

WORK SESSION AGENDA

**CITY COUNCIL WORK SESSION
TUESDAY
JANUARY 9, 2018**

**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 and Mission Statement

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

3. Roll Call

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

MAYOR EVANS
VICE MAYOR WHELAN
COUNCILMEMBER BAROTZ
COUNCILMEMBER MCCARTHY

COUNCILMEMBER ODEGAARD
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 January 16, 2018, 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. Petition - Wayside Horn Inequity; Diminished Quality of Life.

7. Discussion: Requiring For Sale signs at entrances of mobile home parks and written notification.

8. Climate Action Planning: January Update

9. Discussion of Fiscal Year (FY) 2019 Council Budget Priorities

10. Review of Draft Agenda Items for the January 16, 2018, City Council Meeting.*

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

11. Public Participation

12. Informational Items To/From Mayor, Council, and City Manager; future agenda item requests.

13. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2018.

Elizabeth A. Burke, MMC, City Clerk

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Rick Barrett, City Engineer
Date: 12/26/2017
Meeting Date: 01/09/2018



TITLE:

Petition - Wayside Horn Inequity; Diminished Quality of Life.

DESIRED OUTCOME:

Discussion of the Flagstaff Quiet Zone's five (5) at-grade railroad crossings (see attached Vicinity Map).

EXECUTIVE SUMMARY:

Citizen Petition #2017-04 was received on July 17, 2017, regarding Wayside Horns Inequity; Diminished Quality of Life. The Petition requests removal of wayside horns at Fanning Drive and Steves Boulevard railroad crossings and replacing each with "quiet zone" crossings similar to the other 3 in-town crossings (see attached Petition). Council's Future Agenda Item Request (FAIR) discussion on August 15, 2017 is all that is required to comply with Section 17 - Consideration of Petitions of the Flagstaff Charter.

INFORMATION:

Staff will present information related to the Flagstaff Quiet Zone (see attached Quiet Zone presentation):

1. March 2010 Quiet Zone
2. Code of Federal Regulations 49 CFR 222.43; Supplemental Safety Measures
3. Wayside Horns
4. Diagnostic Team
5. Options
6. Questions & Discussion

Attachments: [Quiet Zone Presentation](#)
[Vicinity Map](#)
[Petition](#)



TEAM FLAGSTAFF



East Side Wayside Horns Petition

City Council Work Session
January 9, 2018

Rick Barrett, P.E.
City Engineer

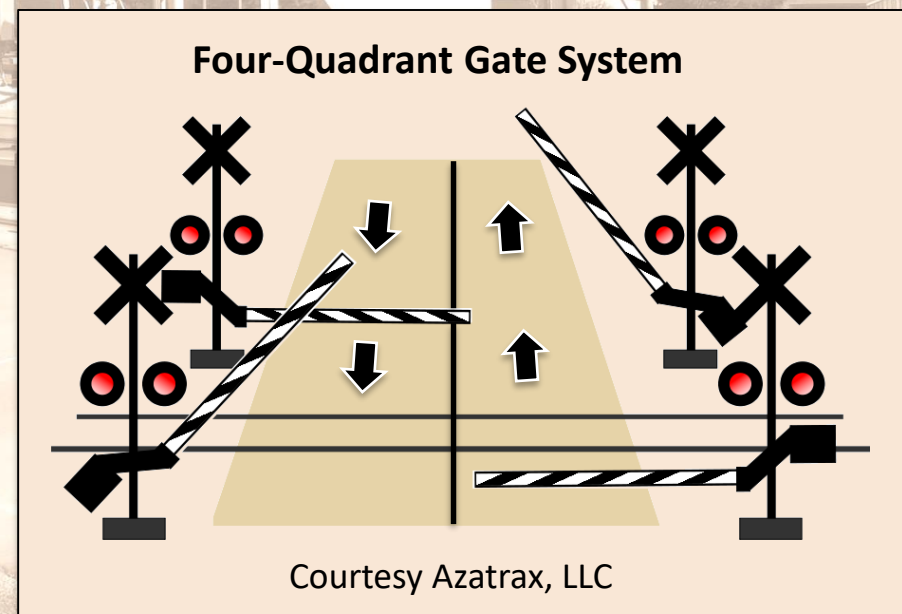


Background

- Flagstaff Designated Quiet Zone - March 2010
 - *Trains are directed to stop routine horn use*
 - *Train horns may still be used in certain situations*
 - *Trespassing*
 - *Wildlife*
 - *Maintenance work or Crossing Warning System malfunction*
 - *Improved quality of life for all citizens*
- Five Railroad Grade Crossings throughout Flagstaff
 - *Fanning Drive*
 - *Steves Boulevard*
 - *Ponderosa Parkway*
 - *San Francisco Street*
 - *Beaver Street*

Background

- Supplemental Safety Measures for Quiet Zones - 49 CFR 222.43
 - *Medians to prevent gate circumnavigation*
 - *Four-Quadrant Gate System*
 - *Converting a two-way street into a one-way street*
 - *Permanent closure of crossing*
 - *Wayside horns*



Background

- Flagstaff's Five Grade Crossings
 - Fanning Drive → *Wayside horns*
 - Steves Boulevard → *Wayside horns*
 - Ponderosa Parkway → *Medians*
 - San Francisco Street → *One-way street*
 - Beaver Street → *One-way street*

Background

- Wayside Horns
 - *Train-activated, sound device directed at traffic*
 - *Federal Railroad Administration (FRA) requires*
 - *A minimum horn volume of 92 decibels (dB) at 100 feet; maximum horn volume of 110 dB*
 - *Standard Train Horn is 110-120 dB at 100 feet*
 - *Examples of noise at 90-100 dB include:*
 - *Power Mower*
 - *Motorcycle*
 - *Garbage Truck*
 - *Jackhammer*
 - *Large aircraft 6080 feet from landing*



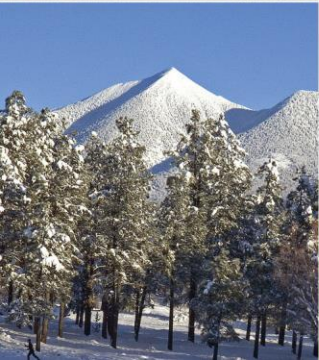
Background

- Diagnostic Team
 - *Assembled Team of knowledgeable representatives to evaluate conditions and make recommendations for each crossing*
 - *Previous Diagnostic Team:*
 - *City of Flagstaff*
 - *BNSF Railway*
 - *Arizona Corporation Commission*
 - *Arizona Department of Transportation*
 - *Design Consultant*



Steves and Fanning Crossings

- Options to Consider
 - *Reprogram Current Transportation Tax*
 - *Commission and Council recommendations*
 - *Incorporate into Transportation Tax 2020-2040*
 - *Commission and Council recommendations*
 - *Identify Other Funding Sources*
 - *Allocate funding for selected Supplemental Safety Measures*
 - *Medians (\$100K-\$300K per crossing)*
 - *100-ft medians, required by FRA, are too long for crossings*
 - *60-foot medians could be accommodated; needs Diagnostic Team approval*
 - *Four-Quadrant Gate System (\$600K-\$800K per crossing)*
 - *Wayside Horns remain as-is (No cost)*



Questions and Discussion

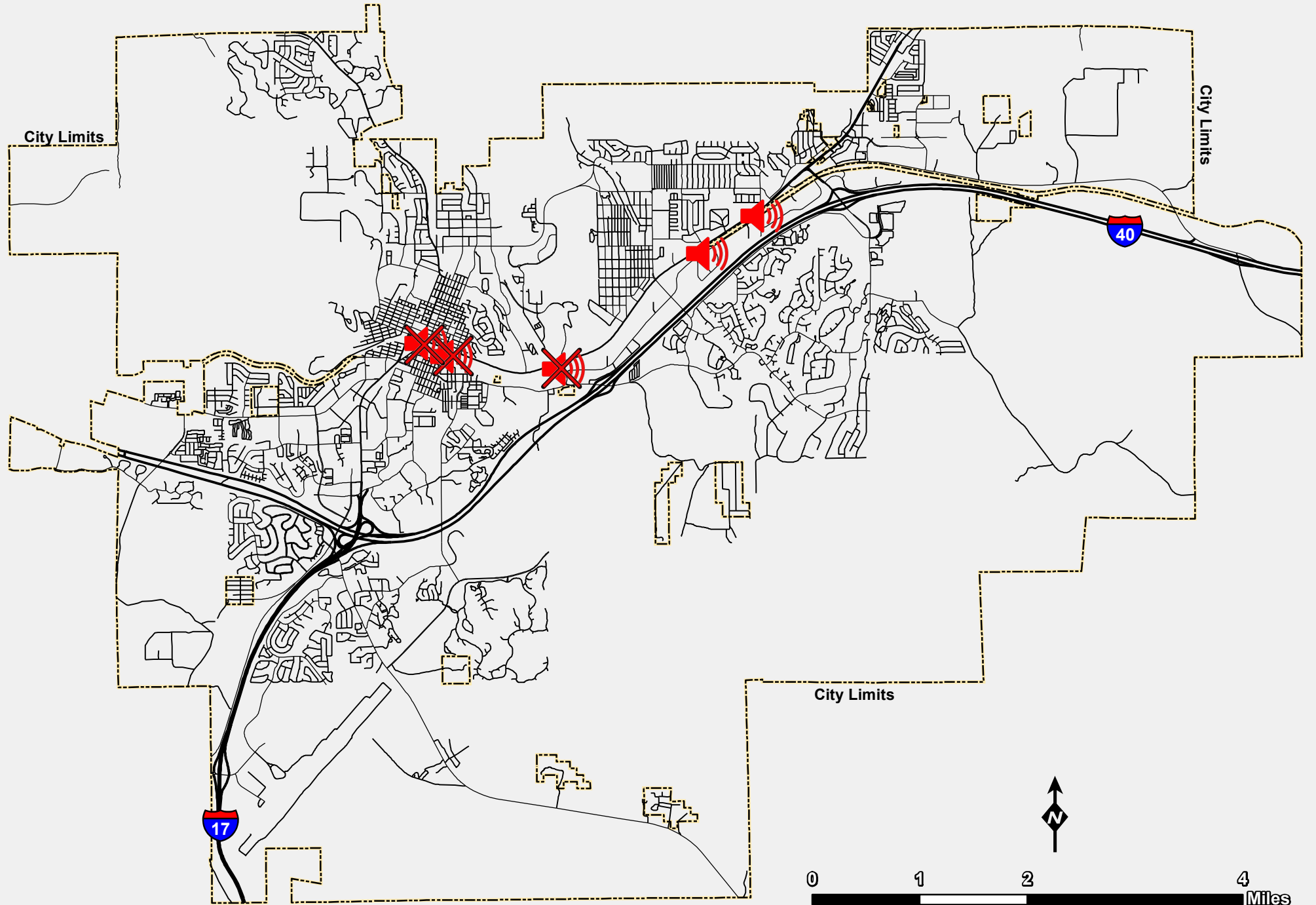


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WE MAKE THE CITY BETTER



Flagstaff Quiet Zone



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, signed by a minimum of 25 citizens from the City of Flagstaff, which shall be presented to the City Council.

Title of Issue:

Wayside horns inequity & diminished quality of life

Action Requested:

Remove Wayside horns at Fanning and Steve's Blvd. railroad crossing and replace with similar 'quiet zone' crossings as the other 3 in-town crossings.

Printed Name
of Submitter:

Matthew E. Nichols

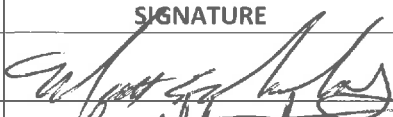


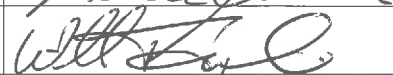


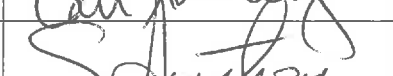
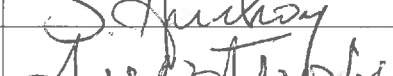

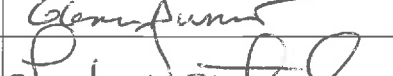
(Submitter must also sign below and complete information)

Contact Information:

(928) 380 5496 matandlora@msn.com

(Phone Number and/or e-mail address)

PETITION SIGNATURES

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
2/3/17	Mat E. Nichols	3880 N. ZURICH ST.	
2/3/17	Lora Mattke	3980 N Zurich St.	
2/5/17	Brandon Cruickshank	514 W Navajo Rd	
2/05/2017	William Tomlinson	1210 E. Harmony Way	
2/5/2017	Charlene Tomlinson	1210 E. Harmony Way	
2/5/17	Cari Anthony	3309 S. Justin St. 86005	
2/5/17	SEAN ANTHONY	3309 S. JUSTIN ST. 86005	
4/30/17	Gue Strobel	3201 E Ascona	
5/1/17	Glenn Dunno	3020 E. Matterhorn Dr	
5/1/17	LEE WEATHERBY	4001 N. ZURICH	

RECEIVED BY CITY OF FLAGSTAFF

DATE RECEIVED	BY	COUNCIL MEETING DATE
7.17.17	Elizabeth Abuso	8.15.17

PETITION TO FLAGSTAFF CITY COUNCIL (Continued)

TITLE OF ISSUE: Wayside horns inequity & diminish quality of life PAGE 2 OF 2

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
5-3-17	ANNE DUNN	3020 Matterhorn, Flag	Anne Dunn
5-8-17	Mark Rosiek	3971 N Zurich St	Mark Rosiek
5-20-17	Bob Stumvoll	4002 N Zurich St	Bob Stumvoll
5-20-17	Aralym Nowack	3987 N. Zurich St.	Aralym Nowack
5-20-17	Jeanette Weatherly	4001 N. Zurich	Jeanette Weatherly
5-20-17	Jennifer Carver	3933 N. Zurich St	Jennifer Carver
5/20/17	Joc. Carver	3933 N Zurich	Joc. Carver
7/16/17	Lynn Spence	3805 N. Zurich	Lynn Spence
7/16/17	Arlene Potter	3793 N Zurich.	Arlene Potter
7/16/17	Cheryl Sedillo	3786 N. Zurich	Cheryl Sedillo
7-16-17	Johnny Sedillo	997 E. Pine Knoll Dr #512	Johnny Sedillo
7-16-17	Kathryn Contryman	3388 E Swiss	Kathryn Contryman
7-16-17	John Kowalski	3388 E Swiss	John Kowalski
7-16-17	Zachary Haws	3365 E Swiss	Zachary Haws
7-16-17	Jeannie Gorce	3365 E. Swiss	Jeannie Gorce
7/16/17	Alyssa Haws	3365 E. Swiss Rd.	Alyssa Haws
7-16-17	Perry J. Wiley	3928 N. Geneva Cir	Perry J. Wiley
7-16-17	Lynn A. Weller	4000 N. Luzern Cir.	Lynn A. Weller
7-16-17	Dawn Topping	4000 N. Luzern Cir.	Dawn Topping
7/16/17	Cecilia Szymanski	3031 E. Matterhorn Flagstaff, AZ 86004	Cecilia Szymanski
7/16/17	Edward N. Robinson	3923 N. Swiss Rd	Edward N. Robinson
7/16/17	Michael Griffiths	4060 N. Zurich ave	Michael Griffiths
7/16/17	Sue Strobel	3201 E. Ascona	Sue Strobel

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Elizabeth A. Burke, City Clerk
Date: 12/12/2017
Meeting Date: 01/09/2018



TITLE

Discussion: Requiring For Sale signs at entrances of mobile home parks and written notification.

STAFF RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

On April 4, 2017, during a Future Agenda Item Request (F.A.I.R.) requested by Mayor Evans, she and others agreed to place on a future agenda a discussion about requiring For Sale signs at entrances of mobile home parks and written notification. This item is being placed on this agenda to provide an opportunity for Council to further discuss this item and possibly provide staff direction.

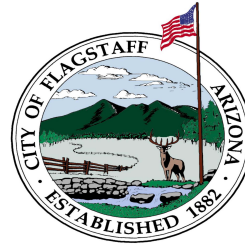
INFORMATION:

Attachments:

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Jenny Niemann, Climate & Energy Specialist
Co-Submitter: Nicole Woodman
Date: 12/28/2017
Meeting Date: 01/09/2018



TITLE:

Climate Action Planning: January Update

DESIRED OUTCOME:

This is an informational update on the Climate Action and Adaptation Plan.

EXECUTIVE SUMMARY:

In order to achieve the City Council's goal of strong climate action, City staff are in the process of developing Flagstaff's first community Climate Action and Adaptation Plan (Plan). The Plan will be centered on mitigation strategies to reduce greenhouse gas emissions, adaptation strategies to address community vulnerabilities, and a prioritized list of actions.

Staff will provide an update on the status of the Plan:

- Technical analysis
- Community engagement strategy
- Targeted outreach
- Shovel ready projects

INFORMATION:

Connection to Council Goal and/or Regional Plan:

Council Goal:

Take meaningful climate change action.

Regional Plan:

Goal E.1. Increase energy efficiency.

Goal E.2. Expand production and use of renewable energy.

Goal E&C.1. Proactively improve and maintain the region's air quality.

Goal E&C.2 Reduce greenhouse gas emissions.

Goal E&C.3 Strengthen community and natural environment resiliency through climate adaptation efforts.

Goal E&C.4. Integrate the best available science into all policies governing the use and conservation of Flagstaff's natural resources.

Financial Impact:

Staff will incorporate climate projects into the FY19 budget cycle.

The Plan will recommend climate mitigation and preparedness projects, which will require a financial investment by the City.

Attachments: [Climate Plan Upate PPT](#)



Jenny Niemann
Climate and Energy Specialist



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Planning Timeline

October
2017

January
2018

March
2018

August
2018

Award of
Contract
+
Begin
Technical
Analysis



Community
Engagement
+
Strategy
Development



Plan
Development
+
Initial Draft



Public
Comment
+
Council
Approval



The Climate Action and Adaption Plan:

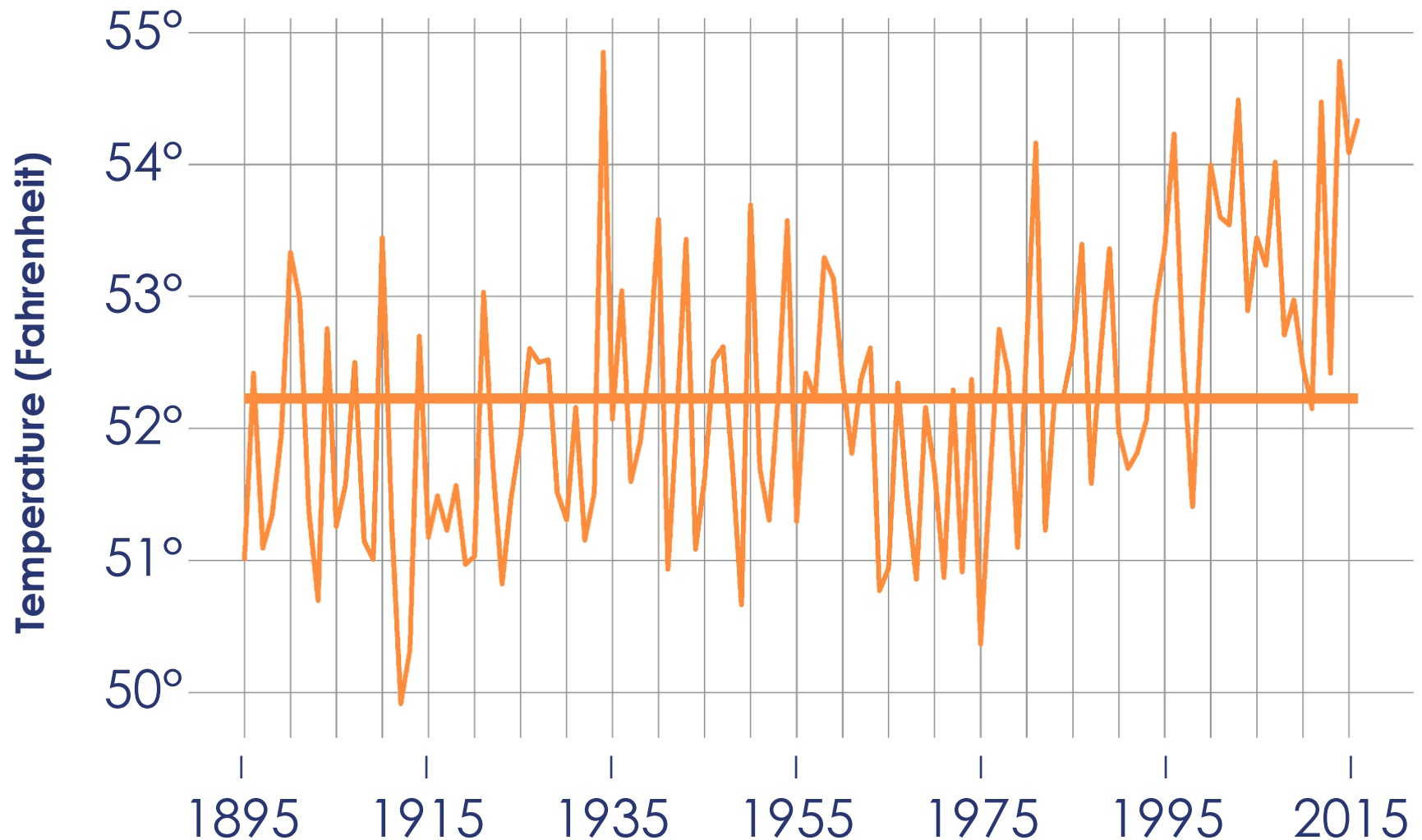
- Outline specific steps that the Flagstaff community can take to reduce GHG emissions (**mitigation**)
- Outline actions to prepare for climate changes (**adaptation**)
- Identify community vulnerabilities and ways to protect vulnerable groups
- Identify funding mechanisms for climate action
- Rally the community around actions that benefit every part of the community while also benefiting the climate



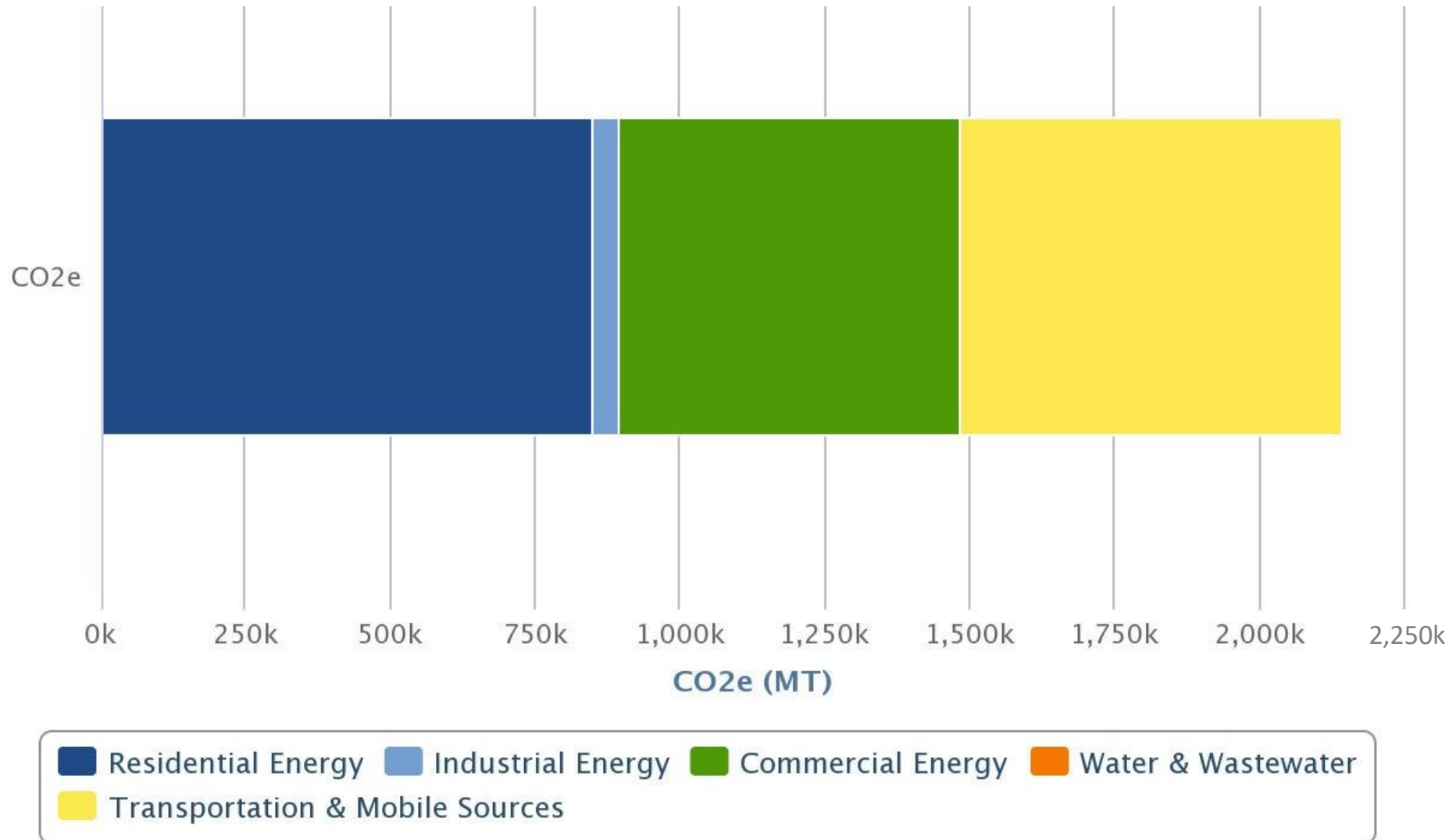
- Technical Analysis
 - Validation of greenhouse gas inventories
 - Climate trends analysis and projection modeling
- Community Engagement Strategy
- Strategy Development



Technical Analysis: Annual Averages for Coconino County



Technical Analysis: Greenhouse Gas Inventory Validation





Community Engagement Strategy

- Communicate the purpose, motivation, value and decision-making process for the Plan.
- Obtain community feedback on the plan to guide decision-making.
- Ensure that the Plan provides clear direction for implementation, builds in accountability, and identifies common language and key messages.



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Types of Engagement		Strategies
Inform	Educate about the rationale for the project and decisions	<ul style="list-style-type: none">▪ Website + City newsletter▪ Public events▪ Social media
Consult	Gather information and ask for feedback from stakeholders	<ul style="list-style-type: none">▪ Flagstaff Community Forum▪ Workshops & interviews
Collaborate	Partnerships with key stakeholder groups to develop and implement Plan	<ul style="list-style-type: none">▪ Steering Committee▪ Flagstaff Climate Action Council
Shared Decision-making	Based upon prior public engagement.	<ul style="list-style-type: none">▪ Steering Committee▪ City staff leadership▪ City Council



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1st Open House

Wednesday, January 24th 5:30 – 8:00 pm

Flagstaff Aquaplex

- **Learning and feedback stations**
 - Climate change 101 and projections for Flagstaff
 - Learn about Flagstaff's carbon emissions
 - Discuss how Flagstaff is doing on climate action
 - Provide feedback on Flagstaff's priorities and goals for climate action
 - Suggest potential climate actions



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2nd Open House - March

- Update community members on Plan progress
- Solicit feedback on Plan goals, strategies and priorities
- Identify gaps and express concerns





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3rd Open House - July

- Provide community with first draft
- Solicit feedback to inform final revisions
- Highlight actions and lessons will help develop a Community Action Toolkit



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Additional Outreach

- Three Community Forum surveys
- Monthly Coffee and Climate
- Presentations to community groups and organizations
- Events with the Flagstaff Climate Action Council
- Community Reads
- April Art Contest
- Steering Committee



Student Climate Action Challenge

- Spring 2018
- To encourage and celebrate climate action by Flagstaff students
- Any school, class or student group can sign up
- Project focus areas: Water, Energy, Food, Biodiversity
- The Challenge will culminate in the **Flagstaff Youth Climate Summit**
- The top three teams will receive Climate Action Awards



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Looking Ahead

- June FY19 Budget approval
First draft to Council
- July Final Open House to review draft
- September Draft for public comment
- October Council approval
- November Implementation begins



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Shovel-Ready Projects

- Climate action through the FY19 budget process
- Potential projects:
 - Expansion of the Home Energy Efficiency Rebate program
 - Water treatment back-up generators
 - Public electric vehicle (EV) charging stations
 - Low-impact development stormwater projects
 - Expansion of community Firewise programs
 - Student Climate Action Challenge
 - City facility energy audit and lighting upgrade



Thank You!

Jenny Niemann
City of Flagstaff

JNiemann@FlagstaffAZ.gov
928-213-2150

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Josh Copley, City Manager
Date: 01/05/2018
Meeting Date: 01/09/2018



TITLE

Discussion of Fiscal Year (FY) 2019 Council Budget Priorities

STAFF RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

During the annual City council budget retreat which occurred on December 12, 2017, Councilmembers provided input with respect to their priorities for the FY19 budget. These priorities coincide with, and further, Council's Goals and Objectives which it formally adopted during the regular council meeting of November 21, 2017. During the council meeting of December 19th, Council continued its discussion of the FY19 budget priorities and developed the attached list of priorities that are broken down by goal.

During the council work session of January 9th, Council will further consider, discuss, and ultimately give direction to city staff on its FY19 budget priorities. The City Manager will then utilize these priorities as a framework upon which to build the FY19 Manager's Recommended Budget. Staff will be coming back to Council during the February budget retreat with ideas, options, and alternatives for how to actualize the Council's priorities in the context of the FY19 budget.

INFORMATION:

See attached for discussion.

Attachments: Draft FY19 Council Budget Priorities

Council Priorities for FY 2019 Budget

1. Economic Development

- Address impacts from development/tourism (i.e., trash, traffic, etc.) in a multi-division effort
- Expand outreach to Mexican market with a multi-season focus
- Work with Downtown Business Alliance (DBA) in other areas of Flagstaff (i.e., 4th Street Corridor) to strengthen businesses
- Explore options (i.e., farming, solar energy, etc.) for large parcel revenue production (i.e., Red Gap)
- Impacts of Economic Development on Affordable Housing

2. Affordable Housing

- Affordable Housing bond question and continued community dialogue (comprehensive revolving fund consideration)
- Examine ECONA report recommendations with staff recommendations - next steps
- Explore more subsidies/incentives to increase the number of affordable homes (including agreements with developers)
- Revisit our current stock and determine current best uses (redevelopment options, etc.)
- Improve/strengthen path from rental to ownership of homes
- Create partnerships (i.e., United Way) for relocations such as for those impacted by the closure of trailer parks
- Subsidize new infrastructure (i.e., sewer, etc.) for Affordable Housing and receive agreements with the development community

3. Social Justice

- ICF Strategic Plan funding consideration
- Indigenous community marketing funds to produce an event (i.e., pow-wow)
- Improve relationship between Mexican Consulate and City (i.e., staff time, insurance, rental fees)
- Explore expanding cultural awareness training to other City staff
- Address lack of downtown public restrooms - staff plan and recommendations
- Explore ongoing funding revenue sources to support programming for those with disabilities in the community
- Address social impacts (i.e., public safety) of the daytime needs of the homeless and loitering community and facilities - explore options from CJCC, etc.
- Additional staff/funding for social service issues

4. Transportation and Other Public Infrastructure

- Revisit impact fees (align with needs of the community)
- Wayside Horns community policy development and budget discussion
- Support Courthouse funding options (i.e., IGA, building proposals, etc.)
- Core Facility completion emphasis
- Explore the Materials Recovery Facility (MRF) - what does future look like
- Additional equipment for Fleet (i.e., plows, graders, etc.) - levels of service (i.e., snow removal, bulk trash, etc.)
- Actively advocate for infrastructure projects at the State/Federal level (i.e., lobbyist) to get the programmed money into our community
- Continue working towards 75% recycle rate
- Add infrastructure to open up city lands for development
- Address lack of downtown public restrooms - staff plan and recommendations

5. Building and Zoning/Regional Plan

- Recommendations for code changes (internal staff vs external resources)
- Effort to link all documents (i.e., Regional Plan, Resource Plan, Neighborhood Plan, Zoning Codes, etc.)
- Succession plan and talent retention preparedness to keep the level of services in place - capture under Administrative section

6. Climate Change

- Align the City's organizational structure with Council's priority of Climate Change – elevate the Sustainability division (provide tools and decision making ability)

7. Water Conservation

- N/A

8. Environmental and Natural Resources

- Allocate resources for litter clean-up – explore options/evaluate resources (i.e., public campaign, commercial properties, construction sites, etc.)
- Dedicated staff for robust Dark Skies management

9. Personnel

- Strategically evaluate the needs and priorities of police (i.e., additional officers, funding, retention, recruitment, etc.) - consider how to communicate public safety issues with community (i.e., statistics with narrative)
- Ensure additional four officers are hired/approved to reach the total of six positions approved in FY 2018 budget
- Maternity/paternity leave policy
- Fire Station 2 reopened with some type of activity
- All paramedics receive assignment pay
- Strategic Plan for Fire/Police
- Partnership with NAU for fire services (training for non-emergency situations)
- Plans for high occupancy dwelling units – strategically identify options for addressing those areas
- Solution to addressing problems and issues with public intoxicants
- Cost sharing with NAU
- Council salaries/travel allowance and travel & expense budget

10. Community Outreach

- Mobile streaming for non-City Hall council meetings
- Closed captioning for meetings
- Neighborhood Services division/personnel for City (i.e., staff position, strategic position)
- Structure of City's website – steps to make easier to use (functionality, accessibility, update links and documents)

11. Town and Gown

- Impact of NAU and student population on Public Safety
- Funding for Community Forum with NAU and citizens
- Internship stipends/compensation/fees
- Lobby state for funding the Rio de Flag project

12. Code Compliance

- Strengthen code enforcement with Police and Fire resources (moved from Personnel)
- Funds for graffiti outreach and abatement (revisit ordinance)
- Funds for litter removal in City
- Proactive in talking to neighborhoods and streets affected by parking districts
- Identify areas for graffiti where it would be appropriate
- Revisit codes for better enforcement and ensuring they serve the purpose as intended