

WORK SESSION AGENDA

**CITY COUNCIL WORK SESSION
TUESDAY
APRIL 12, 2016**

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

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 work session, 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. Pledge of Allegiance

3. 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

4. Public Participation

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

5. Preliminary Review of Draft Agenda for the April 19, 2016, City Council Meeting.*

** Public comment on draft agenda items may be taken under "Review of Draft Agenda Items" later in the meeting, at the discretion of the Mayor. Citizens wishing to speak on agenda items not specifically called out by the City Council for discussion under the second Review section may submit a speaker card for their items of interest to the recording clerk.*

6. **Humphreys/Route 66 Intersection: ADOT District Project Presentation**
7. **Presentation on Economic Development Incentives Available to Businesses in Flagstaff**
8. **Discussion of CDBG Five Year Plan, Fair Housing Analysis and FY 2016 Projects (*SEE ITEM 10-F ON THE APRIL 19, 2016, DRAFT AGENDA PACKET*)**
9. **Discussion on Nuisance Party Ordinance**
10. **National Travel and Tourism Week Update and Arizona Winter Wonderland Recap**
11. **Advancement of the Southside Neighborhood Plan**
12. **NAIPTA Update/ Transit Tax Renewal**
13. **New Municipal Courthouse Project**
14. **Review of Draft Agenda Items for the April 19, 2016, City Council Meeting.***
** Public comment on draft agenda items will be taken at this time, at the discretion of the Mayor.*
15. **Public Participation**
16. **Informational Items To/From Mayor, Council, and City Manager.**
17. **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 _____, 2014.

Elizabeth A. Burke, MMC, City Clerk

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: David Wessel, Metro Planning Org Manager
Co-Submitter: Mark Landsiedel
Date: 04/05/2016
Meeting Date: 04/12/2016



TITLE:

Humphreys/Route 66 Intersection: ADOT District Project Presentation

DESIRED OUTCOME:

The City Council will be informed of the scope and delivery schedule of the ADOT District project and provide input to ADOT and City staff regarding desired outcomes.

EXECUTIVE SUMMARY:

The ADOT Northcentral District was recently awarded \$1,900,000 to design and construct part of the Humphreys/66 intersection widening project. ADOT, City and FMPO Staff will present the project which is comprised of a southbound right turn from Aspen to E. Route 66 (along City Hall) and a northbound right turn lane from the alley to Aspen Avenue (see images in attached presentation). The project is slated for construction in FY 2019. The Council will be informed of policy support in the *Flagstaff Regional Plan 2030*, *FMPO Regional Transportation Plan*, *City of Flagstaff Engineering Standards and ADOT Policy Manual* and technical support for the project from the preliminary findings of the FMPO's ongoing *Milton Operational Alternative Analysis* and NAIPTA's ongoing *Transit Spine Route Study*. In short, this is the intersection of two arterials, both under ADOT jurisdiction. With modest projected growth the intersection will be one of the worst performing in the Milton/180 corridor. City Engineering standards generally call for a level of service D. Improvements will be needed to achieve that. Multiple plans call for improved transit service and efficient traffic operations. The *Transit Spine Route Study* seeking to implement those policies, envisions a northbound bus rapid transit route traveling under an improved BNSF railroad bridge and turning north on Humphreys. Current plans show the dual lefts onto Humphreys supporting those operations. ADOT and City staff are in discussions about how best to transition the right-of-way recently acquired by the City from the Marriott Corp. and that piece in front of City Hall to ADOT jurisdiction.

INFORMATION:

The following Council goals and Regional Plan goals are supported by this action:

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
- 4) 6) Provide a well-managed transportation system
- 7) Continue to implement the Flagstaff Regional Plan and focus efforts on specific plans

REGIONAL PLAN:

T.1 Improve mobility and access throughout the region.

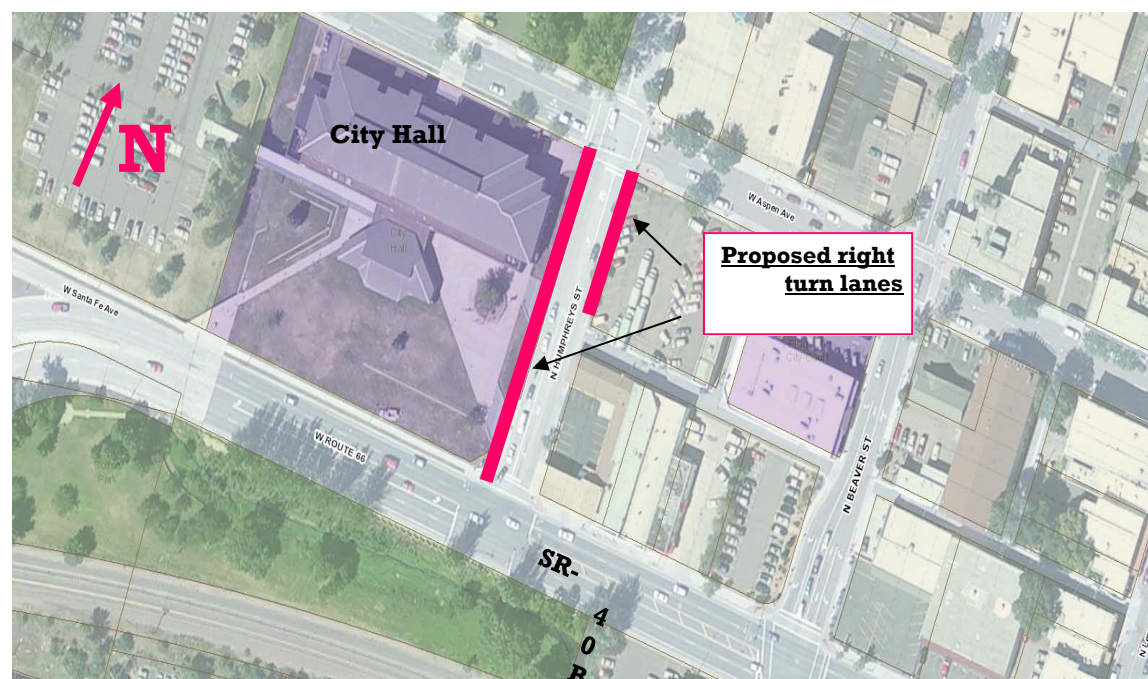
T.2 Improve transportation safety and efficiency for all modes

T.7 Provide a high-quality, safe, convenient, accessible public transportation system, where feasible, to serve as an attractive alternative to single-occupant vehicles.

Attachments: PowerPoint Presentation

HUMPHREYS TURN LANE PROJECT

- Introduction
- Policy
- Public Input
- Award & Project



Northcentral District Engineer – Audra Merrick



Looking south towards S.R.-40B on U.S. 180/Humphrey
at the intersection of U.S. 180 & Aspen Ave.



Looking north on U.S. 180/Humphrey
at the intersection of S.R.-40B/Rt. 66

MAP / OUTLINE

- **POLICY & PLAN BACKGROUND**
- PROPOSED HUMPHREY TURN LANE PROJECT

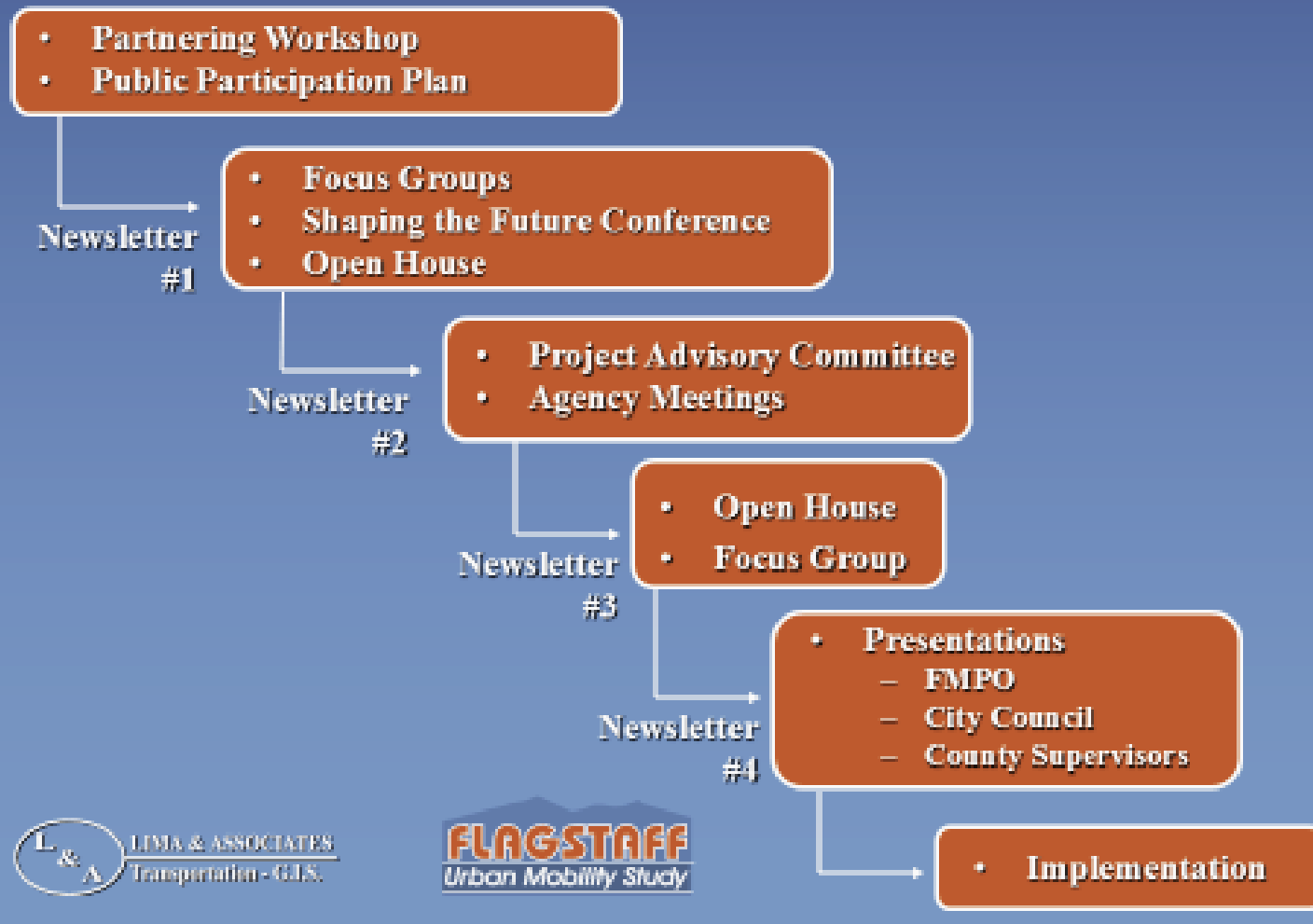
Background

- *2001 Flagstaff Area Regional Land Use & Transportation Plan*
 - Table 5. Types of Roadway Projects
 - *System Efficiency: Intersection Upgrades, New turn lanes, **high priority***
- *2004 Flagstaff Urban Mobility Study*
 - *Recommendation: Dual left turn lane Eastbound Route/Humphreys Street addresses bottleneck condition north of BNSF Railroad Bridge*

Background

- *2009 FMPO Regional Transportation Plan*
 - *Table 11B. Urban arterial intersection LOS E*
 - *NOTE: Current City Standard LOS D*
- *2014 Flagstaff Regional Plan 2030: Place Matters*
 - *Map 25: confirms intersection of two arterials*
 - *Policy T.2.5. Continue to seek means to...manage peak hour congestion...in the US 180 corridor.*
- *2015 Transit Spine Route (BRT) Study*
 - *Locally Preferred Alternative proposes BNSF bridge and intersection improvements*

Integrated Technical and Public Participation Process



Milton Operations Analysis

LOS Today

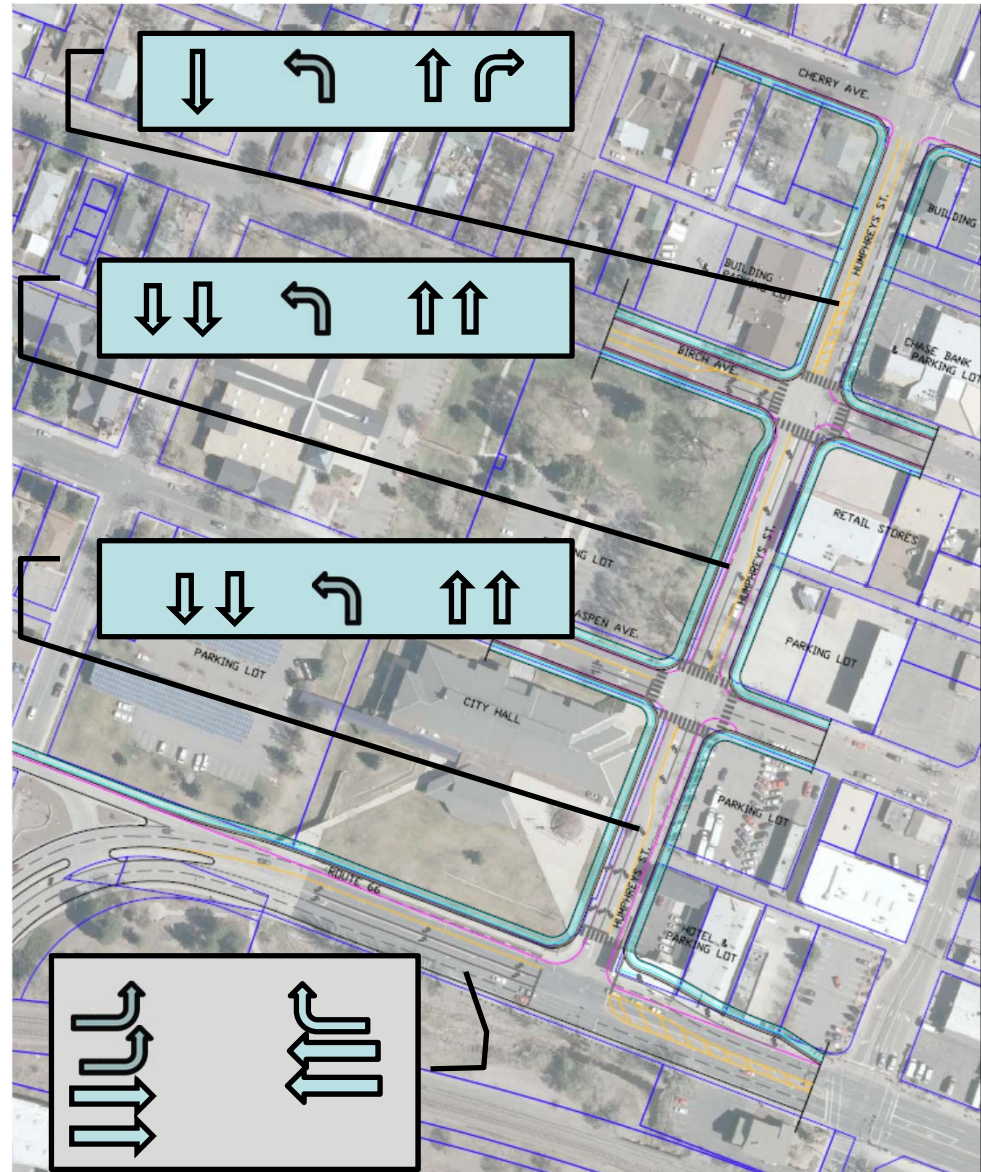
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LOS w/ 20% growth "No Build"

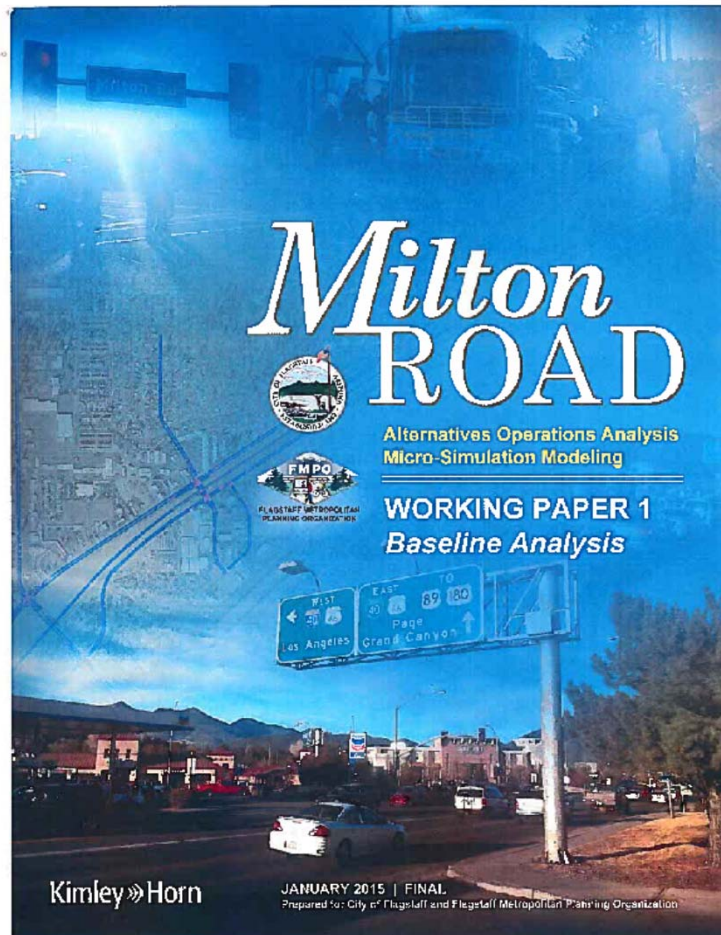
E

LOS w/ 20% growth "Build"

C



BACKGROUND



B40 / 180 Intersection (Humphreys)

Recommend installing future:

- Dual SB right turn lanes ↱ ↱
- Dual EB left turn lanes ↰ ↰
- WB right turn lane ↱

BACKGROUND

Identified Potential Opportunity:

ADOT Statewide Competitive Minor Project Program

Last Winter:

- **Minor Project FY18 Humphrey Turn Lane – unsuccessful**

This Winter:

- **Minor Project FY19 Humphrey Turn Lane– successful**
 - **Submitted application in mid February 2016**
 - **Notice of Success received March 21, 2016**

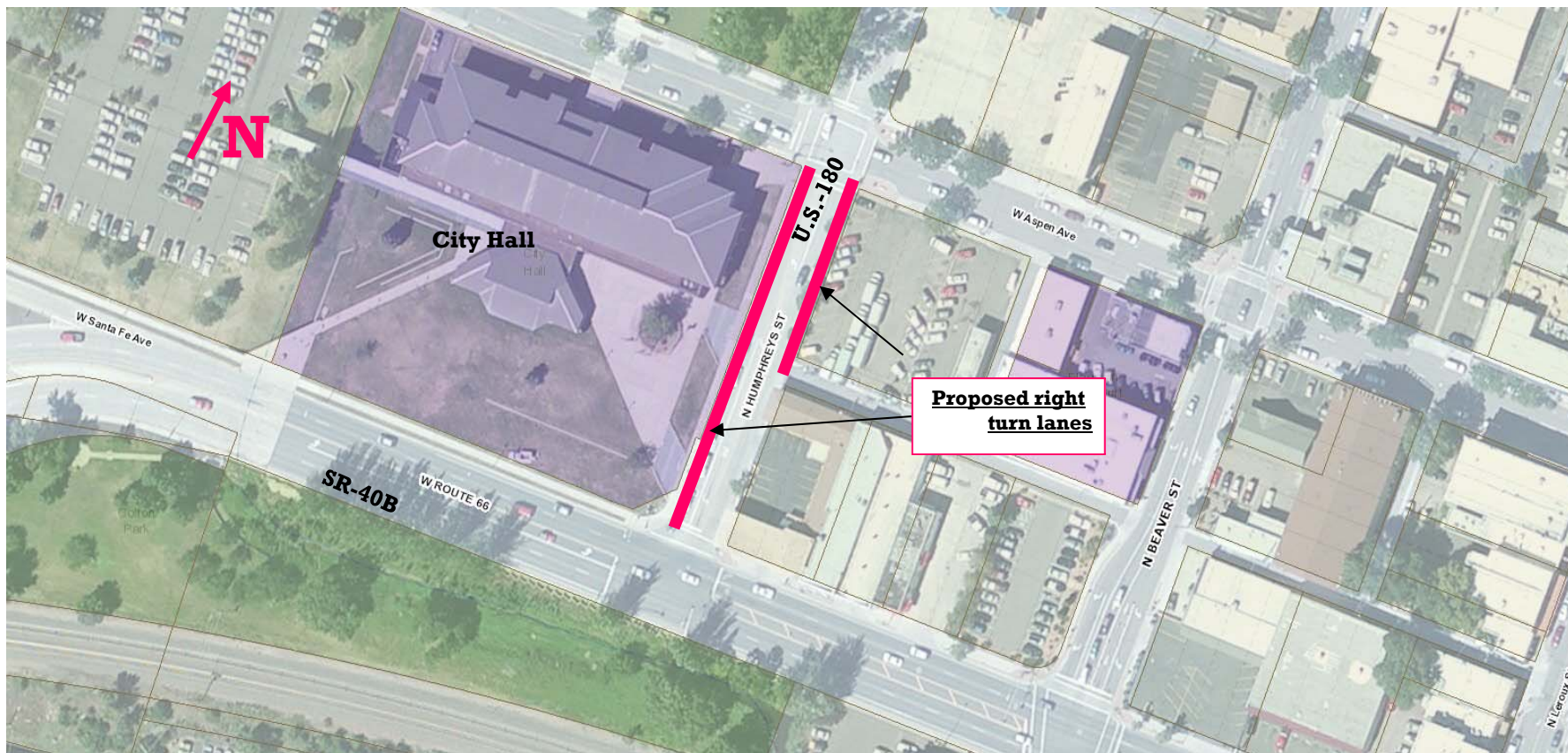
BACKGROUND

Thank you

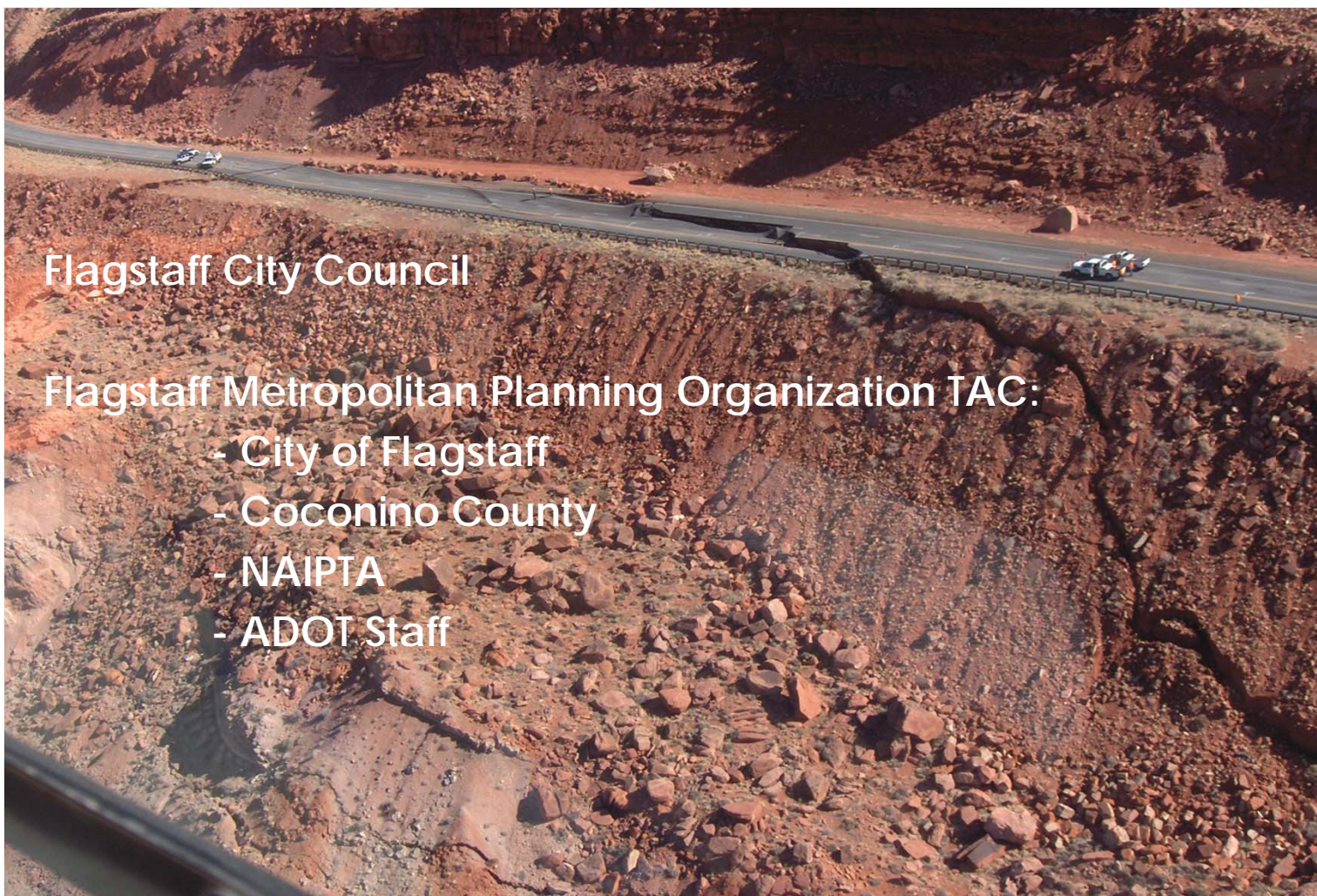
MAP / OUTLINE

- BACKGROUND
- PROPOSED HUMPHREY TURN LANE PROJECT

HUMPHREY TURN LANE PROJECT



THANK YOU



Flagstaff City Council

Flagstaff Metropolitan Planning Organization TAC:

- City of Flagstaff
- Coconino County
- NAIPTA
- ADOT Staff

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: John Saltonstall, Business Retention & Expansion Manager
Date: 02/28/2016
Meeting Date: 04/12/2016



TITLE:

Presentation on Economic Development Incentives Available to Businesses in Flagstaff

DESIRED OUTCOME:

This is an informational item which was requested by Council

EXECUTIVE SUMMARY:

Incentives exist to encourage behaviors in others that may not otherwise occur. The State of Arizona offers a suite of incentives to encourage commerce and investments. Those incentives range from foundational, to statutory, to discretionary. This presentation will provide details on each type of incentive. Next, the three existing development agreements enabled through legislation will be discussed in greater detail. The last portion will present examples of successful grant programs that have assisted area businesses.

INFORMATION:

COUNCIL GOALS:

9) Improve the economic quality of life for Flagstaff through economic diversification, and by fostering jobs and programs that grow wages and revenues

REGIONAL PLAN:

Goal LU.1. Invest in existing neighborhoods and activity centers for the purpose of developing complete, and connected places;

Goal LU.9. Focus reinvestment, partnerships, regulations, and incentives on developing or redeveloping urban areas;

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

Attachments: [Incentive Presentation](#)

INCENTIVE OVERVIEW

John Saltonstall, Business Retention & Expansion Manager
Keith Watkins, Senior Vice-President, Economic/Rural Development
Rich Bowen, President/CEO of ECoNA
April 12, 2016

Incentives. Why?

- To encourage action on the part of another for something that otherwise may not occur
 - What kind of action?

Arizona Incentives

- Foundational
- Statutory
- Discretionary



Development Agreement: A tool for common goals

- Meeting future needs
- Guided by Regional and other plans
- Assists with community planned goals

Example: City acquires right of way or easement

Development Agreement Incentives

- Transaction Privilege Tax rebate
- Example Aspen Place/Sawmill

The logo for Aspen Place at the Sawmill. The words "Aspen Place" are written in a large, elegant, cursive script. Below this, the words "AT THE SAWMILL" are written in a smaller, all-caps, sans-serif font. The entire logo is set against a light, textured background that resembles a wooden surface.

Joy Cone Company



- Expand 65,000 sq.ft. additional warehouse space
- Provide health insurance to all employees
- Development Agreement terminates 2023
- Total anticipated savings of ~\$3million over the 15 year period

Orpheum

- Tenant Improvements
- local contractors
- local media
- Total anticipated savings of \$100,000 over 8 year period which terminates in 2017



Nestle-Purina



- 100,000 sq.ft. addition
- continue producing 165,661 tons pet food a year
- two (2) acres of land for a fire station at a price of \$435,600
- 94,000 sq.ft. warehouse addition and parking for 292 vehicles
- Add 50 full time employees
- Dedicate right of way to realign Industrial Drive
- Total savings \$3,004,734

Successful Grants

- Machine Solutions



Successful Grants

- T-Gen North



Successful Grants

- Mountain Heart



Successful Grants

- Joy Cone Company



Questions

Thank you

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Dan Musselman, Deputy Police Chief (Support Services)

Date: 03/14/2016

Meeting Date: 04/12/2016



TITLE:

Discussion on Nuisance Party Ordinance

DESIRED OUTCOME:

To address citizen concerns brought forward about the Nuisance Party Ordinance

EXECUTIVE SUMMARY:

At the October 6, 2015 City Council Meeting, some citizens expressed concerns with the current Nuisance Party Ordinance. The Police Department was directed to meet with the citizens, listen to their concerns and come back before City Council with any recommended changes.

INFORMATION:

In recent years the Flagstaff Police Department has responded to an increasing number of loud, unruly gatherings on large student housing properties. We are always looking for alternative or better methods to deter this criminal activity and feel the current Nuisance Party Ordinance allows the Police Department an appropriate alternative.

Under the Party Nuisance Ordinance, a "Nuisance Party" is defined as a gathering of five (5) or more persons on any private property, in a manner which causes a disturbance of the quiet enjoyment of private or public property by any person or persons. Such disturbances may include, but are not limited to, excessive noise or traffic, obstruction of public streets by crowds or vehicles, drinking in public, serving alcohol to minors or the consumption of alcohol by minors, fighting, disturbing the peace and littering.

Under this ordinance any persons attending the party and contributing to the nuisance can be cited on a first response by one or more officers. The ordinance allows the officers to issue citations for a civil violation of a "Nuisance Party", in lieu of the criminal arrest (Class 1 misdemeanor), for Disturbing the Peace. Any sponsor, host or organizer of the "Nuisance Party", may be cited during a first response.

Civil fines will range from \$250, on the first offense, to \$500 on the second offense within 120 days and \$1000 for the third or subsequent offense within 120 days. These fines can be enhanced if there are additional criminal violations taking place at the Nuisance Party. If the property owner is on the premises during the "Nuisance Party" and takes no reasonable action to prevent the "Nuisance Party" the property owner can be cited.

However if the property owner is not on premises but proper notice was provided making the property owner aware of a "Nuisance Party" a civil fine can be imposed if the "Nuisance Party" has occurred 30

days after the initial notification was made.

The ordinance does allow for a waiver to be issued if the property owner has taken steps reasonably necessary to prevent subsequent nuisance parties, is in the process of an eviction, or agrees to actively participate in the Flagstaff Police Department's Crime Free Multi-Housing Program, or if over 100 individual units obtains private security on the property.

Police Chief Kevin Treadway and his staff met with the citizens on December 10th, to hear their concerns. We met again on March 9th to discuss the concerns and advise them of the Chief's response to their concerns and his recommendations. This presentation will be shared with Council.

CITY COUNCIL GOAL:

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

Attachments: [Nuisance Party Ordinance PowerPoint](#)

Nuisance Party Ordinance

Background

- Substantial expenditure of police resources
- Purpose is to deter criminal behavior associated with nuisance parties
- Ordinance passed on May 19th, 2015
- Became law on June 18th, 2015

Nuisance Party

- Gathering of five (5) or more persons
- On private property (including a business)
- Which causes a disturbance
- May include excessive noise or traffic, blocking streets, drinking in public, minors drinking fighting or littering.

Modifications to Ordinance

- A violation is civil and not criminal
- Attendees only cited if officer can clearly articulate such individual(s) are contributing to the "Nuisance"
- Prohibits parties within **120** day period (modified from **90** day period)
- Can hold property owners responsible if "Nuisance Parties" continue.

Citizen Concerns

- Unfairly targets student demographics.
- Wants definition changed from five people to 15 people.
- Language so offenders could not get charged both civilly and criminally from the same incident.
- Vague language within the statute.
- Change from 120 days back to 90 days.
- Wanted safeguards to make sure the ordinance is not abused.

Concerns Continued

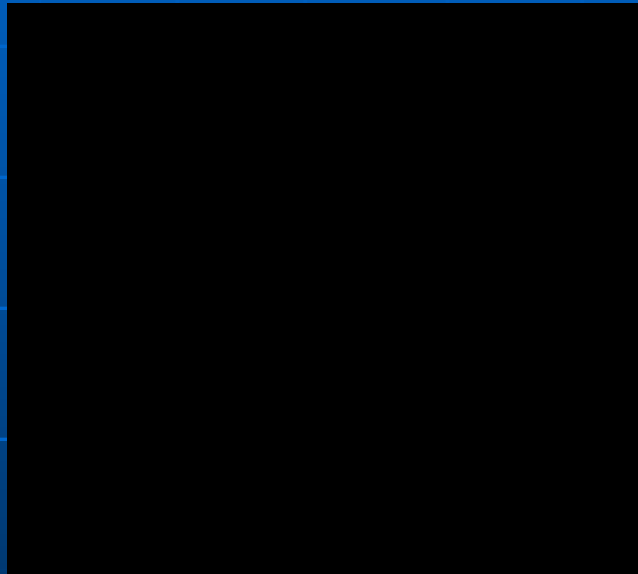
- Just being present at a gathering could subject a person to a fine
- Vague Language, allows police to enforce the ordinance for reasons not clearly listed in the ordinance
- The autonomy of the law will lead to selective enforcement and harassment in certain locations and with certain groups
- Infringes on civil liberties of citizens right to peacefully assemble
- Police resources should go to other calls that are higher priority
- The ordinance is overreaching and unnecessary, this in turn breeds public resentment of the police.
- Marginalizes people based on sociodemographic status

Concerns Continued

- Attacks the assembly of groups of five or more.
- The civil fine is excessive.
- Does not provide an adequate forum for the accused to face the accuser (no due process).
- Makes people guilty by association
- Definition of party should be increased from 5 to 15.
- The 120 day period should be reduced to 90 days.
- There could be some refinement of definitions in the ordinance.
- People are unhappy with the ordinance

Chiefs Comments

Party Footage



Party Nuisance Audit findings

- Between July 28th, 2015 to February 28th, 2016
- Police Department has issued 120 Nuisance party response notices.
- Out of the 120 responses the Police Department has issued 95 civil citations and 22 associated criminal citations.
- To date there have been no citations issued to property owners.

Thank You

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Trace Ward, CVB Director
Date: 03/18/2016
Meeting Date: 04/12/2016



TITLE:

National Travel and Tourism Week Update and Arizona Winter Wonderland Recap

DESIRED OUTCOME:

Information only

EXECUTIVE SUMMARY:

National Travel and Tourism Week is May 1-7, 2016. This week is America's annual celebration of travel and tourism and was established through a congressional resolution in 1983. Travel and Tourism professionals from across the nation will celebrate the impact tourism adds to the economy and the quality of life it lends to their communities. The Convention and Visitors Bureau (CVB) staff will provide an update on their National Travel and Tourism Week efforts and provide examples of our most recent Arizona Winter Wonderland designation activities.

INFORMATION:

COUNCIL GOAL:

9) Improve the economic quality of life for Flagstaff through economic diversification, and by fostering jobs and programs that grow wages and revenues.

Attachments: PowerPoint



April 2016

FLAGSTAFF CITY COUNCIL MEETING



The destination for all seasons





Designation

- Proclamation was drafted and submitted to Brewer administration - 2014
- Updated and resubmitted to Ducey administration - 2015
- With help from City Lobbyist and partners, including NAU
- Signed October 27, 2015



Douglas A. Ducey
Governor

Office of the Governor

WITH SPECIAL RECOGNITION

WHEREAS, Arizona is a unique state with a vast cultural and geographical diversity that appeals to visitors from around the world; and

WHEREAS, the travel and tourism industry is the number one ranked export industry for the state of Arizona, generating \$2.6 billion in local, state and federal tax revenues; and

WHEREAS, Flagstaff provides a unique experience within the state, receiving more than 100 inches of snowfall each winter, providing a range of activities for residents and visitors and is one of the snowiest cities in America; and

WHEREAS, Flagstaff is home to the Arizona Snowbowl, Flagstaff Nordic Center, Northern Arizona University and the North Pole Experience and hosts winter events such as the Little America Holiday Lights display, Northern Lights Holiday Parade, Weatherford Hotel Great Pinecone Drop, Dew Downtown Urban Ski and Snowboard Festival, the Grand Canyon State Games Ski and Snowboard competition, Kahtoola Agassiz Uphill race and Flagstaff Winterfest; and

WHEREAS, Flagstaff is the destination for all seasons highlighting the diversity of the state through these winter-related activities; and

WHEREAS, Flagstaff receives more than four million visitors per year, many of which plan their stay during the winter for snow play activities.

NOW, THEREFORE, I, Douglas A. Ducey, Governor of the State of Arizona, do hereby recognize Flagstaff, Arizona as Arizona's Winter Wonderland.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona



Douglas A. Ducey
GOVERNOR

DONE at the Capitol in Phoenix on this twenty-seventh day of October in the year Two Thousand and Fifteen and of the Independence of the United States of America the Two Hundred and Fortieth.
ATTEST

Michelle Reagan
Secretary of State



Promotion

- Proclamation reading at Little America Holiday Lights
- Winter Wonderland activation in downtown Phoenix
- Local – window decal, earned and owned media
- BCS Championship Game Campus with AOT
- Dew Downtown booth



Flagstaffwinter.com



WINTER RECREATION | RECREATION AREAS | SNOWPLAY MAP | RENTALS | SAFETY TIPS | WINTER EVENTS | WEBCAM

ARIZONA'S OFFICIAL WINTER WONDERLAND



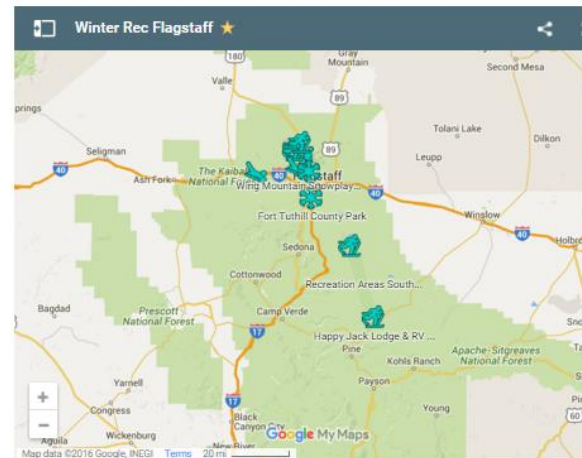
Flagstaff was designated Arizona's official winter wonderland by Governor Ducey this year. Below you will find tips for visiting in the winter months and resources for enjoying our snowy playground. An average of 100 inches of snow falls annually in town, while the surrounding ponderosa forests are blanketed with even more, welcoming winter enthusiasts to partake in winter activities, such as skiing, snowshoeing, sledding and snowbiking.

For directions to winter recreation areas use this interactive Google

map or download a [printable version](#).

KEEP FLAGSTAFF BEAUTIFUL

Please remember to pick up trash and recycle broken sleds. Thank you!



Known as Arizona's Winter Wonderland, Flagstaff is located at the base of the San Francisco Peaks and provides a winter escape for family, friends and loved ones. From skiing at Arizona Snowbowl and sledding with the kids, to holiday events and New Year's Eve celebrations, Flagstaff is the destination for your winter retreat.



PLAN YOUR TRIP

In the midst of the world's largest Ponderosa pine forest, at an elevation of 7,000 feet (2,135 m), Flagstaff is a four season hub of activity where an eclectic mix of small town charm and endless outdoor adventure beckons.



Snowplay Map



RECREATION AREAS

NORTH OF FLAGSTAFF

ACCESS FROM MILTON RD

- ▶ I-17 North into MILTON RD, continue following north until MILTON merges into ROUTE 66
- ▶ Turn Left onto HUMPHREYS ST
- ▶ Turn Left onto FORT VALLEY RD / HWY 180

ON RETURN TO MILTON RD

- ▶ From FORT VALLEY RD use HUMPHREYS or BEAVER

ACCESS FROM BUTLER AVENUE

- ▶ From I-17 North, exit onto I-40 East
- ▶ Take exit 198 to BUTLER AVE
- ▶ Turn left on BUTLER AVE
- ▶ Straight onto PONDEROSA PKWY
- ▶ Turn Left onto ROUTE 66
- ▶ Turn Right onto SWITZER CANYON RD
- ▶ Continue into FORT VALLEY RD / HWY 180

WEST OF FLAGSTAFF

ACCESS FROM I-40 TO OAK HILL SNOWPLAY AREA

- ▶ From I-40 West go 17 miles, take EXIT # 178
- ▶ Turn Right and go to Historic Route 66
- ▶ Turn Left on Historic Old Route 66
- ▶ Go 4 miles to Oak Hill Snow Play Area on left

SOUTH OF FLAGSTAFF

ACCESS FROM I-17 TO FORT TUTHILL PARK

- ▶ From I-17 North., take EXIT #337
- ▶ Turn left, proceed through roundabout
- ▶ Continue straight onto FAIRGROUNDS RD

MORMON LAKE LODGE

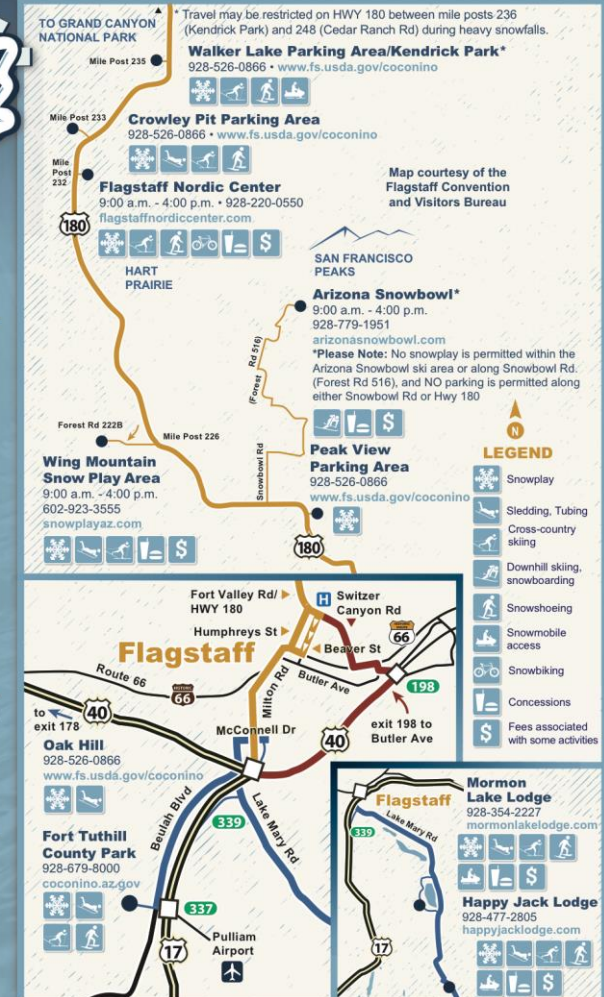
- ▶ From I-17 North, take EXIT #339 / LAKE MARY RD/MORMON LAKE
- ▶ Turn Right on S LAKE MARY RD go 21 miles
- ▶ Turn Right on Mormon Lake Village exit
- ▶ Continue 7 miles to lodge.

HAPPY JACK LODGE

- ▶ From I-17 N., take EXIT #339
- ▶ /LAKE MARY RD / MORMON LAKE
- ▶ Turn Right on S. LAKE MARY RD
- ▶ Cont. 38 miles to MILE POST 292.5

PLEASE HELP KEEP FLAGSTAFF
BEAUTIFUL AND CLEAN

Dispose of your
trash and recycling
appropriately.



flagstaffwinter.com | 877.878.9377

#azwinterwonderland

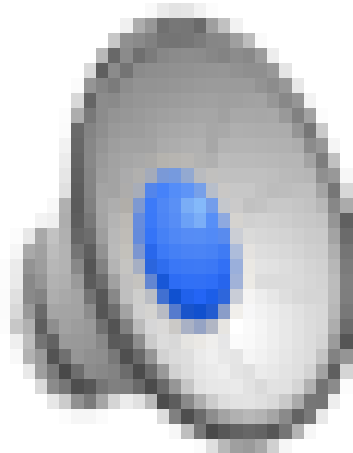


Advertising





NATIONAL TRAVEL & TOURISM WEEK MAY 1-7, 2016





Awareness

Inspire

Motivate

Experience more



Tourism Matters For Flagstaff

Economic Impact



The average party spends
\$553 per day

Lodging 28%
Restaurant/Grocery 17%
Recreation/Tour 16%

Annual visitation
4.6 million

How did you hear about Flagstaff?

Been here before **42%**

Word of mouth 28%
Online/website 23%



\$575,121,000

Total Economic Impact

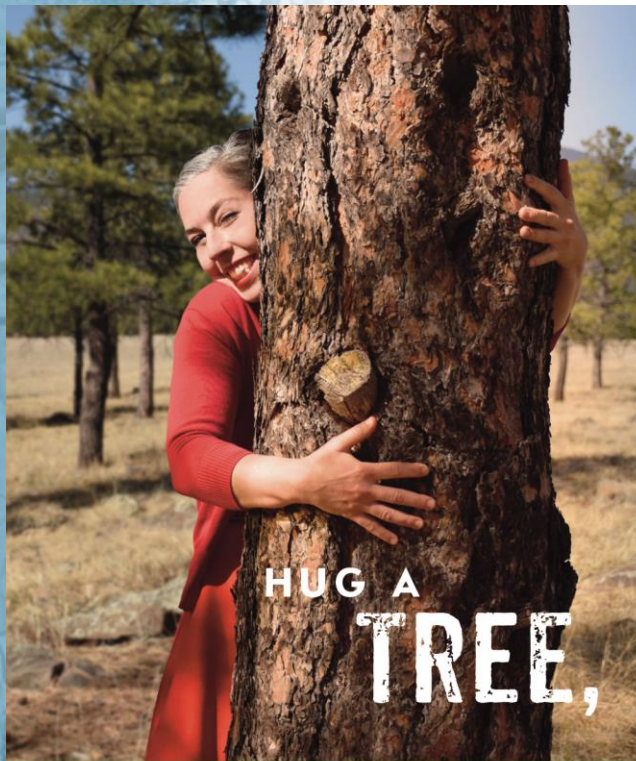
\$458,691,000 Direct Effect



\$38,842,000

State & Local Taxes Produced

7,311 Total Jobs Created
(direct/indirect)



HUG A
TREE,






HUG A
VISITOR.

Emma Gardner | Local Flagstaff Artist



National Tourism Week, May 1 - 7

- **\$2.3 MILLION** tourism dollars go towards keeping our parks beautiful annually
— City of Flagstaff
- **7,500** jobs are supported through tourism in Flagstaff
— Northern Arizona University
- **\$1,200** is the amount you save annually on your taxes thanks to tourism in Flagstaff
— Arizona Office of Tourism

flagstaffarizona.org/hugavisitor |    



Thank you

Flagstaff Convention & Visitors Bureau

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Barbara Goodrich, Deputy City Manager
Co-Submitter: Dan Folke
Date: 04/06/2016
Meeting Date: 04/12/2016



TITLE:

Advancement of the Southside Neighborhood Plan

DESIRED OUTCOME:

Council direction

EXECUTIVE SUMMARY:

The City Council has directed staff to move forward with a High Occupancy Housing plan in the Fiscal Year 2016-2017 work program. The requested consideration is to concurrently advance the Southside Neighborhood Plan and to discuss the resources needed to accomplish.

INFORMATION:

COUNCIL GOALS:

7) Continue to implement the Flagstaff Regional Plan and focus efforts on specific plans

Attachments: Specific Plan CCR

CITY COUNCIL REPORT

DATE: April 6, 2016

TO: Mayor and Councilmembers

FROM: Sara Dechter, AICP, Comprehensive Planning Manager
Mark Landsiedel, Community Development Director

CC: Josh Copley, Barbara Goodrich, Leadership Team

SUBJECT: SPECIFIC PLAN DELIVERY OPTIONS

At the January 26th Work Session, Council requested information regarding the resources required for completing more than one specific plan at a time. The Comprehensive Planning Program (the Manager and half of the Associate Planner) currently spends about 50% of its time and resources on Specific Plans. Capacity is enhanced by contributions from other City staff and unpaid interns.

There are two recommended ways to enhance specific planning capacity. We could increase funding for planning consultants or we could increase staffing to allow for greater production. Our current practice is to simply allot a longer time frame for completion of multiple priorities as funding has been limited.

The cost/time for a consultant-based planning effort (Page 2) is based on similar City projects between 2004 and 2012¹. Contracting for these services would still require a significant level of project/consultant management and review by City staff. A package of services would include all analysis, public involvement, meeting planning and preparation, and production of the plan. Contracting these efforts comes with the risk of additional expenditure; it is difficult to predict additional work which may arise through the public process.

The costs/time for a staff-based planning effort (again, Page 2) also includes a minor amount of funding for consultant services. The key cost is to fund a mid-level planner position (salary range \$57,800 - \$83,800) which would allow for two full-time project managers. The position would have a strong design emphasis, which would add capacity to the staff for illustrations of goals and policies. The consultant resources are necessary for specialized services and due to the Comprehensive Planning staff's other duties and, also, because we are not creating additional capacity in other supporting divisions.

¹ Plans completed by consultants were budgeted as follows: Lone Tree Corridor Plan (\$272,096), Southside Plan (\$100,000), South Fourth Street Corridor Plan (\$101,792) and North Fourth Street Corridor Plan (\$250,000).

CONCLUSIONS

This memo provides scenarios on how we could increase the pace of specific planning and complete additional projects. The City Manager's FY17 budget recommendation for the program is to provide \$15,000 for consulting services and \$7,000 for an intern. The timeline for the High Occupancy Housing Plan reflects this budget recommendation.

The critical path in developing a specific plan is to plan/execute public involvement and to coordinate stakeholders in drafting policies. Consulting assistance can help free up some of staff's time from meeting preparation, document preparation, and data analysis, but cannot replace the role of project manager and community outreach in a meaningful and sustainable way.

SPECIFIC PLAN DELIVERY OPTIONS FY 16/17 WORK PLAN

No.	Project(s)	Staff + Consultant	OR	Consultant Only	Months
1.	High Occupancy Housing	Existing Staff + \$15,000 Total \$15,000	OR	N/A	12 to 14
2.	High Occupancy Housing + Southside	Existing Staff + \$95,000 (Neighborhood Planner) + \$50,000 Total \$145,000	OR	\$200,000	14 to 18
3.	High Occupancy Housing + Southside + One Additional	Existing Staff + \$95,000 (Neighborhood Planner) + \$250,000 Total \$345,000	OR	\$350,000	18 to 24

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Stephanie Smith, Assistant to City Manager
Date: 04/06/2016
Meeting Date: 04/12/2016



TITLE:

NAIPTA Update/ Transit Tax Renewal

DESIRED OUTCOME:

Information and discussion.

EXECUTIVE SUMMARY:

The Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) is the transit agency in northern Arizona operating the Mountain Line, Mountain Lift and Mountain Link systems in Flagstaff. NAIPTA also coordinates with Campus Shuttle Service at Northern Arizona University. Established in 2001, NAIPTA has grown into a system that employs more than 75 people and transports nearly 2 million riders a year.

The purpose of this work session discussion is to hear from General Manager and CEO, Jeff Meilbeck, who will provide an update on NAIPTA and introduce a discussion on renewing the local transaction privilege tax revenues dedicated for public transportation ("transit tax").

The Flagstaff City Council has authority to ask City voters whether the transit tax should be renewed. The City Charter Article V, Section 2 provides that the City Council shall have the power to levy a transaction privilege tax (also referred to as a sales tax) subject to approval by a majority of the qualified electors voting in the regularly scheduled general election. The City base local transaction privilege tax rate is 2.051% of gross revenues from a taxable activity (with an additional 2% rate on bar/restaurant/lodging businesses). The transit tax was approved by the City electorate via five separate propositions, totals as a .295% rate, and is part of the base rate of 2.051%. The approved propositions dedicate the transit tax revenues for specific public transportation purposes, and impose a "sunset" or expiration date for such tax of June 30, 2020. The applicable propositions are referenced in the City Code, Section 3-05-008-0800.A.5,7,8,9,10.

There are certain other portions of the base local transaction privilege tax rate with a sunset date of June 30, 2020, totaling as a .426% rate. See City Code, Section 3-05-00-0800.A.3,4, 6 (relating to pedestrian and bike projects, 4th Street overpass, traffic flow and safety improvements).

INFORMATION:

COUNCIL GOALS:

- 3) Provide sustainable and equitable public facilities, services, and infrastructure systems in an efficient and effective manner to serve all population areas and demographics
- 6) Provide a well-managed transportation system
- 7) Continue to implement the Flagstaff Regional Plan and focus efforts on specific plans
- 8) Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and developments
- 10) Support and assist the most vulnerable
- 11) Ensure that we are as prepared as possible for extreme weather events

REGIONAL PLAN:

Goal LU.7. Provide for public services and infrastructure

Goal LU.12. Accommodate pedestrians, bicyclists, transit riders, and private cars to supplement downtown's status as the best-served and most accessible location in the region.

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

Goal T.2. Improve transportation safety and efficiency for all modes.

Goal T.7. Provide a high-quality, safe, convenient, accessible public transportation system, where feasible, to serve as an attractive alternative to single-occupant vehicles.

Attachments: [NAIPTA PPT](#)
 [NAIPTA Staff Report](#)



Transit Decision 2016

*April 12, 2016
Flagstaff City Council*



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Key Points

- ◎ NAIPTA operates transit for the City of Flagstaff
- ◎ Transit funded by \$.00295 transit tax
- ◎ Transit tax sunsets 6/30/2020 if not renewed
- ◎ NAIPTA Board requests 2016 ballot question
- ◎ Transit just one part of the picture
- ◎ City Council holds authority on how, when or if to send ballot question to voters.



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NAIPTA Structure

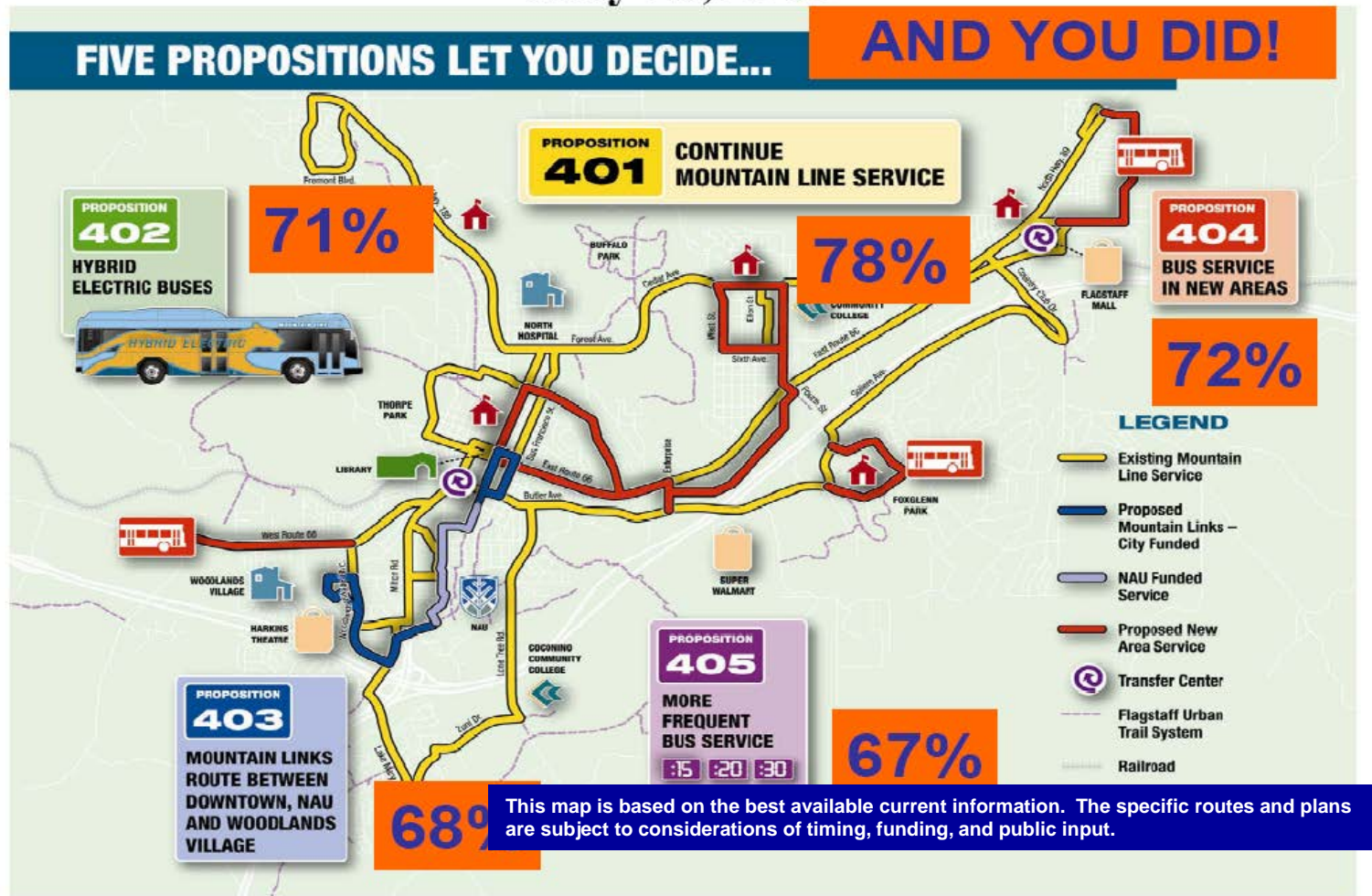
- ◎ Political Subdivision of the State
- ◎ Four Member Agencies
 - City of Flagstaff
 - Coconino County
 - Coconino Community College
 - Northern Arizona University
- ◎ Each member contributes differently
 - NAU and County use General Fund
 - City uses Dedicated Sales Tax



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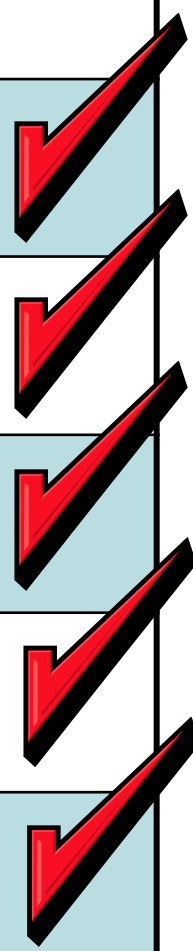
Promises Made FY08



Getting you where you want to go 4



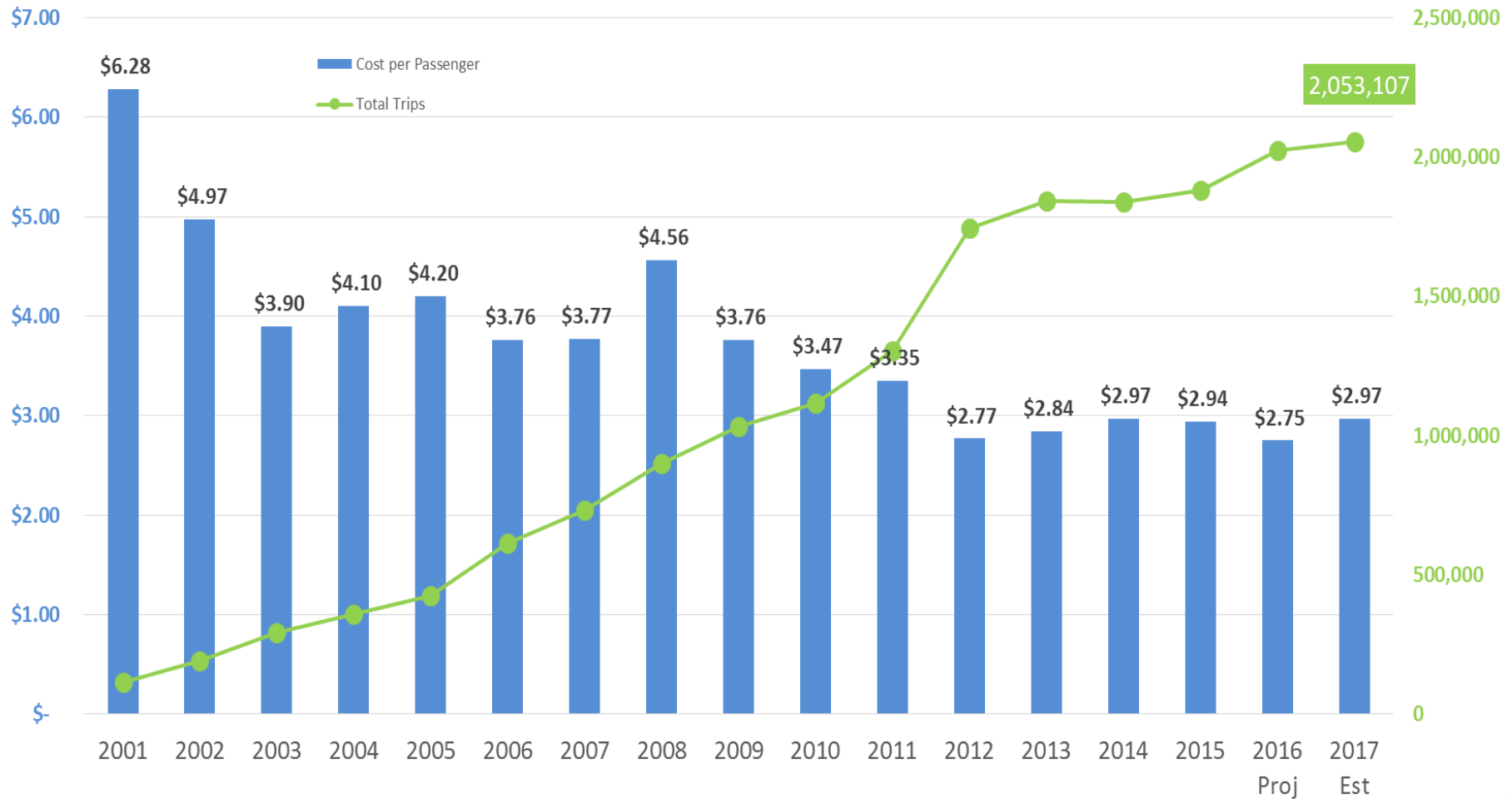
<i>Prop</i>	<i>Promise</i>	<i>Result</i>
401	Maintain	Done
402	Hybrid Fleet	Done
403	Mountain Link	Done
404	New Service	Rt 7, 10, 10A, 14
405	More Frequent	10, 20, 30 Minute Crosstown Rt. 2 (August)



Getting you where you want to go



Mountain Line - 16 Years and Growing Strong



Getting you where you want to go



Transit Budget Overview

- ◎ Transit Tax draws about \$4.5 Million per year from .00295 sales tax.
- ◎ Mountain Line operating budget is about \$7.5 million per year
- ◎ Mountain Line capital budget varies but has averaged about \$5 Million annually
- ◎ Mountain Line compares favorably with peer cities on performance measures.
- ◎ A flat tax renewal will maintain existing service levels



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Options to Consider

◎ What year to send to voters

- 2016
- 2018
- 2020
- Never

◎ What rate

- Flat .00295
- Increase
- Decrease



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Timing Option: 2020

- ◎ Election in November 2020
- ◎ Tax sunsets June 30, 2020
- ◎ Increased cost and risk even if renewed.



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Timing Option: 2018

- ◎ Takes attention from other transportation projects, i.e. Lone Tree and Milton Solutions
- ◎ Transit/Transportation differences can be confusing/difficult to message
- ◎ Cost and risk if fails in 2018



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Option: 2016 Request

- ◎ NAIPTA Board recommended
- ◎ Provides second chance if fails
- ◎ Noisy ballot, but simple question
 - Transit / President confusion unlikely in 2016
- ◎ Clears transportation slate for 2018 without risk of loss or confusion



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Timing Option: Never

- ◎ Sales tax rate reduces
- ◎ System goes away
- ◎ Lots of implications
 - Community relations
 - Regional plan
 - Federal funding
 - Affordability
 - Congestion



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Amount Option: Flat Renewal

- ◎ Keep current service levels
- ◎ No increase or decrease to tax rate



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Amount Option: Up or Down

- ◎ We aren't ready
- ◎ Transportation is a system
- ◎ Transit is only one part of system
- ◎ Much more community input needed
 - Steering Committee (Underway)
 - Economic Impact Studies
 - Statistically Valid Surveys
 - Open and Transparent Citizen Panels
 - Public Outreach



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Public Access and Timeline

March 7: "Promises Kept" Update (Done)

April 12: Council work session (Doing)

April 20: Public Survey (Doing)

April 22: Citizen Review Commission

- Press release
- Public invited

May 12: RTP Steering Committee (Public)

June 7: Proposed ballot language to Council

June 14: Possible Council work-session

June 21: Deadline for Council to call question

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40 by



40 by



40 by



Amount of space required to transport the same number of passengers by car, bus, or bicycle.

Event info at www.facebook.com/Urban.Ambassadors - Photos by www.tobinbennett.com

(Des Moines, Iowa - August 2010)



Thank you,

Jeff Meilbeck

NAIPTA CEO and General Manager

jmeilbeck@naipta.az.gov

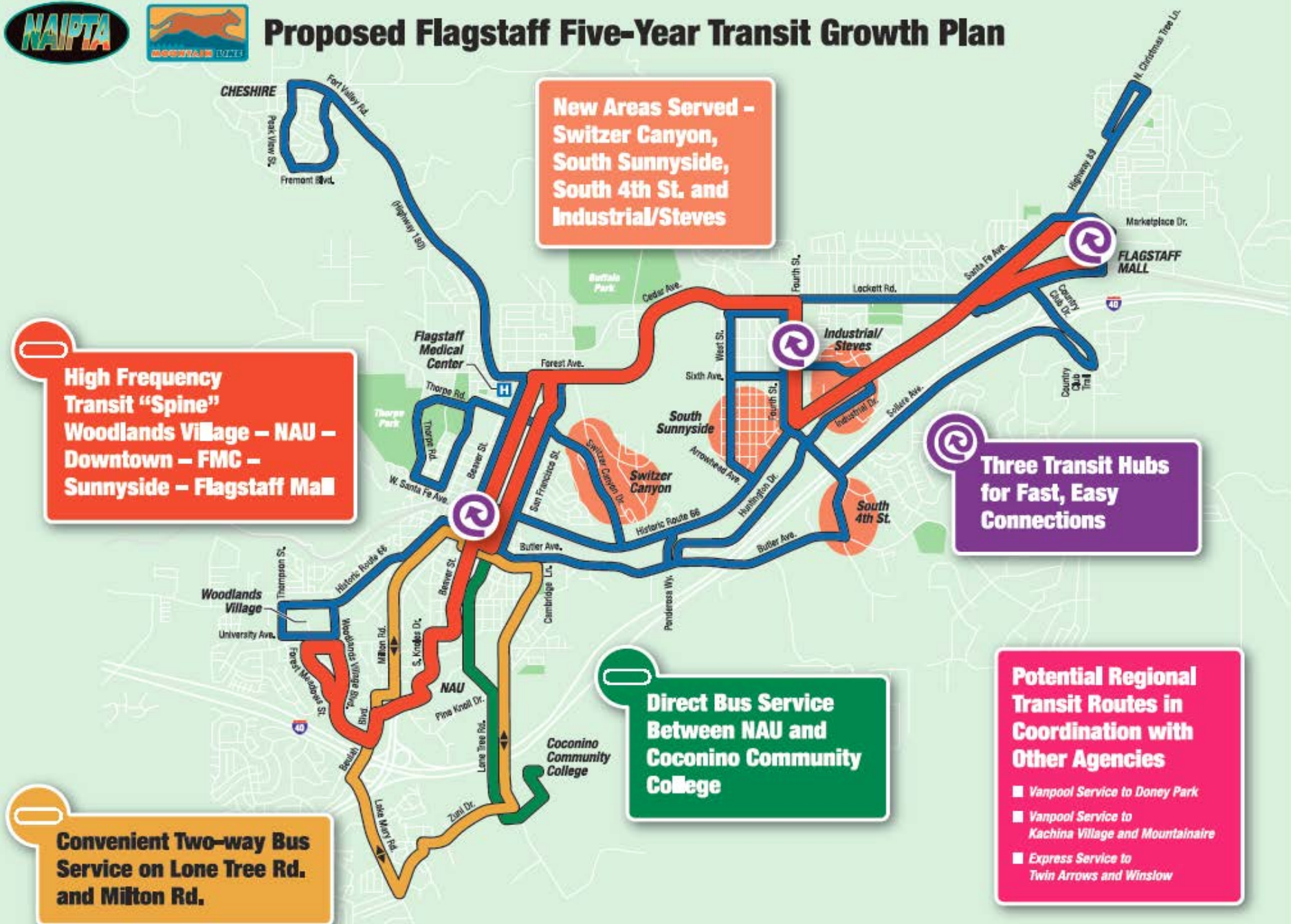
928-679-8900



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Proposed Flagstaff Five-Year Transit Growth Plan





Northern Arizona Intergovernmental Public Transportation Authority

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DATE PREPARED: March 10, 2016

DATE: March 23, 2016

TO: Chair and Members of the NAIPTA Board

FROM: Jeff Meilbeck, NAIPTA CEO and General Manager

SUBJECT: Transit Funding Renewal

RECOMMENDATION:

This item is provided as information and there is no recommendation from staff at this time.

RELATED WORKPLAN OBJECTIVE

Analyze timing options for returning to voters with a transit tax renewal and prepare a recommendation for Flagstaff City Council by September 2015 that includes a minimum of a flat tax renewal scenario.

RELATED GUIDING PRINCIPLES

- Collaborate to enhance service delivery
- Strive for continuous improvement in all we do

BACKGROUND:

The purpose of this staff report is to provide context and a timeline for meeting NAIPTA's transit tax renewal objective. As has been discussed before, the transit tax that funds Mountain Line will sunset on June 30, 2020. At NAIPTA's May 2015 joint meeting, and again at NAIPTA's October 21st Board of Director's meeting, the Board directed staff to pursue a flat tax renewal in 2016.

The authority to send a transit tax renewal initiative to the voters is held by the Flagstaff City Council. Other City transportation funding will also sunset on June 30, 2020, and it seems likely that City Council will send a comprehensive renewal request to voters in 2018. That decision has not been made by Council and given that the date is almost 3 years off, Council has not yet been asked to formally consider the question.

Unlike capital project initiatives, asking voters to renew the transit tax in 2016 is important to mitigating risk and avoiding crises. To illustrate the risk, if the transit tax question is not sent to voters until November 2018 and fails, funding for Mountain Line will cease on July 1, 2020. Given that the next opportunity for renewal would be November 2020, Mountain Line would



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cease operating for a 4 month period even if the November 2020 request were approved by voters. This service gap would be expensive, disruptive and erode confidence in the public's perception of the City's ability to plan ahead. Conversely, if the question goes to voters in November 2016 and does not pass, Mountain Line can go back in November 2018 with a modified request without jeopardizing the system.

Thinking things through, if the question fails twice, in both 2016 and 2018, it may be evidence that community support no longer exists and Mountain Line service would be allowed to stop. However, failing once at the ballot could be a matter of bad luck, bad management, or other factors that would require a second go. As such, asking in 2016 provides adequate public process without risking a costly, disruptive and confidence - eroding crises.

As Council considers whether or not to send a transit tax renewal question to voters in November 2016, we need to remember that the Regional Transportation Plan (RTP) Steering Committee is also hard at work. The RTP Steering Committee is setting the stage for a broader community discussion about road, bike and pedestrian transportation projects. Another advantage in sending a flat funding transit tax renewal request to voters in November 2016 is that it clears the field of background noise following the Presidential election cycle and allows the City to focus solely on transportation expansion projects in 2018.

There are other benefits of the City sending a flat funding transit tax renewal request to voters in November 2016. Mountain Line is popular in the community and it is likely that transit funding at current levels would be renewed and secured in 2016. This certainty would enhance the confidence of passengers, employees, and members of the private sector investing along transit lines.

ALTERNATIVES:

The NAIPTA Board has already made a recommendation, but the City Council will be given the following alternatives for their deliberations:

- 1) Send a flat tax funding renewal to voters in 2016. This approach would provide certainty and flexibility and is the recommendation of the NAIPTA Board and TAC. Mountain Line is popular in the community and it is likely that transit funding at current levels would be renewed and secured in 2016. This certainty would enhance the confidence of passengers, employees, and members of the private sector investing along transit lines.
- 2) Do not send a flat tax funding renewal to voters in 2016. This option would put the Mountain Line system at risk. Even if Council sent the question in 2018, and it was not



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approved, transit funding would stop before a second request could be sent to voters in 2020.

- 3) Send a request for a transit tax increase to voters in 2016 (not recommended). Although Mountain Line is popular in the community and highly successful in its current form, a request for an increase in 2016 would be out of context with the rest of Flagstaff's transportation system. NAIPTA recommends that the Regional Transportation Plan Steering Committee be allowed to finish its work before Council considers any increases to transit funding. It is important that the community engage fully in the analysis of specific transportation projects and priorities and November 2016 does not provide enough time for the kind of transparent and inclusive dialogue consideration of a transit expansion would require.

FISCAL IMPACT:

A 2016 flat funding initiative, if approved by Council and voters, would secure transit funding for another 20 years. This level of funding certainty would make NAIPTA even more competitive for grants. Funding approval in 2018 would have the same affect but would create more risk and negative consequence if the first request failed and a second request was pushed to 2020.

TAC FEEDBACK

TAC members were supportive of this approach and Martin Ince from the FMPO pointed out that the reduction in background noise in 2018 by addressing transit in 2016 was a distinct advantage.

SUBMITTED BY:

Jeff Meilbeck
CEO and General Manager

ATTACHMENTS:

1. Preliminary Calendar 02-26-16

-pages 20-21



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CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Josh Copley, City Manager
Co-Submitter: Don Jacobson, Courts Administrator
Date: 04/07/2016
Meeting Date: 04/12/2016



TITLE:

New Municipal Courthouse Project

DESIRED OUTCOME:

Council direction

EXECUTIVE SUMMARY:

The current Municipal Courthouse facility on Beaver St. has deteriorated to a condition where significant financial resources will be needed in the very near future to remediate and maintain the building in order to ensure continued viability. This, however, would only serve to make the building safe for operations and does not address current and future space needs. City Staff and Council have previously agreed that the most cost effective solution is to "design, finance and construct a Courthouse" and this is contained in City Council Goal #3. Coconino County has determined that they will require additional space for their Justice Court operations. In collaboration with Coconino County, City Staff has determined that a co-located courts facility at the downtown site of the old county jail is feasible from an operational perspective. We are coming before Council this evening to ask whether or not this project and our proposed funding strategy is advisable.

In addition to current and future city identified funds, primarily through court fees and the sale of city owned properties, we have a funding gap of approximately \$10 million dollars which represents about half of the total city project cost. Depending on their proportionate use, the City and County would share the costs of design and construction of an approximate \$35 to \$40 million dollar project. This project would also include the construction of a parking structure near the co-located courts facility.

The proceeds of the sale of city owned properties including old fire station #1, the existing courthouse and property on Beaver St., and the Cherry Building and property on Cherry Ave are estimated at approximately \$4,520,000. The courts fees and other city funds would make up approximately \$7 million. Staff proposes a \$10 million dollar, secondary property tax, bond question to go to the voters in the November 2016 election in order to fully fund this courthouse project.

If Council should provide direction to staff to proceed with this project as described, we would continue to work with our County partners to further refine the concept design of the co-located courts facility. Our recommended outreach strategy would be to host a series of public open houses and presentations to local civic, business, and neighborhood organizations. Staff is also interested in hearing from Council on other ideas it may have regarding public engagement. We would then return to Council in late June with initial feedback from the public as well as a proposed ballot question for your consideration and possible adoption.

INFORMATION:

COUNCIL GOALS:

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

- Design, finance and construct Courthouse

Attachments: