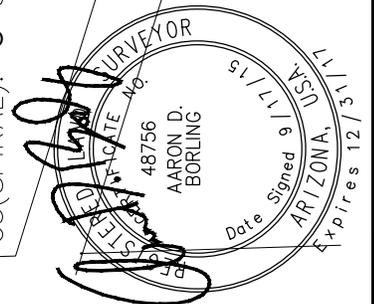
W. ROUTE 66

S 89°44'57"W 1293.89'

S 89°44'28"W 649.41'

S 00°09'14"E 247.03'
S 85°10'29"E 304.34'

S 72°45'25"E 103.69'



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928.774.8934 fax

Shephard & Wesnitzer, Inc. www.swiaz.com

JOB NO:	14065
DATE:	9/17/2015
SCALE:	1" = 400'
DRAWN:	ADB
DESIGN:	
CHECKED:	ADB

McALLISTER RANCH

COCONINO COUNTY
ARIZONA

SHEET

2

OF 2

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Flagstaff Planning and Zoning Commission will hold a public hearing on Wednesday, October 28, 2015 at 4:00 p.m. and the City Council will hold a Public Hearing on Tuesday, November 17, 2015, at 6:00 p.m. to consider the following:

A. Explanation of Matters to be Considered:

1. A proposed minor amendment to the Flagstaff Regional Plan Map 21 and 22 to change the area type of 28.7 acres to Existing Suburban on the 48.81-acre site described in Part B below.
2. A proposed amendment to the official City of Flagstaff zoning map to rezone property from RR, Rural Residential to PF, Public Facility (48.81 acres), for the area described in Part B below.

The proposed Regional Plan Amendment and Zoning Map Amendment will allow for a City of Flagstaff public works facility consisting of approximately 87,280 square feet to be constructed on this site.

B. General Description of the Affected Area:

Approximately 48.81 acres located at 3200 W. Route 66, Coconino County Assessor's Parcel Numbers 112-01-001D and 112-01-002, located in the N 1/2 Section 19, T21N, R7E, of the G&SRM, City of Flagstaff, Coconino County, Arizona, as shown on the adjacent map.

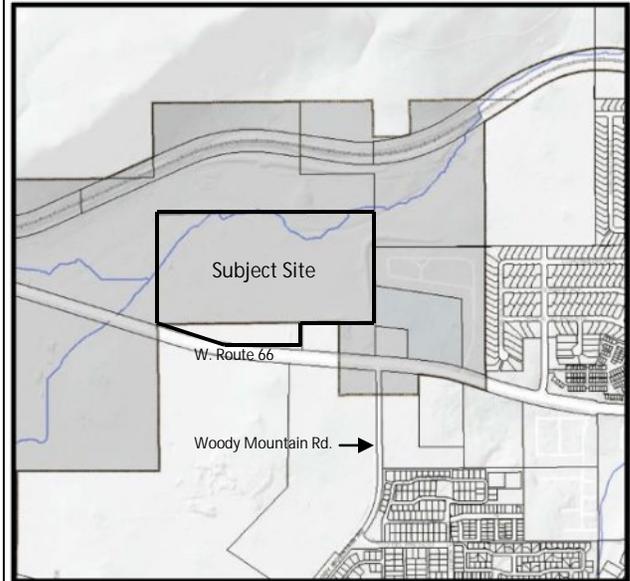
The Council hearing for these items may be continued if the Planning and Zoning Commission has not given a recommendation.

Interested parties may file comments in writing regarding the proposed Zoning Map Amendment and/or Regional Plan Amendment or may appear and be heard at the hearing date set forth above. Maps and information regarding the proposed Zoning Map Amendment and/or Regional Plan Amendment are available at the City of Flagstaff, Planning and Development Services Division, 211 West Aspen Avenue.

Unless otherwise posted, all Planning and Zoning Commission meetings and City Council meetings are held in the Council Chambers of City Hall, 211 West Aspen Avenue, Flagstaff, AZ.

PROPOSED REGIONAL PLAN AMENDMENT
Map 21 and Map 22 area type changes within the subject site

PROPOSED ZONING MAP AMENDMENT
From Rural Residential (RR) Zone to Public Facility (PF) Zone



ADDRESS: 3200 W. Route 66
APN: 112-01-001D & 112-01-002
ACRES: Approximately 48.81 acres
City of Flagstaff, Coconino County



For further information, please contact:

Elaine Averitt
Planning Development Manager
Planning & Development Services Div.
211 West Aspen Avenue
Flagstaff, Arizona 86001

928-213-2616
Email: eaveritt@flagstaffaz.gov



Mail: October 9, 2015

Publish: October 11, 2015

**CITIZEN PARTICIPATION REPORT
For
MCALLISTER RANCH PUBLIC WORKS YARD**

SWI Project # 14065

Section 19, T 21 N, R 07 E, G&SRM
Coconino County, Arizona

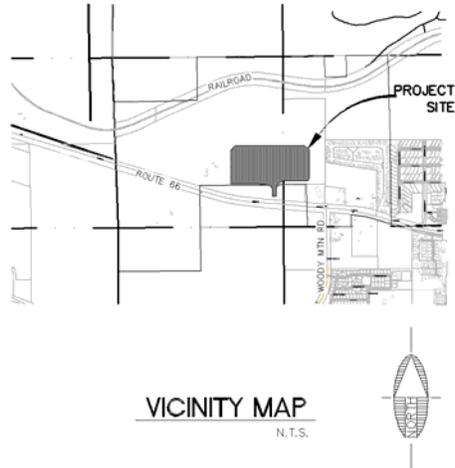
Prepared for:
City of Flagstaff
221 W. Aspen Avenue
Flagstaff, AZ 86001

Prepared by:
Shephard-Wesnitzer, Inc.
110 W. Dale Avenue
Flagstaff, AZ 86001
(928) 773-0354

January 21, 2015
Revised: May 5, 2015

PROJECT SUMMARY

The City of Flagstaff is proposing a new public works yard at McAllister Ranch, located on the north side of west Route 66 between Woody Mountain Road and Flagstaff Ranch Road, see Vicinity Map shown below. Access to the site will be provided by one proposed driveway on Route 66. An eastbound left turn lane, westbound right turn lane, and westbound acceleration lane will be constructed. There will be a shared thru/right turn lane to exit the site. The site is located on 49 acres, of which only approximately 20 acres will be utilized for the public works facility.



PROJECT LOCATION

The project limits are located near the western limits of the City of Flagstaff along Route 66, with the proposed facility being located on Coconino County Parcel 112-01-001C. The project site is positioned in the North $\frac{1}{2}$ of Section 19, Township 21 North, and Range 07 East, of the Gila and Salt River Base Meridian, Coconino County.

PROJECT DESCRIPTION

The site is currently located in an unincorporated area of Coconino County. The City has hired SWI to annex/rezone the property as well as compile and submit concept and site plan packages. A lot split was already processed and recorded, with a 44 acres parcel (APN 112-01-001D) being created as a result. After being annexed into the City, the parcel will be rezoned to Public Facilities (PF) in order to allow for a public works facility land use. The public works facility encroaches on an adjacent 5 acre City owned parcel (APN 112-01-092), which will also be rezoned. The two parcels will then be combined into one 49 acre parcel.

NEIGHBORHOOD MEETING

As part of the annexation, rezone, and minor plan amendment, a "Citizen Participation Plan" is required in accordance with the Zoning Code. The main component of the plan is to hold a Neighborhood Meeting to introduce the project to surrounding property owners. A meeting is scheduled for Wednesday January 21, 2015 at 5 pm with a presentation at 6 pm at the DoubleTree by Hilton Flagstaff, located at 1175 West Route 66, Flagstaff, AZ.

Notification letters were sent to all property owners and homeowner’s associations (HOA) within a 1,200 foot radius. Letters were also sent to the City’s “Registry of Persons and Groups” as provided by the City. The letters were mailed on January 6, 2015. A copy of the notification letter and an exhibit of people invited to the meeting are included in Appendix A. In addition to the notification letter, a sign with the Neighborhood Meeting information was posted at the property on Friday January 9, 2015. The sign was posted on the gate at the entrance to the property on Route 66. A photo of the sign is included in Appendix B. The notification letter was also posted on the City of Flagstaff Website, and a brief article was published in the Arizona Daily Sun on January 21, 2015.

SWI led the meeting with support provided by Johnson Walzer Associates (JWA) and City Public Works staff. Poster boards with the Concept Plan, annexation map, landscape plan, resource protection plan, and exhibit with adjacent parcels were posted throughout the meeting room. Regional Plan and Zoning Maps provided by the City were also posted throughout the meeting room. The meeting began at 5 pm with an open house followed by a presentation at 6 pm. An outline of the brief presentation is below:

- Introduction
 - Basic overview of the project and what SWI was hired to accomplish – annexation, rezone, concept plan, site plan, etc.
- Drainage impacts
- Traffic impacts
- Resource protection
- Landscape
- Impacts of site lighting
- Open to questions

A recorder was used to record the questions of citizens attending the meeting. Table 1 below is a summary of the questions asked by citizens during the meeting, as well as comments mailed by citizens who were unable to attend the meeting:

Table 1 – Neighborhood Meeting Questions

QUESTION	RESPONSE
Will a water station be included on the site? This location would provide people hauling water an option to avoid driving all the way into town.	This will be discussed with the Utilities Department. The revised site plan didn’t include a water station.
Flagstaff Ranch Road already doesn’t have a left turn lane. How will this project impact the current condition, and will it require a left turn lane?	Traffic counts will be conducted at this location to determine if a left turn lane will be required.
How much does the project cost?	Approximately \$21 million.

Will the sale of the existing yard contribute to the new yard?	Yes, with limited funds available the new yard is dependent on the sale of the existing yard.
Can the price of the new yard be reduced enough to save the existing yard at Thorpe?	No, the new yard has already been designed to provide the absolute minimum necessities.
The existing yard still needs environmental remediate before it can be redeveloped. How can the City still have money left over from the sale of the property after paying for the remediation?	The City will still make a profit even though the site needs to be remediated.
Does the \$21 million include the lane additions on Route 66?	Yes, the estimate includes all the necessary offsite improvements.
What kind of noise and traffic can we expect on Route 66?	It is not anticipated that additional noise will be noticed with the new project. The calculated traffic volumes are very low in comparison to the current traffic volumes on Route 66.
Will there be increased noise due to the solid waste vehicles?	There is a potential for noise increase due to the DOT mandated safety checks each driver is required to perform prior to leaving the yard. The site is situated such that noise will be reduced as much as possible. There are future plans to build a garage large enough to park the solid waste vehicles, but unfortunately there is not enough money in the budget to build the garage at this time.
How will sewer be handled?	An 18" sewer line will be constructed from the Clay Avenue Wash detention basin to the western property line. This will provide sewer service to the site and will allow other developments upstream to connect as well.
Where will power come from?	It will be underground and will come from a termination point near Woody Mountain Road.
Has the City learned anything from the Aspen Height project as far as lighting impacts? Has the City learned from the backlash so the same outcome doesn't happen? Working with City planners may not be good enough – we can't just say the project is in zone 1 and only do the bare minimum of what is required.	The City plans on using this project as an example to show other future projects what kind of lighting can be done and still have minimal impacts to dark skies. We are currently working with a lighting consultant and are pursuing a grant for a lighting system that will emit significantly less lumens than is required.

<p>If the City owns 96 acres but is only developing 20-25 acres, will there be other development? How will there be other development in the floodplain east of the site.</p>	<p>At this time there are no other development projects planned. The only development that could occur in the floodplain would most likely be recreation fields.</p>
<p>The water pressure is already low in the area and this project will only make it worse. How will the City mitigate this?</p>	<p>A new well has already been drilled and a pumphouse is currently being designed. This will increase water pressure in the area.</p>
<p>Why move from the east side of town?</p>	<p>The intent is to consolidate the public works operations into one location in order to be more efficient and save money.</p>
<p>The City is already worried about road repairs, why spend money on this?</p>	<p>This project will save money long term by consolidating operations and selling the existing public works yard.</p>
<p>Isn't it cheaper to build this on the east side of town?</p>	<p>No. A cost estimate was performed by SWI on a site on the east side and this site. The City already owns the McAllister Ranch property but not the site on the east side.</p>
<p>What is the total cost of this project versus upgrading the current yard?</p>	<p>The current yard is undersized and not adequate for the public works needs, so it is not feasible to upgrade the current site.</p>
<p>Why not use the Walgreens warehouse on the east side?</p>	<p>The City does not own the Walgreen warehouse and already owns the McAllister Ranch property.</p>
<p>Would you have to install traffic lights on Route 66 for a Railroad Springs outlet?</p>	<p>The City is currently planning on constructing a traffic signal on Woody Mountain Road. This project will pay its fair share based on the traffic generated by the project.</p>
<p>There has not been enough evidence presented that this is a viable plan in the best interest of Flagstaff – present or future.</p>	<p>The current Thorpe public works yard is very outdated and not large enough to accommodate a growing City. The City has already expanded the facility as much as possible and there simply isn't enough room.</p>
<p>A concerned citizen living on 2243 W. Adirondack Avenue mailed a comment stating they did not receive the letter until 1-24-15, which was after the neighborhood meeting.</p>	<p>The citizen was informed they were outside the 1,000 foot radius for addresses that received a notification. The Railroad Springs HOA did however receive a notification, so they still should have received the letter.</p>

The sign-in sheet for the neighborhood meeting and the letters received in the mail from citizens are included in Appendix C.

APPENDIX A



Shephard  Wesnitzer, Inc.

110 West Dale Avenue
Flagstaff, AZ 86001
928.773.0354
928.774.8934 fax
www.swiaz.com

Engineering an environment of excellence

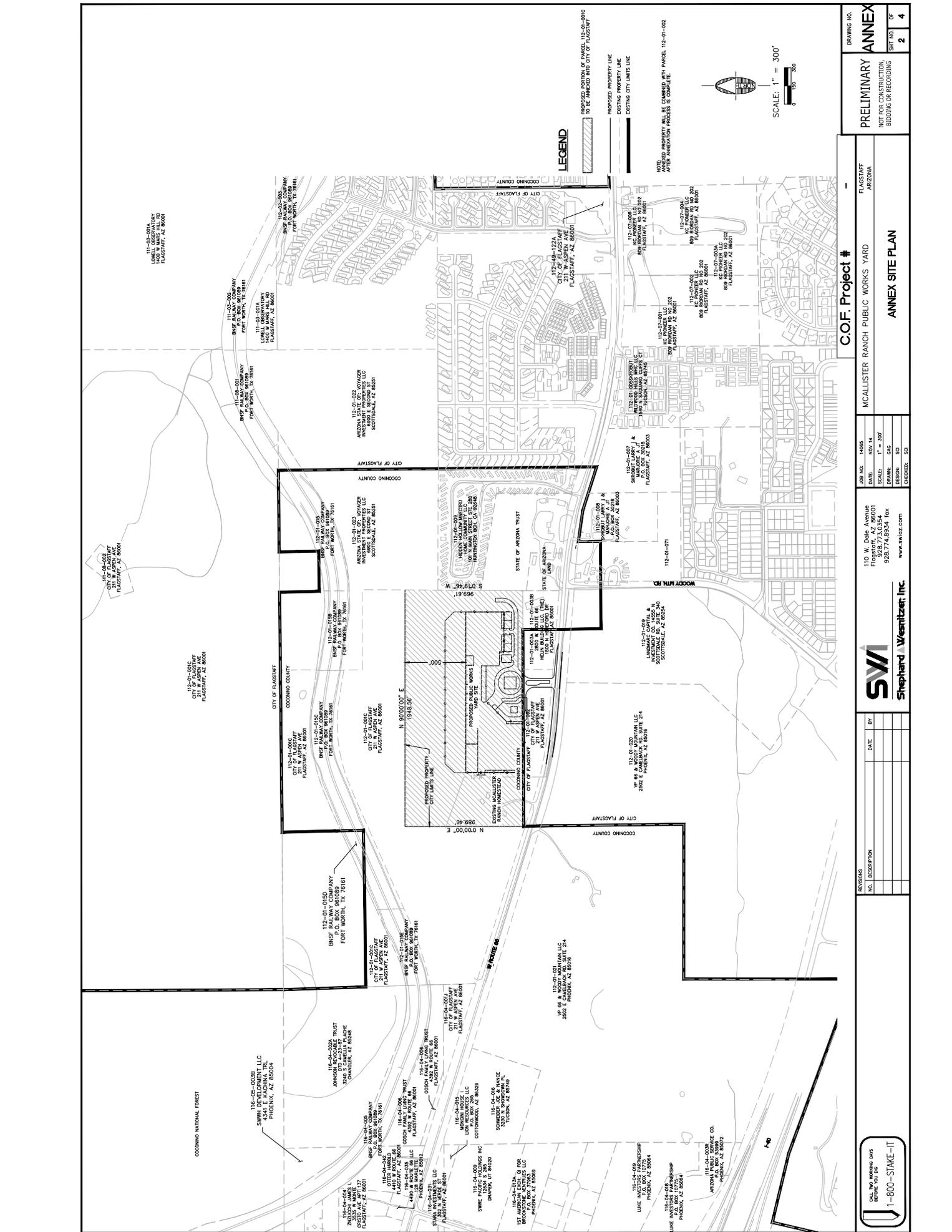
January 6, 2015

The City of Flagstaff (City) would like to invite the surrounding neighbors of the McAllister Ranch property to a Neighborhood Meeting to introduce the annexation and rezone of a City owned parcel within Coconino County, and the rezone of a City owned parcel within the City Limits. The two parcels are adjacent to each other and are located west of Woody Mountain Road at 3366 West Route 66. The meeting will be held on Wednesday **January 21th at 5 pm** with a presentation at **6 pm** at the **DoubleTree by Hilton Flagstaff**, 1175 West Route 66, Flagstaff, AZ to discuss the annexation, general plan amendment, and rezoning of the properties.

The annexation application is specifically for APN 112-01-001D (44 acres) and the regional plan amendment and rezone application is specifically for APNs 112-01-001D and 112-01-002 (5 acres). The two parcels are adjacent to each other with the City Limit boundary bisecting the two parcels. Once annexed into the City, APN 112-01-001D will be zoned Rural Residential (RR), matching the current APN 112-01-002 zoning. Once annexation is complete, the City will apply for the rezoning of the two parcels to Public Facilities (PF). The two parcels will be combined upon completion of the regional plan amendment and rezone.

The plan sheets submitted in association with the Concept Plan and attached herein reflect the limits of the overall project. The project consists of the construction of a new public works facility including an administration building, streets building, facility/parks building, fuel station, wash station, and parking for streets and solid waste equipment. Access to the site will be provided by a proposed driveway on Route 66.

Project material will be available for review starting at 5:00 pm with a presentation at 6:00 pm followed by a question and answer session. This will allow any neighborhood concerns to be identified and addressed prior to the project's public hearing before the City of Flagstaff Planning and Zoning Commission. Concerns raised will be reported to the City of Flagstaff Planning Department.



SCALE: 1" = 300'

0 100 200

DRAWING NO. PRELIMINARY ANNEX NOT FOR CONSTRUCTION, BIDDING OR RECORDING. SHEET NO. OF 2 4

C.O.F. Project # MCALLISTER RANCH PUBLIC WORKS YARD FLAGSTAFF ARIZONA ANNEX SITE PLAN

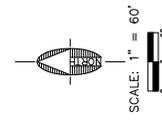
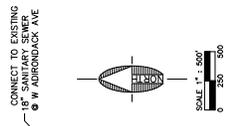
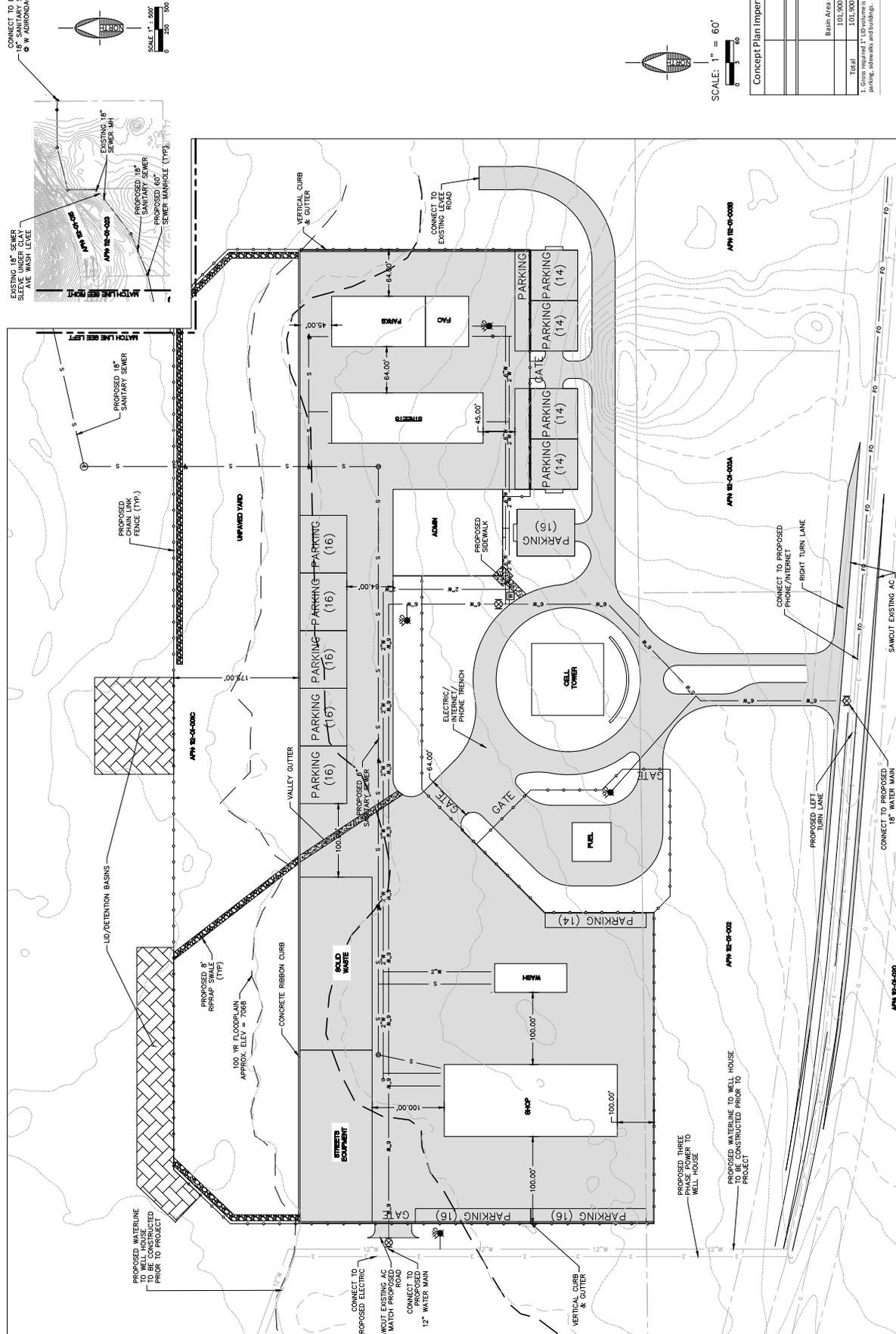
JOB NO. 14009 DATE: NOV 14 SCALE: 1" = 300' DRAWN: DAC DESIGNED: SGI CHECKED: SGI

10 W. Dale Avenue Flagstaff, AZ 86001 928.773.0354 928.774.8954 fax www.swgz.com

SWI Shephard Weitzel Inc.

REVISIONS	NO.	DESCRIPTION	DATE	BY

CALL THE WORKING DAYS BEFORE YOU DIG 1-800-STAKE-IT

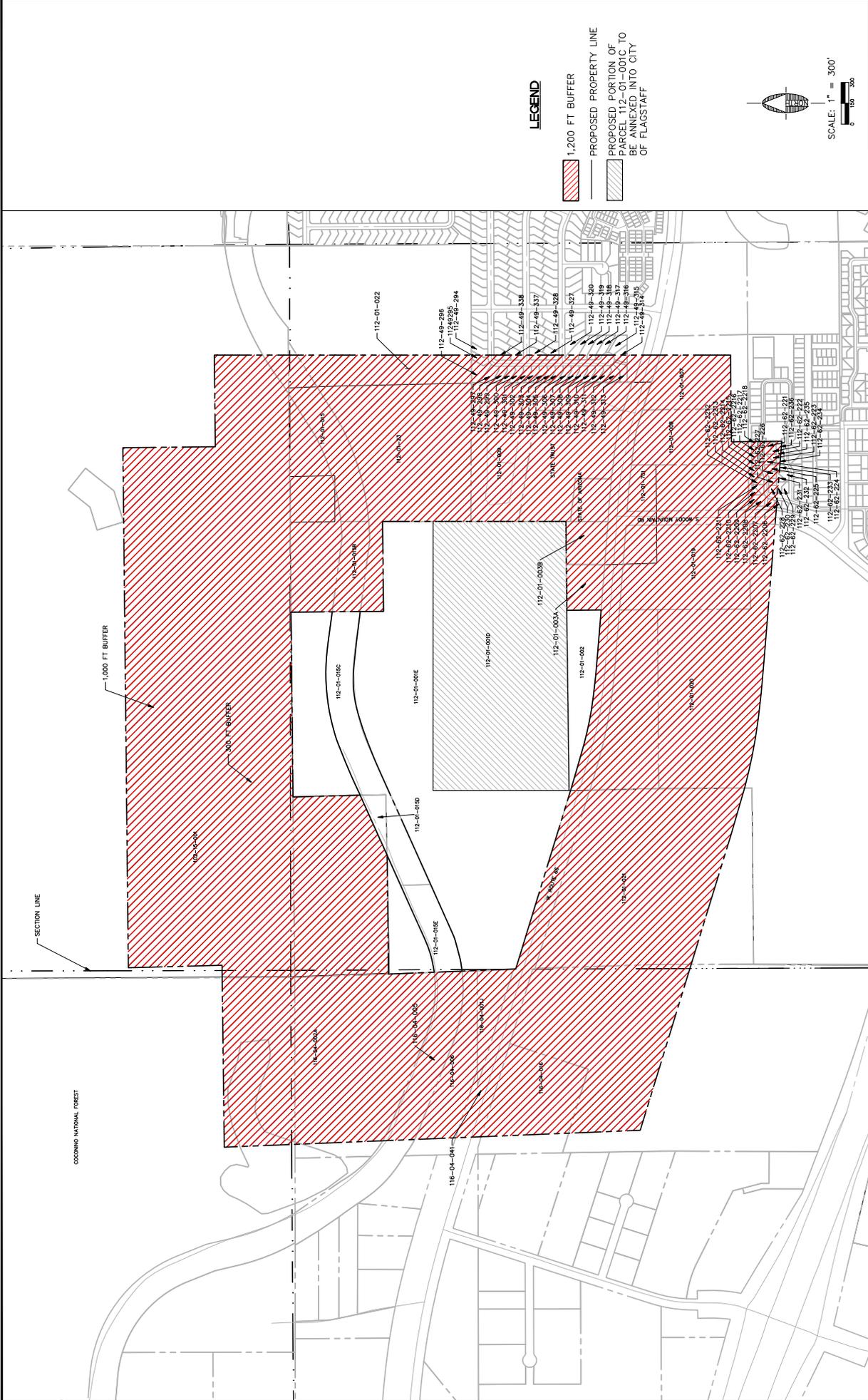


Concept Plan Impervious Areas & LID Analysis

Category	Area (sq ft)	Area (sq ft)
Total Impervious Area	100,500	7,540
Total Required LID	100,500	7,540
Volume based on impervious areas (ft)	100,500	7,540
Volume based on impervious areas (ft)	100,500	7,540
Total	100,500	7,540

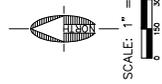
1. Gross required LID includes LID for impervious areas including streets, parking, sidewalks and buildings.

REVISIONS	NO.	DESCRIPTION	DATE	BY
 Shepherd Westnitzen Inc.				
1-800-STAKE-IT				
110 W. Duke Avenue Phoenix, AZ 85001 928.774.8934 928.774.8934 fax www.swi.com				
JOB NO. 1605 DATE: NOV 14 SCALE: AS SHOWN DRAWN: CAD DESIGNED: CAD CHECKED: SD				
C.O.F. Project # MCALLISTER RANCH PUBLIC WORKS YARD				
CONCEPT PLAN				
FLAGSTAFF ARIZONA				DRAWING NO. CP01
NOT FOR CONSTRUCTION, BIDDING OR RECORDING				SHEET NO. 2
OF				TOTAL SHEETS 4



LEGEND

- 1,200 FT BUFFER
- PROPOSED PROPERTY LINE
- PROPOSED PORTION OF PARCEL TO BE ANNEXED INTO CITY OF FLAGSTAFF



DRAWING NO.	1
PRELIMINARY	
NOT FOR CONSTRUCTION, BIDDING OR RECORDING	
SHEET NO. OF	1 2

COCOONO ARIZONA
 MCCALLISTER RANCH PUBLIC WORKS YARD
 1200 FT BUFFER

JOB NO.	1005
DATE	JAN 15
SCALE	1"=300'
DRAWN BY	MR
CHECKED BY	SD

110 W. Dale Avenue
 Flagstaff, AZ 86001
 928.774.8934 fax
 www.swhi.com

REVISIONS	NO.	DESCRIPTION	DATE	BY

CALL TWO WORKING DAYS BEFORE YOU DIG
 1-800-STAKE-IT

APPENDIX B



NO
TRESPASSING
CITY OF FLAGSTAFF
800 WEST OF ROCKY MOUNTAIN

NOTIFICATION OF NEIGHBORHOOD MEETING FOR
ANNEXTION, REGIONAL PLAN AMENDMENT,
AND REZONE
THE CITY OF FLAGSTAFF IS HOLDING AN OPEN HOUSE TO DISCUSS THE
PROJECT OF FLAGSTAFF AND ADJACENT TOWNSHIP TO ANNEXION OF
UNDEVELOPED AND UNIMPROVED LANDS TO THE CITY OF FLAGSTAFF
ON WEDNESDAY, JANUARY 22, 2019, 6:00 PM TO 8:00 PM AT THE
CITY OF FLAGSTAFF, 800 WEST OF ROCKY MOUNTAIN, FLAGSTAFF, AZ 86001.
FOR MORE INFORMATION, PLEASE CONTACT THE CITY OF FLAGSTAFF
PLANNING DEPARTMENT AT (928) 779-1000.
CITY OF FLAGSTAFF, PLANNING DEPARTMENT, 800 WEST OF ROCKY MOUNTAIN, FLAGSTAFF, AZ 86001

UNAUTHORIZED
VEHICLES
PROHIBITED

1/19/20

APPENDIX C

We hope to see you there. If you are unable to attend please provide comments in the space below and mail to:

Mr. Dan Holmes
City of Flagstaff
211 W. Aspen Avenue
Flagstaff, AZ 86001
(928) 213-2108
dholmes@flagstaffaz.gov

Sincerely,

Stephen C. Irwin

Stephen C. Irwin, P.E.

COMMENTS REGARDING THIS DEVELOPMENT

<p><i>Dear Sir,</i></p> <p><i>Unfortunately this letter wasn't received until 1-24-15. Since this was 3 days after the neighborhood meeting, we were unable to attend.</i></p> <p><i>Not sure who dropped the ball, but perhaps City of Flagstaff should send out notifications in the future.</i></p> <p><i>Sincerely,</i></p> <p><i>Shirley Shea</i> <i>2243 W. Adirondack Ave.</i> <i>Flagstaff, Az</i> <i>86001</i></p>

779-0292

We hope to see you there. If you are unable to attend please provide comments in the space below and mail to:

Mr. Dan Holmes
City of Flagstaff
211 W. Aspen Avenue
Flagstaff, AZ 86001
(928) 213-2108
dholmes@flagstaffaz.gov

Sincerely,



Stephen C. Irwin, P.E.

COMMENTS REGARDING THIS DEVELOPMENT

INCREASED TRAFFIC ON RT 66
INCREASED NOISE ON RT 66 (BACK OF HSE FACES RT 66)
WATER PRESSURE (LOW NOW)
COST TO TAXPAYERS?
TRAFFIC STUDIES?
WHY MOVE FROM EAST SIDE?
CITY NOW WORRIED ABOUT ROAD REPAIRS (MANY REQUIRED)
CHEAPER TO EXPAND EAST SIDE
WHO PAYS FOR RT 66 ROAD IMPROVEMENTS?
TOTAL COST OF THIS NEW PROJECT VERSUS UPGRADE OF EAST SIDE COMPLEX
WHY NOT USE WALGREENS WAREHOUSE ON EAST SIDE?
WOULD YOU HAVE TO INSTALL TRAFFIC LIGHTS ON RT 66 FOR RAILROAD SPRINGS OUTLETS?

THANKS RALPH POLLARD 928-202-0330
2002 S SOUTHERN PACIFIC ST.

We hope to see you there. If you are unable to attend please provide comments in the below and mail to:

Mr. Dan Holmes
City of Flagstaff
211 W. Aspen Avenue
Flagstaff, AZ 86001
(928) 213-2108
dholmes@flagstaffaz.gov

Sincerely,

Stephen C. Irwin

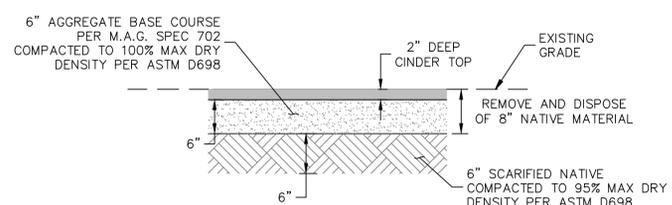
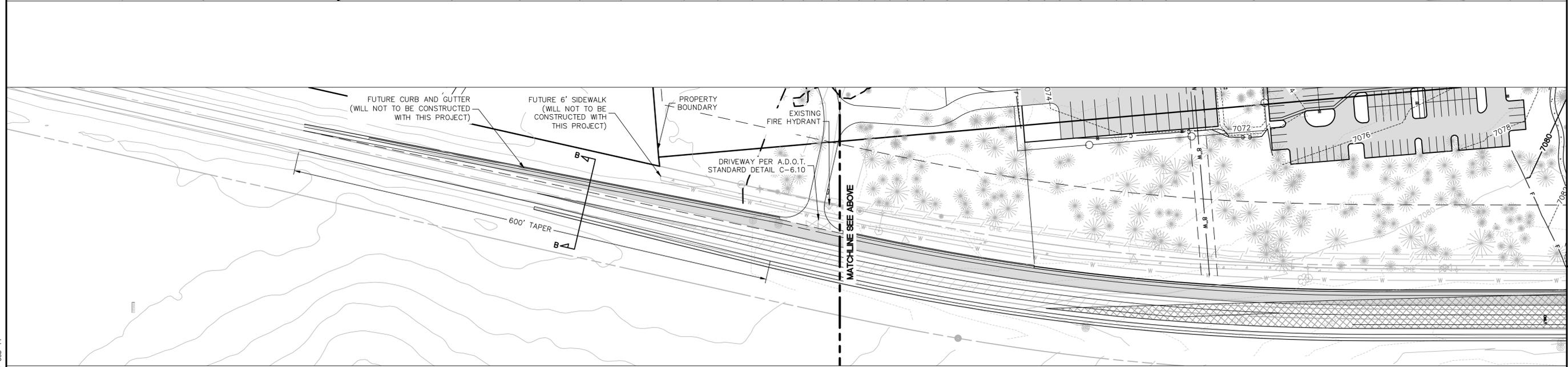
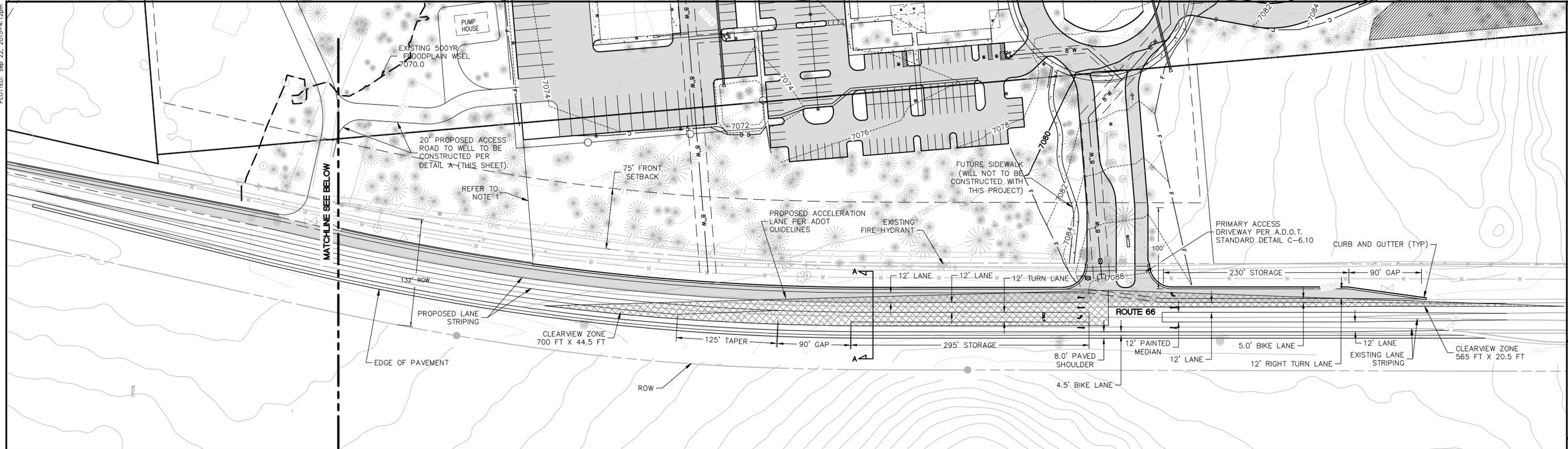
Stephen C. Irwin, P.E.

COMMENTS REGARDING THIS DEVELOPMENT

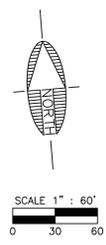
<p><i>I would like to express my objection to the development</i></p> <p><i>at this time I do not think there has been enough evidence presented that this is a viable plan in the best interest of Flagstaff - present or future.</i></p> <p><i>Sincerely</i></p> <p><i>Marilynn Van Wazer</i></p> <p><i>Property Owner - 21941 West Adirondack Avenue</i> <i>Flagstaff, AZ</i> <i>86001</i></p>

PLOTTED: Sep 22, 2015 - 4:12pm

FILE: \\v-filing\ata\Projects\2014\14065\Drawings\Site Plans\Site Plan - 14065.dwg SW-C30-14

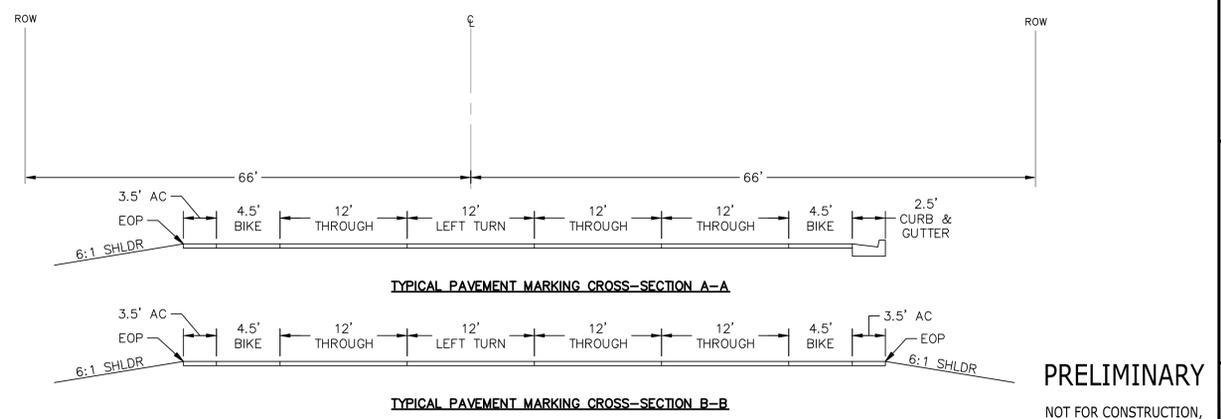


PROPOSED CONDITION
RT.66 IS WIDENED TO THE NORTH ONLY TO MAXIMIZE USE OF EXISTING PAVEMENT AND RE-STRIPED IN ACCORDANCE WITH C.O.F. DTL. 10-09-032.



NOTES:

- CURB AND GUTTER WEST OF THIS LOCATION WILL BE CONSTRUCTED AT A LATER DATE BY THE CITY OF FLAGSTAFF.
- ONLY THE NORTH SIDE OF ROUTE 66 WILL BE WIDENED TO ACCOMMODATE THE MAJOR ARTERIAL IMPROVEMENTS PER C.O.F. DTL. 10-09-032. THE EXISTING STRIPING WILL BE OBLITERATED AND RE-STRIPED ON THE SOUTH SIDE OF ROUTE 66 IN ORDER TO MAXIMIZE THE EXISTING PAVEMENT WIDTH.
- THE FUTURE 10' WIDE CONCRETE FUTS ALIGNMENT IN THIS AREA WILL BE LOCATED ON THE SOUTH SIDE OF ROUTE 66.



C.O.F. Project # DEV14 - 068

PRELIMINARY
NOT FOR CONSTRUCTION, BIDDING OR RECORDING

JOB NO: 14065		DATE: SEP 15		SCALE: AS SHOWN		DRAWN: TRL		DESIGN: SCI		CHECKED: GEC	
110 W. Dole Avenue Flagstaff, AZ 86001 928.774.0354 928.774.8934 fax www.swiaz.com											
 Shepherd Wesnitzer, Inc.											
NO.	DESCRIPTION	DATE	BY								
<p>CALL TWO WORKING DAYS BEFORE YOU DIG</p> <p>1-800-STAKE-IT</p>											
DRAWING NO. SP02										SHT NO. 3 OF 3	

FLAGSTAFF ARIZONA
CORE SERVICES MAINTENANCE FACILITY
ROUTE 66 IMPROVEMENTS

COUNTY
1st ZONE
UNDEVELOPED
N 90° 00'00" E 1948.91'

GENERAL NOTES

- G1. PARCEL NO. 112-01-001D AND 112-01-002.
- G2. SITE AREA: 45 ACRES.
- G3. BUILDING AREAS:

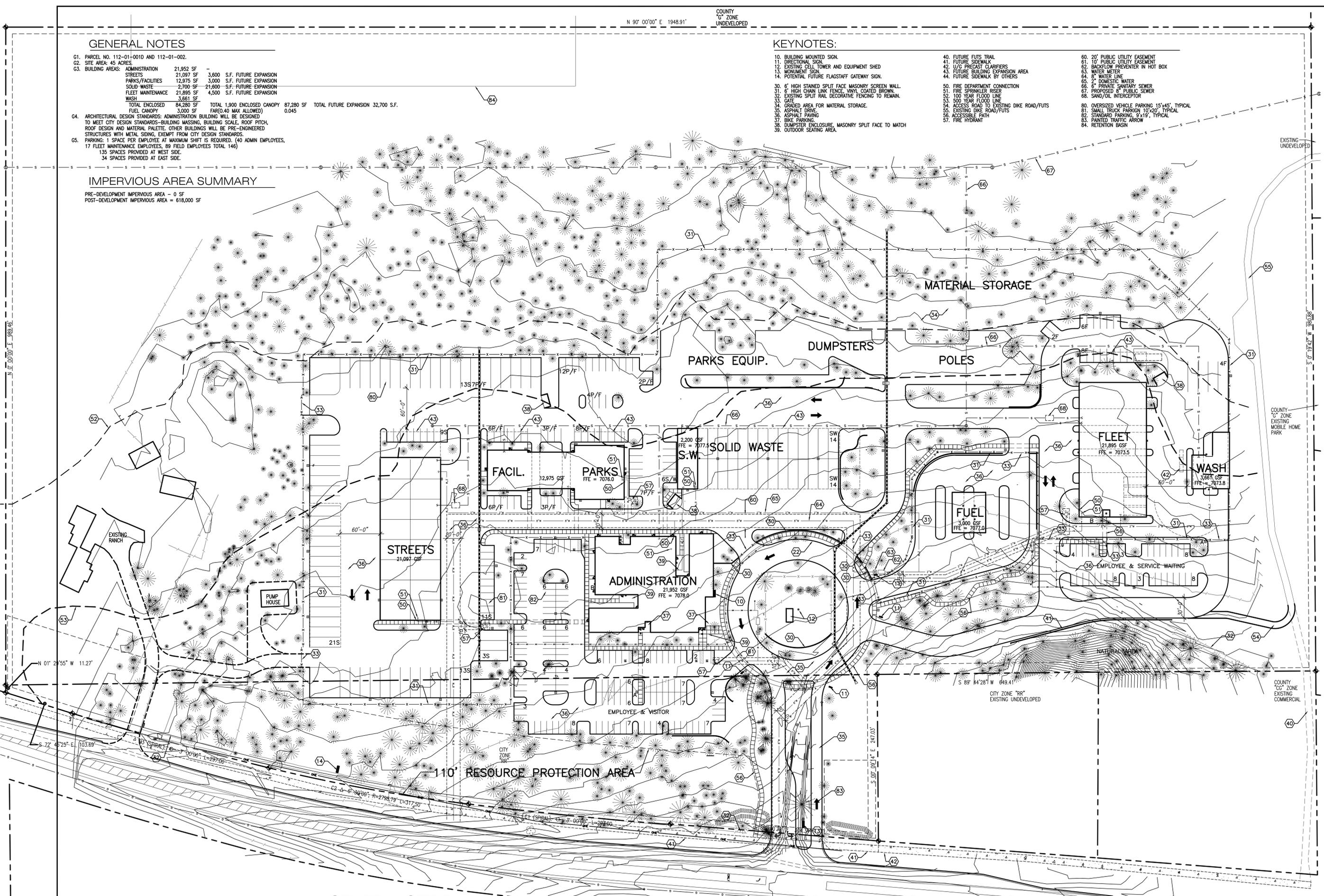
ADMINISTRATION	21,952 SF	-	3,600 S.F. FUTURE EXPANSION
STREETS	21,097 SF	-	3,000 S.F. FUTURE EXPANSION
PARKS/FACILITIES	12,975 SF	-	3,000 S.F. FUTURE EXPANSION
SOLID WASTE	2,700 SF	-	21,600 S.F. FUTURE EXPANSION
FLEET MAINTENANCE	21,895 SF	-	4,500 S.F. FUTURE EXPANSION
WASH	3,661 SF	-	-
TOTAL ENCLOSED	84,280 SF	TOTAL 1,900 ENCLOSED CANOPY	87,280 SF
FUEL CANOPY	3,000 SF	FAR(0.40 MAX ALLOWED)	0.045
		TOTAL FUTURE EXPANSION	32,700 S.F.
- G4. ARCHITECTURAL DESIGN STANDARDS: ADMINISTRATION BUILDING WILL BE DESIGNED TO MEET CITY DESIGN STANDARDS-BUILDING MASSING, BUILDING SCALE, ROOF PITCH, ROOF DESIGN AND MATERIAL PALETTE. OTHER BUILDINGS WILL BE PRE-ENGINEERED STRUCTURES WITH METAL SIDING, EXEMPT FROM CITY DESIGN STANDARDS.
- G5. PARKING: 1 SPACE PER EMPLOYEE AT MAXIMUM SHIFT IS REQUIRED. (40 ADMIN EMPLOYEES, 17 FLEET MAINTENANCE EMPLOYEES, 89 FIELD EMPLOYEES TOTAL 146)
135 SPACES PROVIDED AT WEST SIDE.
34 SPACES PROVIDED AT EAST SIDE.

KEYNOTES:

- 10. BUILDING MOUNTED SIGN.
- 11. DIRECTIONAL SIGN.
- 12. EXISTING CELL TOWER AND EQUIPMENT SHED.
- 13. MONUMENT SIGN.
- 14. POTENTIAL FUTURE FLAGSTAFF GATEWAY SIGN.
- 30. 6' HIGH STAINED SPLIT FACE MASONRY SCREEN WALL.
- 31. 6' HIGH CHAIN LINK FENCE VINYL COATED BROWN.
- 32. EXISTING SPLIT RAIL DECORATIVE FENCING TO REMAIN.
- 33. GATE.
- 34. GRADED AREA FOR MATERIAL STORAGE.
- 35. ASPHALT DRIVE.
- 36. ASPHALT PAVING.
- 37. GRASS PAVING.
- 38. DUMPSTER ENCLOSURE, MASONRY SPLIT FACE TO MATCH.
- 39. OUTDOOR SEATING AREA.
- 40. FUTURE FUTS TRAIL.
- 41. FUTURE SIDEWALK.
- 42. U/G PRECAST CLARIFIERS.
- 43. FUTURE BUILDING EXPANSION AREA.
- 44. FUTURE SIDEWALK BY OTHERS.
- 50. FIRE DEPARTMENT CONNECTION.
- 51. FIRE SPRINKLER ROSE.
- 52. 100 YEAR FLOOD LINE.
- 53. 500 YEAR FLOOD LINE.
- 54. ACCESS ROAD TO EXISTING DIKE ROAD/FUTS.
- 55. EXISTING DIKE ROAD/FUTS.
- 56. ACCESSIBLE PATH.
- 57. FIRE HYDRANT.
- 60. 20' PUBLIC UTILITY EASEMENT.
- 61. 10' PUBLIC UTILITY EASEMENT.
- 62. BACKFLOW PREVENTER IN HOT BOX.
- 63. WATER METER.
- 64. 8" WATER LINE.
- 65. 2" DOMESTIC WATER.
- 66. 6" PRIVATE SANITARY SEWER.
- 67. PROPOSED 8" PUBLIC SEWER.
- 68. SAND/OIL INTERCEPTOR.
- 80. OVERSIZED VEHICLE PARKING 15'x45', TYPICAL.
- 81. SMALL TRUCK PARKING 10'x20', TYPICAL.
- 82. STANDARD PARKING, 9'x19', TYPICAL.
- 83. PAINTED TRAFFIC ARROW.
- 84. RETENTION BASIN.

IMPERVIOUS AREA SUMMARY

PRE-DEVELOPMENT IMPERVIOUS AREA - 0 SF
POST-DEVELOPMENT IMPERVIOUS AREA = 618,000 SF



1 GENERAL SITE PLAN
SCALE: 1" = 60'-0"

FLAGSTAFF ARIZONA
 CORE SERVICES MAINTENANCE FACILITY
 GENERAL SITE PLAN
 JOB NO: 14019
 DATE: JULY 2015
 SCALE: SEE DRAWING
 DRAWN: TJ
 DESIGN: TW
 CHECKED: TW
 110 W. Dale Avenue
 Flagstaff, AZ 86001
 Phone: 928.774.8354 Fax
 928.774.8934
 www.swi.com

SWI
 Shephard Wesnitzer, Inc.

JWA

CALL TWO WORKING DAYS BEFORE YOU DIG
 1-800-STAKE-IT

DRAWING NO.
AS10
 SHT NO. OF

PLANNING AND DEVELOPMENT SERVICES REPORT
ZONING MAP AMENDMENT

PUBLIC HEARING
PZ-15-00077-01

DATE: **October 22, 2015**
MEETING DATE: **October 28, 2015**
REPORT BY: **Elaine Averitt**

REQUEST:

A Zoning Map Amendment (Direct Ordinance with a Site Plan) request to rezone approximately 48.81 acres from Rural Residential (RR) to Public Facility (PF) located at 3200 West Route 66 on parcel numbers 112-01-001D and 112-01-002.

STAFF RECOMMENDATION:

Staff recommends that the Planning and Zoning Commission forward the Zoning Map Amendment to the City Council with a recommendation for approval subject to the conditions as noted in the Recommendation section of this report.

PRESENT LAND USE:

The subject site consists of undeveloped land in the Rural Residential (RR) Zone.

PROPOSED LAND USE:

A public works facility consisting of approximately 87,280 square feet located on 48.81 acres.

NEIGHBORHOOD DEVELOPMENT:

- North: Vacant land owned by the City of Flagstaff in the General (G) Zone under Coconino County jurisdiction.
- East: Vacant land owned by the State of Arizona in the General (G) Zone under Coconino County jurisdiction; Hidden Hollow Manufactured Home Community in the General (G) Zone under Coconino County jurisdiction; Vacant land owned by the State of Arizona in the Planned Community (PC) Zone under Coconino County jurisdiction.
- South: Route 66 highway which is adjacent to vacant land owned by VP 66 & Woody Mountain, LLC (Vintage Partners), in the Rural Residential (RR) Zone; Vacant land in the Rural Residential (RR) Zone; Professional River Outfitters in the Commercial General (CG-10,000) Zone under Coconino County jurisdiction.
- West: Vacant Land owned by the City of Flagstaff in the General (G) Zone under Coconino County jurisdiction.

REQUIRED FINDINGS:

Staff Review

An application for a Zoning Map Amendment shall be submitted to the Planning Director and shall be reviewed and a recommendation prepared. The Planning Director's recommendation shall be transmitted to the Planning Commission in the form of a staff report prior to a scheduled public hearing. The recommendation shall include: an evaluation of the consistency and conformance of the proposed amendment with the goals of the General Plan and any applicable specific plans; the ground for the recommendation based on the standards and purposes of the zones set forth in Section 10-40.20 (Establishment of Zones) of the Zoning Code (page 40.20-1); and, whether the Zoning Map Amendment should be granted, granted with conditions to mitigate anticipated impacts caused by the proposed development, or denied.

Findings for Reviewing Proposed Amendments

Proposed amendments shall be evaluated based on the following findings: the proposed amendment is consistent with and conforms to the goals of the General Plan and any applicable specific plans; the proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City of Flagstaff (the “City”) and will add to the public good as described in the General Plan; and, the affected site is physically suitable in terms of design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle access, public services, and utilities to ensure that the requested zone designation and the proposed or anticipated uses and/or development will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located. If the application is not consistent with the General Plan and any other applicable specific plan, the applicable plan must be amended in compliance with the procedures established in Chapter 11-10 of the City Code (Title 11: General Plans and Subdivisions) prior to considering the proposed amendment.

STAFF REVIEW:

Introduction/Background

As indicated in the previous report, this Zoning Map Amendment (rezoning) request is the third of three related items on the Commission’s agenda; the first item being an Annexation request and the second item identified as a Regional Plan Amendment request.

The Applicant, City of Flagstaff, is requesting a Zoning Map Amendment to rezone approximately 48.81 acres from Rural Residential (RR) zone to Public Facilities (PF) zone located at 3200 W. Route 66. This amendment would allow the development of a municipal public works facility, consisting of 87,280 square feet of buildings including an administration building for employees and the public, and buildings to serve the following City of Flagstaff Public Works services and divisions: Parks, Solid Waste, Streets, and Fleet. The majority of the subject property is currently undeveloped, forested land with the exception of an existing cell tower approximately 330 feet north of W. Route 66 and the McAllister Ranch Complex at the west end of the property. The property slopes generally 2 to 3 percent towards the northwest which is the Clay Avenue Wash area and is fairly level with the exception of a small knoll at the southeast corner which will be protected for slope resources.

Land uses north of the subject property include vacant city-owned property which will remain under county jurisdictions. Approximately 350 feet north of the property is the BNSF Railway. Land uses east of the subject property include vacant land owned by the State of Arizona and the Hidden Hollow Manufactured Home Community, all under county jurisdiction. South of the property is West Route 66 and then vacant land owned by Vintage Partners under both city and county jurisdiction. Between the east end of the subject property and West Route 66 are two smaller parcels: one undeveloped and under city jurisdiction and the other which contains the Professional River Outfitters operation and is under county jurisdiction. West of the subject property is vacant land known as the Clay Wash Detention Basin, owned by the City of Flagstaff, that will remain under county jurisdiction.

An applicant requesting an amendment to the Zoning map may elect to pursue either a “Direct Ordinance with a Site Plan” or “Authorization to Rezone with a Concept Zoning Plan” per Section 10-20.50.040.D (pg. 20.50-5). The Direct Ordinance with a Site Plan process provides an applicant with a shorter approval process with fewer steps. In this approach the applicant submits fully developed site plans with all supporting information required for Site Plan Review concurrently with the Zoning Map amendment application. Once the Zoning Map amendment is approved by the Council, then the applicant can proceed directly to construction plan and building permit review. The Authorization to Rezone with a Concept Zoning Plan process allows the applicant to prepare a concept zoning plan and pursue site plan application after Council approves

the Zoning Map Amendment. This application is a Direct Ordinance with a Site Plan. If the Zoning Map Amendment request is approved, the next steps in the process will be Civil Improvement Plan and Building permit submittals.

In a rezoning case, typically a development agreement is formalized between the City and the private developer. With this project, the City is the developer and a development agreement is not required. However, any requirements for the City will be included in the Zoning Map Amendment ordinance as stipulations.

The current application is being reviewed against the policies of the *Flagstaff Regional Plan 2030 (FRP 2030)*. A full discussion of the applicable policies is included in the Regional Plan staff report and the General Plan Analysis report prepared by Shephard-Wesnitzer, Inc..

Proposed Development Site Plan

The applicant is requesting a Zoning Map Amendment for the development of a municipal public works facility, consisting of 87,280 square feet of buildings including an administration building for employees and the public, and buildings to serve the following City of Flagstaff Public Works department services: Parks, Solid Waste, Streets, and Fleet. Site plans of the development (Sheet AS1.0) show the administration building to be a focal point on the west side of the campus. This building will allow employees to start their day at the building before walking to the building they work in. Facilities for Streets, Parks, and Solid Waste along with associated parking areas are located near the administration building. A Fleet maintenance facility, fuel station, and wash facility along with outdoor storage for materials, dumpsters and parks equipment are located on the east side of the campus. The site plan allows for up to 32,700 square feet of future expansion of the buildings. The primary access is via a proposed median-separated asphalt driveway merging into a round-about which will provide access to all parts of the campus. An existing cell tower will remain located in the round-about area. An emergency secondary access is proposed at the southwest corner of the site.

General Plan - Flagstaff Regional Plan (FRP 2030)

The *Flagstaff Regional Plan 2030 (FRP 2030)*, Future Growth Illustration (Maps 21 and 22) designates the subject site as Future Urban within an Urban Activity Center, Future Suburban, and Area in White. All substantive Regional Plan issues were addressed in the previous Regional Plan amendment report. The proposed minor Regional Plan amendment would change the designation to Existing Suburban; thus, if the Regional Plan amendment is approved, the rezoning request would comply with the Regional Plan.

Zoning – City of Flagstaff Zoning Code

If the rezoning request is approved and the 48.81-acre site is rezoned to Public Facility (PF) zone, the proposed public works facility will be considered a permitted use in that zone. Per the Flagstaff Zoning Code (Section 10-40.30.060, pg. 40.30-29), “Government Service/Maintenance Facilities” is an allowed use under the sub-heading of Transportation and Infrastructure in the Public Facility (PF) zone.

Building Form and Resource Protection

Table 1 below compares development standards and resource protection requirements for the RR zone and the proposed PF zone. When the parcels are rezoned to PF, the City’s Resource Protection Overlay (RPO) zone will also be applied. In addition, the City’s Outdoor Lighting Zone 1 will be applied with the rezoning. The Flagstaff Zoning Code requires all Public Lands or Commercial uses within the RPO zone to protect a minimum of 30% of the tree resources. The proposed development meets the standards required for the PF zone. The maximum building height will be the fleet maintenance building at 29-foot high. The proposed floor area ratio (FAR) is 0.045 which is less than the maximum allowed 0.40 FAR.

The proposed buildings and structures meet all of the minimum setbacks for the PF zone.

As stated above, the PF zone requires a minimum of 30% protection of forest resources. This project will conserve 53% of the forest resources on the two subject parcels. A resource buffer will be provided along the north, west and south site boundaries. In addition, the landscape plan (Sheet AS1.1) includes a note (44) stating that the trees in the proposed material storage area are to be preserved to the maximum extent feasible and that these trees are not included in the resource calculations. The prominent knoll located on the southeast corner of the site which contains a small amount of steep slope will be 100% preserved. The site will conserve the 100-year floodplain within Clay Wash.

Table 1 – Comparison of Development Standards and Resource Protection

Standard	Existing Zone (RR)	Proposed Zone (PF)
Acres	48.81	48.81
Maximum Building Height (feet)	35	60
Maximum Coverage	20%	0.40 FAR
Building Placement Requirements (Min Setbacks):		*Setback requirements shall be the same as those of the adjacent zone
Front (feet)	75	75
Side (feet)	10 (interior) 25 (exterior)	10 (interior) 25 (exterior)
Rear (feet)	10	10
Resource Protection Requirements		
Percent of Forest Resources to be protected	50%	30%
Slope Protection		
0-16.99%	No protection	No protection
17-24.99%	70% of slope area	60% of slope area
25-34.99%	80 % of slope area	80% of slope area
Rural Floodplain	100%	100%

Civic Space

The Zoning Code requires nonresidential developments larger than 20,000 square feet to provide a minimum of five percent of the site as an outdoor pedestrian amenity space that serves as a transition space between a parking area and the entrance(s) to a building. For this project, staff applied the pedestrian amenity requirement to the administration building only since it will be where employees and visitors park. A landscaped pedestrian pathway system has been provided around the entire administration building with connections to and through the adjacent parking areas (reference Site Plan drawing AS1.0 and AS1.1).

Parking

Table 10-50.80.040.A of the Zoning Code (Page 50.80-10) establishes the minimum number of parking spaces required for development. Parking for Public Services is calculated at a rate of one space per employee plus one space per company vehicle stored or parked on the premises. Public Works estimates there will be 146 full-time employees. Of the 146 spaces, 61 are for Public Works vehicles. An additional 23 spaces have been programmed for visitors to the administration offices. In summary, there are 135 spaces in the west parking area and 34 spaces in the east parking area for a total of 169 parking spaces, including four ADA accessible.

Design Review

Site Planning Standards

In accordance with Section 10-30.60.030 of the Zoning Code (Page 30.60-2), the Applicant conducted a site analysis, a copy of which is attached to this report, that considers the topography of the site, solar orientation, existing/native vegetation types, view corridors, climate, subsurface conditions, drainage swales and stream corridor, and the built environment and land use context. The findings of the site analysis were used in the more detailed site plan submittal.

Pedestrian and Bicycle Circulation Systems

On-site pedestrian circulation is provided through an extensive network of walkways. These walkways are designed as on-site connections between several internal functions, including building entrances and parking areas. In addition, they provide off-site connections to the future public sidewalk and future Flagstaff Urban Trail System (FUTS) trail. While there is no dedicated on-site bicycle circulation system, bicycles can utilize the on-site pedestrian system. In accordance with Section 10-30.60.040.A.3 of the Zoning Code (Page 30.60-7) and Section 10-50.80.050 of the Zoning Code (Page 50.80-11), bicycle parking spaces are provided in two locations at the administration building.

Parking Lots, Driveways, and Service Areas

One hundred sixty-nine (169) surface parking spaces are provided on-site. Due to the planned resource protection area between Route 66 and the facility, the parking lots will be screened from view by the public. The resource protection area has a minimum width of 110 feet. Design standards require new development to minimize the number of curb cuts (i.e. driveways) onto a public street. No new driveways will be required for this project. The existing driveway that leads to the existing cell tower will be improved for the public works facility and the existing driveway to McAllister Ranch complex will remain. The portions of the facility that need to be enclosed for security purposes will be surrounded by a 6-foot high chainlink fence with brown vinyl coating. Internal parking and drive aisle areas that are viewable from the public “roundabout” area will be screened by a 6-foot high split-face masonry screen wall.

Compatibility and Architectural Design Standards

The administration building is the only building that will be visited by the general public and will be required to meet architectural design standards. According to the architect, the intent is to construct a visually appealing project for people entering the City limits. The administration building architecture reflects an early industrial age aesthetic which has a combination of (split-face) masonry and humble exposed steel overhangs. Decorative masonry cornices will be provided on parapets. There are also some subtle references to the historic Route 66. The maximum height of this building will be approximately 22 feet. An abundance of both storefront and operable windows will let in natural light.

Landscaping

A preliminary landscape plan, a copy of which is attached to this report, was prepared and submitted with this application. The plan has been accepted as meeting the general intent of the parking lot landscaping, public right-of-way landscaping, open space landscaping, and landscape screening standards found within Section 10-50.60 of the Zoning Code (Page 50.60-1). A final landscape plan will be reviewed at the time of a grading plan submittal.

Outdoor Lighting

If the rezoning request is approved, Lighting Zone 1 will be applied to the subject property, which means that it is in close proximity to the US Naval Observatory. Lighting Zone 1 has the highest level standards in regards to outdoor lighting and allows for a total of 25,000 lumens per acre for any new development. Outdoor lighting is divided into three classes. Class 1 lighting includes fixtures where color rendition is required and includes areas of outdoor spaces, building entrances, outdoor

seating and recreational areas; Class 2 lighting includes general illumination for safety and security and Class 3 lighting includes all decorative or architectural illumination. All outdoor Class 1 and Class 3 lighting, and outdoor Class 2 lighting located more than 50 feet from any building shall be turned off by 9:00 p.m. in Lighting Zone 1.

The City and design team held several meetings with the dark sky community to help design an outdoor lighting plan that would only light portions of the site that are being used, and to do so in a manner that significantly reduces lumens. As mentioned in the General Plan Analysis under Dark Skies Goals and Policies, the project is pursuing a grant to incorporate a state of the art lighting system that controls the timing and brightness of lighting. An outdoor lighting plan was prepared (Sheet AS1.1), submitted with the Site Plan and approved as meeting the Flagstaff Zoning Code outdoor lighting standards. A final plan will be submitted with the building plans to be reviewed again for compliance.

PUBLIC SYSTEMS IMPACT ANALYSIS: See Annexation Report PZ-15-00077 for complete Public Impact Analysis discussion.

OTHER REQUIREMENTS:

Natural and Cultural Resources

If the annexation, plan amendment and rezoning applications are approved, the subject property will be located within the Resource Protection Overlay (RPO) zone as defined by Section 10-50.90.020.A of the Zoning Code (Page 50.90-2). The site includes portions of the 100-year and 500-year floodplain; however, the floodplains in the subject site area are not mapped as Rural Floodplains according to the Flagstaff Zoning Code. Any increase in surface elevations caused by adding the proposed development will be mitigated by constructing a detention basin. In addition, the finish floor elevations of any buildings storing hazardous chemicals will be higher than the 500-year floodplain water surface elevations. The resource protection plan (Sheet AS1.0) identifies 9342 total tree points on-site. In accordance with Table 10-50.90.060.A of the Zoning Code (Page 50.90-7), forest resources within the PF zone must be protected at a 30 percent level. The plan proposes to save 4978 forest tree points, which is 53.28 percent of the total on-site tree points. The only steep slope on site is part of the small knoll at the southeast corner of the site, which will be preserved. The resource plan is in conformance with the Zoning Code resource protection standards.

Regarding cultural resources, the Historic Preservation Officer reviewed the concept and site plan as part of the Inter-Division Staff (IDS) review and noted that an assessment of the significance and integrity of the ranch is on file with the Historic Preservation Officer. He stated that the ranch site is significant and does have integrity. His review concluded that since plans indicate preservation of the primary McAllister ranch compound by keeping development a fair distance away, no further Cultural Resource Study work will be warranted if this aspect of the design is maintained.

Citizen Participation

The City hired Shephard-Wesnitzer, Inc. (SWI) to act as the applicant to annex and rezone the property as well as compile and submit concept and site plan packages. The applicant held a neighborhood meeting on Wednesday, January 21, 2015 at 5:00 pm to discuss the annexation, general plan amendment, and rezoning of the properties. SWI led the meeting with support provided by Johnson Walzer Associates (JWA) and City Public Works staff. Meeting notification letters were sent to all property owners and homeowner's associations (HOA) within a 1,200 foot radius. Letters were also sent to the City's "Registry of Persons and Groups" as provided by the City. The Citizen Participation Report (CPR), dated May 5, 2015, is attached to this rezoning packet. The applicant received three letters in response to the meeting notice requesting information about the project. Fifteen people attended the meeting according to the sign-in sheet and had questions in regards to the case. Some of the attendees expressed concerns regarding the Annexation or

Zoning Map Amendment about traffic, cost, noise and lighting. All of the questions and concerns are addressed in Table 1 of the CPR. As of this writing, staff has received one e-mail dated 10/16/15 from a property owner south of the subject site; the e-mail is attached to the *Flagstaff Regional Plan 2030* Amendment report.

Public hearings before the Planning and Zoning Commission and City Council are conducted in conjunction with requests for annexation. In accordance with State statute, notice of the public hearing was provided by placing an ad in the Daily Sun, posting notices on the property, and mailing a notice to all property owners within 1200 feet of the site (exceeding the required 300-foot distance). The notices were also provided to the County Recorder, County Assessor, County Community Development Department and the Chair of the Board of Supervisors.

DISCUSSION:

Per Section 10-40.30.060.A.1 of the Zoning Code (pg. 40.30-27), the Public Facility (PF) Zone applies to areas of the City owned by public or quasi-public agencies. The PF Zone is intended to preserve and encourage the establishment of public lands and to provide an area within the City for active and passive recreation uses, parks, public open space, government buildings and facilities, schools and school grounds, quasi-public buildings and facilities, and related uses.

The City currently utilizes the existing public works yard in downtown Flagstaff on Mogollon Street, with the Parks/Recreation department using the Thorpe Park facilities. The new public works yard will be large enough to consolidate the two into one location. Employees and equipment accessing the east side of town will utilize I-40 rather than travel through town, which will potentially reduce heavy truck traffic through downtown Flagstaff. The current public works yard will be environmentally remediated. This will promote infill development and reinvestment in an existing neighborhood and remove the public works facilities from a residential neighborhood.

Staff agrees that the proposed Zoning Map Amendment and new public works facility at the West Route 66 location is consistent with the *Flagstaff Regional Plan 2030* and the intent of the Zoning Code.

RECOMMENDATION:

As previously stated, if the minor Regional Plan amendment is approved, the rezoning request will comply with the Regional Plan. Pending approval of the Regional Plan amendment, staff believes that the proposed Zoning Map amendment is in substantial conformance with the *Flagstaff Regional Plan 2030* and recommends the Planning & Zoning Commission forward the request to the City Council with a recommendation approving an amendment to the Zoning Map for 48.81 acres from the Rural Residential (RR) zone to the Public Facility (PF) zone, subject to the following six conditions which will be included into the zoning map amendment ordinance:

1. The subject property shall be developed in substantial conformance to the Site Plan approved by the Inter-Division Staff (IDS) on September 9, 2015 and as presented to the Planning and Zoning Commission with this amendment request except as modified herein.
2. Widen the westbound side of Route 66 to provide 2-lanes in the westbound direction (including a bike lane); the outside westbound lane will be striped as a right-turn lane and acceleration at the new driveway.
3. Widen the eastbound side of Route 66 as needed to provide the addition of a left-turn lane into the new driveway.
 - a. The edge improvements will include curb and gutter along the property frontage, up to the existing driveway serving the McAllister Ranch.

- b. The City is committing to constructing, in the future, the remaining curb and gutter and sidewalk across the property frontage at such time as the adjacent parcels develop with the same edge improvements.
4. This development will be required to pay a proportional share contribution to a future signal (not currently warranted) at the intersection of Woody Mountain Road and Route 66.
5. The 18-inch sewer line shall be designed and constructed per the Utilities Engineering Manager's letter dated October 21, 2015 attached to this report.
6. An ordinance modifying the zoning code must include an effective date 30 plus days after the annexation ordinance becomes effective.

ATTACHMENTS

- o Zoning Map Amendment Application
- o Current City of Flagstaff Zoning Map
- o Rezone Exhibit – Existing
- o Rezone Exhibit - Proposed
- o Rezone Legal Description and Maps (2 parcels)
- o Public Hearing Legal Advertisements
- o Citizen Participation Report
- o Citizen Comment Email (attached with annexation report)
- o Utilities Engineering Manager letter dated October 21, 2015
- o Site Plan Packet:
 - Application for Outdoor Lighting Permit
 - Demolition Site Plan (includes tree resources) (Sheet AS1.0)
 - General Site Plan (Sheet AS1.0)
 - Landscape & Lighting Plan (Sheet AS1.1)
 - Floor Plans for each building, Elevations for each building
 - Route 66 Existing Conditions & Improvements (Sheets CVR, SP01, SP02)

ORDINANCE NO. 2015-21

AN ORDINANCE AMENDING THE FLAGSTAFF ZONING MAP DESIGNATION OF APPROXIMATELY 48.81 ACRES OF REAL PROPERTY LOCATED AT 3200 W. ROUTE 66 ON PARCEL NUMBERS 112-01-001D AND 112-01-002 FROM RURAL RESIDENTIAL (RR) TO PUBLIC FACILITY (PF); PROVIDING FOR SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, the Applicant, City of Flagstaff, has applied for a Zoning Map amendment of approximately 48.81 acres of real property located within the City of Flagstaff, a legal description of which is provided in **Exhibits "A" and "B,"** attached hereto and incorporated by this reference, from Rural Residential (RR) to Public Facility (PF), for purposes of developing a public works facility; and

WHEREAS, the Council finds that the applicant has complied with all application requirements set forth in Chapter 10-20 of the Flagstaff Zoning Code; and

WHEREAS, the Planning and Zoning Commission has formally considered the proposed Zoning Map amendment application, following proper notice and a hearing on October 28, 2015, and with the result that the Planning and Zoning Commission has recommended approval of the requested Zoning Map amendment application, subject to the following ten conditions:

1. The subject property shall be developed in substantial conformance to the Site Plan approved by the Inter-Division Staff (IDS) on September 9, 2015 and as presented to the Planning and Zoning Commission with this amendment request except as modified herein.
2. Widen the westbound side of Route 66 to provide 2-lanes in the westbound direction (including a bike lane); the outside westbound lane will be striped as a right-turn lane and acceleration at the new driveway.
3. Widen the eastbound side of Route 66 as needed to provide the addition of a left-turn lane into the new driveway.
 - a. The edge improvements will include curb and gutter along the property frontage, up to the existing driveway serving the McAllister Ranch.
 - b. The City is committing to constructing, in the future, the remaining curb and gutter and sidewalk across the property frontage at such time as the adjacent parcels develop with the same edge improvements.
4. The City will be required to pay a proportional share contribution to a future signal (not currently warranted) at the intersection of Woody Mountain Road and Route 66.

5. The 18-inch sewer line shall be designed and constructed per the Utilities Engineering Manager's letter dated October 21, 2015 attached to this ordinance.
6. An ordinance modifying the zoning code must include an effective date 30 plus days after the annexation ordinance becomes effective.
7. A written preservation plan for the McAllister Ranch homestead property shall be prepared and presented to the Planning & Zoning Commission at a future date.
8. The maximum height of buildings within the proposed public works facility shall be 45 feet.
9. The forest resources along Route 66 within parcel 112-01-002 shall be preserved according to the approved Site Plan.
10. The administration building shall meet or exceed architectural design standards per the Flagstaff Zoning Code.

WHEREAS, the City Council has read and considered the staff reports prepared by Current Planning Division staff and has considered the narrative prepared by the Applicant, and any and all statements made by the Applicant and its representatives or agents at City Council meetings; and

WHEREAS, staff recommends approval of the Zoning Map amendment application, subject to the conditions proposed above, and the Council has considered the conditions and has found them to be appropriate for the site; and

WHEREAS, the Council finds that the proposed Zoning Map amendment with the above conditions will not be detrimental to the uses of adjoining parcels or to other uses within the vicinity.

ENACTMENTS:

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

SECTION 1. The foregoing recitals are incorporated as if fully set forth herein.

SECTION 2. The zoning map designation for 48.81 acres of real property located within the City of Flagstaff, a legal description of which is provided in **Exhibits "A" and "B,"** attached hereto and incorporated herein by reference, is hereby amended to Public Facility (PF).

SECTION 3. That City staff is hereby authorized to take such other and further measures and actions as are necessary and appropriate to carry out the terms, provisions and intents of this Ordinance.

SECTION 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 5. The City Clerk is hereby authorized to correct typographical and grammatical errors, as well as errors of wording and punctuation, as necessary related to this ordinance as amended herein, and to make formatting changes needed for purposes of clarity and form, or consistency, within thirty (30) days following adoption by the City Council.

SECTION 6. This Ordinance shall be effective thirty (30) days after the effective date of Ordinance No. 2015-20.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this _____ day of _____, 20____.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

LEGAL DESCRIPTION

APN: 112-01-001D

REZONE Exhibit 'A'

#14065

9/17/2015

A parcel of land lying within the north half of Section 19, Township 21 North, Range 7 East, of the Gila Salt River Meridian, Coconino County, Arizona, described as follows:

Beginning at the northeast corner of that parcel of land as shown on Instrument #3396969 (R1) and Book 11, Page 19, Official Records of Coconino County, a ½” rebar with aluminum cap “PE 971 LS 4321”, from which a ½” rebar with aluminum cap “PE 971 LS 4321” at the southeast corner of said parcel bears South 00°19'42" West, 1322.85 feet (Basis of Bearing, R1);

Thence along the east line of said parcel, South 00°19'42" West, 341.97 feet to the **TRUE POINT OF BEGINNING**;

Thence continuing along said east line, South 00°19'42" West, 980.88 feet to said southeast corner;

Thence along the south line of said parcel, South 89°44'28" West, 649.41 feet to a ½” rebar with aluminum cap “PE 971 LS 4321”;

Thence continuing along said south line, South 89°44'57" West, 1293.89 feet to a ½” rebar with plastic cap “RLS 18215”;

Thence leaving said south line, North 00°00'00” East, 989.46 feet;

Thence North 90°00'00” East, 1948.91 feet to the **TRUE POINT OF BEGINNING**;

Containing 44.01 acres, more or less.

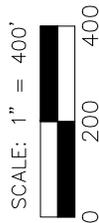
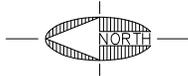
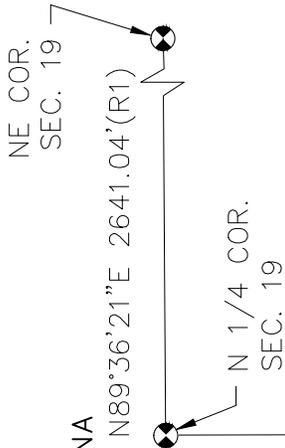
See exhibit 'B' attached hereto and made a part hereof.

This legal description was prepared by Aaron D. Borling, RLS 48756, on behalf of and at the request of Shephard-Wesnitzer, Inc., Flagstaff, Az.



REZONING MAP - EXHIBIT 'B'

A PORTION OF THE NORTH HALF OF SECTION 19,
TOWNSHIP 21 NORTH, RANGE 7 EAST
GILA AND SALT RIVER MERIDIAN, COCONINO COUNTY, ARIZONA



BNSF RAILWAY

APN: 112-01-001E

P.O.B.
EXHIBIT 'A'

N90°00'00"E 1948.91'

N00°00'00"E 989.46'

APN: 112-01-001D
INST. #3708686

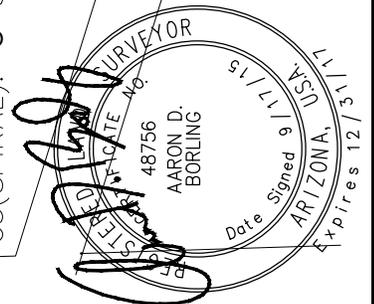
APN: 112-01-002
INST. #3106795
PARCEL NO. 2

S89°44'57"W 1293.89'

W. ROUTE 66

980.88'
S 00°19'42" W 1322.85'
341.97'

- C1(SPIRAL): \ominus -3°00'00", L=297.00
- C2: Δ -6°30'00", R=2798.79', L=317.50
- C3(SPIRAL): \ominus -3°00'00", L=297.00



110 West Dale Ave
Flagstaff, Az 86001
928.773.0354
928.774.8934 fax

Shephard & Wesnitzer, Inc. www.swiaz.com

JOB NO:	14065
DATE:	9/17/2015
SCALE:	1" = 400'
DRAWN:	ADB
DESIGN:	
CHECKED:	ADB

McALLISTER RANCH

COCONINO COUNTY
ARIZONA

SHEET

2

OF 2

LEGAL DESCRIPTION

APN: 112-01-002

REZONE Exhibit 'A'

#14065

9/17/2015

A parcel of land lying within the north half of Section 19, Township 21 North, Range 7 East, of the Gila Salt River Meridian, Coconino County, Arizona, described as follows:

Parcel No. 2, as described in Instrument #3106795, and as shown on Instrument #3542480, Official Records of Coconino County.

Containing 4.80 acres, more or less.

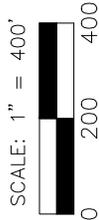
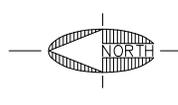
See exhibit 'B' attached hereto and made a part hereof.

This legal description was prepared by Aaron D. Borling, RLS 48756, on behalf of and at the request of Shephard-Wesnitzer, Inc., Flagstaff, Az.



REZONING MAP - EXHIBIT 'B'

A PORTION OF THE NORTH HALF OF SECTION 19,
TOWNSHIP 21 NORTH, RANGE 7 EAST
GILA AND SALT RIVER MERIDIAN, COCONINO COUNTY, ARIZONA



NE COR.
SEC. 19
N 89°36'21"E 2641.04'(R1)
N 1/4 COR.
SEC. 19

BNSF RAILWAY

APN: 112-01-001E

P.O.B.
EXHIBIT 'A'

980.88'
S 00°19'42" W 1322.85'
341.97'

APN: 112-01-001D
INST. #3708686

APN: 112-01-002
INST. #3106795
PARCEL NO. 2

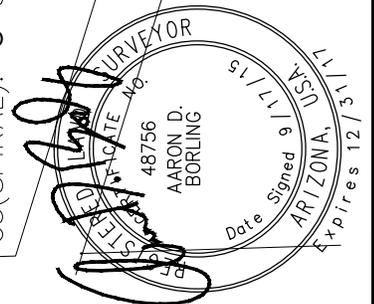
C1(SPIRAL): \ominus -3°00'00", L=297.00
C2: Δ -6°30'00", R=2798.79', L=317.50
C3(SPIRAL): \ominus -3°00'00", L=297.00

N 01°29'55"W 11.27'

W. ROUTE 66

S 72°45'25"E 103.69'

S 89°44'28"W 649.41'
S 00°09'14"E 247.03'
S 85°10'29"E 304.34'



110 West Dale Ave
Flagstaff, Az 86001
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Shephard & Wesnitzer, Inc. www.swiaz.com

JOB NO:	14065
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SCALE:	1" = 400'
DRAWN:	ADB
DESIGN:	
CHECKED:	ADB

McALLISTER RANCH

COCONINO COUNTY
ARIZONA

SHEET

2

OF 2

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elaine Averitt, Planning Development
Manager
Date: 10/26/2015
**Meeting
Date:** 11/17/2015



TITLE:

Public Hearing and Consideration of Resolution No. 2015-36: A resolution amending the Flagstaff Regional Plan 2030 to change the area type designation of approximately 28.7 acres of real property located at 3200 W. Route 66 from Future Urban, Future Suburban, and Area in White to Existing Suburban. *(A minor Regional Plan amendment request related to the proposed McAllister Ranch Public Works Yard).*

RECOMMENDED ACTION:

- 1) Hold the Public Hearing
- 2) Read Resolution No. 2015-36 by title only
- 3) City Clerk reads Resolution No. 2015-36 by title only (if approved above)
- 4) Adopt Resolution No. 2015-36

Executive Summary:

This request is the second of three related items. The Flagstaff Regional Plan 2030 establishes the vision for the future growth and development of Flagstaff and its surrounding area through goals and policies. General plans are not static documents; they recognize growth as a dynamic process which may require revisions to the plan as circumstances or changes warrant. The City of Flagstaff (applicant) is requesting a minor plan amendment to allow for the development of a new public works facility. A Regional Plan Amendment is required for expanding or changing the boundaries of one area type to another area type. All substantive issues are addressed in the attached Planning & Zoning Commission staff report. At the conclusion of the public hearing on October 28, 2015, the Planning & Zoning Commission voted 7-0 to forward the request to the City Council with a recommendation of approval.

Financial Impact:

The money resources for the Facility are \$14,000,000 bonding authority, landfill fees, both debt and one time money, totaling \$5,500,000 and the appraised values for McAllister Ranch at \$2,178,000 and the Mogollon property at \$2,256,000. Total resources: \$23,934,000 available for the Facility.

Connection to Council Goal and/or Regional Plan:

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
- 11) Ensure that we are as prepared as possible for extreme weather events

REGIONAL PLAN:

Goal E&C.5. Preserve dark skies as an unspoiled natural resource, basis for an important economic sector, and core element of community character.

Goal E.1. Increase energy efficiency.

Goal E&C.1. Proactively improve and maintain the region's air quality.

Goal E&C.2. Reduce greenhouse gas emissions.

Goal E&C.10. Protect indigenous wildlife populations, localized and larger-scale wildlife habitats, ecosystem processes, and wildlife movement areas throughout the planning area.

Goal WR.3. Satisfy current and future human water demands and the needs of the natural environment through sustainable and renewable water resources and strategic conservation measures.

Goal WR.4. Logically enhance and extend the City's public water, wastewater, and reclaimed water services including their treatment, distribution, and collection systems in both urbanized and newly developed areas of the City to provide an efficient delivery of services.

Goal WR.5. Manage watersheds and stormwater to address flooding concerns, water quality, environmental protections, and rainwater harvesting.

Goal WR.6. Protect, preserve, and improve the quality of surface water, groundwater, and reclaimed water in the region.

Policy CC.2.3. Mitigate development impacts on heritage resources.

Goal ED.9. Promote redevelopment and infill. [The proposed development is not consistent with this goal]

Policy LU.6.2. Consider commercial core areas, corridors, activity centers, employment centers, research and development parks, special planning areas, and industrial uses as appropriate place types and area types for employment opportunities.

Goal CC.3. Preserve, restore, enhance, and reflect the design traditions of Flagstaff in all public and private development efforts.

Goal CC.4. Design and develop all projects to be contextually sensitive, to enhance a positive image and identity for the region.

Policy LU.7.2. Require unincorporated properties to be annexed prior to the provision of City services, or that a pre-annexation agreement is executed when deemed appropriate.

Policy LU.1 0.5. Consider vacant and underutilized parcels within the City's existing urban neighborhoods as excellent locations for contextual redevelopment that adds housing, shopping, employment, entertainment, and recreational options for nearby residents and transit patrons.

Goal T.1. Improve mobility and access throughout the region.

Policy PF.1.1. Consider climate resiliency and preparedness in community planning and development to be better prepared for changing conditions.

Policy PF.1.2. Allocate available public resources necessary for the City and County to prepare and adapt for natural and human-caused hazards so that all government operations support community resiliency.

Policy PF.2.3. Provide accessible public facilities and services in strategic locations.

Has There Been Previous Council Decision on This:

On 7/15/14 the Council rejected a total of nine proposals for alternative sites for the McAllister Ranch public works (core services) facility.

Options and Alternatives:

The City Council may approve, deny, or modify the resolution as necessary to ensure that the development meets the objectives of the *Flagstaff Regional Plan 2030* and the City of Flagstaff's development goals.

Background/History:

This request is the second of three related items on the Council's agenda; the first item is identified as an Annexation request and the third item is a Zoning Map amendment request.

The applicant, City of Flagstaff, is requesting a minor *Flagstaff Regional Plan 2030* (FRP 2030) amendment to ensure conformance with a proposed Zoning Map amendment to allow for the development of a new public works facility consisting of 87,280 square feet of buildings, associated parking and outdoor storage. Access to the development will be created from Route 66 by improving an existing driveway located 800 feet west of Woody Mountain Rd. The developed public works site will cover approximately 24 acres. The proposed map amendment to the FRP 2030 will affect approximately 28.7 acres of land depicted on the Future Growth Illustration (Maps 21 and 22). The McAllister Ranch compound which is not part of the proposed public works facility is designated Future Suburban, thus that area is not part of the amendment. The ranch compound is on the same 44.01-acre parcel as the proposed public works yard. The subject site is located on the north side of West Route 66 between Woody Mountain Road and Flagstaff Ranch Road. The property was acquired by the City of Flagstaff in September 2001. See Annexation Report PZ-15-00077 for complete Public Impact Analysis discussion.

Key Considerations:

If the public hearing is successfully concluded, a resolution may be considered by the City Council. Resolution No. 2015-36 changes the area type designation on Map 21 and 22 to Existing Suburban for approximately 28.7 acres of city-owned property.

Community Benefits and Considerations:

This list below identifies several key points and community benefits supporting (+) or not supporting (-) the proposed amendment:

- + The West Route 66 location affords easy access to I-40 and the east side of town;
- + The location improves the ability to execute emergency management;
- + Existing transportation infrastructure and existing water infrastructure is available at this site;
- + The proposed outdoor lighting plan will use a state-of-the-art system to help preserve dark skies;
- + The development will conserve 53% of the forest resources and the abundance of trees will help screen the public works facility;
- + The project relocates the facility and truck traffic out of a residential neighborhood and creates an opportunity for appropriate redevelopment within the neighborhood;
- + The project will provide employment for approximately 146 full-time employees in a Future Urban Activity Center;
- The West Route 66 location is not an infill development and is not placed within a neighborhood which would promote walkability;
- + Although not an infill development, the proposed site is within the Urban Growth Boundary and can be efficiently and effectively provided facilities and services by the City.

Community Involvement:

Inform/Consult

The applicant held a neighborhood meeting on January 21, 2015 to discuss the annexation, general plan amendment, and rezoning of the properties. Meeting notification letters were mailed to all property owners and HOAs within a 1200 foot radius, and to the City's "Registry of Persons and Groups" as provided by the City. The Citizen Participation Report is attached to the rezoning packet.

In accordance with Arizona Revised Statute and Section 10-20.30.080 (p. 20.30-9) of the Zoning Code, notice of the public hearings was provided by placing an ad in the Daily Sun, posting notices on the property, and mailing a notice to all property owners within 1200 feet of the subject property (exceeding the 300-foot requirement). As of this writing, Planning staff has received one e-mail dated 10/16/15 from a property owner south of the subject site (see attached email). The citizen had a question concerning why the request to change the designation of the subject site to Existing Suburban when the area appears to be more rural. Staff provided a response via e-mail. Since the area has paved roads and water infrastructure, and the proposed facility will bring employment, it is considered a Suburban area type rather than Rural which would have minimal services and employment.

Expanded Options and Alternatives:

- (Recommended Action): The City Council may approve the Regional Plan amendment as recommended by the Planning and Zoning Commission and staff by reading and adopting Resolution No. 2015-36.
- The City Council may approve the Regional Plan amendment with modifications to the resolution.
- The City Council may deny the Regional Plan amendment.

Attachments: [Public Hearing Legal Notice](#)
 [PZC Staff Report](#)
 [Application RP & Rezoning](#)
 [Future Growth Illustration_Existing](#)
 [Future Growth Illustration_Proposed](#)
 [Citizen email](#)
 [Res. 2015-36.Combined](#)

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Flagstaff Planning and Zoning Commission will hold a public hearing on Wednesday, October 28, 2015 at 4:00 p.m. and the City Council will hold a Public Hearing on Tuesday, November 17, 2015, at 6:00 p.m. to consider the following:

A. Explanation of Matters to be Considered:

1. A proposed minor amendment to the Flagstaff Regional Plan Map 21 and 22 to change the area type of 28.7 acres to Existing Suburban on the 48.81-acre site described in Part B below.
2. A proposed amendment to the official City of Flagstaff zoning map to rezone property from RR, Rural Residential to PF, Public Facility (48.81 acres), for the area described in Part B below.

The proposed Regional Plan Amendment and Zoning Map Amendment will allow for a City of Flagstaff public works facility consisting of approximately 87,280 square feet to be constructed on this site.

B. General Description of the Affected Area:

Approximately 48.81 acres located at 3200 W. Route 66, Coconino County Assessor's Parcel Numbers 112-01-001D and 112-01-002, located in the N 1/2 Section 19, T21N, R7E, of the G&SRM, City of Flagstaff, Coconino County, Arizona, as shown on the adjacent map.

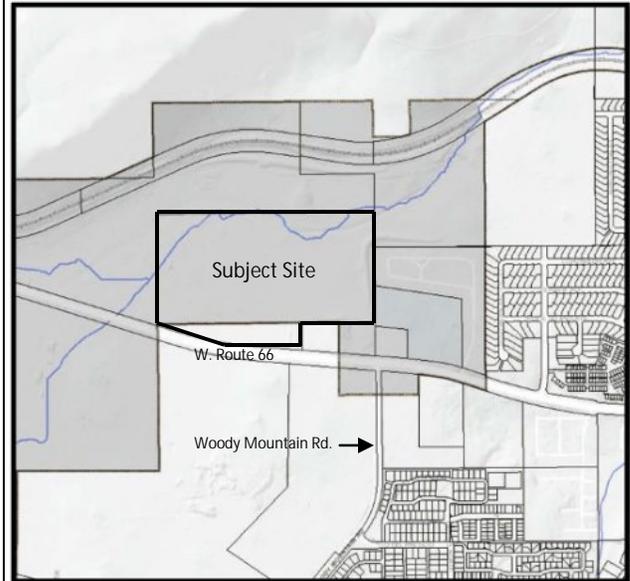
The Council hearing for these items may be continued if the Planning and Zoning Commission has not given a recommendation.

Interested parties may file comments in writing regarding the proposed Zoning Map Amendment and/or Regional Plan Amendment or may appear and be heard at the hearing date set forth above. Maps and information regarding the proposed Zoning Map Amendment and/or Regional Plan Amendment are available at the City of Flagstaff, Planning and Development Services Division, 211 West Aspen Avenue.

Unless otherwise posted, all Planning and Zoning Commission meetings and City Council meetings are held in the Council Chambers of City Hall, 211 West Aspen Avenue, Flagstaff, AZ.

PROPOSED REGIONAL PLAN AMENDMENT
Map 21 and Map 22 area type changes within the subject site

PROPOSED ZONING MAP AMENDMENT
From Rural Residential (RR) Zone to Public Facility (PF) Zone



ADDRESS: 3200 W. Route 66
APN: 112-01-001D & 112-01-002
ACRES: Approximately 48.81 acres
City of Flagstaff, Coconino County



For further information, please contact:

Elaine Averitt
Planning Development Manager
Planning & Development Services Div.
211 West Aspen Avenue
Flagstaff, Arizona 86001

928-213-2616
Email: eaveritt@flagstaffaz.gov



Mail: October 9, 2015

Publish: October 11, 2015

**PLANNING AND DEVELOPMENT SERVICES REPORT
FLAGSTAFF REGIONAL PLAN 2030 AMENDMENT**

PUBLIC HEARING
PZ-15-00077-02

DATE:
MEETING DATE:
REPORT BY:
CONTACT:

October 22, 2015
October 28, 2015
Elaine Averitt
928-213-2616

REQUEST:

A minor *Flagstaff Regional Plan 2030* amendment request by the City of Flagstaff to change the area type designation on Map 21 and 22 from Future Urban, Future Suburban, and Area in White to Existing Suburban for approximately 28.7 acres located at 3200 West Route 66.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the minor *Flagstaff Regional Plan 2030* amendment to the City Council with a recommendation for approval.

PRESENT LAND USE:

Undeveloped land in the Future Urban, Future Suburban, and Area in White “area type” categories.

PROPOSED LAND USE:

Existing Suburban area type, which would accommodate the development of a proposed municipal public works facility.

NEIGHBORHOOD DEVELOPMENT:

North: Vacant land, Area in White regional plan area type;
East: Vacant land, Area in White area type; Manufactured Home Community, Area in White area type; Vacant land, Park/Open Space area type;
South: Vacant land, Future Urban area type; River Outfitters business, Future Urban area type;
West: Historic McAllister Ranch buildings, Future Suburban area type.

REQUIRED FINDINGS:

The Planning and Zoning Commission shall find that the proposed *Flagstaff Regional Plan 2030* (the “Plan”) amendment meets the requirements of the General Plan and Subdivision Code (City Code Title 11).

In considering the request for an amendment to the Plan, the goals and policies in the Regional Plan should be considered to ensure that the requested change to the Future Growth Illustration is in conformance to the overall vision of the Plan. “The Flagstaff Regional Plan establishes the vision for the future growth and development of Flagstaff and its surrounding area through goals and policies” (p. III-4). “General plans are not static documents; they recognize growth as a dynamic process, which may require revisions to the plan as circumstances or changes warrant” (p. III-1).

STAFF REVIEW:

Introduction/Background Discussion

This request is the second of three related items on the Commission's agenda; the first item is identified as an Annexation request and the third item is a Zoning Map amendment request.

The applicant, City of Flagstaff, is requesting a minor *Flagstaff Regional Plan 2030* (FRP 2030) amendment to ensure conformance with a proposed Zoning Map amendment to allow for the development of a new public works facility consisting of 87,280 square feet of buildings, associated parking and outdoor storage. The developed public works site will cover approximately 24 acres. The proposed map amendment to the FRP 2030 will affect approximately 28.7 acres of land depicted on the Future Growth Illustration (Maps 21 and 22). The McAllister Ranch compound which is not part of the proposed public works facility is designated Future Suburban, thus that area is not part of the amendment. The ranch compound is on the same 44.01-acre parcel as the proposed public works yard. The subject site is located on the north side of West Route 66 between Woody Mountain Road and Flagstaff Ranch Road. The property was acquired by the City of Flagstaff in September 2001.

A Regional Plan Amendment is required for expanding or changing the boundaries of one area type to another area type. Specifically, a "minor" amendment is appropriate when changing an urban area type less than or equal to 10 acres to a suburban area type. As discussed below, 9.7 acres of Future Urban is proposed to be changed to Future Suburban, and requires a minor Regional Plan Amendment.

Access to the development will be created from Route 66 by improving an existing driveway that is located 800 feet west of Woody Mountain Road. There is a network of existing and planned trails in this area. A connection will be constructed to a future Flagstaff Urban Trail System (FUTS) trail which is designated over the existing dike road that leads to the Clay Avenue Wash, compatible with the Flagstaff Urban Trail System plan (Map 26). The entire site contains forest resources which are distributed evenly and there is a small knoll with slope resources at the southeast corner of the site. Portions of the site are located in the 100-year and 500-year floodplain which tie into the Clay Avenue Wash. These areas, which are not designated Rural floodplains, will be managed per storm water requirements.

Flagstaff Regional Plan 2030 Amendment Request

As discussed in the "How This Plan Works" chapter (page III-4), the *Flagstaff Regional Plan 2030* is used in the regulatory decision-making process by the Planning & Zoning Commission, City Council and City staff. The Commission and the Council are responsible for making development decisions such as zoning map amendments or annexations, approval which depends on whether the proposed changes or projects are consistent with the Plan's goals and policies. The Future Growth Illustration on Maps 21 and 22 (same map; one is regional scale and one city scale) and the text of the Plan will provide supplemental information for the interpretation of goals and policies. In case of any conflict between the Future Growth Illustration and the Plan's goals and policies, the goals and policies will prevail. The Future Growth Illustration has two types of land use designations: "Area Types" describe the placemaking context of Urban, Suburban or Rural, and "Place Types" such as activity centers and corridors provide the framework for the density, intensities and mix of uses within the area types. This application proposed to change the area type but not the place type for this project. Staff considered the question of why a portion of an Urban Activity Center place type should contain a Suburban area type. This is a Neighborhood Urban Activity Center (rather than Regional) which is described as "smaller, mixed-use centers at intersections of Circulation Corridors and Access Roads; with access to surrounding neighborhood; with local goods and services, public spaces...transit and FUTS access (IX-36)." Based on the existing and future employment numbers the public works facility will require, the development is reflective of an urban activity center. On the other hand, the intensity and style

of the buildings and site layout will be suburban in character. This explains why staff is recommending that the 44 acres proposed to be annexed will be designated as Suburban area type and the portion of property within the existing city limits, located between the 44 acres and Route 66 will maintain both the Future Suburban and Urban area types. Further, this property will be utilized for forest resource protection/landscaping and a small parking area for the facility. The site also has a designation of "White" and within these areas their existing entitlements are retained and have no assigned area type. In most cases, these parcels are public lands held by the Forest Service or City. With this request "White" will, if approved, be assigned Existing Suburban area type.

Attached are exhibits comparing the existing Future Growth Illustration map to the proposed Future Growth Illustration map. These maps and any applicable text of the FRP 2030 should be considered in the context of the plan's goals and policies. A discussion of the FRP 2030 goals and policies including Environmental Planning & Conservation, Water Resources, Community Character, Growth Areas and Land Use, Transportation, and Public Facilities is provided below. A complete analysis of applicable goals and policies is included in the attached "General Plan Analysis for McAllister Ranch Public Works Yard" prepared for the City of Flagstaff by SWI.

The applicant provided the following reason for the request: The current public works facilities are undersized and no longer have the capacity to serve the growing population of the City. Due to being undersized, the current facilities are unable to expand. After analyzing several different sites, the City has identified the McAllister Ranch property as the ideal location for the public works facility. Cost estimates were compiled in spring of 2014 that compared the McAllister Ranch site to a site on Cortland Boulevard on the east side of the City. The development costs of each site were similar, but the City does not own the Cortland site. Aside from additional costs to purchase the property, the McAllister Ranch also has more room for future expansion.

APPLICABLE GENERAL PLAN GOALS AND POLICIES

Dark Skies

Goal E&C.5. Preserve dark skies as an unspoiled natural resource, basis for an important economic sector, and core element of community character.

The intent of the lighting system is to only light portions of the site that are being used, and to do so in a manner that significantly reduces lumens. The City and design team have already held several meetings with the dark sky community to incorporate new ideas. Constructing a public works facility would most likely emit less light than if the site were rezoned to a denser commercial or residential use.

The Outdoor Lighting Permit-Lumen Calculations provided with the Site Plan application propose to use 599,766 lumens on the 24-acre developed site. The overall site is 45 acres which would allow up to 25,000 lumens per acre (1,125,000 lumens) per the Flagstaff Zoning Code. The Public Works department is voluntarily reducing the maximum lumen calculation to be based on the developed 24 acres only, which permits a maximum of 600,000 lumens. The Lumen Calculations include a note that the entire system is dimmable and there are five zones planned, each with independent motion sensors. Narrow-spectrum amber LED lamp types are proposed with the exception of six color rendition (white LED) fixtures at primary entrance locations to buildings.

Greenhouse Gas Emissions And Energy Consumption

Goal E.1. Increase energy efficiency.

Policy E.1.4. Promote cost effective, energy-efficient technologies and design in

all new and retrofit buildings for residential, commercial, and industrial projects.

Policy E.1.5. Promote and encourage the expansion and use of energy-efficient modes of transportation:

a. Public Transportation

b. Bicycles

c. Pedestrians

Goal E&C.1. Proactively improve and maintain the region's air quality.

Policy E&C.1.2. Pursue reduction of total emissions of high-priority pollutants from commercial and industrial sources and area-wide smoke emissions.

Goal E&C.2. Reduce greenhouse gas emissions.

Policy E&C.2.1. Encourage the reduction of all energy consumption, especially fossil-fuel generated energy, in public, commercial, industrial, and residential sectors.

Goal T.3. Provide transportation infrastructure that is conducive to conservation, preservation, and development goals to avoid, minimize, or mitigate impacts on the natural and built environment.

The new facility will be much more energy efficient than the current facilities, which has been constructed over the course of over 50 years using outdated design and construction techniques. The buildings will be constructed with newer technology that will provide better insulation, lighting, and heating/cooling systems.

Easy access to I-40 will allow for less traffic on S. Milton Road from the public works trucks and easier flow for the public transportation services. Trash trucks accessing the east side of town will use less fossil fuel and emit fewer emissions than they currently do, since they will use I-40 rather than the stop and go traffic through town. The transportation pathways, bike lanes and FUTS, opportunities to and from the public works yard will encourage the reduction of fossil fuel emissions from the use of every-day vehicles. These pathways will encourage community members to bike and walk to and from their daily activities.

McAllister Ranch is further from the large concentration of people in town; therefore, it will likely emit fewer pollutants directly into the community. The new facility will use existing transportation infrastructure, thereby minimizing impacts on the environment.

A future FUTS path on the east side of the property as well as a FUTS path extension along the south side of the Route 66 frontage road will be constructed at a future date as development increases in the area. FUTS paths allow for the surrounding natural area to remain preserved while providing an area for pedestrians and bicyclists. Refer to Map 26 for an illustration of the Flagstaff Urban Trails System.

Habitat Protection

Goal E&C.6. Protect, restore, and improve ecosystem health and maintain native plant and animal community diversity across all land ownerships in the Flagstaff region.

Goal E&C.7. Give special consideration to environmentally sensitive lands in the development design and review process.

Policy E&C.9.2. Construction projects employ strategies to minimize disturbed area, soil compaction, soil erosion, and destruction of vegetation.

Goal E&C.10. Protect indigenous wildlife populations, localized and larger-scale wildlife habitats, ecosystem processes, and wildlife movement areas throughout the planning area.

Trucks and other equipment will be washed regularly at the onsite wash station. This will help minimize the spreading of invasive plants. A Resource Protection Plan was put together for this project. The code requires all commercial/public lands projects to conserve 30% of the forest resources. This project will conserve 53%

of the forest resources and will dedicate areas of property on the south, west, and north sides of the site as permanent resource protection areas. There is also a prominent “knoll” with slope resources on the southeast corner of the site that will be 100% preserved. The construction of the new public works facilities will disturb a minimal area and preserve vegetation surpassing the requirements of the Flagstaff Zoning Code.

The site is not located within any wildlife corridors and is also outside the grasslands and big tree designated areas as illustrated in Map 7: Significant Natural Resources. The mapped wildlife corridor and wildlife passage under I-40 is located west of this site.

Water Conservation

Goal WR.3. Satisfy current and future human water demands and the needs of the natural environment through sustainable and renewable water resources and strategic conservation measures.

Policy WR.3.3. Integrate sound water conservation and reuse systems into new and updated public facilities.

Goal WR.4. Logically enhance and extend the City’s public water, wastewater, and reclaimed water services including their treatment, distribution, and collection systems in both urbanized and newly developed areas of the City to provide an efficient delivery of services.

Policy WR.4.3. Development requiring public utility services will be located within the Urban Growth Boundary.

The wash building will be equipped with a sand/oil separator. Some of the water will be re-used to the maximum extent possible. As a public works facility the site will use less water than if it were rezoned to a residential or denser commercial use. In addition to using less water, native and drought tolerant landscaping will be used throughout the site. Stormwater runoff will be routed into landscape areas before it leaves the site. This will provide landscape areas with water as well as help reduce sediment and other debris prior to entering Clay Avenue Wash.

Per Map 21, the project is within the Urban Growth Boundary and will be changing to Existing Suburban. Public utility services will be provided to the project. Water will be provided by an existing 18” waterline on the north side of Route 66, and sewer service will be provided by extending an 18” sewer line from the northeast area of the site. The extension of the 18” sewer line will enhance and extend the City’s public wastewater services for future development in the area, which will provide an efficient delivery of services.

Water Quality

Goal WR.5. Manage watersheds and stormwater to address flooding concerns, water quality, environmental protections, and rainwater harvesting.

Goal WR.6. Protect, preserve, and improve the quality of surface water, groundwater, and reclaimed water in the region.

Policy WR.6.4. Encourage low-impact development practices.

A drainage impact analysis was performed for this site. A retention basin will be constructed within the Clay Avenue Wash regional detention basin that will accommodate the increase in runoff volume. In addition, the retention basin will act as a water quality component to capture potential harmful contaminants from the public works site, and prevent the contaminants from flowing downstream. The retention basins will also satisfy the City’s low-impact development (LID) requirements.

The site is also being designed to accommodate critical facilities. The finish floor elevations of buildings storing hazardous chemicals will be higher than the 500-year floodplain water surface elevations.

The property currently drains towards the northwest on to the Clay Avenue Wash. The slopes within the site are generally 2% - 3% towards the wash. The site will be graded to match the existing slope of 2% - 3% in order to provide a relatively flat surface for heavy equipment parking. The site will be graded away from the buildings and into landscape areas. This will increase the time of concentration, which will in turn lower the runoff rate.

Heritage Resources

Policy CC.2.3. Mitigate development impacts on heritage resources.

Policy T.4.3. Design transportation facilities and infrastructure with sensitivity to historic and prehistoric sites and buildings, and incorporate elements that complement our landscapes and views.

The existing McAllister Ranch homestead will be preserved in place. The emergency secondary access will also be constructed such that it will not impact the historic property. The site layout was designed for the administration building to be a focal point. The administration building will allow employees to start their day at the building before walking to the building they work in.

Compact Development

Policy LU.5.2. Promote infill development over peripheral expansion to conserve environmental resources, spur economic investments, and reduce the cost of providing infrastructure and services.

Policy LU.5.6. Encourage the placement of institutional and civic buildings centrally within a neighborhood to promote walkability and multi-use recreation spaces.

Policy LU.10.1. Prioritize connectivity within all urban neighborhoods and activity centers.

Goal ED.9. Promote redevelopment and infill.

The proposed project is not consistent with Policies LU 5.2 and LU 5.6. This site is constructed further away from town, which has increased costs due to infrastructure improvements to Route 66 and sewer improvements. It also does not place civic buildings centrally within neighborhoods. As West Route 66 is developed, the site will become more walkable. Furthermore, this site is already owned by the City (a significant cost savings) and has room for future expansion of buildings within the site. This site is also ideal for a public works facility due to the sensitive lighting zone. The public works yard will emit much less light pollution than a residential development. For redevelopment and infill, see discussion on the current public works facility under goals and policies for Existing Public Works Property.

Employment In Suburban Area Types And Activity Centers

Policy LU.6.2. Consider commercial core areas, corridors, activity centers, employment centers, research and development parks, special planning areas, and industrial uses as appropriate place types and area types for employment opportunities.

Policy LU.13.9. Use open space and FUTS trail to provide walking and biking links from residential uses to employment, shopping, schools, parks, and neighborhoods.

Policy LU.18.2. Strive for activity centers and corridors that are characterized by contextual and distinctive identities, derived from history, environmental features, a mix of uses, well-designed public spaces, parks, plazas, and high quality design.

Policy LU.18.5. Plan for and support multi-modal activity centers and corridors with an emphasis on pedestrian and transit friendly design.

The new public works facility will provide additional employment opportunities in the area. The intersection of Route 66 and Woody Mountain Rd. is designated as the node of a future Urban Activity Center place type which is appropriate for employment uses.

The current paved and striped shoulder will continue to provide bicycle connectivity to Route 66. Internal walkways will provide connection between the site and Route 66 in order to encourage biking and walking. At this time there are no planned public transit connections, but as development occurs along West Route 66 there could possibly be future transit connections. The proposed land use category for this project is existing suburban. The buildings and site layout will have a suburban appearance and will preserve the historic McAllister Ranch complex. There is a future park planned for the area northwest of the McAllister Ranch Homestead. Trail connectivity between the park and Public Works Facility will be provided by the future FUTS trails in the area.

Great Streets And Corridors

Policy CC.1.4. Identify, protect, and enhance gateways, gateway corridors, and gateway communities.

Goal CC.3. Preserve, restore, enhance, and reflect the design traditions of Flagstaff in all public and private development efforts.

Goal CC.4. Design and develop all projects to be contextually sensitive, to enhance a positive image and identity for the region.

Policy T.4.2. Design all gateway corridors, streets, roads, and highways to safely and attractively accommodate all transportation users with contextual landscaping and appropriate architectural features.

Policy PF.2.4. Support quality civic design for all public facilities.

The site is considered a gateway site per Map 12 of the FRP 2030. Space for a potential gateway monument will be incorporated into the project. The site is intended to be designed as a visually appealing project in order to provide a better gateway to Flagstaff along West Route 66. The vehicular and pedestrian entrance at Route 66 will be enhanced using contextual landscaping such as boulders, native plants with seasonal color, and split-rail fencing. The future sidewalk along Route 66 will meander where necessary to preserve larger pine trees. The development will be mostly screened by a large natural buffer.

The north side of Route 66 will be improved with this project. Improvements will include two through lanes, a continuous two way left turn lane, a bike lane, and curb and gutter. This is consistent with the City's Major Arterial cross section. The site will conserve 53% of the tree resources, a prominent rocky "knoll", and the floodplain within Clay Wash.

The Administration building will be designed to meet City design standards. The intent is to construct a visually appealing project for people entering the City limits. The administration building design reflects early industrial age aesthetic which has a combination of masonry and humble exposed steel overhangs. Decorative masonry cornices on parapets. There are also some subtle references to the historic Route 66.

Public Services

Policy LU.7.2. Require unincorporated properties to be annexed prior to the provision of City services, or that a pre-annexation agreement is executed when deemed appropriate.

Policy LU.7.3. Require development proposals to address availability of adequate public services.

The property is being annexed into Flagstaff city limits prior to utility services being provided. The site is also being designed according to the City's engineering and zoning standards.

Existing Public Works Property

Policy LU.I 0.3. Value the traditional neighborhoods established around downtown by maintaining and improving their highly walkable character, transit accessibility, diverse mix of land uses, and historic building form.

Policy LU.I 0.5. Consider vacant and underutilized parcels within the City's existing urban neighborhoods as excellent locations for contextual redevelopment that adds housing, shopping, employment, entertainment, and recreational options for nearby residents and transit patrons.

Goal LU.9. Focus reinvestment, partnerships, regulations, and incentives on developing or redeveloping urban areas.

The current public works facility will be environmentally remediated. This could promote infill development and possible reinvestment in an existing neighborhood. Moving the public works yard from the property will increase livability of the neighborhoods in the surrounding areas. This relocation will improve the neighborhood and the entire community.

Transit, Bicycle And Pedestrian

Goal T.1. Improve mobility and access throughout the region.

Policy T.1.2. Apply Complete Street Guidelines to accommodate all appropriate modes of travel in transportation improvement projects.

Policy T.1.6. Provide and promote strategies that increase alternative modes of travel and demand for vehicular travel to reduce peak period traffic.

Policy T.1.8. Plan for development to provide on-site, publicly-owned transportation improvements and provide adequate parking.

Policy T.6.2. Establish and maintain a comprehensive, consistent, and highly connected system of bikeways and FUTS trails.

Policy T.6.5. Provide short- and long-term bicycle parking where bicyclists want to travel.

Not all traffic generated by public works needs to access downtown on a daily basis. Relocating the facility to McAllister Ranch from Thorpe Park will reduce the amount of heavy vehicles accessing Route 66 and Milton Road. This will likely reduce traffic along Milton Road during peak traffic periods. Additionally, the close proximity to I-40 was also a bonus when investigating potential sites for a new public works facility. This will provide better access to the east side of town.

Access to future FUTS will also allow for pedestrians and bicyclists to remain safe as well as reducing vehicular traffic to the site. There is also a paved and striped shoulder currently running past the McAllister Ranch. Secure bicycle parking will be provided at the facility. The combination of these items will encourage employees and the general public to ride their bicycle or walk to the facility. There are no known ride-sharing programs at this time, but it is highly likely the employees will participate in bike to work week. Although the site has not been designed to accommodate a NAIPTA bus stop, it is anticipated that bus stops will be constructed in the future as this part of the City develops and expands to this portion of the City.

Public Facilities And Emergency Management

Policy PF.1.1. Consider climate resiliency and preparedness in community planning and development to be better prepared for changing conditions.

Policy PF.1.2. Allocate available public resources necessary for the City and County to prepare and adapt for natural and human-caused hazards so that all government operations support community resiliency.

Policy PF.2.3. Provide accessible public facilities and services in strategic locations.

Policy PF.3.4. Maintain emergency management operations to protect life and property during disaster events in natural hazard areas and built environments.

Public works trucks will be able to execute emergency management easier from the McAllister Ranch site. There is quick access to I-40 at Flagstaff Ranch interchange from the proposed site. Snowplow operations will also be more efficient for trucks servicing the east side of town. One of the many good features of the site is the ability to house critical facilities. This includes many of the large trucks and other equipment the City could potentially use to assist the community in the event of a major snowstorm, flooding, fire incident, and even a major freeway accident. All critical facilities, including vehicle and equipment parking, will be located outside the 500-year floodplain. Both the primary and emergency secondary access points are also located outside the 500-year floodplain. This will help Public Works staff to assist the community in the event of a large flood. Site circulation has also been designed to provide ease of access to and throughout the site.

Policy Analysis

In summary, the city-owned McAllister Ranch property has been identified as the ideal location for a new public works facility. This list below identifies several key points and community benefits supporting (+) or not supporting (-) the proposed amendment:

- + The West Route 66 location affords easy access to I-40 and the east side of town;
- + The location improves the ability to execute emergency management;
- + Existing transportation infrastructure and existing water infrastructure is available at this site;
- + The proposed outdoor lighting plan will use a state-of-the-art system to help preserve dark skies;
- + The development will conserve 53% of the forest resources and the abundance of trees will help screen the public works facility;
- + The project relocates the facility and truck traffic out of a residential neighborhood and creates an opportunity for appropriate redevelopment within the neighborhood;
- + The project will provide employment for approximately 146 full-time employees in a Future Urban Activity Center;
- The West Route 66 location is not an infill development and is not placed within a neighborhood which would promote walkability;
- + Although not an infill development, the proposed site is within the Urban Growth Boundary and can be efficiently and effectively provided facilities and services by the City.

PUBLIC FACILITIES AND SERVICE IMPACT ANALYSIS: See Annexation Report PZ-15-00077 for complete Public Impact Analysis discussion.

Other Requirements

Included as an attachment to the Zoning Map amendment staff report are: Citizen Participation Report, approved Site Plans (JWA and SWI), Building Elevations, Zoning Exhibits.

Public Input

Public hearings before the Planning and Zoning Commission and City Council are conducted in conjunction with the Zoning Map amendment request. In accordance with Arizona Revised Statute and Section 10-20.30.080 (p. 20.30-9) of the Zoning Code, notice of the public hearings was provided by placing an ad in the Daily Sun, posting notices on the property, and mailing a notice to all property owners within 1200 feet of the subject property (exceeding the 300-foot requirement).

In accordance with Section 10-20.30.060 of the Zoning Code (p. 20.30-5), a Citizen Participation Plan was prepared and implemented prior to the scheduling of the public hearings and a copy of the Citizen Participation Report is attached to the rezoning report for review by the Planning and Zoning Commission and City Council. As of this writing, Planning staff has received one e-mail dated 10/16/15 from a property owner south of the subject site (see attached email). The citizen had a question concerning why the request to change the designation of the subject site to Existing Suburban when the area appears to be more rural. Staff provided a response via e-mail including a link to the Future Growth Illustration for the subject site area. Since the area has paved roads and water infrastructure, and the proposed facility will bring employment, it is considered a Suburban area type rather than Rural which would have minimal services and employment.

RECOMMENDATION:

Staff believes that the proposed amendment to the regional plan is supportable under the guidelines of the *Flagstaff Regional Plan 2030*, and would recommend approval of the proposed amendment.

Attachments:

- Minor Regional Plan Amendment Application and applicant's General Plan Analysis
- Future Growth Illustration – Existing
- Future Growth Illustration – Proposed
- Map 26 FUTS System
- Citizen e-mail dated October 16, 2015
- Public Hearing Legal Advertisement



City of Flagstaff

Community Development Division

211 W. Aspen Ave
 Flagstaff, AZ 86001
 www.flagstaff.az.gov

P: (928) 213-2618
 F: (928) 213-2609

PREZ/PGM

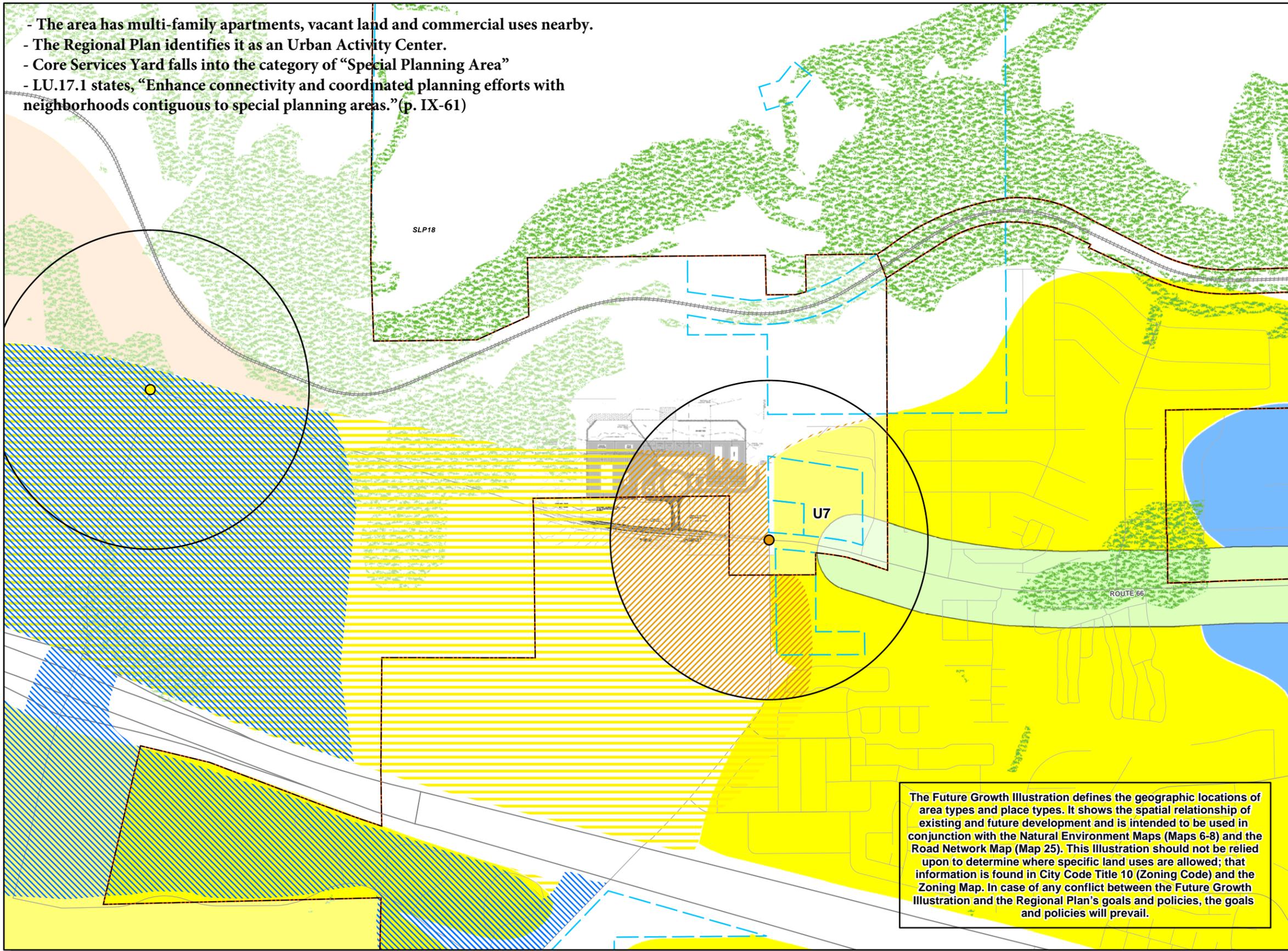
Date Received	Application for Zoning Map Amendment and/or Minor Regional Plan Amendment			File Number
				DEN 14-068
Property Owner(s)	Title	Phone	Email	
City of Flagstaff				
Mailing Address			City, State, Zip	
211 W. Aspen Ave			Flagstaff, AZ 86001	
Applicant(s)	Title	Phone	Email	
Pat Bourque	PW Section Head	779-7615	pbourque@flagstaffaz.gov	
Mailing Address			City, State, Zip	
Same as owner				
Project Representative)	Title	Phone	Email	
SWI - Stephen Frush	Project Engineer	773-0354	sfrush@swiaz.com	
Mailing Address			City, State, Zip	
110 West Dale Avenue			Flagstaff, AZ 86001	
Requested Review	<input checked="" type="checkbox"/> Zoning Map Amendment	<input checked="" type="checkbox"/> Minor Regional Plan Amendment	<input type="checkbox"/> Continued	

Site Address	Parcel Number(s)	Subdivision, Tract & Lot Number	
3200 W. Route 66	112-01-010 112-01-002		
Existing Zoning District	Proposed Zoning District:	Existing Regional Plan Land Use Category	
RR - Rural Residential G - General Zone (County)	Public Facilities (PF)	Urban Activity Center	
Existing Use		Proposed Use	
Undeveloped		Public Works Facility	
Property Information:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Located in an existing Local/National Historic District? (Name: _____) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Existing structures are over 50 years old at the time of application? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Subject property is undeveloped land?		
Requested Urban Growth Boundary Change (If Applicable)	Proposed Regional Plan Land Use Category		
	Suburban		
Property Owner Signature (required)	Date:	Applicant Signature	Date:
<i>[Signature]</i>	5/5/15	<i>[Signature]</i>	5/5/15

For City Use			
Date Filed:	File Number(s):	Type of Zoning Map Amendment:	
5-5-15	20150023	<input type="checkbox"/> Small scale <input type="checkbox"/> Medium scale <input checked="" type="checkbox"/> Large scale <input type="checkbox"/> Multi-phase scale	
P & Z Hearing Date:	Publication and Posting Date:		
10-28-15	Posting Date: 10/9/15 Ad: 10/11/15		
Council Hearing Date:	Publication and Posting Date:		
	Posting Date: 10/9/15 Ad: 10/11/15		
Fee Receipt Number:	Amount:	Date:	
	\$17,726-	5.5.15	

Action by Planning and Zoning Commission:		Action by City Council:			
<input type="checkbox"/> Approved		<input type="checkbox"/> Approved			
<input type="checkbox"/> Denied		<input type="checkbox"/> Denied			
<input type="checkbox"/> Continued		<input type="checkbox"/> Continued			
Staff Assignments	Planning	Engineering	Fire	Public Works/Utilities	Stormwater
	Ebner	Jmy	Kent	Jm	Chris

- The area has multi-family apartments, vacant land and commercial uses nearby.
- The Regional Plan identifies it as an Urban Activity Center.
- Core Services Yard falls into the category of "Special Planning Area"
- LU.17.1 states, "Enhance connectivity and coordinated planning efforts with neighborhoods contiguous to special planning areas." (p. IX-61)



**CORE PUBLIC SERVICES YARD
FUTURE GROWTH ILLUSTRATION**

McAllister Property

- City of Flagstaff
- Future Activity Center
 - Suburban Activity Center (S1) 'x' symbol identifies existing center
 - Urban Activity Center (U1) 'x' symbol identifies existing center
 - Rural Activity Center
- Rural - Existing
- Rural - Future
- Suburban - Existing
- Suburban - Future
- Urban - Existing
- Urban - Future
- Special Planning Area
- Existing Employment/Industrial
- Future Employment
- Concentration of Natural Resources (see Figure 8)
- Areas in white retain their existing entitlements
- GreatStreets

Prepared by Sara Dechter on June 6, 2014

Future growth illustrations and plans do not preclude private development entitlements.

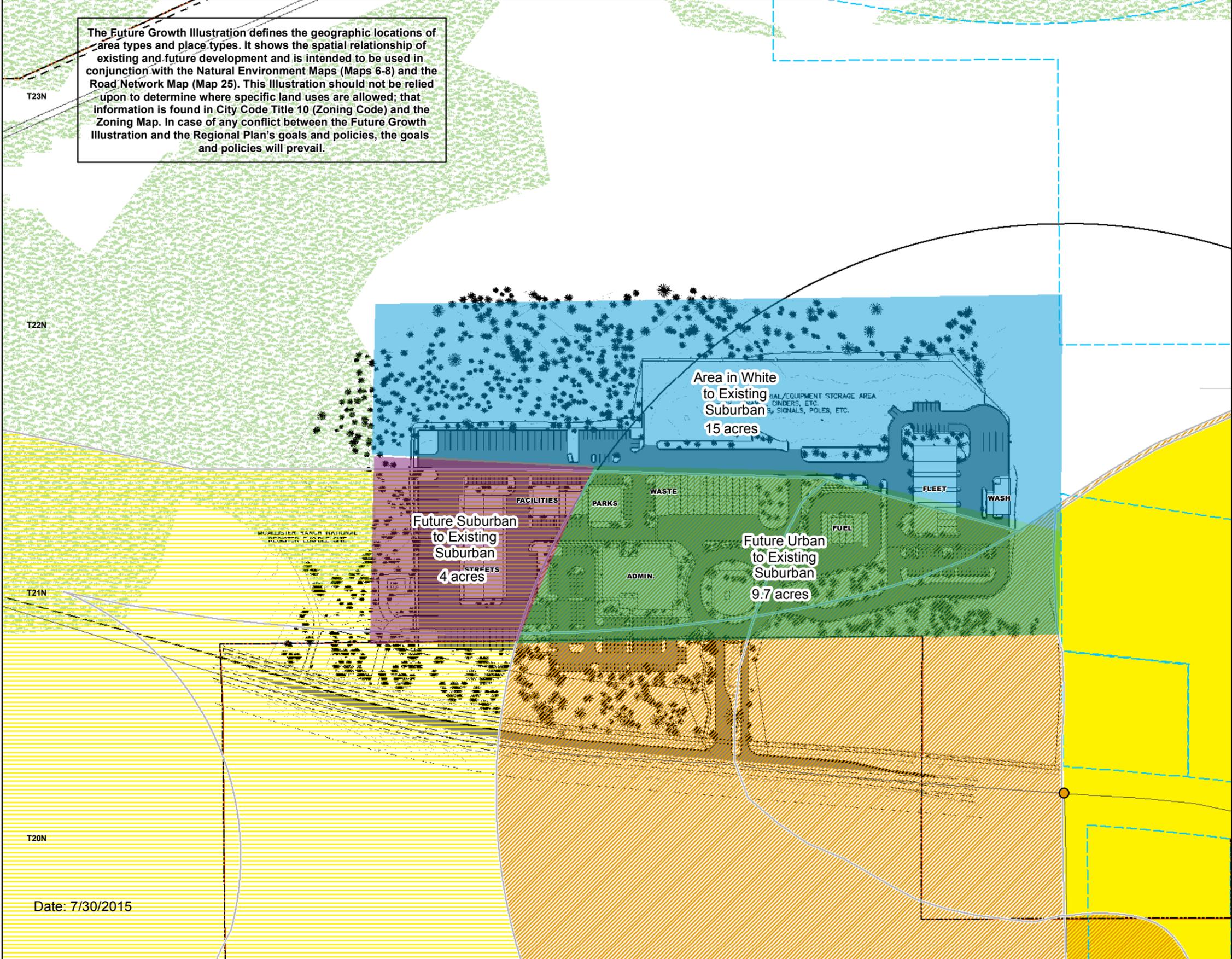
The Future Growth Illustration defines the geographic locations of area types and place types. It shows the spatial relationship of existing and future development and is intended to be used in conjunction with the Natural Environment Maps (Maps 6-8) and the Road Network Map (Map 25). This Illustration should not be relied upon to determine where specific land uses are allowed; that information is found in City Code Title 10 (Zoning Code) and the Zoning Map. In case of any conflict between the Future Growth Illustration and the Regional Plan's goals and policies, the goals and policies will prevail.



**FLAGSTAFF REGIONAL PLAN
VISION 2030: PLACE MATTERS**

R5E R6E R7E R8E R9E

The Future Growth Illustration defines the geographic locations of area types and place types. It shows the spatial relationship of existing and future development and is intended to be used in conjunction with the Natural Environment Maps (Maps 6-8) and the Road Network Map (Map 25). This Illustration should not be relied upon to determine where specific land uses are allowed; that information is found in City Code Title 10 (Zoning Code) and the Zoning Map. In case of any conflict between the Future Growth Illustration and the Regional Plan's goals and policies, the goals and policies will prevail.



**Map 21:
FUTURE GROWTH ILLUSTRATION**

- FMPO Boundary
- Urban Growth Boundary
- City Limits
- Future Activity Center**
 - Urban Activity Center (U1)
'x' symbol identifies existing center
 - Rural - Existing
 - Rural - Future
 - Suburban - Existing
 - Suburban - Future
 - Urban - Existing
 - Urban - Future
 - Special Planning Area
 - Existing Employment/Light Ind.
 - Future Employment
 - Park/Open Space
 - Concentration of Natural Resources
 - State Land
 - Areas in white retain their existing entitlements

Future growth illustrations and plans do not preclude private development entitlements. Please see www.flagstaffmatters.com for an interactive GIS map.



Date: 7/30/2015

Elaine Averitt

From: Bruce and Nancy Helin <bnhelin@msn.com>
Sent: Friday, October 16, 2015 8:48 AM
To: Elaine Averitt
Subject: Existing Suburban?

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Elaine,

We received notice of the Public Hearing to be held Oct 28 re: amendments to the Regional Plan and rezoning for the new public works facility.

We own the properties to the south/southeast of the subject site.... north side Rt 66... 2800 W Rt 66/PRO Inc.

I have done a search on line - and cannot find access to Map 21 or 22...

My question re: changing the Plan designation for the site to Existing Suburban...

Why this designation when currently it is not a suburban area, more rural?

May be purely a matter of semantics; I did read in the new Regional Plan, the designation may allow for public transportation, urban trail access and the like in the future...

Please call me if it's easier to answer by phone...

Thanks, Nancy 607-3922

RESOLUTION NO. 2015-36

A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL AMENDING THE FLAGSTAFF REGIONAL PLAN 2030 TO CHANGE THE AREA TYPE DESIGNATION OF APPROXIMATELY 28.7 ACRES OF REAL PROPERTY ON MAPS 21 AND 22 LOCATED AT 3200 W. ROUTE 66 FROM FUTURE URBAN, FUTURE SUBURBAN, AND AREA IN WHITE AREA TYPES TO EXISTING SUBURBAN AREA TYPE AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, the Flagstaff Regional Plan 2030 (the "Regional Plan") was adopted by the Mayor and Council of the City of Flagstaff (the "City Council") on January 14, 2014 and ratified by the qualified electors of the City of Flagstaff (the "City") on May 20, 2014; and

WHEREAS, among other things, the Regional Plan establishes the authority and procedure for minor amendments; and

WHEREAS, pursuant to section § 9-461.06, Arizona Revised Statutes, and the Regional Plan, the City has consulted with, advised and provided the opportunity for public comment on the proposed amendment to the Regional Plan; and

WHEREAS, pursuant to A.R.S. § 9-461.06 and the Regional Plan, the City Planning and Zoning Commission held a public hearing on the proposed Regional Plan amendment on October 28, 2015 and provided notice of such hearing in the manner required by A.R.S. § 9-461.06(E).

WHEREAS, pursuant to A.R.S. § 9-461.06 and the Regional Plan, the City Council held a public hearing in the City Council Chambers on the proposed Regional Plan amendment on November 17, 2015 and provided notice of such hearing by publication of said notice in the manner required by A.R.S. § 9-461.06(E); and

WHEREAS, the City Council finds and determines that (i) proper notice of the proposed Regional Plan amendment has been given in a manner required by A.R.S. § 9-461.06, and (ii) that each of the required publications have been made in the *Arizona Daily Sun*, a newspaper of general circulation within the City; and

WHEREAS, the City Council desires to amend the Regional Plan to change the area type designation of approximately 28.7 acres on Maps 21 and 22 located at 3200 West Route 66 from Future Urban, Future Suburban, and Area in White area types to Existing Suburban area type.

ENACTMENTS:

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

SECTION 1. That the Flagstaff Regional Plan is hereby amended to change the area type designation of approximately 28.7 acres on Maps 21 and 22 located at 3200 West Route 66, as

more particularly depicted in **Exhibit "A" (Future Growth Illustration – Proposed)**, from Future Urban, Future Suburban, and Area in White area types to Existing Suburban area type.

SECTION 2. That the Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized to take all steps necessary to carry out the purpose and intent of this Resolution.

SECTION 3. This resolution shall become effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this _____ day of _____, 20____.

MAYOR

ATTEST:

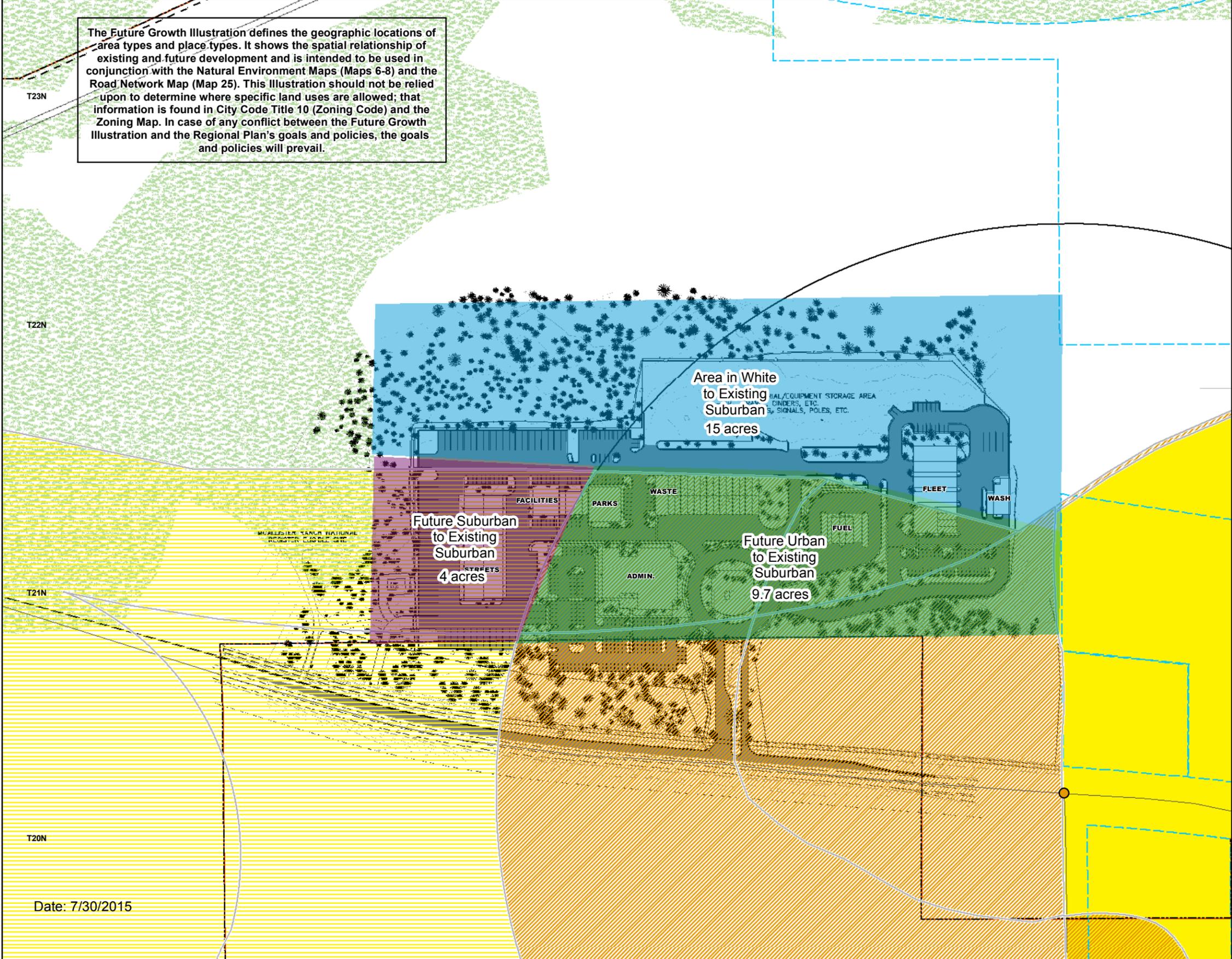
CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

R5E R6E R7E R8E R9E

The Future Growth Illustration defines the geographic locations of area types and place types. It shows the spatial relationship of existing and future development and is intended to be used in conjunction with the Natural Environment Maps (Maps 6-8) and the Road Network Map (Map 25). This Illustration should not be relied upon to determine where specific land uses are allowed; that information is found in City Code Title 10 (Zoning Code) and the Zoning Map. In case of any conflict between the Future Growth Illustration and the Regional Plan's goals and policies, the goals and policies will prevail.



Map 21:
FUTURE GROWTH ILLUSTRATION

- FMPO Boundary
- Urban Growth Boundary
- City Limits
- Future Activity Center**
 - Urban Activity Center (U1)
 - 'x' symbol identifies existing center
 - Rural - Existing
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 - Suburban - Existing
 - Suburban - Future
 - Urban - Existing
 - Urban - Future
 - Special Planning Area
 - Existing Employment/Light Ind.
 - Future Employment
 - Park/Open Space
 - Concentration of Natural Resources
 - State Land
 - Areas in white retain their existing entitlements

Future growth illustrations and plans do not preclude private development entitlements. Please see www.flagstaffmatters.com for an interactive GIS map.



Date: 7/30/2015

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Brad Hill, Utilities Director
Co-Submitter: Ryan Roberts, Utilities Engineering Manager
Date: 11/03/2015
Meeting Date: 11/17/2015



TITLE:

Public Hearing and Possible Action: Utilities Rate Study - Council vote regarding Consultant and Possible Alterations to Path Forward.

RECOMMENDED ACTION:

Continue Public Hearing - Council vote on three proposed options on how to move forward.

Executive Summary:

This is a continuation of the Public Hearing first opened on October 6, 2015 which was continued on October 20, 2015. In response to questions and comments from Council and the Public relative to the Utilities Rate Study, staff proposes two items. First, the consultant Willdan Financial (Willdan) will provide a brief presentation on the overall rate setting process including what goes into a cost of service analysis, developing rate structures and where the City Council has discretion (policy) in the rate setting process. Willdan will also discuss the process undertaken regarding the existing rates that have been in place since 2010. Second, Council can vote on three proposed options on how to move forward. The three options are outlined here. Option-1: Stay the present course; Option-2: Slow down the process; Option-3: Pause and withdraw from the current process. The details and pros v. cons of each option are discussed below.

Financial Impact:

The Willdan Financial Services contract was originally awarded at \$114,380. An additional \$35,000 was authorized to provide additional rate scenarios and public hearing dates for a total contract value of \$149,380. A total of \$127,180 has been spent to date.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

- 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.
- 7) Address key issues and processes related to the implementation of the Regional Plan.

REGIONAL PLAN:

The Flagstaff Regional Plan 2030 supports the update and adjustment to City utility rates with the

following goals: Policies are only included where needed to clarify a goal. Goal WR.2 Manage a coordinated system of water, wastewater and reclaimed water utility service facilities and resources at the City level and identify funding to pay for new resources. Goal WR.4 logically enhance and extend the City's public water, wastewater and reclaimed water utility services including their treatment, distribution and collection systems in both urbanized and newly developed areas of the City to provide an efficient delivery of services. Goal E.1 increase energy efficiency. E1.4 promote cost effective energy efficient terminologies and design. Goal U.7 Provide for public services and infrastructure. Goal LU.8 balance future growth with available water resources. Goal CD.1 Improve the City and County financial systems to provide for needed infrastructure development and rehabilitation, including maintenance and enhancement of existing infrastructure. 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.

Previous Council Decision on This:

The City Council adopted a Resolution of Intent to modify water, wastewater, reclaimed water and stormwater rates at the August 25, 2015 meeting. Additionally, Council opened a Public Hearing on October 6th, continued the hearing on October 13, 2015 and continued the hearing on October 20, 2015.

Options and Alternatives:

Vote on the options below.

Option 1: Stay the present course

- a. Retain Willdan Financial Services (Willdan) to complete the Rate Study and develop their Final Report.
- b. Continue with Willdan's presentation on Capacity Fees at a future meeting.
- c. Wrap up and close the Public Hearing.
- d. Council to provide direction on rate structures, etc. (e.g., residential, non-residential or reclaimed water).
- e. Staff will draft an Ordinance for Council's consideration.
- e. Proceed to 1st read of an Ordinance adjusting utility rates.
- f. Other?

Pros - Keeps the process of considering adjustments to any utility rates on the established timeline. Maintains adequate funding of each utility fund for their operations, maintenance and replacement.

Cons - General concerns with the process and consultant.

Option 2: Slow down the process

- a. Retain Willdan Financial Services (Willdan) to complete the Rate Study and develop their Final Report.
- b. Separate out the Reclaimed Water portion of the Rate Study and meet with Council in a future Work Session to receive further direction.
- c. Continue moving forward with Water, Wastewater, Stormwater and Capacity fees.
- d. Continue with Willdan's presentation on Capacity Fees at a future meeting.
- e. Wrap up and close the Public Hearing.
- e. Council to provide direction on rate structures, etc (e.g., residential, non-residential or reclaimed water).
- e. Staff will draft an Ordinance for Council's consideration.
- f. Proceed to 1st read of an Ordinance adjusting utility rates.
- g. Staff to provide a presentation on the Water Conservation Program at a future Work Session.
- h. Other?

Pros - slows the process down allowing Council and the public more time to provide input and direction to staff on what to include in a draft Ordinance on any adjustment to rates.

Cons - delays implementation of any adjustment to some or all of the rates.

Option 3: Pause and withdraw from process

- a. Stop all work with Willdan Financial Services.
- b. Staff to provide a presentation on the Water Conservation Program at a future Work Session.
- c. Come back to Council sometime next year in a Work Session to seek input/direction regarding policy issues to be addressed in a new rate study.
- d. Delay implementation of any new utility rates until sometime after January 2017.
- e. Other?

Pros - Allows Council and the public more time to provide input and direction to staff on what policy issues to address in a new rate study.

Cons - Staff will need to identify what capital projects will be deferred.

Community Involvement:

Inform

Consult

Involve

Collaborate

Empower

Attachments:

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Tiffany Antol, Planning Development Manager
Date: 10/26/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Preliminary Plat: Request from Mogollon Engineering and Surveying Inc., on behalf of True Life Communities PCAZ, for the subdivision of approximately 19.20 acres into 32-single-family residential lots located at 2705 E. Telluride Drive, within the Single-Family Residential (R1) Zone.

RECOMMENDED ACTION:

The Planning and Zoning Commission recommends that the City Council approve the preliminary plat with one condition: 1. LID and detention is required for all lots in the subdivision including lots 1-14 and lot 32. A revised engineering report to address this requirement shall be provided with the civil plan submittal.

Executive Summary:

This is a request for preliminary plat approval for 32-single family lots of an undeveloped tract within the larger Pine Canyon Development.

Financial Impact:

No financial liabilities are anticipated by the approval of this Preliminary Plat.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

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 LU.13. Increase the variety of housing options and expand opportunities for employment and neighborhood shopping within all suburban neighborhoods.

Goal NH.1. Foster and maintain healthy and diverse urban, suburban, and rural neighborhoods in the Flagstaff region.

Goal NH.3. Make available a variety of housing types at different price points, to provide housing opportunity for all economic sectors.

Has There Been Previous Council Decision on This:

The Pine Canyon development was approved by Council through a rezoning (Ordinance No. 2000-11) and development agreement in June of 2000.

A revised development agreement was approved in January of 2007 to resolve disputes between the Developer of Pine Canyon and the City of Flagstaff with respect to the Rezoning Ordinance. This agreement stipulates that the Developer may, at its option, abandon the third entrance to Pine Canyon, providing the main entrance and the clubhouse entrance remain open and available for ingress and egress to the public.

In October of 2013, the City Council approved an agreement with the Developer that committed the City to erect and maintain a directional sign at the intersection of Lake Mary Road and John Wesley Powell Boulevard, committed staff support to amend the rezoning ordinance to modify the gated provision during night time, and extended the developers transportation improvement contribution. In May of 2014, the City Council approved a modification to Ordinance No. 2000-11 to modify Condition #8 which stated "That all private roads within the development remain open to the public and never be gated" to "All streets within Pine Canyon shall remain open to the public, without the use of a gate, from sunrise to sunset. Any means to restrict access to the streets of Pine Canyon may only be utilized from sunset to sunrise and never restrict emergency access."

Options and Alternatives:

1. Approve the Preliminary Plat, as recommended by the Planning and Zoning Commission.
2. Approve the Preliminary Plat with new, modified or no conditions.
3. Deny the Preliminary Plat based on non-compliance with the Zoning Code, the Subdivision Code, and/or the Engineering Design Standards and Specifications for New Infrastructure.

Background/History:

In 1987, the City of Flagstaff annexed 445 acres of land into the city limits in conjunction with a 752-acre development known as Fairway Peaks. After development approvals lapsed for this project a new case was brought forward in 2000 for what is today Pine Canyon. In June of 2000, the City Council approved a rezoning request and development agreement allowing the development of Pine Canyon, which includes a mixture of condominium, estate twin houses (duplex units), estate homes, clubhouse and recreational facilities, maintenance and storage facilities, and an 18-hole private golf course with accessory facilities, located on approximately 660 acres.

All development, including all subdivision plats, within the property known as Pine Canyon are subject to the requirements of the City's Zoning Code, Subdivision Code and Engineering standards as well as the ordinance rezoning the property to its current zoning categories and subsequent agreements. The proposed Preliminary Plat meets the requirements of the Zoning Code (City Code Title 10), the Subdivision Code (City Code Title 11), and the Engineering Design Standards and Specifications for New Infrastructure (City Code Title 13). The preliminary plat was reviewed and approved by the Inter-Division Staff on October 5, 2015.

Community Involvement:

Inform. The existing zoning of the Subject Property allows for the proposed subdivision. No public hearings or public outreach are required by either the Zoning Code or the Subdivision Regulations as part of the preliminary subdivision plat review process.

Attachments: [P&Z Commission Staff Report](#)

Preliminary Plat Page 1

Preliminary Plat Page 2

Preliminary Plat Page 3

Preliminary Plat Page 4

Preliminary Plat Page 5

**PLANNING & DEVELOPMENT SERVICES REPORT
PRELIMINARY PLAT**

PSPR2015-0010

DATE: October 5, 2015
MEETING DATE: October 28, 2015
REPORT BY: Tiffany Antol, AICP

REQUEST:

A request for Preliminary Plat approval for Coconino Ridge at Pine Canyon located at 2705 E. Telluride Drive located in the R1, Single-family Residential Zone.

STAFF RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the preliminary plat to the City Council with a recommendation for conditional approval.

PRESENT LAND USE:

The subject site is vacant located within the northeastern corner of the larger Pine Canyon development, which encompasses 660-acres. Pine Canyon includes an eighteen-hole golf course, which occupies approximately 215 acres, a 31,000 square foot clubhouse, 488 single-family lots, and 60 condominiums.

PROPOSED LAND USE:

Coconino Ridge at Pine Canyon subdivision, consisting of 32 single-family lots located on 19.20 acres.

NEIGHBORHOOD DEVELOPMENT:

North: John Wesley Powell Blvd, RR and MH Zone
South: Deer Creek Crossing Unit One, R1 Zone
East: USDA Forest Service, PF and RR Zone
West: Deer Creek Crossing Unit One, R1 Zone.

REQUIRED FINDINGS:

The Planning and Zoning Commission shall find the proposed preliminary plat meets the requirements of the City Code Title 10, Flagstaff Zoning Code; City Code Title 11, General Plans and Subdivisions; and City Code Title 13, Engineering Design Standards and Specifications.

STAFF REVIEW:

Introduction

In June of 2000, the City Council approved a rezoning request and development agreement allowing the development of Pine Canyon, which includes a mixture of condominium, estate twin houses (duplex units), estate homes, clubhouse and recreational facilities, maintenance and storage facilities, and an 18-hole private golf course with accessory facilities, located on approximately 660 acres. The primary entrance to Pine Canyon is located at the intersection of Lone Tree Road and John Wesley Powell Blvd.

The applicant, Mogollon Engineering, representing True Life Communities PCAZ, is seeking preliminary plat approval for a 32-lot single-family residential subdivision within the larger Pine Canyon development. New infrastructure will need to be provided for the project including a new roadway (Pinyon Jay Drive) and new 8” water and sewer lines. The proposed lots have been reviewed for compliance with the R1 Zoning district standards as well as conformance with the Resource Protection overlay.

Flagstaff Regional Plan 2030

The current land use designation for the site is Suburban - Existing. The proposal of 32 lots conforms to the Suburban Land Use Designation, as well as the development agreement between the City of Flagstaff and Pine Canyon.

ZONING REQUIREMENTS

The property is zoned R1, Single-family Residential. The proposed development of 32 single-family lots is within the density required by the *Flagstaff Zoning Code* (Section 10-40.30.030). The R1 density requirement is 2-5 units per acre within the Resource Protection Overlay; the proposed gross density is 2 units per acre and the proposed net density is 5 units per acre. Single-family is a permitted use in the R1 zone.

The lots within Coconino Ridge at Pine Canyon Subdivision comply with the detached single-family performance standards and property developmetn standards of the R1 zone.

The preliminary plat was reviewed and approved by the Inter-Division Staff on October 5, 2015.

Natural Resources

The subject property is located within the Resource Protection Overlay. A Resource Protection plan was provided in conjunction with this preliminary plat. Resources on the site include moderate slopes and forest. The resource protection plan submitted with the Preliminary Plat application indicated that the minimum protection standards would be met.

RESOURCE PROTECTION LAND IN THE R1 ZONE
COCONINO RIDGE AT PINE CANYON

RESOURCE	TOTAL ACRES	REQUIRED PROTECTION LEVEL & ACRES	PROTECTED LEVEL & PROTECTED ACRES
Rural Floodplain	None	--	--
Slope 17-24.9%	2.51	70% 1.76	94% 2.35
Slope 25% -34.9%	1.32	80% 1.05	98% 1.29
Slope 35%+	None	--	--
Forest Resource	15.37	50% 7.68	*50.7% 7.79

*It must be noted that the developer credited approximately .85 acres of excess slope to meet the minimum forest resource protection thresholds. The above calculations show that resources will be protected above the minimum resource protection thresholds.

SYSTEMS ANALYSIS:

Access and Traffic

A Traffic Impact Analysis was prepared and approved for the entire Pine Canyon master planned community. Improved access to the development is provided by John Wesley Powel (JWP) Blvd from Lake Mary Road, and by the extension of Lone Tree Road from the intersection of Lone Tree Road and Zuni Drive to the new intersection of JWP Blvd. All interior streets within Pine Canyon are private and maintained by the Homeowner's Association.

A private looped street named Clubhouse Circle provides access throughout Pine Canyon. E. Telluride Drive provides direct access to the subject site from Clubhouse Circle. The street design within the subdivision consists of a cul-de-sac street named Pinyon Jay Drive. The cross section of the private streets provides a 27-foot wide street section with rolled curb and gutter on both sides and a five-foot wide tail on both sides of the street.

Water and Wastewater

The proposed development is serviced by a Zone B water pressure system. All of the proposed water mains will be public. The developer has already extended a twenty (20) inch transmission main within the alignment of JWP Blvd from Lake Mary Road into Pine Canyon. A sixteen (16) inch looped water main has been constructed within the alignment of Clubhouse Circle. A new eight (8) inch water line will be extended from Telluride Drive into the subdivision to provide water service.

Eight-inch public sewer lines have been constructed beneath the public and private streets. These public mains flow by gravity into a private lift station. This private lift station transfers the wastewater through a force main north into a public gravity sewer line. All maintenance associated with the private force mains and lift station is the responsibility of the developer/Homeowner Association. A new eight (8) inch sewer line will be extended from Telluride Drive into the subdivision to provide service.

Stormwater

A Stormwater Analysis was completed for the entire Pine Canyon development and was accepted by the Stormwater Manager. The development was required to provide subregional on-site detention in the golf course ponds that serve as a dual purpose for storage of irrigation water and stormwater detention. Development of the first phase and golf course constructed this system.

Parks, Open Space, Pedestrian, and Bicycle Facilities

As part of the overall Pine Canyon development, a 10-foot-wide paved FUTS trail from the intersection of existing Lone Tree Road to the intersection of JWP Blvd along the north side of the extension of Lone Tree Road to the intersection of Zuni was completed. A 10-foot-wide paved FUTS trail was also constructed from the intersection of Lake Mary Road on the east side of JWP Blvd to the Lone Tree intersection. An extension of the trail was constructed from the intersection of existing Lone Tree/JWP eastward along the south side of JWP towards the proposed third entrance to Pine Canyon where the FUTS penetrates into the Pine Canyon development and extends to Fisher Point. This portion of the FUTS trail runs along the western side of the proposed subdivision but is located within the Deer Creek Crossing Subdivision.

Other Discussion

Previously, disputes between the developers of Pine Canyon and the City of Flagstaff occurred with respect to the Rezoning Ordinance, in regards to the maintenance of public access the Pine Canyon Community. These disputes resulted in the filing of a lawsuit by the City and a counterclaim by the Developer. To resolve these disputes and the lawsuit, the parties agreed to make certain adjustments, amendments, and clarifications to the Original Agreement for their mutual benefit. A revised Development Agreement was approved in January 2007. This agreement stipulates that the Developer may, at its option, abandon the third entrance to Pine Canyon shown on conceptual plans to be located off John Wesley Powell Boulevard near the northeast corner of Pine Canyon, providing that the main entrance and the clubhouse entrance remain open and available for ingress and egress to the public. The Developer is pursuing the abandonment of the third entrance with this plat as shown on lot 32. In October of 2013, the City Council approved an agreement with the applicant that commits the City to erect and maintain a directional sign at the intersection of Lake Mary Road and John Wesley Powell, staff support to amend the rezoning ordinance to modify the gated provision during night time and extends the developers transportation improvement contribution.

RECOMMENDATION:

Staff recommends the Planning and Zoning Commission forward the Preliminary Plat to the City Council with a recommendation for approval with the following condition:

1. LID and detention is required for all lots in the subdivision including lots 1-14 and lot 32. A revised engineering report to address this requirement shall be provided with the civil plan submittal.

ATTACHMENTS:

- Application
- Preliminary Plat (5 sheets, 24x36")

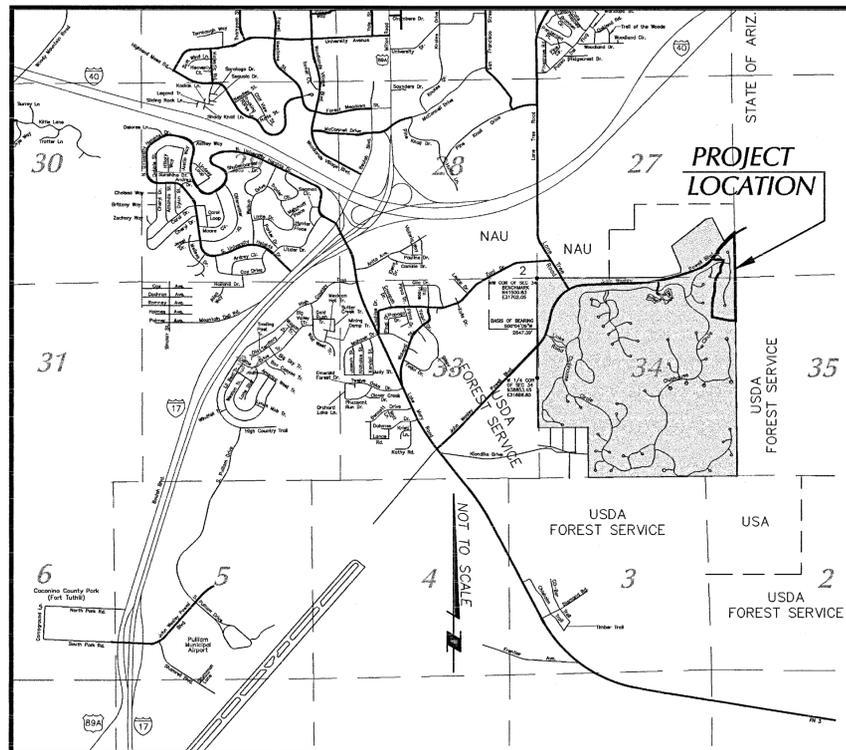
LEGEND & ABBREVIATIONS

-----	CENTERLINE (CL or C)
-----	RIGHT OF WAY (R.O.W)
-----	PROPERTY LINE (PL or P)
-----	EXISTING WATER LINE
-----	NEW WATER LINE
-----	EXISTING PRESSURE SEWER LINE
-----	NEW SEWER LINE
-----	NEW FIRE SERVICE (FS)
-----	NEW WATER SERVICE (WS)
-----	NEW SEWER SERVICE (SS)
-----	EXISTING SEWER MANHOLE
-----	NEW SEWER MANHOLE (MH)
-----	EXISTING EDGE OF PAVEMENT / CURB
-----	NEW EDGE OF PAVEMENT / CURB
-----	PUBLIC UTILITY EASEMENT (PUE)
-----	GRADING LIMITS
-----	EXISTING FIRE HYDRANT (EX FH)
-----	NEW FIRE HYDRANT (FH)
-----	EXISTING WATER VALVE (EX WV)
-----	NEW WATER VALVE (WV)
-----	EXISTING WATER METER (EX WM)
-----	NEW WATER METER (WM)
-----	EXISTING STREET LIGHT (EX SL)
-----	NEW STREET LIGHT (SL)
-----	POINT OF CURVATURE
-----	POINT OF TANGENCY
-----	POINT OF CURVE
-----	MID POINT ON CURVE
-----	POINT OF REVERSE CURVATURE
-----	POINT OF COMPOUND CURVATURE
-----	POINT OF LINE
-----	ANGLE POINT
-----	RADIUS POINT
-----	RADIUS
-----	INTERSECTION
-----	TOP OF CURB (BACK)
-----	BACK OF SIDEWALK
-----	FACE OF SIDEWALK
-----	CURB AND GUTTER
-----	EDGE OF PAVEMENT
-----	SIDEWALK
-----	PARKWAY
-----	DRIVEWAY
-----	FLOWLINE
-----	EXISTING GRADE
-----	FINISH GRADE
-----	END OF LINE BLOWOFF
-----	TAPPING SLEEVE and VALVE
-----	STORM DRAIN MANHOLE
-----	TYPICAL
-----	EXISTING
-----	SHEET
-----	STATION
-----	FINISH FLOOR ELEVATION
-----	EACH
-----	LINEAL FEET
-----	SQUARE FOOT
-----	SQUARE YARDS
-----	HANDICAP
-----	PRIVATE DRAINAGE EASEMENT
-----	PUBLIC UTILITY EASEMENT
-----	MOGOLLON ENGINEERING & SURVEYING, INC.
-----	RECORDS OF COCONINO COUNTY
-----	CITY OF FLAGSTAFF
-----	SLOPE EASEMENT
-----	PRIVATE TRAIL EASEMENT
-----	GOLF UTILITARIAN EASEMENT

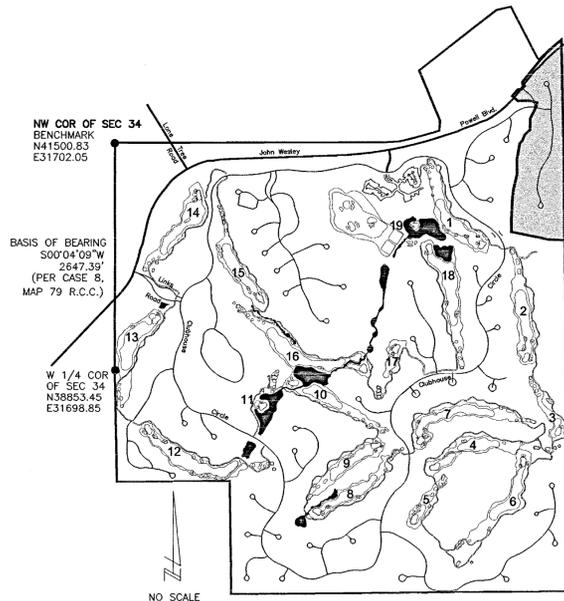
NOTE: THE GOLF UTILITARIAN EASEMENTS (G.U.E.) ARE GENERALLY UTILIZED FOR GOLF COURSE INFRASTRUCTURE AND MAINTENANCE INCLUDING, BUT NOT LIMITED TO, UNDERGROUND UTILITIES, IRRIGATION PIPES AND APPURTENANCES, DRAINAGE, IRRIGATION CONTROL AND COMMUNICATION CABLES, GOLF CART PATHS, AND OTHER USES AS DEFINED IN THE C.C.&R.S.

PRELIMINARY PLAT FOR COCONINO RIDGE AT PINE CANYON A 32 LOT SUBDIVISION

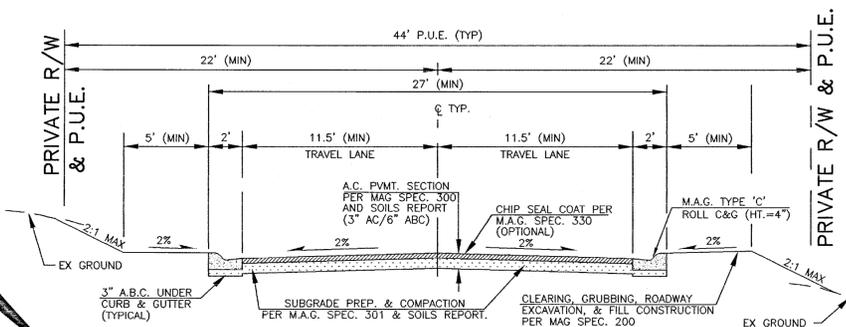
A SUBDIVISION OF TRACT 3F
OF DEER CREEK CROSSING UNIT ONE AT PINE CANYON
INSTRUMENT No. 3450516, RECORDS OF COCONINO COUNTY
LOCATED IN PORTIONS OF SECTION 27 & 34,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA



VICINITY MAP
N.T.S.



PROJECT LOCATION



TYPICAL PRIVATE STREET CROSS-SECTION
N.T.S.

UTILITY COMPANY ACKNOWLEDGMENT

UNISOURCE ENERGY	SENT LETTER	DATE
CENTURYLINK	BY LETTER	3/17
ARIZONA PUBLIC SERVICE	BY LETTER	DATE
SUDDENLINK	BY LETTER	DATE

CITY OF FLAGSTAFF APPROVAL

UTILITIES DIRECTOR	DATE
PUBLIC WORKS DIRECTOR	DATE
CITY ENGINEER	DATE

PROJECT INFORMATION

PROJECT NAME: COCONINO RIDGE AT PINE CANYON
 PROJECT LOCATION: ADDRESS NOT AVAILABLE PER COCONINO COUNTY GIS
 LATITUDE: N 35° 09' 56"
 LONGITUDE: W 111° 37' 52"
 APN NUMBER: 105-22-044
 NUMBER OF LOTS: 32
 GROSS ACREAGE: 19.20±
 GROSS DENSITY: 1.66 UNITS/ACRE
 NET ACREAGE: 6.363± (AREA WITHIN SETBACKS)
 NET DENSITY: 5.1 UNITS/ACRE
 CURRENT ZONING DISTRICT: R-1
 CURRENT USE: VACANT LAND
 REGIONAL PLAN DESIGNATION: SUBURBAN - EXISTING
 PROPOSED USE: SINGLE FAMILY DETACHED
 OWNER/DEVELOPER: TLC PC LAND INVESTORS, LLC
 1201 E. JOHN WESLEY POWELL BLVD.
 FLAGSTAFF, ARIZONA 86001
 (925-824-4300)

OUTDOOR LIGHTING

PROJECT IS LOCATED IN LIGHTING ZONE 2. MAXIMUM LUMEN OUTPUT SHALL BE IN ACCORDANCE WITH TABLE 10-50.70.050.A OF THE ZONING CODE.

BACKFLOW PREVENTION

BACKFLOW PREVENTION SHALL BE IN ACCORDANCE WITH CITY CODE SECTION 7-03-001-0015

SOILS REPORT

SOILS REPORT PREPARED BY WESTERN TECHNOLOGIES, INC. JOB No. 2520JW341, DATED DECEMBER 4, 2000. ADDENDUM No. 1 DATED JANUARY 1, 2002

TRAFFIC IMPACT ANALYSIS

A TRAFFIC IMPACT ANALYSIS HAS BEEN PREVIOUSLY SUBMITTED AND APPROVED WITH THE OVERALL SUBDIVISION REZONING.

RAINWATER HARVESTING

ALL SINGLE FAMILY DWELLINGS SHALL UTILIZE PASSIVE RAINWATER HARVESTING TECHNIQUES PER THE "RESIDENTIAL RAINWATER HARVESTING: A GUIDE TO WATER-WISE PLANNING AND DESIGN" PUBLICATION PROVIDED BY THE CITY OF FLAGSTAFF.

APPROXIMATE EMBANKMENT

FILL: 5,800 C.Y.
 CUT: 4,200 C.Y.

WATER & SEWER SERVICES

ALL NEW SEWER SERVICES SHALL BE 4" AND ALL NEW WATER SERVICES SHALL BE A 1.5" WATER SERVICE LINE FOR DOMESTIC SERVICE AND AUTOMATIC FIRE SPRINKLER SYSTEM PER NFPA 13D.

WATER & SEWER IMPACT ANALYSIS

A WATER & SEWER IMPACT ANALYSIS HAS BEEN PREVIOUSLY SUBMITTED AND APPROVED WITH THE OVERALL SUBDIVISION REZONING. IT IS THE RESPONSIBILITY OF THE SUBDIVIDER TO ACQUIRE A.D.E.G. APPROVAL AS NECESSARY.

PUBLIC WATER & SEWER MAINS

ALL NEW 8" WATER & SEWER MAINS SHALL BE PUBLIC.

FEMA FLOOD ZONE

THIS PROJECT IS LOCATED IN FEMA ZONE "X" (NO SHADING)

LANDSCAPING

STREET BUFFERS, PERIPHERAL BUFFERS AND EXTENDED DETENTION BASINS SHALL BE LANDSCAPED IN ACCORDANCE WITH CITY CODE SECTION 10-50.60 (LANDSCAPING STANDARDS) AND SHALL INCORPORATE THE USE OF NATIVE/DROUGHT TOLERANT PLANTS IN COMPLIANCE WITH C.O.F. LANDSCAPING STANDARDS AND UTILIZE PASSIVE RAINWATER HARVESTING.

DRAINAGE DETENTION & LID NOTES

ALL DETENTION FOR THIS SUBDIVISION IS PROVIDED FOR IN THE EXISTING DETENTION PONDS #4B AND A NEW POND #3 (TO BE CONSTRUCTED WITH THIS SUBDIVISION) PER "DRAINAGE REPORT FOR PINE CANYON", PREPARED BY SHEPHERD WESNITZER, INC. DATED DEC. 3, 2001.

IMPERVIOUS AREAS

NEW ROADWAYS: 51,800 S.F.
 TOTAL: 51,800 S.F.

LID REQUIRED FOR ROADWAYS = 4,317 C.F.
 DESIGNED TO DRAIN TO NEW POND #3

INDEX TO SHEETS

- COVER SHEET & PROJECT INFORMATION
- GRADING & UTILITIES
- BOUNDARY MAP
- PRELIMINARY PLAT - BEARINGS & DISTANCES
- PRELIMINARY PLAT - BEARINGS & DISTANCES

SHEET NO. 1 OF 5

BENCHMARK:
 ELEVATION = 6927.21 (NGVD 29 EL = 6927.26)
 BLM BRASS CAP AT NW COR. OF SEC. 34,
 T.21N., R.7E., G.&S.R.M.



CALL TWO WORKING DAYS BEFORE YOU DIG
1-800-STAKE-IT
 1-800-782-5348
 (OUTSIDE MARICOPA COUNTY)

Mogollon ENGINEERING & SURVEYING, INC.
 411 W. Santa Fe Avenue
 Flagstaff, Arizona 86001
 Phone: 928-214-0214
 PROJECT NO. 18076
 REV/SUBS: COF COMMENTS: 4/22/15
 DATE: 10/02/15
 DESIGNED BY: [Signature]
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]

PRELIMINARY PLAT

FOR

COCONINO RIDGE

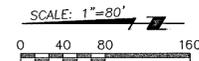
AT PINE CANYON

A 32 LOT SUBDIVISION

ADEQUATE WATER SUPPLY

THE CITY OF FLAGSTAFF PROVIDES WATER (UTILITY) SERVICE PURSUANT TO STATE LAW AND IS CURRENTLY OPERATING UNDER A DESIGNATION OF ADEQUATE WATER SUPPLY GRANTED BY THE ARIZONA DEPARTMENT OF WATER RESOURCES, APPLICATION No. 41-900002.0002. THIS ADEQUATE WATER SUPPLY NOTE HAS BEEN ADDED TO THIS FINAL PLAT AS A REQUIREMENT OF THE CITY OF FLAGSTAFF. MOGOLLON ENGINEERING AND SURVEYING, INC. DOES NOT GUARANTEE, WARRANT OR CERTIFY ANY INFORMATION IN THIS APPLICATION No. 41-900002.0002.

A SUBDIVISION OF TRACT 3F
OF DEER CREEK CROSSING UNIT ONE AT PINE CANYON
INSTRUMENT No. 3450516, RECORDS OF COCONINO COUNTY
LOCATED IN PORTIONS OF SECTION 27 & 34,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA



PROJECT INFORMATION

PROJECT NAME: COCONINO RIDGE AT PINE CANYON
PROJECT LOCATION: ADDRESS NOT AVAILABLE PER COCONINO COUNTY GIS
LATITUDE: N 35° 09' 56"
LONGITUDE: W 111° 37' 52"
APN NUMBER: 105-22-044
NUMBER OF LOTS: 32
GROSS ACREAGE: 19.20±
GROSS DENSITY: 1.67 UNITS/ACRE
NET ACREAGE: 6.363± (AREA WITHIN SETBACKS)
NET DENSITY: 5.1 UNITS/ACRE
CURRENT ZONING DISTRICT: R-1
CURRENT USE: VACANT LAND
REGIONAL PLAN DESIGNATION: SUBURBAN - EXISTING
PROPOSED USE: SINGLE FAMILY DETACHED
OWNER/DEVELOPER: TLC PC LAND INVESTORS, LLC
1201 E. JOHN WESLEY POWELL BLVD.
FLAGSTAFF, ARIZONA 86001
(925-824-4300)

SLOPE RESOURCES
17% SLOPE
109,618 sq. ft. TOTAL
30% = 32,885
DISTURBANCE
7,162 sq. ft.
EXCESS 17% SLOPE 25,723 sq. ft.

25% slope
57,290 sq. ft. TOTAL
20% = 11,458
DISTURBANCE
1,082 sq. ft.
EXCESS 25% SLOPE 10,376 sq. ft.

35+% slope
NONE
SLOPE EXCESS = 36,099 sq. ft.

TREE RESOURCES
TOTAL SITE AREA = 836,511 sq. ft. (19.20 ac.)
SITE AREA OUTSIDE OF SLOPE RESOURCES = 669,603 sq. ft.

DISTURBANCE
RIGHT-OF-WAY = 80,747 sq. ft. TREE AREA DISTURBED = 80,408 sq. ft.
DETENTION = 8,639 sq. ft. TREE AREA DISTURBED = 6,427 sq. ft.
EASEMENTS = 6,502 sq. ft. TREE AREA DISTURBED = 5,695 sq. ft.

SETBACKS
TOTAL SETBACK AREA = 277,177 sq. ft.
SETBACK AREA IN SLOPES = 3,520 sq. ft.
SETBACK AREA OUTSIDE OF SLOPE = 273,675 sq. ft.

TOTAL DISTURBED TREE AREA = 366,205 sq. ft.
TOTAL UNDISTURBED TREE AREA = 303,398 sq. ft.

TREE RESOURCES

SITE AREA OUTSIDE OF SLOPE RESOURCES = 669,603 sq. ft.
AVERAGE TECHNIQUE PER 10-50.90

TOTAL DISTURBED AREA = 366,205 sq. ft.
TOTAL UNDISTURBED AREA = 303,398 sq. ft.
SLOPE EXCESS ADD BACK = 36,099 sq. ft.
TREE RESOURCE PROTECTED = 339,497 sq. ft.
RESOURCE PROTECTION FACTOR = 50.70%

Mogollon ENGINEERING & SURVEYING
COCONINO RIDGE
AT PINE CANYON - PRELIMINARY PLAT
GRADING & UTILITIES
10/02/15
MES#13076

Mogollon ENGINEERING & SURVEYING
411 W. Santa Fe Avenue
Flagstaff, Arizona 86001
Phone: 928-214-0214



Mogollon ENGINEERING & SURVEYING
PROJECT NO. 13076
REVISIONS: CDF COMMENTS 4/22/15
FN: SHEET02.DWG
DESIGNED BY: CDF COMMENTS, 32 LOTS
DRAWN BY: VERT. SCALE, N/A
CHECKED BY: VERT. SCALE, N/A
DATE 10/02/15
SHEET NO. 2 OF 5
WORK SCALE: 1"=80'

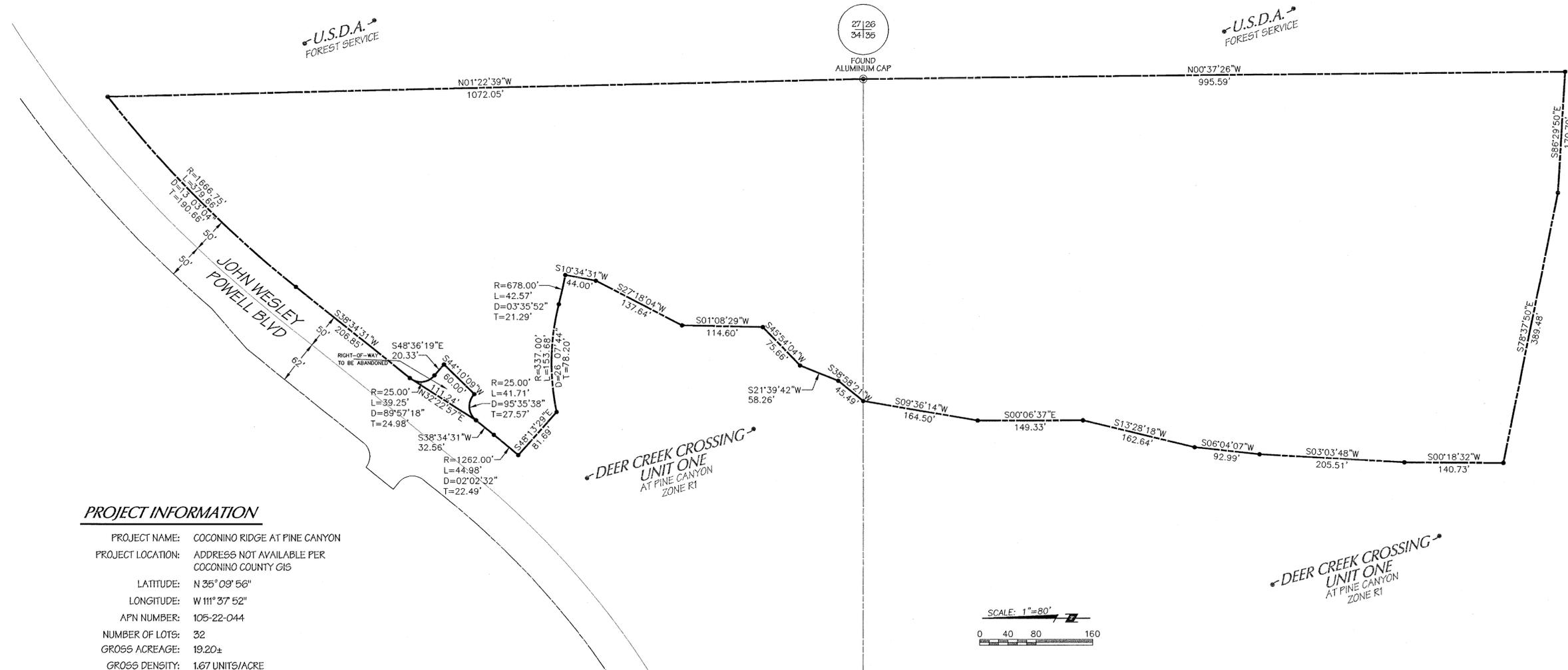


SHEET NO. 2 OF 5

COF PROJECT #N/A

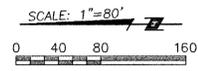
PRELIMINARY PLAT FOR COCONINO RIDGE AT PINE CANYON A 32 LOT SUBDIVISION

A SUBDIVISION OF TRACT 3F
OF DEER CREEK CROSSING UNIT ONE AT PINE CANYON
INSTRUMENT No. 3450516, RECORDS OF COCONINO COUNTY
LOCATED IN PORTIONS OF SECTION 27 & 34,
TOWNSHIP 21 NORTH, RANGE 7 EAST, G&S.R.M.
FLAGSTAFF, COCONINO COUNTY, ARIZONA



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 FLAGSTAFF, ARIZONA 86001
 (925-824-4300)



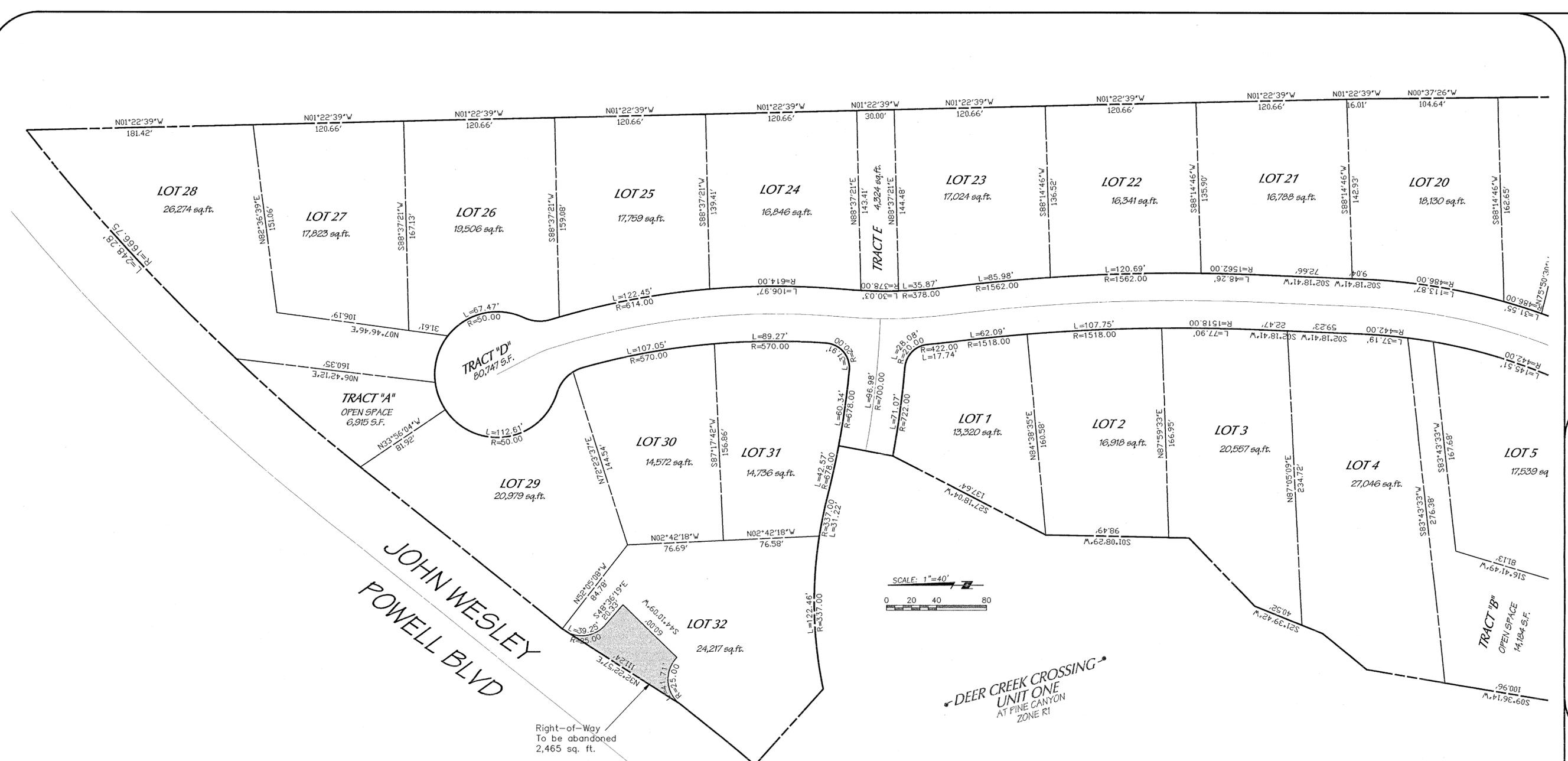
SHEET NO. 3 OF 5

COF PROJECT #N/A

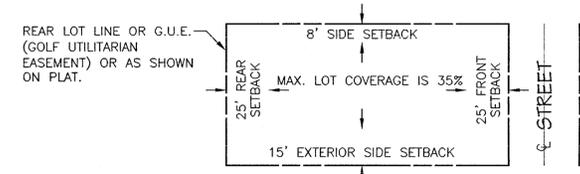
Mogollon ENGINEERING & SURVEYING
 COCONINO RIDGE
 AT PINE CANYON - PRELIMINARY PLAT
 BOUNDARY MAP
 10/02/15
 MES# 13076

Mogollon ENGINEERING & SURVEYING
 411 W. Santa Fe Avenue
 Flagstaff, Arizona 86001
 Phone: 928-214-0214
 23950
 KENT V.
 HOTSENFULLER
 State of Arizona
 Expires on 3/31/16

Mogollon ENGINEERING & SURVEYING
 PROJECT NO. 13076
 REVISIONS: COF COMMENTS 4/22/15
 FN: SHEET03.DWG
 COF COMMENTS, 32 LOTS
 DATE 10/02/15
 DESIGNED BY:
 DRAWN BY:
 CHECKED BY:
 VERT SCALE: N/A
 HOR SCALE: 1"=80'

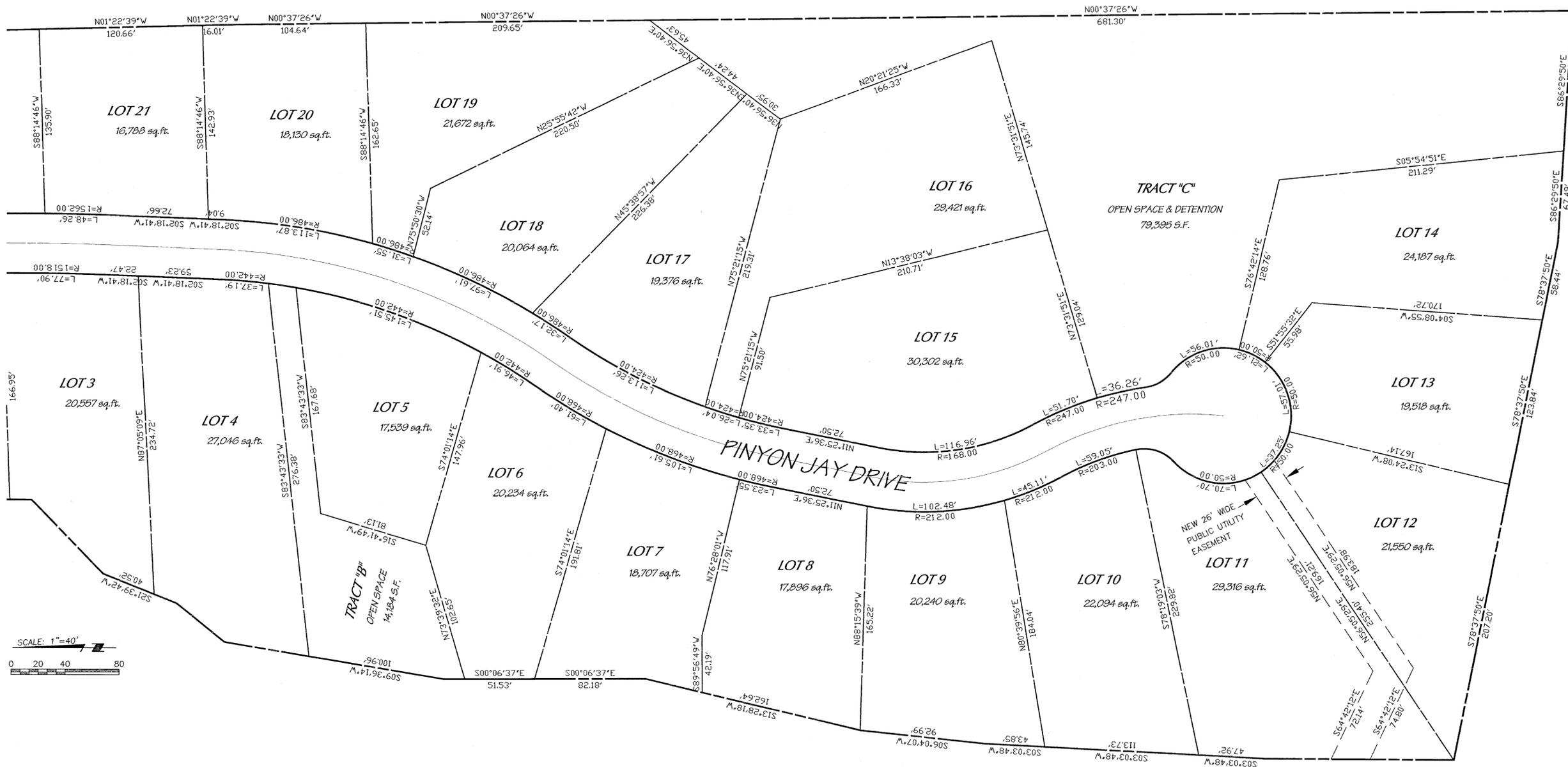


PRELIMINARY PLAT
 FOR
COCONINO RIDGE
AT PINE CANYON
 A 32 LOT SUBDIVISION



REFER TO DESIGN STANDARDS AND C.C.&R.'S FOR MORE RESTRICTIVE SETBACKS. LOT DISTURBANCE INCLUDES: THE CONSTRUCTION OF THE DWELLING, DRIVEWAYS, UTILITY CORRIDORS, PATIOS, DECKS, ACCESSORY STRUCTURES AND ANY GRADING ACTIVITIES.

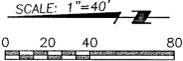




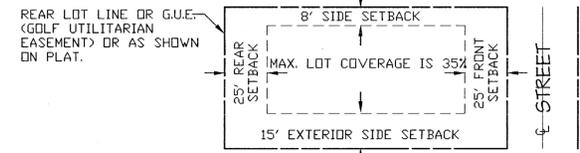
TRACT 18th
OPEN SPACE
14,184 S.F.

TRACT 19th
OPEN SPACE & DETENTION
79,395 S.F.

TRACT 3Eth
DEER CREEK CROSSING
UNIT ONE



PRELIMINARY PLAT
FOR
COCONINO RIDGE
AT PINE CANYON
A 32 LOT SUBDIVISION



TYPICAL BUILDING SETBACKS
N.T.S.



Mogollon
ENGINEERING & SURVEYING

Mogollon
ENGINEERING & SURVEYING

411 W. Santa Fe Avenue
Flagstaff, Arizona 86001
Phone: 928-214-0214

Mogollon
ENGINEERING & SURVEYING

PROJECT NO. 130716
DATE: 10/22/15
DESIGNED BY: PN, SHEETS: DNG
DRAWN BY: VERT SCALE: N/A
CHECKED BY: HOR SCALE: 1"=40'

REVISIONS: CCF COMMENTS: 4/22/15
CCF COMMENTS: 32 LOTS

23950
KEN V.
REGISTERED PROFESSIONAL ENGINEER
NO. 12415
ARIZONA U.S.A.
Expires 11/15/17 or less

COCONINO RIDGE
AT PINE CANYON - PRELIMINARY PLAT
PRELIMINARY PLAT - BEARINGS & DISTANCES MES# 130716
10/22/15

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: McKenzie Jones, Sustainability Specialist
Date: 10/09/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Adoption of Ordinance No. 2015-17: An ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, by deleting Chapter 6-03, *Animals*, in its entirety and adopting revised Chapter 6-03, *Animal Keeping*; providing for severability, authority for clerical corrections, and establishing an effective date. (***Animal Keeping Code***)

RECOMMENDED ACTION:

At the November 17, 2015, Council Meeting:

- 1) Read Ordinance No. 2015-17 by title only for the first time
- 2) City Clerk reads Ordinance No. 2015-17 by title only (if approved above)

At the December 1, 2015, Council Meeting:

- 3) Read Ordinance No. 2015-17 by title only for the final time
- 4) City Clerk reads Ordinance No. 2015-17 by title only (if approved above)
- 5) Adopt Ordinance No. 2015-17

Executive Summary:

For many city residents, raising animals for food, fiber, and labor is the most affordable way to obtain nutritious, locally grown food. The recession has highlighted the need for policies that reduce pressures on residents, especially those who may supplement grocery bills by raising or growing their own food supply. Urban agriculture is an effective way to achieve this goal. The proposed changes to the City's livestock animal keeping regulations diminish obstacles to self-sufficiency while strengthening restrictions on noise, runoff, and smells associated with keeping livestock animals. The purpose of these changes is to clarify the existing code and modify it to meet the community's needs. Specific options related to miniature pigs, small animal slaughter, and bee keeping certification are provided for Council review in sections 6-03-001-0001, 6-03-001-0003A.12, and 6-03-001-0004F.

Financial Impact:

There are no financial implications to adopting ordinance 2015-17.

Connection to Council Goal and/or Regional Plan:

COUNCIL GOALS:

10) Decrease the number of working poor.

REGIONAL PLAN:

Goal E&C.2. Reduce greenhouse gas emissions.

Goal E&C.3. Strengthen community and natural environment resiliency efforts through climate adaptation efforts.

Goal WR.6. Protect, preserve, and improve the quality of surface water, groundwater, and reclaimed water in the region.

Goal LU.3. Continue to enhance the region's unique sense of place within the urban, suburban, and rural context.

Policy LU.3.5. Allow and encourage urban agriculture.

Has There Been Previous Council Decision on This:

No.

Options and Alternatives:

Option A: Adopt Ordinance 2015-17 as submitted and authorize changes to the City of Flagstaff's livestock animal keeping regulations.

Option B: Recommend changes to Ordinance 2015-17.

Option C: Not adopt Ordinance 2015-17 and leave the existing code as is.

Background/History:

Throughout the Regional Plan and Zoning Code revision processes, City staff received feedback that residents feel the existing animal keeping regulations are unclear and too restrictive. The current code does not provide clear guidance about the number or type of animals allowed in the city. Additionally, it requires that individuals keeping livestock animals obtain approval from the Chief of Police. In response to these issues, staff drafted proposed edits to the animal keeping regulations.

Key Considerations:

The purpose of these changes is to clarify the existing code and modify it to meet the community's needs.

Expanded Financial Considerations:

There are no financial implications to adopting ordinance 2015-17.

Community Benefits and Considerations:

Many city residents, raising animals for food, fiber, and labor is the most affordable way to obtain nutritious, locally grown food. Keeping livestock animals and bees can provide a host of benefits to the individual and community. For example, five laying hens, each of which will lay 250 to 280 eggs per year, can provide enough eggs to satisfy a family of five's annual egg consumption. In addition, five chickens can eat the kitchen waste of a family of four, decreasing 1,900 pounds of waste sent to the landfill annually. Beekeeping has an even broader impact on our local environment. Over the past 50 years, domesticated bee populations have decreased by 50%, yet bees are invaluable in our food production due to the pollination activities they provide where one beehive can produce enough honey

for 54 residents all year.

The recession has highlighted the need for policies that reduce economic pressures, especially for lower income families, and urban agriculture is an effective tool to support this goal. The proposed changes to the City's livestock animal keeping regulations diminish obstacles to self-sufficiency while strengthening restrictions on noise, runoff, and smells associated with keeping livestock animals. Additionally, the proposed changes affirm that residential bees benefit our community in a variety of ways while providing a healthy source of food.

Community Involvement:

Involve: Throughout this process, the community was consulted in shaping the changes proposed in this ordinance. Staff sought direction from neighborhood associations, realtors, HOAs, and various community groups, such as Flagstaff Foodlink, Flagstaff Liberty Alliance, Southside Neighborhood Association, and the City of Flagstaff Sustainability Commission. Additionally, expert guidance was provided by individuals from the Arizona Farm Bureau, Arizona State Department of Agriculture, Northern Arizona Organic Beekeepers Association, and Arizona State Beekeepers Association, as well as local backyard farmers. Public input was sought through an open house at the downtown library on July 20, 2015, which was publicized through social media, radio interviews, community calendars, and the Arizona Daily Sun, and was attended by 26 members of the public.

Expanded Options and Alternatives:

Option A: Adopt Ordinance 2015-17 as submitted and authorize changes to the City of Flagstaff's livestock animal keeping regulations.

Option B: Recommend changes to Ordinance 2015-17.

Option C: Not adopt Ordinance 2015-17 and leave the existing code as is.

Attachments: [Ord. 2015.17](#)

ORDINANCE NO. 2015-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF CITY CODE, BY DELETING TITLE 6, *POLICE REGULATIONS*, CHAPTER 6-03, *ANIMALS*, IN ITS ENTIRETY AND ADOPTING REVISED CHAPTER 6-03, *ANIMAL KEEPING*; PROVIDING FOR SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, the City Council of the City of Flagstaff believes it is in the best interest of the City to allow City residents to keep certain animals as a healthy and affordable source of food, fiber, and labor;

WHEREAS, the City Council has determined that Chapter 6-03 of the City Code regarding animal keeping should be amended to clarify the rules and regulations related to the keeping of animals within the City; and

WHEREAS, the City Council intends, by adopting the proposed amendments, to protect and promote the public health, safety, convenience, and general welfare of the citizens of the City of Flagstaff.

ENACTMENTS:

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

SECTION 1. In General.

The Flagstaff City Code, Title 6, *Police Regulations*, Chapter 3, *Animals*, is hereby deleted in its entirety and replaced with revised Chapter 6-03, *Animal Keeping*, as set forth below:

**Chapter 6-03
ANIMAL KEEPING**

SECTIONS:

6-03-001-0001	PURPOSE
6-03-001-0002	DEFINITIONS
6-03-001-0003	KEEPING OF LIVESTOCK
6-03-001-0004	BEE KEEPING
6-03-001-0005	VIOLATION

SECTION 6-03-001-0001 PURPOSE:

The purpose of this Chapter is to ensure that the keeping, raising, and maintenance of livestock animals within the City does not create an adverse impact on adjacent properties by reason of dust, fumes, noise, odor, insect or vermin infestations, or visual blight, and to maintain the

animal welfare and public health, safety, and well-being. This chapter does not pertain to domestic pets such as dogs, cats, and **[Option 1]** miniature pigs.

SECTION 6-03-001-0002 DEFINITIONS:

For the purposes of this Chapter, the following terms, phrases and words and their derivations will have the meaning given as set forth below when not inconsistent with the context.

Beehive: A structure for housing honey bees.

Bee Colony: The hive and its equipment and appurtenances including honey bees, comb, honey, pollen and brood.

Equine: Horse or other member of the horse family including mules and donkeys.

Flyway Barrier: A solid wall, fence, dense vegetation, or combination of these materials at least six feet high that extends at least 10 feet beyond the hives on each end of a bee colony.

Poultry: A domesticated bird that is used to produce meat or eggs, including but not limited to, chickens, ducks, pigeons, and quail.

Livestock: Domesticated animals commonly raised to produce commodities such as food, fiber, and labor.

Large Livestock: Equine, cattle, swine, donkeys, mules, llamas, ostriches, goats, sheep, alpaca, and other similarly sized animals.

Small Livestock: Rabbits, chickens, miniature, dwarf or pygmy goats that are dehorned and neutered, and other similarly sized animals.

Pasture: Open, uncultivated land used for the grazing of livestock.

Shelter: A structure or environment, adequate to the species of animal, which provides protection from adverse weather conditions and predators.

Nuisance: Anything offensive or obnoxious to the health and welfare of the inhabitants of the City; or any act or thing repugnant to, or creating a hazard to, or having a detrimental effect on the property of another person or to the community.

SECTION 6-03-001-0003 KEEPING OF LIVESTOCK

The following standards apply to the keeping of livestock animals within city limits.

A. GENERAL RULES AND RESTRICTIONS

1. The number of animals permitted in each Zone is established in Table 6-03-003.A (Number of Animals Permitted by Zoning Designation) below.
2. The principal use of the property on which livestock animals are kept must be residential or educational.

3. No livestock may be kept in the front yard setback area.
4. Offspring of animals maintained on the same property that are less than four months old or that have not been weaned, whichever is longer, will not be subject to the maximum number of animals permitted per lot size established by this Chapter.
5. All animals and the pens, stalls, stables, yards, shelters, cages, and premises where they are held or kept, shall be maintained in such a manner so as to not become a public health nuisance. Livestock shelters and runs must be clean and sanitary, generally free of fecal and other matter that may attract flies, rodents, or cause an offensive odor that may disturb the comfort of any person. Nothing in this Subsection shall be deemed to prohibit the use of animal manure or droppings to fertilize any farm, garden, lawn or ranch in such a manner and for such purposes as are compatible with customary methods of good horticulture.
6. Feed troughs shall be provided for the feeding of vegetables, meat scraps, or garbage, and such feeding shall be done exclusively from containers or on an impervious platform. Food for feeding livestock shall be stored in rodent and predator resistant containers.
7. Watering troughs or tanks shall be provided, which shall be equipped with adequate facilities for draining the overflow, so as to prevent the ponding of water, the breeding of flies, mosquitoes or other insects, or any additional health hazards.
8. Shelter and fencing (e.g. barn, coop, corral, pens, stables, etc.) shall be provided to sufficiently contain the animals and keep them from roaming off the property.
9. Shelters must be covered, predator-resistant, properly ventilated, and designed to be easily accessed, cleaned and maintained.
10. Shelters must be maintained to reduce the risk of fire in accordance with the City of Flagstaff Fire Code.
11. No incineration of animal refuse shall be permitted on the premises.
12. **Option 1:** Slaughter of animals is prohibited in all residential zones and in zones where residential uses are allowed. **Option 2:** Only chickens, domestic fowl, or rabbits can be slaughtered in residential zones. Slaughter shall not occur in view from any public area or any adjacent property owned by another. Slaughter shall be done in a humane and sanitary manner.
13. All animal-keeping facilities must be designed in a manner such that water runoff does not become a health hazard or nuisance to uses on other properties, and is contained and disposed of and does not contribute to the pollution of local groundwater or the flooding of adjacent properties.
14. No person shall keep or harbor any animal which by frequent or habitual howling, yelping, barking, crowing or the making of any other noise, day or night, unreasonably disturbs the peace and quiet of any person or persons.

B. RULES AND RESTRICTIONS – LARGE LIVESTOCK

1. Shelters for large livestock must be located:
 - a. No less than 75 feet from any dwelling unit.
 - b. No less than ten feet from any property line.
2. At least 10,000 square feet of pasture must be made available for each large livestock animal.
3. No pigsty shall be built or maintained on marshy ground or land subject to overflow, or within 150 feet of any watercourse or other source of water supply, or within 300 feet of a dwelling unit on an adjoining property.

C. RULES AND RESTRICTIONS – SMALL LIVESTOCK

1. Male miniature goats must be neutered by four months of age.
2. Shelters and fenced enclosures for housing, keeping or caring for small livestock must:
 - a. Be located no less than ten feet from any property line.
 - b. Have a minimum of four square feet of indoor space per poultry or rabbit.
 - c. Have a minimum of ten square feet of permeable outdoor space per poultry or rabbit.
 - d. Have a minimum of 130 square feet of permeable space per miniature goat.
3. Turkeys, peafowl, geese, and all other similarly noisy birds are prohibited in all zones within the City.
4. Male poultry over the age of four months shall not be permitted within the City.

Table 6-03-001-0003.A Number of Animals Permitted by Zoning Designation

Type of Animal	Zones in which Specific Animals are Permitted	Maximum Number of Animals Permitted per Lot Size						
		≤19,999 sq ft	20,000 – 29,999 sq ft	30,000 – 39,999 sq ft	40,000 – 79,999 sq ft	80,000 – 119,999 sq ft	120,000 – 159,999 sq ft	≥160,000 sq ft
Large Livestock								
Equine, Cattle, Swine, Llamas, Alpacas, Goats, Sheep, Other Large Livestock Not Prohibited By This Chapter	ER and RR	0	0	0	4	5	6	7
Small Livestock								
Goats (miniature, pygmy, dwarf)	All zones*	2	2	2	4	4	4	4
Ducks, Rabbits, Chickens	All zones*	5	10	15	20	25	25	25
Bees								
Bee Colonies	All zones*	2	4	6	8	8	8	8

* The principal use of the property must be residential or educational.

SECTION 6-03-001-0004 BEE KEEPING

The following standards apply to provide for the safe and orderly keeping of bees.

- A. Bee keeping is allowed in all zones. The principal use of the property on which beehives are kept must be residential or educational.
- B. Beehives shall only be located in rear yards and shall be placed a minimum of 10 feet from any property line, except that in the Rural Residential (RR) Zone beehives also may be placed in the interior side yards. In all zones the entrance to the beehive shall face away from the property line closest to the hive.
- C. A flyway barrier shall be established and maintained so that all bees are forced to fly at an elevation of at least six feet above ground level in the vicinity of the beehive. Any fence, wall, or natural barrier proposed as a flyway barrier shall comply with the provisions of City Code Title 10, Zoning Code, Division 10-50.50 (Fences and Screening), as well as the following:
 - 1. Be a minimum of six feet tall;
 - 2. Be solid such that bees cannot fly through it;

3. Be placed parallel to the property line; and
 4. Extend a minimum of five feet beyond the beehive(s) in each direction.
- D. A convenient source of water shall be made available for the bees at all times of the year so that bees are less likely to congregate at swimming pools, pet watering bowls, bird baths, or other water sources.
- E. In any instance in which a colony exhibits unusually defensive characteristics by stinging or attempting to sting without provocation or exhibits an unusual disposition toward swarming, beekeepers shall promptly re-queen the colony with another marked queen. Queens shall be selected with a gentle disposition from stock bred for gentleness and non-swarming characteristics. Must be able to produce proof of a receipt from a queen breeder.
- F. **ADDITIONAL OPTIONAL REQUIREMENT:**

Notification Process: Prior to keeping bees, a person must:

1. Prepare a notice stating intent to keep bees and the type of bees kept utilizing City approved template;
2. Mail notice to property owners within 300 feet of the site at least two weeks prior to commencing bee keeping; and
3. Submit a written declaration to the City of compliance with the notification requirements.

If a person who resides within 300 feet of the hives has an allergy to the sting of bees and submits medical documentation of the allergy to the City and a written request that the hives be removed, the bee colonies must be removed.

SECTION 6-03-001-0005 VIOLATION

- A. It shall be unlawful for any person to cause, facilitate, or aid or abet a violation of any provision of this Chapter or to fail to perform any act or duty required by this Chapter in connection with the keeping of animals.
- B. Any person found responsible for violating any provision of this Chapter will be deemed guilty of a misdemeanor and shall be subject to a fine of no less than \$100 for every offense. Recurring violations will be subject to larger fines. Any violation that is continuing in nature shall constitute a separate offense on each successive date the violation continues.
- C. Civil actions or proceedings to enforce the requirements of this Chapter will be commenced and prosecuted in compliance with City Code Title 1, Administration, Chapter [1-15](#), Municipal Court, Section [1-15-001-0011](#), Civil Enforcement Procedures.

SECTION 2. Severability.

If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by

the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 3. Clerical Corrections

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

SECTION 4. Effective Date.

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

PASSED AND ADOPTED by the City Council of the City of Flagstaff this _____ day of _____, 2015.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 11/04/2015
Meeting Date: 11/17/2015



TITLE:

Consideration and Approval of Amendments to the Rules of Procedure: Proposed Change to Rule 4.01, *Procedures for Preparation of Council Agenda*, and Rule 10.09, *Motion to Reconsider*, to require a vote of four councilmembers to move an item from Future Agenda Item Requests (FAIR) to a regular agenda.

RECOMMENDED ACTION:

Discuss and possibly approve the proposed changes to Rule 4.01 and 10.09.

Executive Summary:

On October 6, 2015, a F.A.I.R. item was brought forward by Councilmember Oravits to consider an amendment to the Council's Rules of Procedure to require four councilmembers to move an item forward from Future Agenda Item Requests (F.A.I.R.) to a regular agenda. After discussion at that meeting, there were at least four councilmembers interested in moving this item forward for discussion at a future meeting.

Financial Impact:

None.

Connection to Council Goal and/or Regional Plan:

None.

Previous Council Decision on This:

Yes. There were four councilmembers at the October 6, 2015, F.A.I.R. discussion that directed staff to bring this back for discussion at a future meeting.

Options and Alternatives:

- 1) Approve the Rules of Procedure as drafted
- 2) Propose different language to amend the Rules of Procedure
- 3) Take no action

Attachments: [Rules of Procedure](#)



FLAGSTAFF CITY COUNCIL RULES OF PROCEDURE

~~June~~ NOVEMBER 2015

RULES OF PROCEDURE
for the
FLAGSTAFF CITY COUNCIL

Rule 1
GENERAL RULES

[Flagstaff City Charter Art. II, §14]

1.01 Rules of Procedure; Journal

The Council shall determine its own rules and orders of business, and shall provide for keeping a record of its proceedings. The record of proceedings shall be open to public inspection.

1.02 Written Rules, Order of Business, and Procedure

These Rules of Procedure of the Council shall be available to all interested citizens.

Rule 2
CODE OF CONDUCT & CONFLICTS OF INTEREST

2.01 Code of Conduct

City Councilmembers occupy positions of public trust. All actions and business transactions of such officials dealing in any manner with public funds shall be in compliance with all laws or ordinances establishing a code of conduct for public officials or pertaining to conflicts of interest of public officials or employees.

2.02 Participation and Voting Bar [A.R.S. §38-503]

Any Councilmember prohibited from participating or voting on any matter before the City by the state conflict of interest laws shall make known such conflict on the record of any meeting where the item is discussed, and shall not enter into discussion, debate, or vote on such matter.

Rule 3
COUNCIL MEETINGS

[Flagstaff City Charter Art. II, §12 and 13]

3.01 Regular Meetings

The City Council shall hold regular meetings on the first and third Tuesday of January, February, March, April, May, June, July, September, October, November, and December, and on the fourth Tuesday of August unless a majority of the Council decides to postpone or cancel such meeting. No change shall be made in regular meeting times or place without a published seven day notice.

Regular meetings shall consist of a 4:00 p.m. and 6:00 p.m. meeting. The 4:00 p.m. portion of the meeting will include Approval of Minutes, Appointments, Liquor License Hearings, Consent Items, and Routine Items. At the agenda review work session one week prior to the regular Council Meeting, the City Council may direct that any of the agenda items be moved to the 4:00 p.m. or 6:00 p.m. portion of the meeting. At the 4:00 p.m. meeting, the Council may vote to defer any item on that portion of the agenda to the 6:00 p.m. meeting.

The 6:00 p.m. meeting is intended for items of specific interest to the community or items that may require extended discussions, as well as advertised public hearings. The agenda shall include carryover items from the 4:00 p.m. meeting, public hearings, regular agenda items, and discussion items.

If the day fixed for any regular meeting of the Council falls upon a day which the City observes as a legal holiday, the meeting may be cancelled or held at a time and date designated by the Council. All regular meetings of the Council shall be held in the City Hall Council Chambers. No change shall be made in regular meeting times without a published seven-day notice. However, the Mayor or City Manager may change the Council meeting location to adjust to a specific need for additional space required to accommodate a large citizen turnout, upon giving the public notice of such change pursuant to notice requirements. All regular meetings of the Council shall be open to the public.

3.02 Special Meetings

Special meetings may be called by the City Manager, three or more members of the Council, or by the Mayor. The Council may hold any other meetings it deems necessary at such times and locations as it determines appropriate under the circumstances for the purposes of addressing specific issues, specific neighborhood's concerns, strategic planning, budgeting, or for any other purpose allowed by law, so long as notice of such meeting has been given in accordance with the Arizona Open Meeting Law. The City Clerk shall prepare written notice of special sessions, stating time, place, and agenda; this notice shall be given personally, or by telephone, to each member of the Council, the City Manager, and the City Attorney, and shall be posted no later than twenty-four hours in advance of the special meeting. If an emergency requires an earlier meeting of the Council than allowed by this rule, Rule 3.05 pertaining to emergency meetings shall be followed.

3.03 Work Sessions and Agenda Review

Work sessions are public meetings held for the following purposes: (1) briefing Councilmembers on items included on the Council's regular meeting agenda, (2) discussion of long range plans and programs for which no immediate action is required, (3) detailed discussion of matters which may soon be placed on a regular meeting agenda, and (4) exchange of information between the staff and Council. No formal vote shall be taken on any matter under discussion, nor shall any Councilmember enter into a commitment with another respecting a vote to be taken subsequently in a public meeting of the Council, providing that nothing herein shall prevent the Council from giving staff direction on any matter under discussion. Any formal action, however, must be scheduled for Council action at a regular or special Council meeting.

The City Council may hold work sessions every second and fourth Tuesday of each month at 6:00 p.m. When there are five Tuesdays in a month, work sessions will be held on the second and fifth Tuesdays. No meetings will be held on the fourth Tuesday of a five-Tuesday month or, on the last Tuesday of December, unless otherwise agreed to by a majority of the Council.

The work session held the Tuesday prior to a regular Council meeting shall include two reviews of the action items on the next week's regular Council agenda, including a determination as to which items shall be placed on the 4:00 p.m. meeting agenda or the 6:00 p.m. portion of the meeting agenda. The preliminary review of the draft Council meeting agenda shall be placed first on the work session agenda and will have as its purpose the identification of items that the Council designates for more detailed discussion after all other work session items have been discussed. In the final agenda review that shall occur as the last regularly scheduled item on the agenda, the Council may discuss items on the next week's agenda and give direction to the City Manager as to additional information needed. Public comment need not be taken, but may be accepted at the second agenda review, at the discretion of the Chair.

No work sessions will be held during the summer break period beginning on the day following the third Tuesday in July until the fourth Tuesday of August, unless called as a special meeting as provided in Section 3.02 of these Rules.

3.04 Executive Sessions [A.R.S. §38-431.03]

The Council may meet in, or recess into, executive session for all purposes allowed by law. The City Manager shall schedule any such meetings on the second and fourth Tuesdays at 4:00 p.m., or earlier as the need arises, prior to work sessions, but an executive session may be scheduled at any other time where circumstances require more immediate action. When there are five Tuesdays in a month, executive sessions shall be held on the second and fifth Tuesday at 4:00 p.m., or earlier, as needed. An executive session may be convened at a special meeting called for that purpose on a majority vote of the members of the Council, or during a regular meeting, special session, or work session of the Council for legal advice on matters on a meeting's properly noticed agenda. Attendance at the executive session shall be limited to members of the City Council, the City Manager and City Attorney or their designees, and appropriate City staff or consultants to the City as the Council may invite or as may be required for advice or information. No formal vote involving final action shall be taken on any matter under discussion while in an executive session, except the Council may instruct its attorneys and representatives as allowed by law.

3.05 Emergency Meetings [A.R.S. §38-431.02]

In case of an actual emergency, the Council may hold a meeting, including an executive session, upon such notice as is appropriate to the circumstances, but shall post a public notice within twenty-four hours declaring that an emergency session has been held, and setting forth the agenda of specific items discussed, considered, or decided.

3.06 Minutes of Meeting [A.R.S. §38-431.01]

Except as otherwise provided by state law, there shall be minutes of all Council meetings. Such minutes shall include, but need not be limited to: (1) the date, time, and place of the

meeting; (2) the members of the City Council recorded as either present or absent; (3) a general description of the matters considered; (4) an accurate description of all legal actions proposed, discussed, or taken, and the names of members who propose each motion; and (5) the name of persons, as given, making statements or presenting material to the Council and a reference to the legal action about which they made statements or presented material. Minutes of all meetings, except executive sessions, shall be open to public inspection.

Rule 4 **THE COUNCIL AGENDA**

4.01 Procedures for Preparation of Council Agendas

All reports, communications, ordinances and resolutions, contracts or other documents, or other matters to be submitted to the Council as part of the Council meeting agenda packet shall be available to the Council, along with a staff summary by the Friday preceding the agenda review work session for the draft agenda and by the Friday preceding the regular meeting for the regular agenda. The City Manager shall review items submitted for timeliness and completeness of information and shall make a preliminary determination whether an item should be placed on the 4:00 p.m. or 6:00 p.m. portion of the regular meeting agenda.

The City Manager shall honor any request by a member of the Council to include an item on the Future Agenda Item Request (FAIR) portion of the agenda. A Councilmember may submit an item for consideration at any time and the City Manager will place it in a queue with other Council requests to be placed on an agenda. The date and time of scheduling shall be weighted with other Council priority requests. The requesting Councilmember may, but is not required to, specify in a memorandum what discussion, action, or options are proposed. After discussion and upon **A MAJORITY VOTE agreement of three members** of the Council, the item will be moved to a regularly-scheduled Council meeting.

Those items which are approved for the Council agenda by the City Manager shall be placed on the agenda in accordance with the order prescribed in Rule 5. Copies of the agenda and any background material shall be disseminated to the Mayor and the City Council in the manner prescribed by the Council; to the City Manager, the Deputy City Managers, the City Attorney, and the City Clerk; and shall be made available to the public no later than noon on the Friday preceding the Council meeting at which the agenda will be reviewed.

The agenda shall be made public in advance of the meeting by posting on the regular public posting board at City Hall and on the City's website. Such action shall be taken concurrently with the furnishing of the agenda to the City Council.

Rule 5 **ORDER OF BUSINESS**

5.01 Regular Meeting Agenda

The agenda for regular meetings of the City Council shall follow the following order:

4:00 P.M. MEETING

Call to Order
Roll Call
Pledge of Allegiance and Reading of the Mission Statement
Approval of Minutes of Previous Meetings
Public Participation
Proclamations and Recognitions
Appointments
Liquor License Public Hearings
Consent Items
Routine Items*
Recess

6:00 P.M. MEETING

Reconvene Regular Meeting
Roll Call
Public Participation
Carryover Items from 4:00 p.m. portion of Meeting
Public Hearing Items
Regular Agenda
Discussion Items
Future Agenda Item Request (FAIR)
Informational Items and Reports to/from Council and Staff, and Requests for Future
Agenda Items
Adjournment

**Routine Items include those agenda items that are common, reoccurring, have been discussed at length in prior Council meetings, or are expected to have little to no public participation. They may include resolutions or ordinances.*

Consent Agenda items may be considered and acted upon by one motion, unless a Councilmember specifically requests that a consent item be considered and voted on separately. If related to a public hearing item on the agenda, ordinances or resolutions shall be placed under Public Hearings. Items requested for consideration and discussion by a Councilmember and placed in the Future Agenda Item Request Section need not have a staff summary or staff review, but the requesting Councilmember may specify in a memorandum what discussion, action, or options are proposed. There will be no discussion of issues raised during public participation, information items and reports, or requests for future agenda items. The City Clerk shall enter into the minutes all consent items approved with one motion, and shall record separately action taken on those items considered separately.

Rule 6
PRESIDING OFFICER

[Flagstaff City Charter Art. II, §7 and §8]

6.01 Mayor as Chair

The Mayor, or in his or her absence, the Vice Mayor, shall be the Chair for all meetings of the Council.

6.02 Temporary Chair

In case of the absence of the Mayor and the Vice Mayor, the City Clerk shall call the Council to order. If a quorum is found to be present, the Council shall proceed to elect, by a majority of those present, a Chair for the meeting.

Rule 7
MEETING DECORUM AND ORDER

7.01 Decorum and Order among Councilmembers

The Chair shall preserve decorum and decide all questions of order, subject to appeal to the Council. During Council meetings, Councilmembers shall preserve order and decorum and shall not delay or interrupt the proceedings or refuse to obey the order of the Chair or the Rules of the Council. Every Councilmember desiring to speak shall address the Chair, and upon recognition by the Chair, shall confine himself or herself to the question under debate and shall avoid all personal attacks and indecorous language. A Councilmember once recognized shall not be interrupted while speaking unless called to order by the Chair or unless a point of order is raised by another Councilmember. If a Councilmember is called to order while he or she is speaking, he or she shall cease speaking immediately until the question of order is determined. If ruled to be out of order, he or she shall remain silent or shall alter his or her remarks so as to comply with the Rules of the Council. Councilmembers shall confine their questions to the particular issues before the Council. If the Chair fails to act, any member may move to require him or her to enforce the Rules and the affirmative vote of the majority of the Council shall require the Chair to act.

If Council discussion of a matter exceeds one hour, each Councilmember shall limit their subsequent remarks to three minutes.

7.02 Decorum and Order among City Staff

The Chair shall have the authority to preserve decorum in meetings as far as the audience, staff members, and city employees are concerned. The City Manager shall also be responsible for the orderly conduct and decorum of all City employees under the City Manager's direction and control. Any remarks shall be addressed to the Chair and to any or all members of the Council. No staff member, other than the staff member having the floor, shall enter into any discussion either directly or indirectly without permission of the Chair.

7.03 Decorum and Order among Citizen Participants

Citizens attending Council meetings should observe the same rules of propriety, decorum, and good conduct applicable to members of the Council. Any person causing a disturbance of the peace and good order during a Council meeting, may be removed from the room if so directed by the Chair, and such person may be barred from further audience before the Council. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted by the Chair, if such actions cause a disturbance of the peace and good order the Chair may direct the Sergeant-at-Arms to remove such offenders from the room. Should the Chair fail to act, any member of the Council may move to require the Chair to enforce the Rules, and the affirmative vote of the majority of the Council shall require the Chair to act. Political campaigning is prohibited. Any member of the public desiring to address the Council on any agenda item shall be recognized by the Chair shall state his or her name and city of residence in an audible tone for the record, and shall limit his or her remarks to the questions under discussion. Any remarks shall be addressed to the Chair and to any or all members of the Council.

Citizens are allowed to address the Council a maximum of three times throughout the meeting, including comments made during Public Participation. Other than Public Participation, comments shall be limited to the business at hand. Once the Chair recognizes a speaker, the Chair shall limit the period of speaking to a reasonable period of time of no more than three minutes per person, at the discretion of the Chair and a speaker may address the Council with the speaker's own statements and the statements of other persons within the set time period.

Rule 8 RIGHT OF APPEAL FROM THE CHAIR

8.01 Process for Appeal

Any Councilmember may appeal to the Council from a ruling of the Chair. If the appeal is seconded, the member making the appeal may briefly state his or her reason for the same, and the Chair may briefly explain the Chair's ruling. There shall be no debate on the appeal, and no other member shall participate in the discussion. The Chair shall then put the question, "Shall the decision of the Chair be sustained?" If a majority of the members present vote "aye", the ruling of the Chair is sustained; otherwise, it is overruled.

Rule 9 PUBLIC PARTICIPATION IN COUNCIL DISCUSSIONS

9.01 Non-Public Hearing Discussions

Any person wishing to speak on any matter on the agenda before the Council shall fill out a comment card and submit that card to the recording clerk, who will deliver the card to the Chair. The Chair shall limit the period of speaking to a reasonable period of time of no more than three minutes per person, a speaker may address the Council with the speaker's own statements and the statements of other persons within the set time limit. The person desiring to speak shall limit his or her remarks to the matter under discussion and shall address his or her remarks to the Chair. At the discretion of the Chair, ten or

more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

9.02 Public Hearings

- A. In the case of a public hearing, the Chair shall announce prior to such hearing the total time limit, if any, to be allowed for public debate, depending upon the circumstances and public attendance. The Chair shall also announce the time limits for each individual speaker (normally no more than three minutes), and that no speaker may be heard more than once. There are two exceptions to this rule: 1) if the substance of the matter to be considered in a public hearing changes significantly during the public hearing process, then the Chair shall allow a speaker an opportunity to speak to address the change(s); and 2) when an ordinance is on the agenda for its second read and adoption (two separate meetings).
- B. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.
- C. Speakers may not cede any portion of their allotted time to another speaker.
- D. The order of presentation and time limits shall be as follows:
 - 1. Staff presentation (ten minute time limit, except with specific Council permission to exceed this limit).
 - 2. Applicant presentation, only upon applicant's specific request (up to ten minutes, except with specific Council permission to exceed this limit).
 - 3. Council's questions to staff and applicant.
 - 4. Public comment (three minutes for individual speakers, up to fifteen minutes for a representative of ten or more persons present at the meeting who have contributed their time to the representative),
 - 5. Applicant's response, only upon applicant's specific request (5 minutes),
 - 6. Staff's response (5 minutes),
 - 7. Council deliberation and questions to staff and applicant.
- E. This rule will not preclude questions from members of the Council to the speaker where it is deemed necessary for purposes of clarification or understanding, but not for purposes of debate or argument.
- F. Public Hearings are opened immediately before the Staff presentation, if any, and close immediately after the final required vote of Council. No motion is necessary.

Rule 10

RULES GOVERNING MOTIONS BY THE COUNCIL

10.01 Motion to be Stated by the Chair - Withdrawal

When a motion is made and seconded, it shall be so stated by the Chair before debate commences. A motion may not be withdrawn by the mover without the consent of the member seconding it.

10.02 Motion to Suspend Rules

Suspension of these Rules requires a majority consent of the Councilmembers present. A motion to suspend may not be made while another motion is pending unless it directly applies to the pending motion. Suspension of the Rules may not be appropriate in the context of a Public Hearing.

10.03 Motion to Change Order of Agenda

The Chair may, at his or her discretion, or shall, upon the majority vote of Councilmembers present, change the order of the agenda. However, caution should be given to not changing the order to circumvent the Open Meeting Law.

10.04 Motion to Table

A motion to table is used to delay discussion on an item until later in the meeting or until the next meeting. Neither the motion to table nor other business can be discussed, until a vote has been taken on the motion. If the motion is successful, no further discussion can be had without a motion to take off the table. To take a motion off the table at the same or immediately succeeding meeting, a motion and second must be made to take the item off the table, and it must pass by majority vote.

If not revived by the adjournment of the immediately succeeding meeting, the matter is considered to be dead.

10.05 Motion to Postpone

A motion to postpone is in order when an item is rescheduled to a time certain, when it is delayed with conditions, or when the matter is intended to be disposed of without action. If the motion prevails, the item shall return for Council action at the meeting specified or in accordance with the conditions established in the postponement. A motion to postpone may be debated prior to vote, but no other motion, including a motion to amend, may be offered until the vote is taken and only if the motion to postpone fails.

A motion to postpone indefinitely, if it receives a majority vote, effectively extinguishes an item.

10.06 Motion to Divide the Question

If the question contains two or more divisionable propositions, the Chair may, and upon request of a member shall, divide the same.

10.07 Motion to Amend

On a motion to amend or “strike out and insert”, the motion shall be made so that the intent of the amendment is clear to the Council and public, and for the record.

The Council may materially amend an ordinance after the first read of that ordinance and proceed immediately to the second read and adoption. In other words, it is not necessary to proceed as though it is a new ordinance after a material change.

10.08 Motion to Amend an Amendment

A motion to amend an amendment shall be in order, but one to amend an amendment to an amendment shall not be introduced. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order.

10.09 Motion to Reconsider

After the decision on any question, any member who voted with the majority may move for a reconsideration of any action at the same meeting or at the next regular meeting that occurs at least one week after the date the action was taken. In the event of a tie vote on a motion, any Councilmember may move for reconsideration at the next regular meeting of the City Council that occurs at least one week after the date the action was taken, but not thereafter. To ensure that the matter will be included on the posted agenda in conformance with the Open Meeting Law, any Councilmember who wishes to have a decision reconsidered must alert the city clerk in writing at least five (5) days, exclusive of Saturdays, Sundays, and intermediate holidays, prior to the meeting at which the motion to reconsider will be made, unless the motion to reconsider was made and seconded at a Council meeting. A motion to reconsider shall require the affirmative vote of the majority of the members present at the time of reconsideration. After a motion for reconsideration has once been acted on, no other motion for reconsideration of the same subject shall be made without unanimous consent of all Councilmembers.

After the reconsideration time period has expired, the same matter may be placed on a later Council meeting agenda under Future Agenda Item Request at the request of any Councilmember. It shall require **A MAJORITY VOTE OF ~~the sponsorship of three~~** Councilmembers during Future Agenda Item Request to be placed on a future agenda as an action item. If the matter is considered for formal action on a future meeting, the motion for or against taking an action need not be made by a member of the prevailing vote.

10.10 Motion for Roll Call Vote

Any Councilmember may request a roll call vote, or the Chair may ask for a roll call vote for purposes of clarifying a vote for the record. The roll may be called for yeas and nays upon any questions before the Council. Unless allowed by the Chair, it shall be out of order for members to explain their vote during the roll call, or to engage in additional debate or discussion on the subject after the vote is taken.

Rule 11 **MISCELLANEOUS PROVISIONS**

11.01 Prior Approval by Administrative Staff

Except as to matters requested by individual Councilmembers under the Future Agenda Item Request Section of the agenda, all ordinances, resolutions and contract documents shall, before presentation to the Council, have been approved as to form and legality by the City Attorney or his or her authorized representative, and shall have been examined for practicality by the City Manager or his or her authorized representative.

11.02 Placement of Items on Agendas for Council Action

Pursuant to Council direction received during any Council meeting, the City Manager may present ordinances, resolutions, and other matters or subjects to the Council, and any Councilmember may assume sponsorship thereof by moving that such ordinances, resolutions, matters or subjects be adopted. In addition, ordinances, resolutions and other matters or subjects requiring action by the Council may be introduced and sponsored by a member of the Council through the Future Agenda Item Request process described in Rule 4.01.

11.03 No New Agenda Items after 10:00 p.m. except by Majority Vote.

No new agenda items shall begin after 10:00 p.m. unless approved by majority vote of the City Council. If, however, discussion on an item commences prior to 10:00 p.m., the Council may continue its deliberation or move to postpone that item. Agenda items on a Council agenda not considered will be placed on the immediately succeeding Council meeting.

11.04 Robert's Rules

Robert's Rules of Order, latest edition, shall serve as a guideline for interpretation of and supplementation for these Rules in all cases to which they are applicable, provided they are not in conflict with these Rules or with the Charter of the City of Flagstaff or the laws of the State of Arizona. The interpretation of these Rules and Robert's Rules shall be guided by the principles underlying Parliamentary law, that is, a careful balance of the rights of individuals and minority subgroups of the council with the will of the majority. In no case shall the strict application of a rule or procedure be interpreted to deny any individual or minority the right to participate in a debate, discussion, or vote, nor shall these rules be interpreted in such a way so as to defeat the will of the majority of the whole of the Council.

11.05 Citizen Petitions [Flagstaff City Charter Art. II, §17]

A citizen or a group of citizens may present a written petition to the City Manager, who shall present it to the Council at its next regular meeting. The Council must act on the petition within 31 days of the City Manager's presentation. Citizen petitions will first be placed on the agenda under Future Agenda Item Request to determine if there is Council interest in placing the item on a future agenda for consideration. Failure to give such direction shall constitute "action" for purposes of this section.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 11/04/2015
Meeting Date: 11/17/2015



TITLE

Future Agenda Item Request (F.A.I.R.): A request by Mayor Nabours to place on a future agenda discussion regarding Tequila Sunrise.

RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

Rule 4.01, Procedures for Preparation of Council Agendas, of the City of Flagstaff City Council Rules of Procedure outlines the process for bringing items forward to a future agenda. Mayor Nabours has requested this item be placed on an agenda under Future Agenda Item Requests (F.A.I.R.) to determine if there are three councilmembers interested in placing it on a future agenda.

INFORMATION:

None

Attachments:

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 11/04/2015
Meeting Date: 11/17/2015



TITLE

Future Agenda Item Request (F.A.I.R.): A request by Councilmember Putzova to place on a future agenda discussion and possible action regarding the Government Property Lease Excise Tax (GPLET) and similar tax incentives.

RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

Rule 4.01, Procedures for Preparation of Council Agendas, of the City of Flagstaff City Council Rules of Procedure outlines the process for bringing items forward to a future agenda. Councilmember Putzova has requested this item be placed on an agenda under Future Agenda Item Requests (F.A.I.R.) to determine if there are three councilmembers interested in placing it on a future agenda.

INFORMATION:

None

Attachments:

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 11/05/2015
Meeting Date: 11/17/2015



TITLE

Future Agenda Item Request (F.A.I.R.): A citizen petition to adopt Tucson's Residential Permit Parking Program.

RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

Rule 11.05, *Citizen Petitions*, of the City of Flagstaff City Council Rules of Procedure outlines the process for citizens to submit petitions to the Council as referenced in Flagstaff City Charter Article II Section 17. The attached petition, entitled ***A Petition for a Citywide Ordinance for the Formation of Residential Permit Parking Programs***, was submitted to the City Manager's Office on November 4, 2015.

INFORMATION:

Petition attached.

Attachments: [Petition](#)

PETITION TO FLAGSTAFF CITY COUNCIL
Pursuant to Flagstaff City Charter Article II Section 17
and Flagstaff City Code Title I Chapter 12



Pursuant to the Flagstaff City Charter and the City Code, any citizen (resident) of the City may present a written petition to the City Manager, which shall be presented to the City Council.

Title of Issue: "A PETITION FOR A CITYWIDE ORDINANCE FOR THE FORMATION OF RESIDENTIAL PERMIT PARKING PROGRAMS."

Action Requested: WE REQUEST ADOPTION OF TUCSON'S "RESIDENTIAL PERMIT PARKING PROGRAM", FOR FLAGSTAFF NEIGHBORHOODS, AS NEEDED - NOW AND IN THE FUTURE.

Printed Name of Submitter: Charlotte A. Welch
(Submitter must also sign below and complete information)

Contact Information: Phone (928)202-9104 (NEW E-MAIL ADDRESS WILL BE DELIVERED)
(Phone Number and/or e-mail address)

ENCLOSED ARE 29
PETITION SIGNATURES MANY MORE TO COME

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
11-4-2015	Linda L Quinn	619 N Leroux St	[Signature]
11-4-2015	Chris Magley	614 N. Leroux St	[Signature]
11-4-2015	Emily Davenport	614 N. Leroux St	[Signature]
11-4-2015	Christine Brooks	612 N. Leroux St.	Christine G. Brooks
11-4-2015	Ernest Brooks	612 N LEROUX ST	[Signature]
11-4-2015	Cheryl M. Wasilewski	620 N. Leroux St.	Cheryl M. Wasilewski
11-4-15	Christina Fresquez	914 N. Leroux	Christina Fresquez
11-4-15	Robert J. Best	909 N. Leroux	Robert J. Best
11-4-15	Connie Ghiglieri	814 N Leroux	Connie Ghiglieri
11-4-15	Regina Hart	820 N. Leroux	[Signature]

RECEIVED BY CITY OF FLAGSTAFF		
DATE RECEIVED	BY	COUNCIL MEETING DATE
11/4/15	Stacy Saltburg	11/17/15

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF FLAGSTAFF:

A PETITION FOR A CITYWIDE ORDINANCE FOR THE FORMATION OF RESIDENTIAL PERMIT PARKING PROGRAMS.

We the residents hereby request a City Wide Residential Ordinance for establishing Residential Permit Parking Programs (RPPP's) in neighborhoods where they are needed, both now and in the future. We all know that parking congestion is a significant and growing problem. Any solutions selected will seriously affect the environmental, social, cultural, livability and economic attractiveness of Flagstaff. Only Ordinances provide Effective, Secure and Enduring Regulations for Forming and Administering this Program.

Residents were not included in Planning Groups, and were given injurious options at the open house meetings. Thus we propose the time-proven (1982) Tucson "Parkwise Program." (ATTACHED A) Tucson's Code prohibits non-permitted parking in residential areas - and also on high-traffic commercial streets, with non-residential permits.

Cities and towns nationwide have Residential Permit Parking Programs, including Phoenix and Tucson - because of the 1977 ruling of the US Supreme Court in Arlington County Boards v. Richards. (ATTACHED B) The Supreme Court ruled that it is not "Invidious" (discriminatory) for a community to restrict on-street parking to commuters, in neighborhoods where 75% of the parking spaces are repeatedly occupied and 25% are by persons whose destination is outside of the neighborhood. The Case rules that restricting outside vehicles - assures convenient parking to residents; enhances the neighborhood's quality of life by reducing outside traffic, traffic hazards, noise and litter; preserves the character of those districts as "residential;" preserves the value of property in those districts; reduces air pollution, & encourages car-pooling & mass transit.

This Federal ruling negates the Planning Group's claims that all on-street parking is for the "public;" that Resident Permit Parking Programs "provide fair and balanced parking systems;" that commercial & residential districts are "interconnected;" that the needs of "all stakeholders" must be included. All "Stakeholders" are NOT EQUAL - particularly when the "safety of children & pedestrians, ready access to homes, residential character, ultimate livability & property value" - of SEPARATE districts is at stake. For these purposes, the Ordinance must Exclude ALL Plans and Policies from Non-Residential Districts - including Neighborhood Commuter Parking, Meters, Finance & Management.

The Regional Plan's policies (ATTACHED C) emphasize preservation & protection of existing neighborhoods - particularly historic ones. Critical policies for the Plan's success are reducing vehicle use - increasing walking, bicycling, transit, car-pool, shuttles & telecommuting. Downtown policies are: public parking lots, garages & shared off-street parking.

THE UNIVERSAL REALITY OF PARKING: Students, employees and others will NOT PAY to park in a garage or lot, lease spaces, or pay meters for longer hours, & will IGNORE transit, car-pooling, shuttling, park & ride and telecommuting - AS LONG AS they can PARK FREE in adjacent areas and districts - including neighborhoods. Requiring neighborhood parking for outside vehicles saves students, employees/employers, etc. money - but the DAMAGE to the neighborhoods (stated above), as well as DAMAGE to the City's "community character, sense of place, heritage preservation, livability and economic attractiveness" - IS FAR GREATER - with these "special interest benefits."

Thank You for your consideration of this documented Petition for an Ordinance. It will both save Neighborhoods, and determine Sustainability for the whole Community!

<u>NAME</u>	<u>PRINTED NAME</u>	<u>ADDRESS</u>	<u>OWNER or TENANT</u>	<u>DATE</u>
<i>Mary Kezell</i>	Mary Kezell	315 N Verde St	Owner	Nov. 1, 2015
<i>Louis J. Smith</i>	Louis J. Smith	203 1/2 E. Mill	owner	4 Nov 2015
<i>Louis J. Smith</i>	Louis J. Smith	203 1/2 E. Mill	owner	Nov. 4, 2015
<i>Mary Kezell</i>	Mary Kezell	315 N Verde St	Owner	4 Nov 2015
<i>Mary Kezell</i>	Mary Kezell	315 N Verde St	Owner	Nov 2015

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<u>NAME</u>	<u>PRINTED NAME</u>	<u>ADDRESS</u>	<u>OWNER or TENANT</u>	<u>DATE</u>
<i>Roberta Rodriguez</i>	<i>Roberta Rodriguez</i>	<i>739 E. Hilltop</i>	<i>owner</i>	<i>11-4-15</i>
<i>Paula Orphan</i>	<i>Paula Orphan</i>	<i>303 N Verde St</i>	<i>owner</i>	<i>11-4-15</i>
<i>Paula, LLC</i>	<i>Paula, LLC</i>	<i>303 N Verde St</i>	<i>owner</i>	<i>11-4-15</i>
				<i>11</i>
				<i>11</i>

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NAME	PRINTED NAME	ADDRESS	OWNER OR TENANT	DATE
<i>Joan Martini</i>	JOAN MARTINI	418 N. LEROUX ST.	Owner	11/2/15
<i>Robert</i>	Robert	410 N. Leroux St.	Owner	11/2/15
<i>Elizabeth Costa</i>	Elizabeth Costa	415 N. Leroux St.	Owner	11/2/15
<i>Ardis Easton</i>	ARDIS EASTON	415 N. LEROUX ST	OWNER	11/2/2015
<i>Blynd</i>	Blynd Baxter	418 N. Leroux St	owner	11/2/15

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<u>NAME</u>	<u>PRINTED NAME</u>	<u>ADDRESS</u>	<u>OWNER OF TENANT</u>	<u>DATE</u>
	Paul R. Vantatta	12575 Maricopa ST	Owner	11/24/15
	Susan C. Vanatta	1257 S. Maricopa	Owner	11-2-15
	JANELLE SEDILLO	15 E. EIM	TENANT	11-2-15
	Barbara Martini	427 E. Cherry Ave.	Owner	11/3/15
	Angeles Ronquillo	113 W Oak Ave	tenant	11/8/15

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF FLAGSTAFF:

A PETITION FOR A CITYWIDE ORDINANCE FOR THE FORMATION OF RESIDENTIAL PERMIT PARKING PROGRAMS.

We the residents hereby request a City Wide Residential Ordinance for establishing Residential Permit Parking Programs (RPPP's) in neighborhoods where they are needed, both now and in the future. We all know that parking congestion is a significant and growing problem. Any solutions selected will seriously affect the environmental, social, cultural, livability and economic attractiveness of Flagstaff. Only Ordinances provide Effective, Secure and Enduring Regulations for Forming and Administering this Program.

Residents were not included in Planning Groups, and were given injurious options at the open house meetings. Thus we propose the time-proven (1982) Tucson "Parkwise Program." (ATTACHED A) Tucson's Code prohibits non-permitted parking in residential areas - and also on high-traffic commercial streets, with non-residential permits.

Cities and towns nationwide have Residential Permit Parking Programs, including Phoenix and Tucson - because of the 1977 ruling of the US Supreme Court in Arlington County Boards v. Richards. (ATTACHED B) The Supreme Court ruled that it is not "invidious" (discriminatory) for a community to restrict on-street parking to commuters, in neighborhoods where 75% of the parking spaces are repeatedly occupied and 25% are by persons whose destination is outside of the neighborhood. The Case rules that restricting outside vehicles - assures convenient parking to residents; enhances the neighborhood's quality of life by reducing outside traffic, traffic hazards, noise and litter; preserves the character of those districts as "residential;" preserves the value of property in those districts; reduces air pollution, & encourages car-pooling & mass transit.

This Federal ruling negates the Planning Group's claims that all on-street parking is for the "public;" that Resident Permit Parking Programs "provide fair and balanced parking systems," that commercial & residential districts are "interconnected;" that the needs of "all stakeholders" must be included. All "Stakeholders" are NOT EQUAL - particularly when the "safety of children & pedestrians, ready access to homes, residential character, ultimate livability & property value" - of SEPARATE districts is at stake. For these purposes, the Ordinance must Exclude ALL Plans and Policies from Non-Residential Districts - including Neighborhood Commuter Parking, Meters, Finance & Management.

The Regional Plan's policies (ATTACHED C) emphasize preservation & protection of existing neighborhoods - particularly historic ones. Critical policies for the Plan's success are reducing vehicle use - increasing walking, bicycling, transit, car-pool, shuttles & telecommuting. Downtown policies are: public parking lots, garages & shared off-street parking.

THE UNIVERSAL REALITY OF PARKING: Students, employees and others will NOT PAY to park in a garage or lot, lease spaces, or pay meters for longer hours, & will IGNORE transit, car-pooling, shuttling, park & ride and telecommuting - AS LONG AS they can PARK FREE in adjacent areas and districts - including neighborhoods. Requiring neighborhood parking for outside vehicles saves students, employees/employers, etc. money - but the DAMAGE to the neighborhoods (stated above), as well as DAMAGE to the City's "community character, sense of place, heritage preservation, livability and economic attractiveness" - IS FAR GREATER - with these "special interest benefits."

Thank You for your consideration of this documented Petition for an Ordinance. It will both save Neighborhoods, and determine Sustainability for the whole Community!

<u>NAME</u>	<u>PRINTED NAME</u>	<u>ADDRESS</u>	<u>OWNER OF TENANT</u>	<u>DATE</u>
	<u>Aloris Martini</u>	<u>111 E OAK AVE #9</u>	<u>owner</u>	<u>11/3/15</u>

U.S. Supreme Court

ARLINGTON COUNTY BOARD v. RICHARDS, 434 U.S. 5 (1977)

434 U.S. 5

COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA, ET AL. v. RICHARDS ET AL.
ON PETITION FOR WRIT OF CERTIORARI TO THE SUPREME COURT OF VIRGINIA

No. 76-1418.

Decided October 11, 1977

Arlington County, Va., zoning ordinance prohibiting automobile commuters from parking in designated residential neighborhoods and providing for free parking permits for residents of such neighborhoods held not to violate the Equal Protection Clause of the Fourteenth Amendment. The distinction drawn between residents and nonresidents of a neighborhood is not invidious and rationally promotes the ordinance's stated legitimate objectives of reducing air pollution and other adverse consequences of automobile commuting, and of enhancing the quality of life in residential areas such as by reducing noise and traffic hazards.

Certiorari granted; 217 Va. 645, 231 S. E. 2d 231, vacated and remanded.

PER CURIAM.

The motion of D.C. Federation of Civic Associations et al. for leave to file a brief as amici curiae and the petition for a writ of certiorari are granted.

To stem the flow of traffic from commercial and industrial districts into adjoining residential neighborhoods, Arlington County, Va., adopted zoning ordinance 29D. The ordinance directs the County Manager to determine those residential areas especially crowded with parked cars from outside the neighborhood. Free parking permits are then issued to residents of the designated areas for their own vehicles, to persons doing business with residents there, and to some visitors. To 434 U.S. 5, 6 | park an automobile without a permit in a restricted area between 8 a. m. and 5 p. m. on weekdays is a misdemeanor.

Acting under the ordinance, the County Manager designated a restricted area in Aurora Highlands, a residential neighborhood near a large commercial and office complex. Commuters who worked in this complex and had regularly parked in the area sued in the Circuit Court of Arlington County to enjoin the enforcement of the ordinance on state and federal constitutional grounds. The Virginia Supreme Court ultimately held that the ordinance violated the Equal Protection Clause of the Fourteenth Amendment. 2.

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Invidious

Definition - adj

: of, relating to, or being discrimination that arises from the creation of a classification that is arbitrary, irrational, or capricious and not related to a legitimate purpose

Pronunciation in-'vi-dē-&s

ARLINGTON COUNTY BOARD V. RICHARDS, 434 U.S. 5 (1977)

Arlington County, Virginia adopted a zoning ordinance to stem the flow of traffic from commercial and industrial districts into nearby residential neighborhoods. Free parking permits were issued to residents in the affected neighborhoods, their visitors, and to persons doing business with the residents. Persons without a permit who parked in the neighborhood between 8 am and 5 pm on weekdays were cited with a misdemeanor.

Commuters, who regularly parked in a neighborhood near a large commercial and office complex, sued on the basis that the ordinance violated the Equal Protection Clause of the Fourteenth Amendment.

The Virginia Supreme Court ruled that the ordinance discriminated between residents and non-residents.

**SECTION ONE
LEGISLATIVE PURPOSE**

As stated in its preamble, the Arlington ordinance is intended

"to reduce hazardous traffic conditions resulting from the use of streets within areas zoned for residential uses for the parking of vehicles by persons using districts zoned for commercial or industrial uses . . . to protect those districts from polluted air, excessive noise, and trash and refuse caused by the entry of such vehicles; to protect the residents of those districts from unreasonable burdens in gaining access to their residences; to preserve the character of those districts as residential districts; to promote efficiency in the maintenance of those streets in a clean and safe condition; to preserve the value of the property in those districts; and to preserve the safety of children and other pedestrians and traffic safety, and the peace, good order, comfort, convenience and welfare of the inhabitants of the County."

Concerning the legitimacy of these goals, the Virginia Supreme Court found that the ordinance's discrimination between residents and nonresidents "bears no reasonable relation to [the 1434 U.S. 5, 7] regulation's] stated objectives," and, therefore, that "the ordinance on its face offends the equal protection guarantee of the 14th Amendment." 217 Va. 645, 651, 231 S. E. 2d 231, 235. We disagree.

To reduce air pollution and other environmental effects of automobile commuting, a community reasonably may restrict on-street parking available to commuters, thus encouraging reliance on car pools and mass transit. The same goal is served by assuring convenient parking to residents who leave their cars at home during the day. A community may also decide that restrictions on the flow of outside traffic into particular residential areas would enhance the quality of life there by reducing noise, traffic hazards, and litter. By definition, discrimination against nonresidents would inhere in such restrictions. 3

The Constitution does not outlaw these social and environmental objectives, nor does it presume distinctions between residents and nonresidents of a local neighborhood to be invidious. The Equal Protection Clause requires only that the distinction drawn by an ordinance like Arlington's rationally promote the regulation's objectives. See New Orleans v. Duke, 427 U.S. 297, 303 (1976); Village of Belle Terre v. Boraas, 416 U.S. 1, 8 (1974). On its face, the Arlington ordinance meets this test. [434 U.S. 5, 8]

Accordingly, the judgment is vacated, and the case is remanded for further proceedings not inconsistent with this opinion.

It is so ordered.

MR. JUSTICE MARSHALL would grant the petition for certiorari and set the case for oral argument.

Footnotes

[Footnote 1.] This condition is met when "the average number of vehicles [operated by persons whose destination is a commercial or industrial district] is in excess of 25% of the number of parking spaces on such streets and the total number of spaces actually occupied by any vehicles exceeds 75% of the number of spaces on such streets on the weekdays of any month."

● The Arlington County Ordinance, and the Supreme Court's statement and ruling, below, is the model of this LEGISLATIVE PURPOSE" (Section One), "LEGISLATIVE FINDINGS" (Section Two), and "CRITERIA AND GUIDELINES FOR DESIGNATION" (Section Four) - and is the model used by cities nationwide, as shown in this proposal.

● THE ARLINGTON COUNTY ORDINANCE INTENDED:

- To reduce hazardous traffic conditions from parking in residential areas by commuters going to nearby commercial areas;
- To protect "those districts" from polluted air, excessive noise, and trash and refuse from the outside vehicles;
- To protect the residents from unreasonable burdens in gaining access to their residences;
- To preserve the character of those districts as residential districts;
- To promote efficiency in cleaning and maintaining those streets;
- To preserve the value of the property in those districts;
- To preserve the safety of children and pedestrians and traffic safety;
- For the peace good order, comfort, convenience and welfare of the inhabitants of the County.

● THE SUPREME COURT UPHHELD THE ORDINANCE

- To reduce air pollution, and other environmental effects of auto commuting;
- To encourage car pools and mass transit.
- To assure convenient parking to residents who leave their cars at home in the day;
- Enhance the quality of life by reducing noise, traffic hazards and litter.

● THE SUPREME COURT STATED:

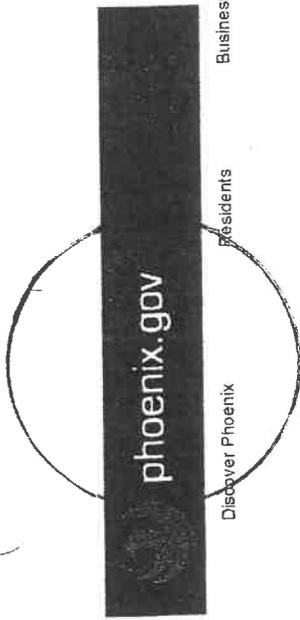
- The Constitution does not outlaw these social and environmental objectives;
- The Constitution does not presume distinctions between residents and non-residents of a neighborhood to be invidious;
- The Equal Protection Clause requires that the distinction between residents and non-residents in this ordinance rationally promotes the objectives of the ordinance.

● ARLINGTON ORDINANCE CRITERIA FOR FORMING DISTRICTS.

1. At least 26% of the parking spaces in the neighborhood on any weekday are occupied by the vehicles of persons whose destination is a commercial area outside the neighborhood.
2. At least 75% of the parking spaces in the neighborhood on any weekday are occupied by a vehicle of a resident or non-resident.

● NOTE: The Arlington County Ordinance requires that 60% of

B3



Discover Phoenix

Residents

Businesses

City Government

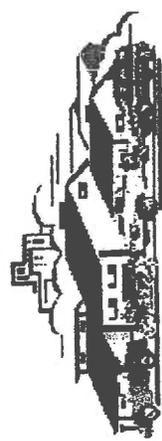
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Resident Permit Parking Program (RPPP)

*SEE BELOW AT • Rigid Eligibility Guidelines:

"There are legal issues associated with allowing some persons to park on a street maintained with public tax dollars, yet prohibiting others. The City adheres to the guidelines established by the U.S. Supreme Court in 1977."

- Area Map
- Block Party FAQ
- Drawbacks of RPPP
- Fact Sheet *(requires Adobe Reader)*
- Traditional Parking Options
- Traffic Study Request *(requires Adobe Reader)*

What is RPPP?

Phoenix established the Resident Permit Parking Program (RPPP) in 1987, as a new tool to address difficult neighborhood parking intrusion problems. Its purpose was to address significant intruder parking problems, such as those that occur in neighborhoods adjacent to the Arizona State Fairgrounds, Bank One Ballpark, or a major employer. In most cases, parking intrusion problems can and should be addressed using traditional methods that have far fewer drawbacks for residents. To make traditional methods work, the City is willing to go to great lengths to custom-design parking prohibition signs with specific hours that will successfully thwart intruder parking, yet retain most resident parking privileges.

The drawbacks associated with the RPPP include:

- Costs: Residents who want to park on the street in front of their own home must pay to do so.
- Convenience: It can become a hassle for residents to accommodate guests for parties, or service vehicles (landscapers, handymen, etc.).
- Rigid eligibility guidelines: There are legal issues associated with allowing some persons to park on a street maintained with public tax dollars, yet prohibiting others. The City adheres to the guidelines established by the U.S. Supreme Court in 1977

If the rigid guidelines are met, and the residents are willing to accept the drawbacks listed above, RPPP will prohibit nonresidents from parking on designated streets, yet allow residents, who purchase permits, and their guests to park along the street.

How does a neighborhood become eligible?

RPPP is an expensive, labor-intensive proposition for the City to install and maintain. Accordingly, residents of qualifying neighborhoods are required to pay a fee, which

Cca

ABOUT THE FLAGSTAFF REGIONAL PLAN'S GOALS & POLICIES

The Flagstaff Regional Plan 2030 is used for decision making so that Flagstaff City government is accountable for publicly derived policy outcomes and goals. It also provides the basis for policies and regulations to guide physical and economic development within the Flagstaff region. The Plan is used as a guide, or roadmap, for the future of the City and the region; and it establishes priorities for public decisions and direction for complementary private decisions, thereby striving to establish predictability in the decision-making process.

This document consolidates the goals and policies in Flagstaff Regional Plan 2030. It is intended to provide a reference for City staff, when preparing and interpreting City reports, agendas, work programs, budgets, grant writing, and other reporting requirements based on the Regional Plan. More complex analysis, such as development review, may require an examination of the entire document, and therefore, this desk guide is meant to supplement and not replace the Flagstaff Regional Plan 2030. While all the goals and policies in the Plan are directed to future needs and accomplishments, it is important to understand that many of them also reflect ongoing programs, initiatives, and actions already implemented by City, County, and other policy and decision makers. Goals and policies in this document do not override the community's ability or inability to fund the recommended actions.

FOR RESIDENTS, AND THE CITY COUNCIL

THE FOLLOWING REGIONAL PLAN'S STATEMENTS GOALS AND POLICIES - REPEATEDLY & STRONGLY SUPPORT NEIGHBORHOODS & ALTERNATIVE TRANSPORTATION TO REDUCE AUTOMOBILE USE - ESPECIALLY IN DOWNTOWN & SURROUNDING NEIGHBORHOODS. *Goals and Policies are preceded letters & numbers. Page numbers are at the end.

ENVIRONMENTAL PURPOSES

1. AIR QUALITY: E&C.1: "Proactively improve and maintain the region's air quality." P. IV-10
2. CLIMATE CHANGE AND ADAPTION: E&C.2.: "Reduce greenhouse gas emissions." P. IV-11
3. QUIET GOALS AND POLICIES; E&C.8.1: "Evaluate land uses and transportation proposals for their potential noise impacts. P. IV-16

COMMUNITY CHARACTER & PRESERVATION

1. COMMUNITY CHARACTER: "Vision:" "Preserve our cultural and natural heritage, retaining this unique sense of place." P. VIII-1
2. HERITAGE PRESERVATION: CC.2: "Preserve, restore and rehabilitate heritage resources." (Heritage includes historic) P. VIII-11
3. HISTORIC PRESERVATION: "Overwhelming support had been shown for encouraging preservation of buildings in Flagstaff's Historic neighborhoods" (2010 Community Values Survey) P. VIII-19
4. COMMUNITY DESIGN: "The design of neighborhood.....parking, all contribute to the overall community character." P. VIII-18

FUTURE GROWTH AREAS AND LAND USES:

1. GROWTH AREAS AND LAND USES: "Our Vision for the Future: In 2030 our community continues to grow, making investments in alternative travel modes.....promote a healthy lifestyle and quality of life desired by many." P. IX-1
2. EXISTING LAND SUPPLY: CONTEXT OF LAND USES: "The community vision is to focus... preservation of existing neighborhoods, and to make walking, bicycling from and to all place types an opportunity for residents and visitors." P. IX-2
3. AREA TYPES: URBAN: (Includes the Downtown Commercial district, and our surrounding historic residential districts. "....it includes a number of historic neighborhoods, such as Flagstaff Townsite, North End, Southside and parts of La Plaza Vieja. these historic neighborhoods are highly valued by Flagstaff residents.." P. IX-42
4. URBAN AREA GOALS AND POLICIES; P. IX-40
LU.10.3: "Value the traditional neighborhoods establishes around downtown by maintaining and improving their highly walkable character, transit accessibility..."
5. AREA TYPES; DOWNTOWN: P. IX-43
LU.12.2: "Create a downtown parking strategy plan the continues to utilize and improve upon on-street parking, public parking lots and garages and shared private parking spaces."
LU.12.6: "Revise parking regulations to encourage shared parking between various uses within existing structures."

C bb

LU 12.11: "Develop a resident parking program to address the impact of on street parking on public streets in the downtown and surrounding areas, while considering the needs of residents, public events and enterprises in and around the impacted areas."

*****NOTE: The above policy was added by the Downtown Business Alliance at the last minute - the night Council approved of the Regional Plan - without any knowledge of neighborhood residents. *By including Downtown & other commercial areas, now and in future Residential Permit Parking Programs - which will require outside commuter parking in these neighborhoods - the neighborhood's needs of access to their homes, safety, reducing traffic & it's hazards, will be ignored. And it opposes the legal and municipal purposes for forming districts - as stated by the U.S. Supreme Court in our Petition.

This policy ignores the necessity of a Parking Ordinance -to serve the entire city. It is contrary to the Regional Plan's policies of reducing auto use, congestion, and greenhouse gas emissions - by using transit, car pools, park & ride, shared parking and telecommuting. It also undermines the Regional Plan by reducing the surrounding historic neighborhood's character, quality of life, and eventually lowers their livability and property values. Finally, it impairs the City's ability to attract tourism & economic development.

6. SUBURBAN AREA GOALS AND POLICIES: P. IX-45

LU.13.3: "Consider public transit connections in suburban development."

7. SPECIAL PLANNING AREA GOALS AND POLICIES; (Northern Arizona University) P. IX-62

LU.17.1: "Encourage connectivity & coordinated planning efforts with neighborhoods contiguous...."

8. PLACE TYPE; ACTIVITY CENTERS: (Includes downtown & many areas of the Southside and North End neighborhoods.) P. IX-62

LU.18.5 "Plan for & support multi-modal activity centers & corridors with an emphasis on pedestrian & transit friendly design" P. IX-68

TRANSPORTATION

1. SAFE AND EFFICIENT MULTIMODAL TRANSPORTATIONS ("A PRIORITY") "...The percentage of work trips made by single-occupancy vehicles can be reduced through.... incentives programs that will increase the share of trips using public transit, car and van pools, bicycles and walking... telecommuting... thus reducing road congestion" P. X-8

T.1.6: "Provide...strategies that increase alternate modes of travel and" (reduce) "demand for vehicular travel...."

2. ENVIRONMENTAL CONSIDERATION: "Transportation defines space in our built environment. In our natural environment, transportation communicates how we respect the land. Our choice of transportation affects our air and water." P. X-8,9

T.3.2 "Promote transportation systems that reduce the use of fossil fuels, and eventually replace with carbon neutral alternatives."

T.3.8 "Promote transportation options as increased public transit and more bike lanes to reduce congestion, fuel consumption, and overall carbon emissions and promote walkable community design."

3. TRANSIT "Even now, and more so in the future, transit will plan a central role in general mobility, congestion management ,...reduces the number of auto trips and vehicles miles traveled, and reduces air pollution, P X-14

T.3: "Support a transit system design...for various transportation modes and providers, such as private bus and shuttle systems, park-and-ride lots for cars and bicycles..." P. X-15

4. AUTOMOBILES: "In urban activity centers, levels of service for pedestrians, bicycles & transit will take precedent of service for cars." P.X-18

*"57% of residents do not believe that motorists should be given priority over pedestrians & cyclists when planning. 2010 Community Survey P X-10

ECONOMIC DEVELOPMENT

1. TOURISM: P. XIV-10,11.

ED.6.2: "Encourage cultural tourism with the advancement of heritage sites and special events."

2. COMMUNITY CHARACTER: "Visitors, employees, and businesses are attracted to a community that values its surrounding natural beauty, unique cultural heritage and built environment." P. XIV-11

ED.7 "Continue to promote and enhance Flagstaff's unique "sense of place" as an economic development driver.."

GLOSSARY: P. GL-19

"Community Vitality - the overall well-being of residents in a community."

"Local Streets - serve immediate access to property and are designed to discourage longer trips through a neighborhood."

"Sustainability - living and managing activities in a manner that balances social, economic and environmental considerations to meet Flagstaff's current needs and those of future generations."

IN ADDITION TO THE REGIONAL PLAN - THE FLAGSTAFF ZONING CODE'S LEGISLATIVE PURPOSES

10-10.20.020 PURPOSE OF ZONING CODE

1. Land Use Patterns:

i. "REINFORCING THE CHARACTER AND QUALITY OF DOWNTOWN NEIGHBORHOODS."

4. Public Infrastructure

e. "PROTECTING RESIDENTIAL STREETS IN RESIDENTIAL ZONES FROM NONRESIDENTIAL TRAFFIC,"

5. Justifiable Expectations and Taxable Value

b. "PROTECT LANDOWNERS FROM ADVERSE IMPACT OF ADJOINING DEVELOPMENTS."

d. "PROTECTING AN ENHANCING REAL PROPERTY VALUES."

*****NOTE: NOT JUST THE PROPERTY AND IT'S BUILDINGS AFFECT A PROPERTY'S VALUE - BUT ALSO THE PARKING ACCESSIBILITY TO THE PROPERTY PLUS THE SAFETY, LIVABILITY AND DESIRABILITY OF THE NEIGHBORHOOD. IN CITIES AND TOWNS, PROPERTY VALUES EVENTUALLY LOWER - WITH HIGH NONRESIDENTIAL THROUGH TRAFFIC AND WHEN PARKING SPACES ARE CONTINUALLY FILLED WITH NON-RESIDENT'S VEHICLES.

FIRST / Comparison → Tucson

COMPARISON OF: TUCSON'S RESIDENTIAL PERMIT PARKING PROGRAM & PROPOSED COMPREHENSIVE PARKING MANAGEMENT PROGRAM

PAGE 1: COMPONENTS	CITY OF TUCSON: "PARK TUCSON"	RESIDENTS PETITION & REQUESTS	COMPREHENSIVE PARKING MANAGEMENT PROGRAM: Oct.29,15
SECTION ONE:	ADMINISTRATION AND PROGRAMS		
ADMINISTRATION	Administered by:	A City department which manages all Separate Parking Programs - now and for the future - is a necessity for the city's sustainability & successful growth.	With City Council approval: Phase 1; By City Management Phase 2; To Outside Management.
NAME: CITY PARKING OFFICE	"PARK TUCSON"	TBD ?	"COMPREHENSIVE PARKING PROGRAM"?
Manager	City Manager of "PARK TUCSON"	City Manager of "Parking Department."	?
AREA OF PARKING MANAGEMENT	Surrounding Downtown and the U of A.	*Entire City under City wide Ordinance - to protect all neighborhoods as needed.	CENTRAL FLAGSTAFF: Downtown, Southside La Plazs Vieja. Townsite and North End.
ALL SEPARATE PARKING PROGRAMS	"PARK TUCSON" PROGRAMS ADMINISTERED	THE RESIDENTS PETITION REQUESTS THAT PARKING PROGRAMS BE SEPARATED - AS THEY ARE IN TUCSON & ALL OTHER CITIES.	ALL PARKING IS MANAGED IN ONE PROGRAM: JUST FOR DOWNTOWN AND SURROUNDING NEIGHBORHOODS:
1. Convenient On-Street Parking.	1. Convenient On-Street Parking.	1. Residential Permit Parking Programs concern residential needs only.	PHASE ONE: CITY MANAGEMENT Facilities; Existing On-Street Spaces, and lots
2. Parking Garages & Lots in Downtown.	2. Parking Garages & Lots in Downtown.	Per "Park Tucson" Staff: No outside objections or proposals are accepted.	Regulations: 1. Residential Parking Permits 2. Employee Parking Permits: Off-Street 3. Time-Limited Parking 4. Pay to Kiosk
3. Sun Tran (Bus), Sun Shuttle and Streetcars.	3. Sun Tran (Bus), Sun Shuttle and Streetcars.	2. All Parking Programs in Commercial areas / districts are separate from Neighborhoods Parking Programs.	PHASE TWO: OUTSIDE CONTRACT MANAGEMENT 1. Adjustments - Lesson learned 2. Pay to Park Costs 3. OOPS Tickets
4. Residential Permit Parking Programs.	4. Residential Permit Parking Programs.	The REGIONAL PLAN STRONGLY PRIORITIZES stro bus & Bicycle Facilities, Park-n-Ride, & Multi-Modal Alternatives - BOTH NOW - AS WELL AS IN THE FUTURE.	→ 1. New Parking Lots / Garage → 2. Bus & Bicycle Facilities → 3. Park-n-Ride → 4. Promote Multi-Modal Alternatives
5. Non-Resident Permit Parking Programs.	5. Non-Resident Permit Parking Programs.		
(In Certain Areas surrounding the U of A and Business Districts in Downtown and along the Sun Link line.)	(In Certain Areas surrounding the U of A and along the Sun Link line.)		
6. Meters: Downtown, near UA campus and Downtown and Main Gate Square.	6. Meters: Downtown, near UA campus and Downtown and Main Gate Square.		
7. "Go Tucson:" Smart Phone Payment for Meters, Transit, Shuttles and Streetcars.	7. "Go Tucson:" Smart Phone Payment for Meters, Transit, Shuttles and Streetcars.		
E-MAIL	pai ktucson@tucsonaz.gov	E-Mail: (Upcoming - will be submitted)	
PHONE	520-791-5071	Phone: Charlotte Welch 928-202-9104	

PAGE 2: COMPONENTS	COMPARED RESIDENTIAL PERMIT	PARKING PROGRAMS	COMPREHENSIVE PARKING PLAN
PROGRAM	<p>TUCSON</p> <p>RESIDENTIAL PERMIT PARKING PROGRAM Originated in 1983</p>	<p>RESIDENTIAL PERMIT PARKING PROGRAM ASAP for Southside - then add neighborhoods.</p>	<p>RESIDENTIAL PARKING PERMITS Southside - than other neighborhoods.</p>
FORMED BY	<p>ORDINANCE: ORD. No. 9196 § 1, 1-25-99</p>	<p>OUR PETITION FOR CITYWIDE ORDINANCE</p>	<p>Page 2; "CORE PLANNING GROUP" STAKEHOLDERS & STAFF: NO RESIDENTS.</p>
IN CITY CODE	<p>CODE: Sections 20-255,258</p>	<p>TO ADD TO CITY CODE</p>	<p>COMPREHENSIVE PLAN: (Possible Ordinance/Code)</p>
PURPOSES	<p>STATED IN PROGRAM & PETITION FORMS</p> <ol style="list-style-type: none"> 1. Prohibits overflow parking by non-residents. 2. Allow Property owners and guests to have the option or using the curb spaces adjacent to their property for parking. 3. Alleviate Parking Congestion 4. Promote Public Safety in Neighborhoods 5. Protect and Improve the quality of life and character of the neighborhood. 6. Discourages Cut-through traffic 7. Develop revenues that can be used for reinvestment in the area . 	<p>ADDITIONAL SUPREME COURT PURPOSES</p> <ol style="list-style-type: none"> 1. To reduce air pollution, and other environmental effects of auto commuting. 2. To encourage car pools & mass transit. 3. To preserve the value of property in those districts. 	<p>COMPREHENSIVE PARKING PROGRAM</p> <p>1. P. 1: "...to protect parking for residents and employees, support turn-over in the commercial areas, and to promote multi-modal transportation options."</p> <p>2. P. 2: On-street Parking & City parking lots are a "public resource..."</p> <p>3. P. 2: "...while the needs of all stakeholders can be considered....not all parking desires can be met."</p> <p>4. P. 2: "....." changes in parking and/or transportation behaviors, guided by the mission of providing a fair and balanced parking system, providing the most benefits for all, would likely not meet all of the expectations of all individuals."</p>
NEIGHBORHOODS IN PROGRAM	<p>Fourteen neighborhoods: Named by Neighborhood.</p>	<p>RESPONSES TO "PLAN" PURPOSES: RIGHT 7</p> <p>1. P. 1: " and to promote multi-modal transportation options." This plan insists on keeping student / employee parking on neighborhood streets. This is the OPPOSITE of promoting multi-modal transportation options.</p> <p>4. P. 2: ".....changes in parking and/or transportation behaviors....." AGAIN, by insisting on keeping student/employee parking on neighborhood streets the "plan" ensure that Parking and Transportation behaviors WILL NOT CHANGE.</p>	<p>Southside First: then surrounding neighborhoods.</p>
PROGRAM DESIGNATION PROCESS:	<p>1. EACH "BLOCK-FACE" (One side of one block) may petition, by itself or with other "areas," * "Areas" include "Block Faces.</p>	<p>Start with Southside - then add neighborhoods as needed in the entire city.</p>	<p>← Same</p>
RESIDENTS PETITION FOR INCLUSION IN PARKING PROGRAM	<p>75% of Residents (or addresses) on each block face must petition. All signatures are verified.</p>	<p>← Best if 75%. 51% can cause confusion →</p>	<p>→ 51% of property owners petition.</p>

PAGE 3: COMPONENTS	TUCSON	RESIDENTS PERMIT & REQUESTS	COMPREHENSIVE PARKING PLAN.
ELEGIBILITY FOR PROGRAM * It is not stated that all eligibility factors are required.	FACTORS CONSIDERED BY CITY: 1. Must be within Program Boundaries: (around U of A and Downtown) 2. A parcel may have four units maximum. 3. In a re-occurring period, 75% of parking spaces are filled during proposed program hours. a. At least 50% of parked vehicles are not registered to persons residing on block-face. b. Extent to which vehicle parking by non-residents places an unreasonable burden on residents attempting to gain access to their homes. 4. Block-face properties must be lacking sufficient off-street parking. 5. Block-face residents are willing to bear the administrative costs associated. 6. The block-face is being considered, and adjacent areas served by public transportation. 7. Designation of permit parking will help to alleviate traffic congestion, illegal parking, hazards to pedestrians, and related health and safety dangers.	← 1. Include all areas of the city as needed. ← 3. Same as Supreme Court rulings - 75%. ← a. Supreme Court ruling states 25%. ← 5. Costs: Residents ask Council to reduce or eliminate costs for disabled, elderly or verified low income residents.	
REMOVAL / CHANGE OF PROGRAMS	1. Removal of Program for Block-face is no charge 2. Request re-implementation of programs on Block face within 2 years is \$600.00	THE "COMPREHENSIVE PLAN HAS FEW → REGULATION DETAILS IN IT'S RESIDENTIAL PERMIT PARKING PROGRAM, (SUCH AS THOSE LISTED AT LEFT BY TUCSONS PLAN. Those stated by the "Plan," (Right) would b done AFTER Council approval.	PHASE 1: "First, working with various Stakeholders, staff will document detailed and final regulations and procedure related to program and permit mechanics, petitions, cost of permits, and similar intricate matters." (Page 12)
BLOCK-FACE SIGN	Posted on right street corners to block-faces: "NO PARKING WITHOUT PERMITS... Dates & Hours"		
NUMBER OF PERMITS AVAILABLE	Number of legal spaces available on the legal street frontage of the property.	1. BUSINESSES: on a Permitted "Block Front": Same: by legal street frontage of property.	
PERMIT PARKING LIMITED TO;	Block-face of the Residence Only. Visitors can park on opposite sides of street.	Business Owners, employees by block face. Visitors can park on other side of street.	
PERMIT APPLICATION REQUIREMENTS	1. Only Current occupants of the residence or property owners are eligible to apply. 2. Tenants must show current signed lease. 3. Property Owners show Property Tax ID. 4 All must show a state issued ID Card. 5 All must show Conv of Vehicles Registration.	← ALL TUCSON POLICIES AT LEFT AND BELOW ARE IDEAL FOR FLAGSTAFF NEIGHBORHOODS.	

PAGE 4: COMPONENTS	TUCSON	RESIDENTS PETITION & REQUESTS	COMPREHENSIVE PARKING PROGRAM.
PERMIT POLICIES	<p>1. Permit is invalid when resident moves from the address, & if permit is sold to another party.</p> <p>2. Permit issued to passenger vehicles only. No commercially licensed vehicles or vehicles used for business purposes.</p> <p>3. Permit holders must obey all traffic/parking codes.</p>	<p>RESPONSE TO: →</p> <p>1. Block by Block means both sides of a Block.</p> <p>2. Implies that some residential blocks will have "time-limited" parking without any ability to get the Program.</p>	<p>COMPREHENSIVE PLAN: RESIDENTS PROGRAM</p> <p>1. APPLICATION AREA: "On Block-by-block basis,</p> <p>2. "ON ANY STREET PARKING SPACES NOT 'SERVED' BY TIME-LIMITED PARKING"</p> <p>OR TO PAY KIOSKS</p>
PERMIT LOCATION ON VEHICLES	<p>1. Residents: Permanently affixed to outside of the lower left corner of the driver's side of the rear window of each vehicle the permit is issued to</p> <p>2. Visitors permits: Must be placed in clear view and hanging from the rear-view mirror. If damaged or can't be hung, it may be temporarily placed on the driver's side of the dashboard and clearly visible.</p>	<p><u>TIME-LIMITED PARKING IS WORSE THAN NO PARKING PLAN AT ALL:</u> →</p> <p>a. Residents pay for permits - with no assurance of parking even near their homes.</p> <p>b. Constant external traffic looking for parking or to re-park vehicles.</p> <p>*Time-limited Parking can be raised from 2 hrs. to 3-4 hrs with Outside Management. (Heard this stated in 2009 parking meeting)</p>	<p>OPTION 1: "TIME LIMITED PARKING IN ENTIRE AREA SERVED, AND PERMITS EXEMPT PERMIT HOLDER FROM TIME LIMITS."</p>
PERMIT REPLACEMENT	<p>1. Sold or Traded Vehicles: Remove prior permit & present to "Park Tucson" to receive a replacement permit.</p> <p>2. Window Replacements: Free with invoice or receipt.</p>	<p>**BOTH OPTIONS 2 AND 3 DENY SAFE OR REASONABLE ACCESS TO HOMES ON THE NON-RESIDENT PARKING SIDE.</p> <p>**RESIDENTS (& WITH CHILDREN) MUST CROSS STREETS FILLED WITH TRAFFIC TO GET TO THEIR HOMES - - OFTEN REPEATEDLY, WHEN UNLOADING GROCERIES, ETC.</p>	<p>OPTION 2: "OPEN PARKING ON ONE SIDE OF STREET, AND RESIDENT ONLY (PERMIT PARKING) ON THE OTHER SIDE OF THE STREET."</p>
TENANT MOVE: NEW TENANTS	<p>Per ARS "Landlord and Tenant Act:</p> <p>1. Tenant or Landlord must provide a "Notice of Termination when vacating a unit.</p> <p>2. In absence of a Notice of Termination, a notarized letter from the Landlord stating that the prior resident (name included) no longer lives at that address.</p> <p>3. No new permits without above documents.</p>	<p>**ALL PROPOSED OPTIONS ARE SERIOUS THREATS TO THE SAFETY & WELFARE OF RESIDENTS. THEY VIOLATE THE RULING OF THE SUPREME COURT, AND TOTALLY VIOLATE THE REGIONAL PLAN'S POLICIES.</p> <p>1. Traffic and Parking Congestion are serious safety hazards to residents & children.</p> <p>2. Noise, & constant congestion causes flight by residents, homes convert to rentals.</p> <p>3. Residential character and property deterioration cause loss of property value.</p> <p>4. Loss to City of Community Character, heritage preservation, economic attractiveness & growth sustainability.</p>	<p>OPTION 3: "TIME LIMITED PARKING ON ONE SIDE OF STREET, AND RESIDENT ONLY (PERMIT PARKING) ON OTHER SIDE OF THE STREET."</p>
OTHER PERMITS	<p>1. STAY-AWAY REQUESTS: Permit holder requests a reprieve of enforcement in case of unexpected incident or emergency repair. (Maximum: 3 Stay-Aways per month.)</p> <p>2. Temporary Permits: For longer Landlord use, Construction, Service and Contractors.</p>	<p>↑</p>	<p>↑</p>
			<p>↑</p>

DOES THIS PLAN JUSTIFY THE DAMAGE IT DOES?

PAGE 5: COMPONENTS	TUCSON	RESIDENTS PETITION & REQUESTS	COMPREHENSIVE PARKING PROGRAM
NO PERMITS REQUIRED	Government, Utility, & Emergency Vehicles.		
COST OF ANNUAL PERMITS:	<p>PERMIT COSTS are determined by the "Park Tucson" Manager & the City Parking Committee.</p> <p>1. Residents: Weekdays: Mon-Fri: 8am-5pm \$48.</p> <p>2. Guests: First guest permit is free. - Second guest permit: \$48.</p> <p>3. Weekdays: plus evenings & weekends: \$72.</p> <p>4. Weeknights: 6pm-7am & weekends: \$72.</p> <p>5 UofA Basketball Games: (Affected): \$60.</p>	<p>1. <u>PERMIT COST: TO BE DETERMINED BY COUNCIL - OR AS COUNCIL DESIGNATES.</u></p> <p>2. <u>PERMIT COST EXCEPTIONS: REQUEST TO COUNCIL - FOR DISABLED, ELDERLY AND VERIFIED LOW INCOME RESIDENTS. FOR REDUCED OR ELIMINATED COSTS.</u></p> <p>3. ** PLAN PROPOSES THAT RESIDENTS, → NOT GUESTS PERMITS BE PAID BY PARKING METER REVENUE; METERS MUST BE A SEPARATE PROGRAM: METER FUNDING IS PROPOSED BY AN OUTSIDE ENTITY - WITH CONFLICTING INTERESTS. IT IS IMPROPER & CAN HAVE LEGAL ISSUES.</p>	<p>PERMIT COST - NOT DETERMINED UNTIL COUNCIL APPROVAL AND DONE IN PHASE ONE.</p>
ENFORCEMENT BY:	The ' PARK TUCSON' Staff does enforcement.	1. Enforcement by City Parking Staff	BY "Enforcement Staff" (1 per 300 cars).
ENFORCEMENT METHOD:	Residents call Park Tucson to report external vehicle violations, (per R.J. - Tucson Staff)	2. Residents call City Parking Department to report external vehicle violations. ***MINIMAL PATROLLING NECESSARY! GREAT COST SAVINGS!	CONSTANT PATROLLING - IF UNPERMITTED VEHICLES CAN PARK - ESPECIALLY IN TIME-LIMITED PARKING (Unrealistic, Very Expensive)
	* ADDITIONAL DETAILS OF REGULATIONS ARE IN ATTACHED TUCSON INFORMATION.	*Call - in Violation (No Patrol) allow for Easy Enforcement of City-wide Programs!	

1. Plan proposes to pay Residents (no Guests) permit fees from meter revenue.

2. Phase Threag: (Future) "Revenue comes from Resident's Permits."

PAGE 6: COMPONENTS	TUCSON	RESIDENTS PETITION & REQUESTS	COMPREHENSIVE PARKING PROGRAM
ADVANTAGES OF A GRADUAL SPREAD OF RESIDENTIAL PROGRAMS BY "BLOCK-FACES:"			
1. TO RESIDENTS IN AFFECTED NEIGHBORHOODS.	<p>1. RESIDENTS ARE NOT REQUIRED TO PETITION FOR THEIR BLOCK-FACE OR PAY FOR PERMITS. (* If 75% Petition; and one does not - and the block-face is designated - all 100% must pay.)</p>	<p>← Same: 1. Each Block-Face may decide whether to join the program, and whether to pay for permits.</p>	<p>1. The "Plan" also includes joining the Program by "Block .</p>
2. STUDENTS, EMPLOYEES, ETC.	→	→	<p>2. STUDENTS, EMPLOYEES & OTHERS HAVE TIME to decide whether to park their vehicles beyond participating "block faces," - or whether to park in NAU garages, employees in Downtown off-street/shared spaces - or take "multi-modal" alternatives, such as walking, bicycling, buses car-pooling, park-n-ride (shuttle) or telecommute,</p>
3. NAU, DOWNTON AND OTHER COMMERCIAL AREAS.	→	→	<p>3. FOR EMPLOYERS TO PROVIDE LEASED/SHARED OFF-STREET PARKING - AS SOON AS POSSIBLE - AND TO MAKE INCENTIVES FOR THEIR EMPLOYEES - TO USE BUSES (DISCOUNT PASSES), TO CAR-POOL, TO MAKE PARK-N-RIDES (SHUTTLES), AND OR TO TELECOMMUTE.</p>
<p>*** THE REGIONAL PLAN PRIORITIZES THIS - ESPECIALLY IN THE CENTRAL URBAN AREAS.</p>			
<p>a. ALL METER REVENUE: to go for garages/lots. (Not for Residents permits, management ,etc)</p>			
<p>b. SPEED UP GARAGE & LOT CONSTRUCTION:</p>			
<p>(An Idea: Paid 1/3 by City., 1/3 by County and 1/3 by Downtown. The other half paid by a community bond election. The community goes Downtown - and should support it. (Bond as part of a new City Court Garage)</p>			

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Secured Tucson



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Tucson Cares

Park Tucson -- the City of Tucson's Parking Manager



GoTucson App now allows easy payment for Parking and Transit

The new GoTucson app is the first mobile application anywhere that allows you to pay for either parking or transit! Download the newly-updated GoTucson app from your smart-phone app store and you'll be able to purchase fares for the Sun Link streetcar, Sun Tran, and Sun Shuttle, as well as parking at any Park Tucson meter in the city.

GoTucson also allows you to pay for meter parking without the app at <https://gotucsonapp.com/park/> even without a smart-phone at (520) 441-3752.

New Smart Parking Meters Have Arrived!

Park Tucson is pleased to announce the installation of 1,500 new smart parking meters that provide improved customer service to our on-street parking guests. The new meters are solar-powered and accept credit, debit, and smart cards in addition to coins. A smart-phone mobile app is also available for payment. Simply search for "GoTucson" in your app store!

The existing coin-only meters of Downtown, Main Gate Square, and those near the UA campus have been replaced with these smart meters. In March, we installed smart meters in the 4th Avenue Business District.

For more information on the meters, how they work, and how to use them, visit: <http://www.parktucson.com/> or read about them here [News Release](#). Watch Channel 12's story about smart meters [here](#).

Metered On-Street Parking

There are 1,740 meters along the Sun Link corridor. Metered spaces are free all weekend and after 5:00pm, Monday – Friday in Downtown and near the University of Arizona.

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Payment is required in the 4th Avenue Business District Monday - Friday, 9:00am to 6:00pm.

Park Tucson Garages

1. City/State (easy access from Interstate 10, just east of the Circle K)
2. Main Library (enter off Alameda St.)
3. Pennington Street (enter off Scott Ave.)
4. Depot Plaza (underground parking on 5th Ave.)
5. Centro (easy access from west-bound Broadway Blvd.)

Parking Tips

It's important for motorists to park correctly in street spaces adjacent to the streetcar tracks. All parts of your vehicle – including tires and side mirror – must be within the marked white lines of the parking space. Park incorrectly and you may pay a fine, towing costs, and impound fees.

Park Tucson Overview

Park Tucson offers conveniently-located on-street parking, parking garages, and parking lots in Downtown Tucson and along the Sun Link modern streetcar route. We also manage resident and non-resident on-street permit parking programs in neighborhoods around the University of Arizona and the business districts along the Sun Link line. We offer parking near government and other offices in Downtown, as well as cultural, retail, dining and entertainment venues from the Mercado District on Tucson's West Side to the University of Arizona Health Sciences Center area. For parking information call (520) 791-5071 or email us at parktucson@tucsonaz.gov

[Government](#) | [Neighborhoods](#) | [Business](#) | [Departments](#) | [Mayor & Council](#) | [Español](#) | [Employment](#) | [Contact City](#) | [Privacy Policies](#)

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Sec. 20-255. Residential permit parking.

The director of transportation may designate, a residential area or areas consisting of streets or portions of streets on which the parking of motor vehicles may be restricted in whole or in part to motor vehicles bearing a valid parking permit issued pursuant to these provisions by the director of transportation and approved by mayor and council, to residents of the area so designated. The director of transportation shall provide for the issuance of permits and cause parking signs to be erected in the area, indicating the times and conditions under which parking shall be by permit only. A permit shall be issued upon application and payment of the applicable fee, only to the owner or operator of a motor vehicle who resides on property immediately adjacent to a street within the residential permit parking areas.

It is unlawful for any person to do any of the following:

- (a) Park a motor vehicle in a residential parking permit area during the designated hours unless the vehicle is equipped with a valid permit or valid visitor's pass.
- (b) Falsify information to obtain a residential parking permit or visitor's pass.
- (c) Fail to surrender a residential parking permit or visitor's pass to the city director of transportation's designee on demand if such permits or passes are used in violation of these provisions or if the holder of the permit or pass is no longer entitled to the pass or permit.
- (d) Knowingly park a motor vehicle displaying a residential parking permit or visitor's pass in a permit parking area during the designated hours when the holder of the permit or pass is not entitled to possess the permit or pass.
- (e) Use a residential permit or visitor's pass outside of the designated residential permit parking area for which the residential parking permit is issued or outside of the 500-foot distance from the qualified residence for which the visitor's pass is issued.
- (f) Otherwise violate these regulations, including but not limited to the issuance or use of residential parking permits or visitor's passes.
- (g) The owner of a vehicle may contest the revocation of a permit by filing a written application for a hearing with the civil infractions division of city court requesting that the court determine whether justification existed for the revocation of the permit existed under the provisions of this article. The application shall be filed within ten (10) days after the revocation of the permit, and not thereafter. The court shall set a time and date for a hearing to be held no later than fifteen (15) days after receipt of the written application for a hearing and shall notify both the applicant and the director of transportation of the hearing date. At the hearing, the city shall prove by a preponderance of evidence that the revocation of the permit was justified pursuant to the provisions of this article.

(Ord. No. 9196, § 1, 1-25-99)

Sec. 20-257. Special events permit parking.

The director of transportation may designate special events parking permit areas consisting of streets or portions of streets on which the parking of motor vehicles may be restricted during posted specified hours to motor vehicles bearing valid special events parking permits or visitor's passes issued pursuant to these provisions. The director of transportation shall provide for issuance of permits and shall place signs (which may be temporary) which indicate the hours and conditions under which parking shall be by permit or visitor's pass only.

It is unlawful for any person to:

- (a) Park a motor vehicle in a special events parking permit area during the designated hours unless the vehicle is equipped with a valid special event permit or valid special event visitor's pass.
- (b) Violate any regulations pursuant to section 20-255 relating to the issuance and use of parking permits.

(Ord. No. 9196, § 1, 1-25-99)

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**Tucson Cares**

Residential Parking Permit Program

The City of Tucson Residential Parking Program was started in 1983 and has since grown to include programs in more than 14 neighborhoods. The program helps to manage parking in residential areas where non-resident parking is impacting the ability of residents to park. Programs protect and improve the quality of life and character in the neighborhood by reducing the amount of overflow parking, discouraging cut-through traffic, ensuring adequate parking spaces for citizens who live in the neighborhood, and developing revenues that can be used for reinvestment in the area.

- [Residential Parking Permit Information](#)
- Print application for a Residential Parking Permit: [Residential Parking Permit application](#)
- [Residential Renewal Application](#)

Neighborhoods with Parking Permit Programs

- Armory Park
- Barrio Santa Rosa
- Barrio Viejo
- Blenman Elm
- Dunbar/Spring
- El Presidio
- Feldman's
- Iron Horse
- Jefferson Park
- North University
- Pie Allen
- Rincon Heights
- Sam Hughes
- Samos
- West University

Want a Permit Program in Your Neighborhood?

[Park Tucson Petition Form – Residential Add/Remove/Change of Program](#)

A5

The Rules for Parking Permit Holders

- All permits are vehicle specific.
- A permit cannot be transferred, sublet, or sold.
- Permits are valid only for the street block for which they are purchased.
- Permit holders are subject to all City of Tucson parking regulations, just as all citizens are.

After Hours Service for 24/7 Permit Areas

Permit-holders in 24/7 Residential Permit areas may now request enforcement outside of our regular business hours. Call the Park Tucson office at (520) 791-5071 after hours and Press "1" after the prompt. Your call will be forwarded to the Parking Services Agent on duty.

About the Permits

[Residential Parking Permit Information](#)

Having work done on your home?

You may need a Temporary Construction Permit.

If you are having work done on your home and there will be one or more vehicles that need to park on your street for an extended period of time, you will need to obtain a Temporary Construction Permit for each vehicle.

To Apply

You may apply in person at 110 E. Pennington St. Suite 150. Office hours are Monday – Friday 7:45 AM to 5:15 PM.

Prices for the permits are:

- \$1.25 per day
- \$6.25 for one week
- \$12.50 for two weeks
- \$18.75 for three weeks
- \$25.00 per month

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PARK TUCSON PETITION FORM



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RESIDENTIAL

ADD/REMOVE/CHANGE OF PROGRAM

PURPOSE:

Establishing Residential Permit Parking Programs provide an opportunity to create areas where only permitted vehicles may park legally, prohibiting overflow parking by non-residents, and allowing resident permit-holders and their guests to have the option of using the curb space adjacent to their property for parking. Side benefits of having a Residential Permit Parking Program include alleviating parking congestion and promoting public safety in neighborhoods where there is a deficiency of off-street parking available to residents and an excess of overflow on-street parking from external districts. **Neighborhoods with metered parking may be subject to "Meter Exemption Permit" policies.**

PROGRAM ELIGIBILITY:

A residential area shall be deemed eligible for designation for residential permit parking where the City of Tucson finds that parking in the area is significantly impacted by motor vehicles owned by nonresidents. In arriving at such findings, the City shall consider the following factors:

- *The petitioned block-face must lie within established Park Tucson program boundaries (Grant Road (north) - 22nd Street (south). Grande Avenue (west) to Country Club Road (east)).*
- *Parcel must contain no more than four units on the property.*
- *During any reoccurring period, the number of parked motor vehicles approaches the legal on-street parking capacity of the area. This parameter means that at least 75% of the available legal parking within the block-face is filled during the proposed program hours.*
 - *During the same period described in the above subsection, that at least 50% of parked motor vehicles in the area are not registered to persons residing in the area.*
 - *The extent to which parking by motor vehicles registered to non-residents of the area under study places an unreasonable burden on area residents attempting to gain access to their homes.*
- *Properties located in the block-face must be lacking sufficient off-street parking.*
- *Area residents are willing to bear the administrative costs associated with the establishment of a residential parking permit area.*
- *The area for which residential permit parking is being considered and adjacent areas is served by public transportation.*
- *The designation of the area for residential permit parking will help to alleviate traffic congestion, illegal parking, hazards to pedestrians, and related health and safety dangers.*

MINIMUM REQUIREMENTS:

The process to establish a residential permit parking area is initiated by the area residents. In order for a residential parking program to be considered, at least 75% of the residents (or addresses)

of each proposed block-face must sign* the petition in support of the residential parking program.

**All signatures will be verified.*

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IMPORTANT INFORMATION:

Permit holders are limited to **PARKING ON THE BLOCK-FACE OF THE RESIDENCE ONLY**, within designated / signed areas. Permits are not valid in front of businesses, apartment complexes, or on the opposite side of the street (unless it is a visitor's pass). **Residential Parking Permits are sold on an annual basis only, no prorating or refunds of this program will be allowed.**

Stay-away Requests are when a registered permit holder requests a reprieve of enforcement in case of property repairs or unexpected events. **Only three (3) stay-aways per month will be allowed per residence.** Various other permits are available for longer periods and for construction work, please contact the Park Tucson Office (791-5071) for more information.

The number of permits available is solely based on the number of legal spaces available on the street in front of your address. We do not base the total number of permits on the number of residents at the address. If there is more than one unit on parcel (not to exceed four units) then permits are divided equally among each unit based on criteria listed above, unless otherwise stated by landlord/owner.

Only current occupants of the residence or property owners will be eligible to apply for a permit. Proof of residency in the form of an executed lease, or a copy of a property tax ID will be required to obtain a permit, along with a valid state-issued identification card and a copy of vehicle(s) registration. If the tenant moves before the expiration of the permit, the permit will become invalid. Using an invalid permit will result in a citation being issued.

The removal or change of the Parking Program can be effected at no cost to the petitioning residents. If within two years the residents want to re-implement the program after complete removal, there will be a fee of **\$600.00 per block-face**. The petitioning residents will be responsible for the program reinstatement fee. Advanced payment must be received prior to reinstating the Parking Program. The cost will cover the fieldwork, manufacturing and installations of signs, along with the office work and supplies utilized. This **does not** cover the cost of parking permits. Each residence is responsible for obtaining its parking permit(s).

Parking without a permit in a restricted area where signs are posted could result in a citation being issued. Just because a petition was signed does not exempt a resident from complying with program requirements. The fine for violation of T.C.C. Section 20-255(a) is currently \$85. Non-permit parking will not be available until signs are completely removed from the block. To access other City and State parking laws, please visit our website: <http://www.tucsonaz.gov/park-tucson>

The parking program will be enforced as currently signed until the new program signs are installed.

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We, the property owners of the neighborhood, hereby petition the City of Tucson Park Tucson Office to adhere to the following request of Parking Restrictions for the following parcel addresses:

Hundred Block

Street Name

OFFICE USE ONLY:

VERIFIED BY:

DATE PROGRAM WAS ADDED / REMOVED:

DENIED / REASON

Service Requested: **DATE:**

\$48/yr M-F 8am-5pm

\$60/yr M-F 8am-5pm (plus UA Basketball Games)

\$72/yr 24/7

*Each block will need to complete a separate petition form

ADD REMOVE **

CHANGE

We have read and understand the conditions set forth in the attached cover letter and feel that we meet the minimum qualifications to add, remove, or change the Parking Restrictions. Initiators of the Parking Restriction Petition please sign on first line.

PRINT NAME	SIGNATURE	ADDRESS: TUCSON, AZ 857	PHONE # (8AM-6PM)
1) Initiator's information listed above			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			
11)			
12)			
13)			
14)			
15)			

Area will be investigated and signatures will be verified. Initiator of petition will be notified after investigation. Please mail completed petition to: City of Tucson/Park Tucson P.O. Box 27210 Tucson, AZ. 85726-7210.
** If within two years after complete removal the residents want to re-implement the program, there will be a fee of \$600.00 per block-face. No fees are charged for program hour change.



PARK TUCSON

Residential Permit Information



Upon successful completion of the petition approval process annual permits are sold. If your block is interested in implementing a Residential Permit Program, please contact Park Tucson. Available permit types are:

- **Weekdays Only for \$48/year (Monday through Friday, 8 am to 5 pm)**
- **Weeknights (Monday through Friday, 6 pm to 7 am) and weekends for \$72**
- **Weekdays plus University of Arizona basketball games for \$60/year (Monday through Friday, 8 am to 5 pm and U of A Home Basketball Game days, 8 am to 10 pm)**
- **Weekdays plus evenings and weekends for \$72/year.**

Residential parking permits are available for properties not exceeding four (4) units. The number of parking spaces allowed per address is determined by measuring the property frontage. When measuring the frontage of your property, Park Tucson will take into account such things as fire hydrants, curb cuts, driveways, alleyways and intersections. Parking is allowed only on the block face of the address the permit is issued to or where the program was petitioned and will comply with all parking codes and regulations.

With a paid residential parking permit, and depending on property frontage, a resident can receive two visitor passes (the first one is free and a second one the same price as the permit). A visitor pass is a plastic hanging tag with a numbered permit placed on it. This allows it to be moved from guest vehicle to guest vehicle as needed. When parking with a visitor pass, visitors may only park within the same block as the residence for which it is issued. Visitor passes are not available in meter exemption program areas.

All permits and passes expire one year from when they are issued. ***Please note that it is the resident's responsibility to renew their parking permits every year when they are due to avoid any parking citations or late fees.*** As a courtesy, Park Tucson will send out reminder letters thirty days prior to permit expiration.

For lost or stolen permits, a replacement permit will be issued and charged at a pro-rated permit price. For a stolen permit that you have reported to the Tucson Police Department and have a report of the incident, please bring a copy of the report with you to the Park Tucson office and you will be issued another permit at

no charge. All replacement permits will still expire at the same time as the original permit was dated.

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Program Policies

- **No refunds will be issued for parking permits.**
- Permits are valid for current residents only. A permit becomes invalid when a resident moves from the address and if the permit is sold to another party.
- **For neighborhoods in the 4th Avenue area (Stone to Euclid and Speedway to 10th/Stevens), parking programs are suspended 2 times a year during the 4th Avenue Street Fair.**
- Permits are issued to passenger vehicles only. No permits will be issued to commercially licensed vehicles and vehicles used for business purposes.
- A vehicle having 3 or more outstanding citations may result in all permits for that address being voided and/or removed from the vehicle. Permits are the property of Park Tucson and may be removed by Park Tucson staff if necessary.
- Permit holders must obey all traffic / parking codes and regulations. Having a permit only allows you to park on the street, it does not allow you to commit any other parking violations, and it's the owner's responsibility to resolve any citations issued to them. Please visit <http://www.ci.tucson.az.us/government/park-tucson> for more information.
- Stay-away Requests are when a registered permit holder requests a reprieve of enforcement in case of an unexpected event or emergency repair to the residence. **Only three (3) stay-aways per month will be allowed per resident.** Only the resident on file may contact Park Tucson and request a stay-away. For anything lasting more than a few days, contact the Park Tucson office as there are other types of permits available (i.e. Landlord, Temporary Construction, Service and Contractor permits).
- All permits, with the exception of the visitor pass, must be permanently affixed to the outside of the lower left corner (driver's side) of the rear window of each registered vehicle the permit is issued to. (See Example 1) Convertibles and trucks with camper shells may affix permits to lower left-hand corner (driver's side) of front windshield. (See Example 2) The visitor permit must be placed in clear view and hanging from the rear-view mirror. If the hanging tag is damaged and can't be hung it may be temporarily placed on the driver's side of the dashboard, and must be clearly visible. Contact the Park Tucson office for a replacement as soon as possible to avoid any citations.
- **Do not place permits on any other part of your vehicle such as bumpers or on the side of vehicle.**
- **Failure to display permit properly may result in a citation carrying a fine of \$85.**



Example 1 – for most vehicles



Example 2 – Convertibles

Permit Replacement Policy

- **Sold or Traded Vehicles:** The registrant must remove permit prior to selling or trading a vehicle. The permit must be presented to Park Tucson to receive a free replacement permit.
- **Windshield or Rear window Replacements:** Permits will be replaced free of charge provided satisfactory proof is presented that the windshield or rear window bearing the permit has been replaced, such as an invoice or receipt.
- If the conditions above are not met, a fee equal to the amount of the original permit will be charged for a replacement permit.

Permit Synchronization

If you have more than one permit assigned to your residence and they do not all expire at the same time, a resident can request that all permits expire at the same time. Resident will be charged a prorated permit fee depending on when the permits will expire (i.e. If one of your permits expires in April and another expires in October, you can ask that all permits expire in October and you will pay a prorated rate for the upcoming six months. Then in October, you will pay the annual permit fee.)

To Apply

You may apply in person at 110 E Pennington St., Suite150. Office hours are Monday through Friday, 7:45 AM to 5:15 PM. You may request an application be mailed to you at the address the permit will be issued to or you may visit our web site <http://tdot.tucsonaz.gov/park-tucson>.

Two proofs of residency are required, a valid driver's license or other photo identification and proof of ownership (property tax ID form) or an original and current lease/rental agreement (**agreement must show whether it is a month to month agreement or a fixed-term lease, the address of the rental, and contain both landlord and tenant signatures.**) Please note that Park Tucson will not issue a permit if any of the requested information is missing.

Please note: All residential permits are sold for a one-year term. Month to month permits are not available. Therefore to accommodate instances whereby one resident moves out and

another moves in within that one-year time period, the new tenant must have a current rental agreement when applying for a permit and proof that the person who bought the permit previously no longer lives at that address. (i.e. Pursuant to Arizona Landlord/Tenant rules, either the tenant or the landlord must provide a "Notice of Termination" when vacating a rental unit. This document will provide the proof required.) In absence of a "Notice of Termination" document, a notarized letter from the landlord stating that the prior resident, which includes the name of that individual, no longer resides at that address. Without this documentation Park Tucson will not resell a permit for the same address.

For each vehicle receiving an affixed permit, a copy of the vehicle registration is required.

When mailing in the application, please include copies of the required documents and a check or money order payable to "City of Tucson". Do not send cash.

For additional information please visit our website:
<http://tdot.tucsonaz.gov/park-tucson> or call us (520) 791-5071.

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PARK TUCSON

PROGRAM APPLICATION

Residential Permit Application

Office Use Only

Permit Numbers:

Issue Date: Neighborhood

Expiration Date: Staff Initials:

Lease Expiration Date:

Comments: _____

INSTRUCTIONS: Please complete the entire application with accurate information. Each applicant must sign this form. **Two proofs of residency are required: a valid driver's license and proof of ownership (property tax ID form) or a current lease (indicating month to month or fixed term, the address, and with landlord and tenant signatures).** A copy of your current vehicle registration must be provided for all affixed permits. If you have any questions, please call the Park Tucson Office at 791-5071.

First Name _____ Middle Initial _____ Last Name _____

Street Address: _____ Apt # _____

Tucson, AZ 857 _____ Phone # _____ E-Mail _____

The number of permits issued is based on the property's frontage. Parking is allowed only on the block face of the address the permit is issued for. Each permit expires yearly. There are three program areas.

- Weekdays - Monday through Friday (8:00 a.m. to 5:00 p.m.) _____ \$48
- Weekdays plus evenings and weekends _____ \$72
- Weeknights (Monday through Friday, 6 pm to 7 am) and Weekends _____ \$72
- Weekdays (Monday through Friday, 8 am to 5 pm) and U of A home basketball games _____ \$60
(Sunday - Saturday, 8 am to 10 pm)

Visitor Pass Request - The Visitor Pass is considered as one of the total permits available. **Not all properties are eligible for VP passes due to lack of parking frontage.** Vehicle registration is not needed for the visitor pass to be issued. When a replacement visitor pass is issued, the original pass becomes **Invalid** and will result in a citation being issued if used.

Visitor passes are not available in the meter exemption programs.

Applicant: please fill in all vehicle information for each permit required. No permit will be issued if any information is left blank.

Permit #1

VEHICLE INFORMATION: PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

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Permit #2

VEHICLE INFORMATION:

PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

Permit #3

VEHICLE INFORMATION:

PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

Permit #4

VEHICLE INFORMATION:

PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

Each affixed Residential Permit costs \$48.00, \$60.00 or \$72.00 annually and expires at the same time each year. A renewal notice will be mailed for each permit issued at the address. Please read the "Residential Permit Information" program policies regarding the permits issued.

Please make your **check or money order*** payable to: **CITY OF TUCSON**

**Please do not enclose cash when mailing in the application* Total Amount Enclosed: \$

I/We understand that the City Of Tucson can check any of the information on this application to ensure that I/We meet the requirements of the Residential Permit Program. All the information on this application is true and accurate.

Please initial box acknowledging that you have received and reviewed the "Residential Permit Information" policies and will be responsible for ensuring any visitor(s) to your address also understands and adheres to the permit program policies.

APPLICANT SIGNATURE

DATE

Please return this application with the correct fee in the return envelope provided as soon as possible.
Mail to: Park Tucson - P. O. Box 27210 - Tucson, Arizona - 85726-7210



PARK TUCSON
PROGRAM APPLICATION
Renewal Permit Application

Office Use Only

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Permit Numbers:

Issue Date: Neighborhood

Expiration Date: Staff Initials:

Lease Expiration Date:

Comments:

INSTRUCTIONS: Please complete the entire application with accurate information. Each applicant must sign this form. Two proofs of residency are required: a valid driver's license and proof of ownership (property tax ID form) or a current lease (indicating month to month or fixed term, the address, and with landlord and tenant signatures). A copy of your current vehicle registration must be provided for all affixed permits. **If you have any questions, please call the Park Tucson Office at 791-5071.**

First Name _____ Middle Initial _____ Last Name _____

Street Address: _____ Apt # _____

Tucson, AZ 857 _____ Phone # _____ E-Mail _____

The number of permits issued is based on the property's frontage. Parking is allowed only on the block face of the address the permit is issued for. Each permit expires yearly. There are three program areas

- Weekdays - Monday through Friday (8:00 a.m. to 5:00 p.m.) _____ \$48
- Weekdays plus evenings and weekends _____ \$72
- Weeknights (Monday through Friday, 6 pm to 7 am) and Weekends _____ \$72
- Weekdays (Monday through Friday, 8 am to 5 pm) and U of A home basketball games _____ \$60
(Sunday - Saturday, 8 am to 10 pm)

Visitor Pass Request - The Visitor Pass is considered as one of the total permits available. **Not all properties are eligible for VP passes due to lack of parking frontage.** Vehicle registration is not needed for the visitor pass to be issued. When a replacement visitor pass is issued, the original pass becomes **Invalid** and will result in a citation being issued if used.

Visitor passes are not available in the meter exemption programs.

Applicant: please fill in all vehicle information for each permit required. No permit will be issued if any information is left blank.

Permit #1

VEHICLE INFORMATION: PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

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Permit #2

VEHICLE INFORMATION:

PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

Permit #3

VEHICLE INFORMATION:

PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

Permit #4

VEHICLE INFORMATION:

PERMIT #:

Name on Vehicle's Registration: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

Each affixed Residential Permit costs \$48.00, \$60.00 or \$72.00 annually and expires at the same time each year. A renewal notice will be mailed for each permit issued at the address. Please read the "Residential Permit Information" program policies regarding the permits issued.

Please make your **check or money order*** payable to: **CITY OF TUCSON**

**Please do not enclose cash when mailing in the application* Total Amount Enclosed: \$

I/We understand that the City Of Tucson can check any of the information on this application to ensure that I/We meet the requirements of the Residential Permit Program. All the information on this application is true and accurate.

Please initial box acknowledging that you have received and reviewed the "Residential Permit Information" policies and will be responsible for ensuring any visitor(s) at your address also understand and adhere to the permit program policies.

APPLICANT SIGNATURE

DATE

Please return this application with the correct fee in the return envelope provided as soon as possible.
Mail to: Park Tucson - P. O. Box 27210 - Tucson, Arizona - 85726-7210

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****TUCSON: NON-RESIDENT PARKING PERMIT PROGRAM:**

Non-Resident Parking Permits are available to "control traffic in high demand areas."

1. The University of Arizona area: Annual Permit Cost range is from \$100 to \$450.
2. Downtown and 4th Avenues areas: Annual Permit Cost range from \$250 to \$275.

Sec. 20-258. Additional permit parking programs; fees; director of transportation authorized to establish additional permit parking programs and to establish annual parking permit fee.

(a) In addition to other permit parking programs authorized in this article, the director of transportation is authorized to establish, subject to the advisory recommendation of the Park Tucson Commission, additional permit parking programs as may be necessary and desirable to control traffic in high demand areas within the area described in section 10A-146 as the city center. Pursuant to this section a "high demand area" is defined as one where over seventy-five (75) percent of the legal curb parking spaces are occupied on a recurring basis.

(b) Subject to the advisory recommendation of the Park Tucson Commission, the director of transportation is authorized to establish an annual fee for such additional permit parking programs to reduce parking in high demand areas and to promote alternate modes of transportation.

(c) Three (3) copies of the designations of programs and fees established under this section by the director of transportation shall be listed within the administrative guidelines on file with the city clerk.

(d) Mayor and council may, at their discretion, change, modify or eliminate fees and/or permit parking programs established by the director of transportation.

(e) Vehicles parked within a designated parking permit area are subject to all provisions of section 20-255 except that applicants are not required to reside on a property immediately adjacent to the designated permit parking area in order to obtain a valid parking permit.

(Ord. No. 9196, § 1, 1-25-99; Ord. No. 10418, § 3, 6-12-07)

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Search [tucsonaz.gov](https://www.tucsonaz.gov)



Tucson Cares

Non-Resident Parking Permit Program

Looking for a place to park near the University of Arizona? A Non-Resident Parking Permit from Park Tucson can reserve a space for you close to where you work or go to school.

Permit Basics

- Permit Program hours are from 8:00am to 5:00pm, Monday through Friday or 24-hours/7 days a week depending upon permit location.
- Permits are issued annually from August 1st to July 31st.
- The Parking Permit Zone Map is available online: [Parking Permit Zone Map](#).

After the map loads, please follow these instructions:

1. Zoom into a selected parking zone.
2. Turn on the Parking Space layer.
Red Polygons = sold spaces
Green Polygons = available spaces
3. Choose an available location and indicate this information on your application. Be sure to include cross streets (i.e. Mabel between Santa Rita and Mountain).
4. Select an alternative available location and indicate that on the application in the event your desired space is not available.

Program Details

Program policy details, application and instructions are available online in PDF format:

- [Park Tucson Program Policies: Non-Residential Permit](#)
- [Park Tucson Program Application: Non-Residential Permit](#)

Annual Permit Costs

Non-Resident Parking Permits are available in areas surrounding the University of Arizona, Downtown and 4th Avenue. The streets are clearly marked with Non-Resident Permit signage.

University of Arizona Area:

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- Zone A: \$450/year
- Zone B: \$350/year
- Zone C: \$300/year
- Zone D: \$250/year
- Zone E: \$100/year

Downtown/4th Avenue Area:

- Zone X: (Downtown core) — \$300/year
- Zone Y: (Downtown periphery) — \$275/year
- Zone Z: (4th Avenue Area) — \$250/year

Hanging Tags: Permits can be placed on hanging tags for an additional \$100 per year in case more than one vehicle is in the program.

Permit Purchase Policy

Application for permits may be obtained in the Park Tucson office located at 110 E. Pennington Street, Suite 150, or online here: [Park Tucson Program Application: Non-Residential Permit](#). You may also call the Park Tucson office at (520) 791-5071 and request an application be mailed to you.

Payment Policy: Cash, personal checks, Visa, MasterCard, American Express and Discover cards are accepted. Returned checks are subject to an additional \$28 fee. Failure to satisfy a returned check within 15 working days will result in permit revocation.

Permit Renewal Policy: Continuing customers can renew their non-resident parking permit beginning July 1st of each year to secure their preferred space. If no selection is made, all spaces go on sale to the general public in August. If you decide to move to a different location, you will have to wait until August 1st to make the change.

Permit Replacement Policy

Sold or Traded Vehicles: The registrant must remove permit prior to selling or trading-in a vehicle. The permit must be presented to Park Tucson to receive a free replacement permit.

Stolen Permits: A police report is required for a free permit replacement.

Windshield Replacements: Permits will be replaced free of charge provided satisfactory proof is presented that the windshield bearing the permit has been replaced.

For vehicles out of service due to accident or repair, with proper documentation a temporary permit may be issued for an alternate vehicle. Please call the Park Tucson office at (520) 791-5071 for more information. *If the conditions above are not met, a replacement fee of \$50*

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will be charged for a replacement permit.

Permit Holder Regulations

All Park Tucson permits are vehicle specific and cannot be transferred, sublet, or sold. All vehicles utilizing a hanging permit must be registered with Park Tucson at time of permit purchase. Displaying a hanging tag permit on a vehicle that is not registered with Park Tucson may result in a citation for that vehicle. All Park Tucson permits are block face specific. Permits are not valid in any location other than that for which it is purchased. Non-hanging parking permits must be permanently affixed to the rear windshield, lower left-hand (driver's side) corner, or a citation will be issued. Convertibles and trucks with camper shells may affix permits to lower left-hand corner (driver's side) of front windshield. Park Tucson permits may be revoked without refund for the following reasons:

- Failure to comply with the above regulations.
- If permit holder has three or more unpaid parking citations.
- If permit holder receives three or more parking citations for parking in an unauthorized permit program location in a calendar year.
- If vehicle registration is not current.
- For providing false information on permit application.

Permit Refund Policy

Refund will only be made if the following criteria are met:

- Withdrawal from the University of Arizona.
 - Student: A University of Arizona Withdrawal Form from the Dean of Students is required.
 - Employee: Documentation from the Human Resources Department of separation or retirement is required.
- Medical Disability: A doctor's note stating that you are unable to utilize the space is required.

Permits will be refunded on a prorated basis. A \$50 processing fee will be deducted from the refund. Permits must be returned to Park Tucson. No refunds will be issued after January 31st.

Street Construction & Repair in Permit Areas

On occasion, it may be necessary to suspend the permit program to accommodate construction needs. For scheduled work, Park Tucson will notify permit holders of alternate parking areas. However, emergency street/utility repairs may occasionally occur. If possible,

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permit holders should first attempt to park in their designated area. However, at no time should permit holders park in conflict with barricades or signs posted for construction. Vehicles parked in violation of these signs will be subject to citation. Please call the Park Tucson office at (520) 791-5071 for additional information.

Enforcement

Parking Enforcement Agents will routinely patrol permitted areas. Parking in violation of City or State codes will result in citation. Please be sure you are familiar with all local parking regulations. For additional information please call the Park Tucson office at (520) 791-5071.

Liability

The City of Tucson and Park Tucson assume no responsibility or liability for any vehicle or its contents anytime the vehicle is parked on City of Tucson streets or within any Park Tucson facility.

[Government](#) | [Neighborhoods](#) | [Business](#) | [Departments](#) | [Mayor & Council](#) | [Español](#) | [Employment](#) | [Contact City](#) | [Privacy Policies](#)

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PARK TUCSON PROGRAM POLICIES



Non-Resident Permit

PERMIT BASICS

- Permits are sold on an annual (August 1st through July 31st) or on a semester basis, beginning July 15 of each year
- Permit Program Hours
 - 8:00 AM – 5:00 PM and/or Enforced 24 hours
- Permit Prices

• University Area:	Downtown/4th Avenue:
Zone A - \$ 450.00	Zone X - \$ 300.00 (Downtown core)
Zone B - \$ 350.00	Zone Y - \$ 275.00 (Downtown periphery)
Zone C - \$ 300.00	Zone Z - \$ 250.00 (4 th Avenue Area)
Zone D - \$ 250.00	
Zone E - \$ 100.00	

 - University Area - Semester Permits – August to December - January to July

Zone A - \$ 250.00	Zone D - \$ 140.00
Zone B - \$ 195.00	Zone E - \$ 55.00
Zone C - \$ 165.00	
- Transferable Hanging Tag option is available for an additional \$100.00.
- There is no proration for annual or semester prices.
- All permits expire one year from when they are issued or at the end of each semester.

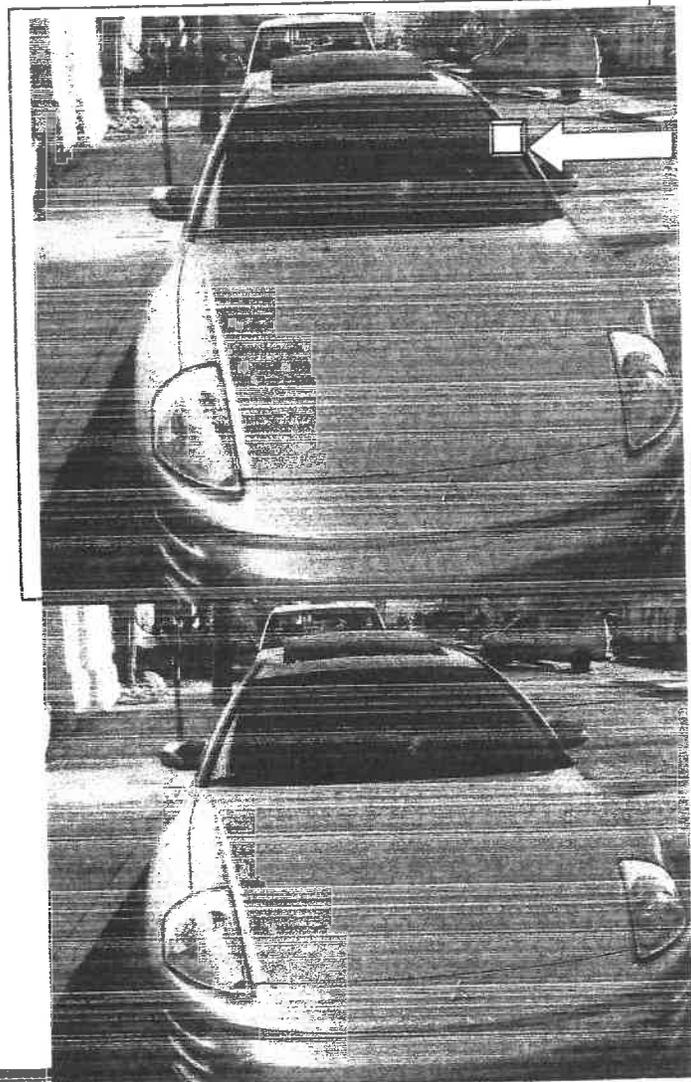
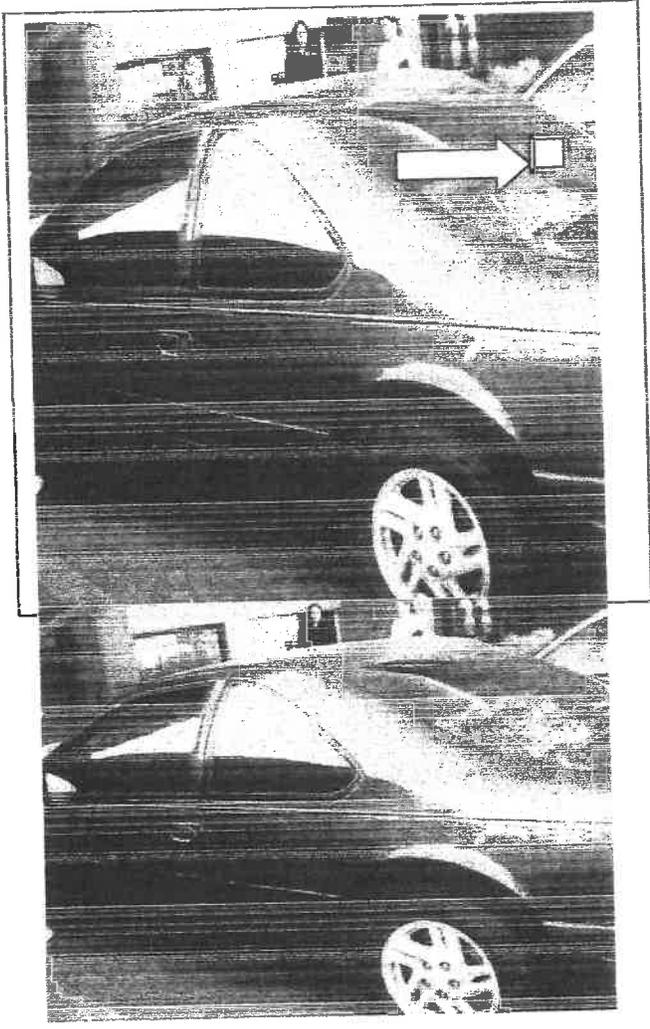
PERMIT PURCHASE POLICIES

- Applications for permits may be obtained in the Park Tucson office located at 110 E Pennington, Suite 150, office hours are Monday to Friday 7:45 a.m. to 5:15 p.m. or through the Park Tucson website at <http://tdot.tucsonaz.gov/park-tucson> Please indicate the parking zone and your first and second choice of street locations.
- A valid driver's license and a copy of the vehicle registration are required when applying for this permit. If mailing in the application, please include a copy of your license and registration.

- Payment Policy – Permits are paid in full by cash, personal check, Visa, MasterCard, Discover and American Express cards. Checks should be made payable to the CITY OF TUCSON. Returned checks will be charged an additional \$28.00 fee, and failure to cover a returned check within 15 working days will result in permit revocation.
- Permit Renewal Policy – Continuing customers can renew their non-resident parking permit beginning July 1st of each year to secure their preferred space. If no selection is made, all spaces go on sale to the general public in August. If you decide to move to a different location, you will have to wait until August 1 to make the change.

PERMIT HOLDER REGULATIONS

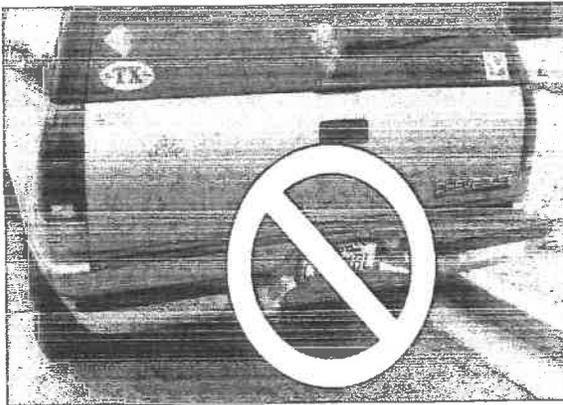
- All Park Tucson permits are vehicle-specific and cannot be transferred, sublet, or sold. All vehicles utilizing a hanging permit must be registered with Park Tucson at time of permit purchase. Displaying a hanging tag permit on a vehicle that is not registered with Park Tucson may result in a citation for that vehicle.
- Non-hanging parking permits must be permanently affixed to the rear windshield, lower left-hand (driver's side) corner, or a citation will be issued. Convertibles and trucks with camper shells may affix permits to lower left-hand corner (driver's side) of front windshield.



For Trucks with Camper Shells, Convertibles, Jeeps with Soft Tops



**Do Not place
on the side of vehicle**



**Do Not place
on the bumper**

- **All Park Tucson permits are block-face-specific.** Permits are not valid in any location other than the location for which purchased.
- Park Tucson permits do not exempt the permit holder from any other City of Tucson parking regulations.
- For permits sold in the 4th Avenue area (Stone to Euclid and Speedway to 10th/Stevens), the program is suspended two times a year for the 4th Avenue Street Fair.
- To access other City and State parking laws, please visit the website listed:
<http://parktucson.tucsonaz.gov/park-tucson>

PERMIT REPLACEMENT POLICY

- Sold or Traded Vehicles: The registrant must remove permit prior to selling or trading a vehicle. The permit must be presented to Park Tucson to receive a free replacement permit.
- Lost/Stolen Permits: A police report is required for a free permit replacement.
- Windshield or Rear Window Replacements: Permits will be replaced free of charge provided satisfactory proof is presented that the windshield bearing the permit has been replaced.
- **If the conditions above are not met a replacement fee of \$50.00 will be charged for a replacement permit.**
- For vehicles out of service due to accident or long duration repair, with proper documentation a temporary permit may be issued for an alternate vehicle. Please call the Park Tucson office at 791-5071 for more information.
- Replacement permits EXPIRE at the same time as the original permit.

PERMIT REFUND POLICY

- A refund will be made only if the following criteria are met:
 - Withdrawal from the University of Arizona.
 - Student: A University of Arizona Withdrawal Form from the Dean of Students is required.
 - Employee: Documentation from the Human Resources Department is required.
 - Medical Disability: A doctor's excuse explaining why you are unable to utilize the space is required.
- Permits will be refunded on a prorated basis and an additional \$50.00 processing fee and for any month or portion of a month, 1/12 of permit price will be deducted from the purchase price. Permit must be returned to Park Tucson.
- **If you do not meet one of the above conditions, no refund will be issued.**
- **No refunds will be issued after January 31, 2015.**

PERMIT CANCELLATION WITHOUT A REFUND POLICY

- Park Tucson permits may be revoked without refund for the following reasons:
 - Permit is sold to someone else and used on another vehicle.
 - If vehicle registration is not current.
 - If permit holder receives three or more parking citations for parking in an unauthorized permit program location in a calendar year.

- A vehicle having 3 or more outstanding citations may result in the permit being voided and/or removed from the vehicle. Permits are the property of Park Tucson and may be removed by Park Tucson staff.
- For providing false information on permit application.

CONSTRUCTION POLICY

On occasion, it may be necessary to suspend the permit program to accommodate construction needs. For scheduled work, Park Tucson will notify permit holders of alternate parking areas. Emergency street/utility repairs may occasionally occur. If possible, permit holders should first attempt to park in their designated area. However, at no time should permit holders park in conflict with barricades or signs posted for construction. Vehicles parked in violation of these signs will be subject to citation. Please call the Park Tucson office at 791-5071 for additional information.

ENFORCEMENT

Parking Services Agents will routinely patrol permitted areas. Parking in violation of City or State codes will result in a citation. Please be sure you are familiar with all local parking regulations. For additional information please call the Park Tucson office at 791-5071.

LIABILITY

The City of Tucson and the Park Tucson program assume no responsibility for the care and protection of any vehicle or its contents anytime the vehicle is parked on City of Tucson streets or within any Park Tucson facility.

If you have any questions or require additional information, please contact the Park Tucson office at 791-5071.



PARK TUCSON PROGRAM APPLICATION

Non-Resident Permit Application

Office Use Only

Permit Numbers: Zone: **A** **20**

Hangtag: YES NO Space #

Location:

Neighborhood St. Side

St. ID#: Staff Initials

Issue Date:

Expiration Date:

INSTRUCTIONS: Please complete the entire application with accurate information. Each applicant must sign this form. A current valid driver's license and a current registration for each vehicle is required to purchase a permit. If you have any questions, please call the Park Tucson Office at 791-5071.

First Name: _____ Middle Initial: _____ Last Name: _____

Phone: _____ Driver's License #: (A copy of your license will be made for the file.)

Street Address: _____

Apt. #: _____ City: _____ State: _____ Zip Code: _____

Email Address:

PARKING LOCATION - 1st Choice (*PLEASE INCLUDE BOTH THE BLOCK NUMBER AND STREET NAME)
 OR

What building are you trying to park near? ** We can assist you in finding the closest location.

- University Areas Rates:**
- | | | | | |
|--|--|--|--|---|
| <input type="checkbox"/> Zone A permits
(\$450.00) Annual
(\$250.00) Semester | <input type="checkbox"/> Zone B permits
(\$350.00) Annual
(\$195.00) Semester | <input type="checkbox"/> Zone C permits
(\$300.00) Annual
(\$165.00) Semester | <input type="checkbox"/> Zone D permits
(\$250.00) Annual
(\$140.00) Semester | <input type="checkbox"/> Zone E permits
(\$100.00) Annual
(\$55.00) Semester |
|--|--|--|--|---|

- Downtown and 4th Ave Area Rates:**
- | | | |
|---|--|--|
| <input type="checkbox"/> Zone X permits (Downtown Core)
(\$300.00) Annual | <input type="checkbox"/> Zone Y permits (Downtown Periphery)
(\$275.00) Annual | <input type="checkbox"/> Zone Z permits (4th Avenue Area)
(\$250.00) Annual |
|---|--|--|

I am requesting a "Transferable" Parking Permit (\$100.00 EXTRA in addition to permit price for, each permit issued)

VEHICLE INFORMATION: *A copy of current registration must be present to process application

Name on Vehicle's Registration: _____

Relationship to Applicant: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

Name on Vehicle's Registration: _____

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Relationship to Applicant: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

**A copy of current registration must be present to process application*

VEHICLE INFORMATION:

Name on Vehicle's Registration: _____

Relationship to Applicant: _____

License Plate: _____ State: _____

Year: _____ Make: _____ Model: _____ Color: _____

**A copy of current registration must be present to process application*

Credit Card Purchase:

Please charge purchase to my Charge Card: (Check One)

Master Card: Visa: Amer. Express: Discover: Expiration Date:

Credit Card Number:

Name of Cardholder:

Address: Zip Code:

Cardholder Signature:

*All information will need to be completed for Credit Card purchase to be processed.

Please make your check or money order* payable to: **CITY OF TUCSON**

**Please do not enclose cash when mailing in the application*

Total Amount Enclosed: \$

This Permit is valid **ONLY** on the vehicle that the permit is issued to. Displaying the permit on any other vehicle will result in a citation and cancellation of the permit. Non-transferable permits must be permanently affixed to rear window of assigned vehicle or the vehicle will be subject to citation.

Please initial box acknowledging that you have reviewed the "Non-Residential Permit Program Policies" and that you understand that all sales are final.

I understand that the City Of Tucson can check any of the application's information to ensure that I meet the requirements of the Non-Residential Parking Permit Program. All the information on this application is true and accurate.

APPLICANT SIGNATURE DATE

Please return this application with the correct fee, either in person to the Park Tucson Office at 110 E. Pennington St., Suite 150, in downtown Tucson or by mail to: Park Tucson/ - P. O. Box 27210 - Tucson, Arizona - 85726-7210