

WORK SESSION AGENDA

CITY COUNCIL WORK SESSION
TUESDAY
DECEMBER 22, 2020

STAFF CONFERENCE ROOM
SECOND FLOOR - CITY HALL
211 WEST ASPEN AVENUE
3:00 P.M.

ATTENTION

IN-PERSON AUDIENCES AT CITY COUNCIL MEETINGS HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE

The meetings will continue to be live streamed on the city's website
(<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

PUBLIC COMMENT PROTOCOL

The process for submitting a public comment has changed and public comments will no longer be read by staff during the Council Meetings.

All public comments will be taken either telephonically or accepted as a written comment.

Public comments may be submitted to publiccomment@flagstaffaz.gov

If you wish to address the City Council with a public comment by phone you must submit the following information:

First and Last Name
Phone Number
Agenda Item number you wish to speak on

If any of this information is missing, you will not be called. We will attempt to call you only one time. We are unable to provide a time when you may be called.

All comments submitted otherwise will be considered written comments and will be documented into the record as such.

If you wish to email Mayor and Council directly you may do so at council@flagstaffaz.gov.

AGENDA

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 DEASY
VICE MAYOR DAGGETT
COUNCILMEMBER ASLAN
COUNCILMEMBER MCCARTHY

COUNCILMEMBER SALAS
COUNCILMEMBER SHIMONI
COUNCILMEMBER SWEET

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. Review of Draft Agenda for the January 5, 2021 City Council Meeting

Citizens wishing to speak on agenda items not specifically called out by the City Council may submit a speaker card for their items of interest to the recording clerk.

6. Community Development Block Grant (CDBG) Introduction and Overview; Establishment of CDBG Council Priorities for Program Years 2021 and 2022

7. Assignment of City Council Liaisons

STAFF RECOMMENDED ACTION:

Assign Councilmembers to the following:

- Metro Plan (3 liaisons & 1 alternate)
- Northern Arizona Intergovernmental Public Transportation Authority (2 liaisons & 2 alternates)
- Northern Arizona Municipal Water Users' Association (1 liaison)
- Audit Committee (1 liaison)
- Economic Collaborative of Northern Arizona Executive Board (1 liaison)
- Northern Arizona Council of Governments (1 liaison & 1 alternate)
- Self-Insurance Trust Fund Board (1 liaison)
- Colorado Plateau Water Advisory Council (1 liaison & 1 alternate)

- Sister Cities (1 liaison)
- Arizona League of Cities and Towns Executive Committee (1 nomination)
- City Commissions (1 liaison each)
 - Airport Commission
 - Beautification and Public Art Commission
 - Commission on Diversity Awareness
 - Commission on Inclusion and Adaptive Living
 - Housing Commission
 - Open Spaces Commission
 - Parks and Recreation Commission
 - Sustainability Commission
 - Tourism Commission
 - Transportation Commission
 - Water Commission

8. **Discussion regarding a policy of a deferral of any new or increased fees until after the global pandemic is over as set forth by CDC**
9. **Discussion and possible direction regarding the upcoming end of the eviction moratorium**
10. **Public Participation**
11. **Informational Items To/From Mayor, Council, and City Manager; future agenda item requests**
12. **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 _____, 2020.

Stacy Saltzburg, MMC, City Clerk

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Kristine Pavlik, Housing and Grants Administrator
Date: 12/09/2020
Meeting Date: 12/22/2020



TITLE:

Community Development Block Grant (CDBG) Introduction and Overview; Establishment of CDBG Council Priorities for Program Years 2021 and 2022

DESIRED OUTCOME:

To receive Council direction on CDBG priorities for the next two years (2021 and 2022).

EXECUTIVE SUMMARY:

The City of Flagstaff receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) on a "Program Year" basis (July 1 – June 30). The CDBG allocation amount for Program Year 2020 was \$611,295. The allocation for 2021 has not yet been published.

The purpose of CDBG is to develop viable urban communities through the provision of decent affordable housing, a suitable living environment, and economic opportunity, principally for low and moderate-income persons. In Flagstaff, for 2020, low to moderate-income (80% of the Area Median Income or below) is defined as a 4-member household earning under \$60,150.

Every two years, City Council is presented with the opportunity to establish local priorities for allocating CDBG funds within the City of Flagstaff community. Staff will provide an overview of CDBG eligible activities and discuss the 2016-2020 Consolidated Plan (5-year community needs assessment for CDBG funding) as well as preliminary results of the 2021-2025 Consolidated Plan. Staff is seeking City Council direction on three to four new CDBG priorities for the next two program years.

After receiving Council direction on local priorities, staff will conduct a notice of funding availability (NOFA) process, review and rank the received applications, and will return to Council on April 13, 2021, with recommendations for funding. This process will result in the creation of the 2021 Annual Action Plan, a document that will demonstrate to HUD how the City plans to spend its Program Year 2021 CDBG allocation.

INFORMATION:

The City of Flagstaff Council's CDBG Priorities for Program Years 2019 and 2020 were:

- Provide affordable housing (rental and ownership)
- Address homelessness
- Improve neighborhood revitalization

- Promote workforce job training
- Support education/ early childhood development

Applicable Regional Plan Goals include:

- Goal NH.1. Foster and maintain healthy and diverse urban, suburban, and rural neighborhoods in the Flagstaff region.
 - Policy NH.1.1. Preserve and enhance existing neighborhoods.
- Goal NH.4. All housing is safe and sanitary.
 - Policy NH.4.1. Expand the availability of affordable housing throughout the region by preserving existing housing, including housing for very low-income persons.
 - Policy NH.4.3. Address accessibility issues and other housing barriers to persons with disabilities or special needs.
 - Policy NH.4.4. Encourage green practices in housing construction and rehabilitation that support durable, healthy, and energy efficient homes.
 - Policy NH.4.5. Renovate the existing housing stock to conserve energy and reduce utility and maintenance costs for owners and occupants.
 - Policy NH.4.7. Enforce compliance with fair housing laws.
- Goal NH.5. Eliminate homelessness.
 - Policy NH.5.1. Provide adequate resources for families with children experiencing homelessness.
 - Policy NH.5.2. Provide adequate resources for individuals experiencing homelessness.
 - Policy NH.5.3. Support and expand programs that prevent homelessness.
 - Policy NH.5.4. Make transitional housing resources available to populations experiencing homelessness.

Attachments: [CDBG Presentation](#)

City of Flagstaff Community Development Block Grant

Introduction and Overview
2021 and 2022 Priority Setting



Kristine Pavlik, Housing and Grants Administrator



Today



- Intro & overview of CDBG
- Eligible uses of CDBG funds
- Establish CDBG Priorities for 2021/2022

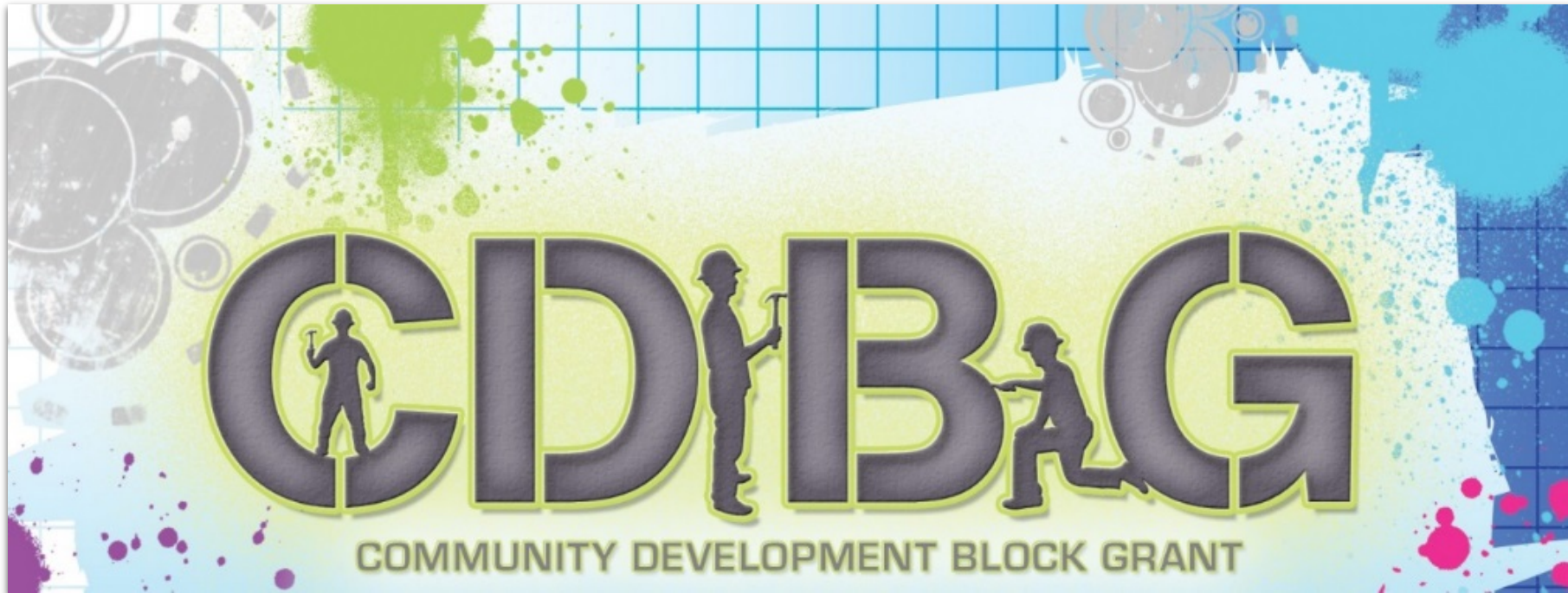




CDBG Introduction

What is the Community Development Block Grant?

- Federal grant program administered by the U.S. Department of Housing and Urban Development (HUD).
- Created in 1974 to provide funding for housing and community development activities, serving primarily low to moderate income individuals and households.





CDBG Introduction

Why does the City of Flagstaff receive CDBG money?

As a metropolitan city with a population of more than 50,000, Flagstaff is considered an Entitlement Community and receives an annual allocation based on a formula taking population, age of housing and other community information into consideration.





CDBG Introduction

How does the City access the funds?

- **Annual Action Plan** – “What are we are going to do?”
Due in May
- **Substantial Amendments to Annual Action Plan** – CDBG-CV Funds
Due as needed
- **Consolidated Annual Performance Evaluation Report (CAPER)** - “What did we do?” - Due in September
- **Consolidated Plan** - “5-year assessment of housing and community development needs” Every 5 years - Due in May 2021
- **Analysis of Impediments to Fair Housing choice** “Fair Housing Plan” Every 5-years – Due May 2021



CDBG Overview

How can the City spend the money?

The easy answer:

- As the City Council determines based on:



- Needs identified in the Consolidated Plan
- The Primary Objective
- One or more of the National Objectives



CDBG Overview

Primary National Objective

The development of viable urban communities through the provision of the following, **principally for low to moderate income persons:**

- Decent housing
- A suitable living environment
- Economic opportunity

**80% AMI example: Household of 4
income limit is \$60,150**





CDBG Overview

Benefiting low to moderate income persons

To be eligible, an activity must qualify as one of the following:

1. Limited Clientele
2. Housing Activity
3. Area Benefit
4. Job Creation or Retention Activities





CDBG Overview

1) Limited Clientele

An activity benefiting persons who are presumed to be **low income or at least 51% of whom are low to moderate income persons.**

Presumed benefit populations include: *(HUD's Language)*

Abused/neglected children

Severely disabled adults

Migrant farm workers

Persons with HIV/AIDS

Survivors of domestic violence

Illiterate adults

Homeless

Seniors

Past Projects:

- Operational Assistance for Coordinated Entry
- Homeless Outreach Operations
- Domestic Violence Shelter Rehabilitation





CDBG Overview

2.) Housing Activity

An activity undertaken for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by low to moderate income persons

Past Projects:

- Owner Occupied Housing Rehabilitation
- Down payment and closing cost assistance
- New housing developments by a Community Based Development Organization (CBDO) or Community Housing Development Organization





CDBG Overview

3.) Area Benefit

An activity that benefits all residents in a particular area, where at least 51 percent of the residents are low to moderate income persons.

The City has four target neighborhoods – as established in the Consolidated Plan:

- **Sunnyside**
- **Southside**
- **La Plaza Vieja**
- **Pine Knoll**

Past Projects:

- Capital Improvements in above neighborhoods
- Hal Jensen Recreation Center Rehabilitation
- Arroyo Park and Guadalupe Park Improvements





CDBG Overview

4.) Job Creation/ Retention Activities

An activity designed to create or retain permanent jobs. A minimum 51% of which, computed on a full-time basis, involve the employment of low to moderate income persons.

Examples:

- Sharon's Attic Job Training





CDBG Overview

HUD Annual Funding Caps

20% Spending Cap for Administration Costs

2020 Total Admin - \$125,000 –
including City 10% indirect rate (\$60,026)

This administration spending cap applies to
subrecipients as well

****The City of Flagstaff is ultimately responsible for use
of funds, even if spent by outside agency****

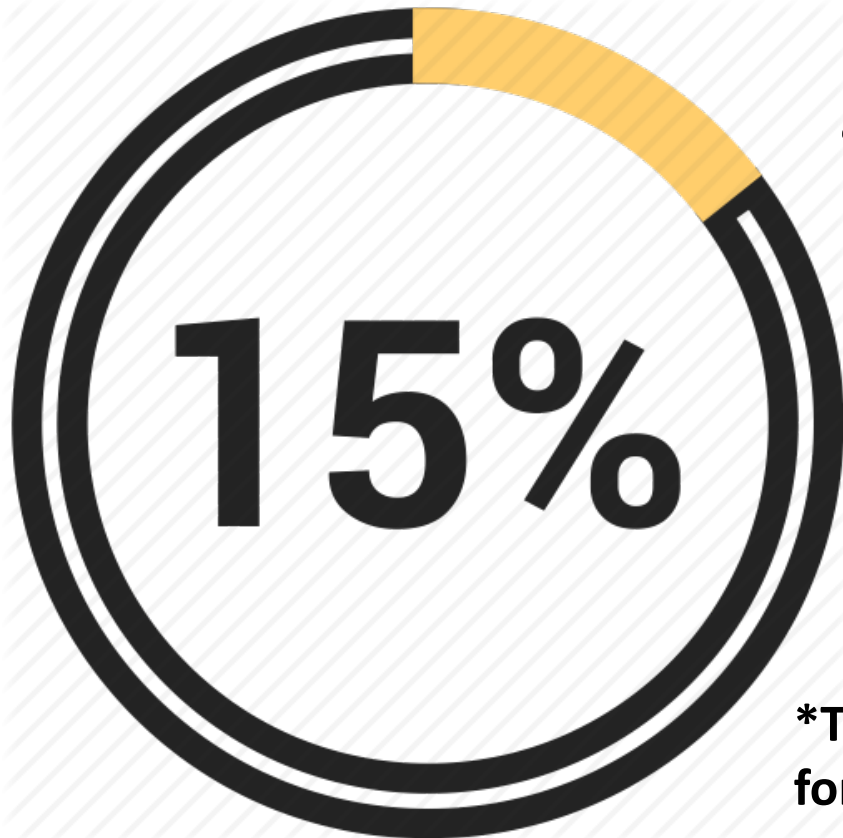




CDBG Overview

Public Service – 15% Cap

There is a high demand for Public Service Projects with limited funding available.



2020 Total Public Service Allowable = \$94,656*

Examples:

- Services for People Experiencing Homelessness
- Eviction Prevention
- Fair Housing Services
- Health Services
- Services from Children to Senior Citizens

***The CARES Act provided a waiver for this requirement for 2019, 2020 and CDBG-CV Funds**



CDBG Overview

Criteria for use of CDBG Funds

- At least 70% of the CDBG funds must benefit low to moderate income persons over the fiscal year (July 1 to June 30)
- Historically CDBG in Flagstaff serves 100% low to moderate income persons





CDBG Overview

How are the funds distributed?

An annual open **proposal process** is conducted allowing community agencies (non-profits and units of local government) to apply for use of funds





CDBG Overview

Proposal Process

Staff Responsibility

- Determine activity eligibility
- Assess activity viability
- Conduct agency risk assessment
- Proposal Ranking Committee with citizen participation
- Weighted scoring criteria





CDBG Overview

City Contract Requirements



- Procurement
- Insurance
- Payment Procedures
- Monthly Reporting
- Monitoring
- Close-out
- Audit

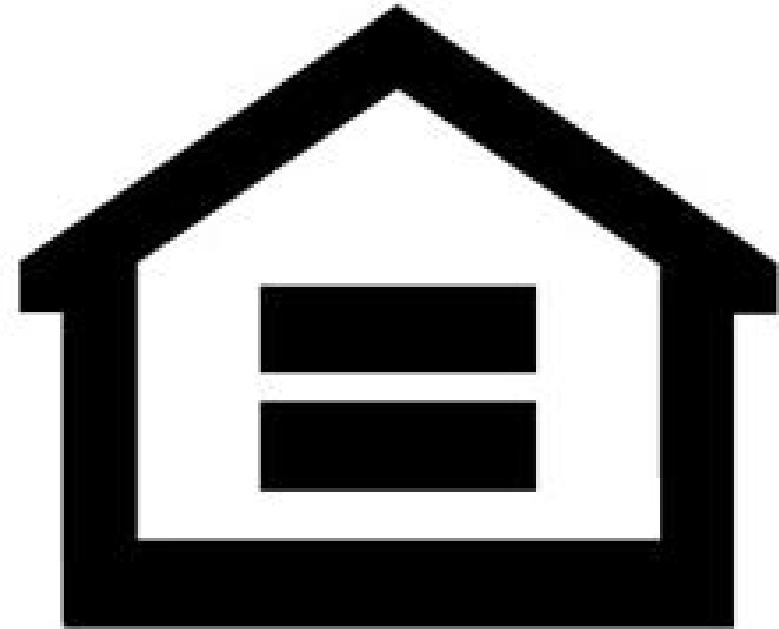


CDBG Overview



Federal Overlay Statutes:

- Fair Housing
- Environmental Standards
- Labor Standards (Davis Bacon)
- Testing (Asbestos and Lead)
- Procurement
- Equal Opportunity
- Relocation
- Handicapped Accessibility



**EQUAL HOUSING
OPPORTUNITY**



CDBG Overview

Proposal Process

Public Participation

- Ranking Committee
- 2 public meetings
 - January (Proposal Process starts)
 - February (Review of Proposals received)
- 2 council meetings
 - Work session with recommendations – April 13
 - Action item to adopt Resolution – April 20



A draft Annual Action Plan is available for public comment for 30 days prior to the April Council Meetings



CDBG Overview

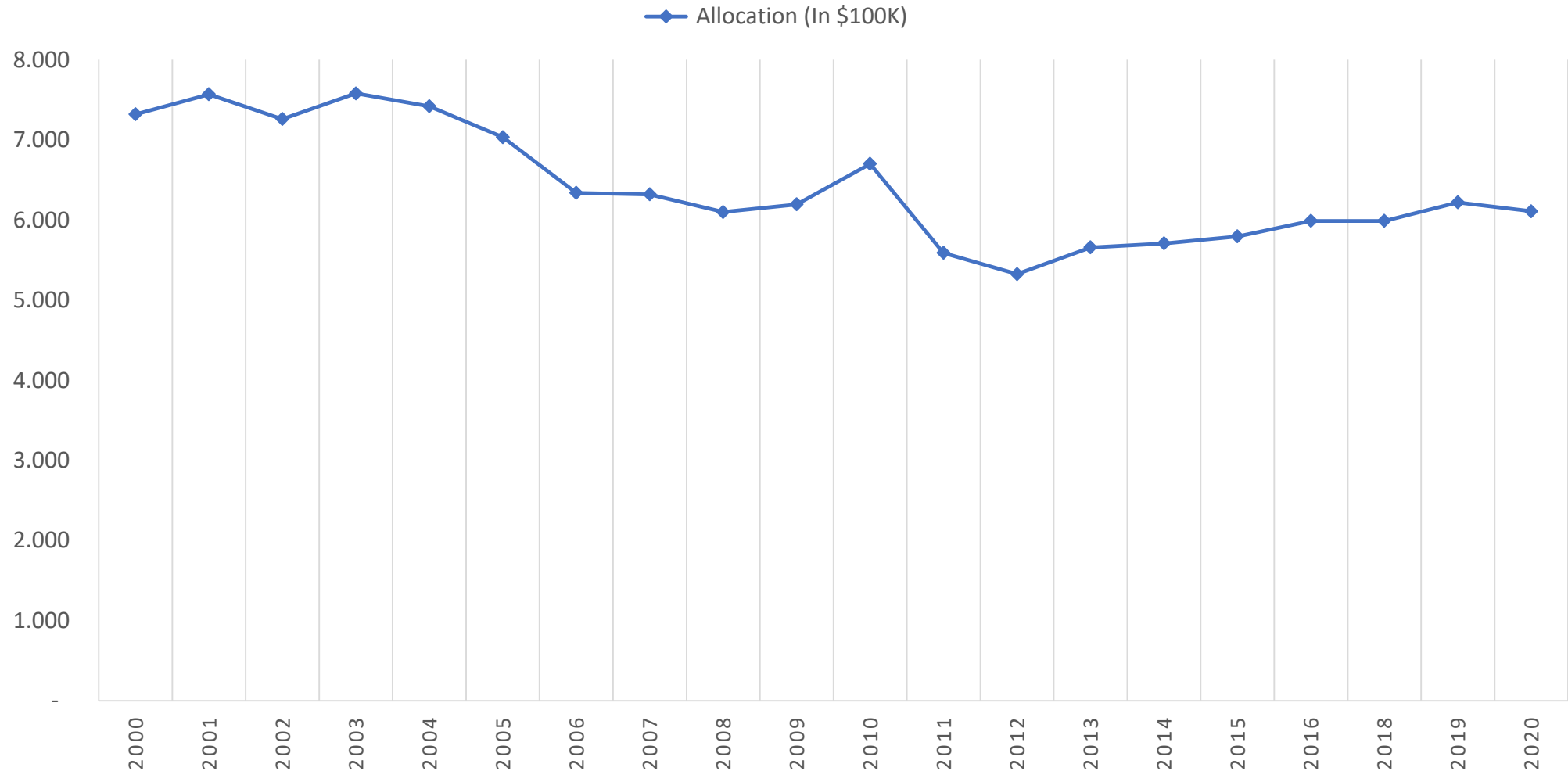
What has changed in recent years?

- Funding from HUD
 - 2003 highest award = \$758,000
 - 2014 = \$570,941
 - 2018 = \$621,455
 - 2020 = \$611,295
- Emphasis on Performance Measures
 - Focus is on numbers served & service type provided
 - Performance measurements require significant additional data to be collected



CDBG Overview

Allocation over the years





CDBG Overview

Coronavirus Aid, Relief and Economic Security Act

- City of Flagstaff CARES Act Funding – CDBG-CV
 - 1st Allocation - \$359,605
 - 2nd Allocation - \$755,661
- CARES Act Provided Waivers
 - Public Participation
 - Public Service Caps
 - CAPER Extension
 - Reimbursement of Costs
 - Con Plan and AAP Extensions



CDBG Overview

2019 CDBG CAPER

- Households and individuals served:
 - 2,480 individuals
 - 47 households
- Community Leverage
 - Flagstaff leveraged CDBG expenditures with \$3,912,322 in other private and public funds





5-year Consolidated Plan Goals

Activity	Special Population	Priority Level	5-year Goal
Priority Need: Revitalization, Public Facilities & Infrastructure			
Facility Improvements	X	H	500 people
ADA Accessibility Improvements	X	L	500 people
Land Acquisition for Affordable Housing Development		L	5 households
Infrastructure for Affordable Housing Development		L	5 households
Priority Need: Public Services & Economic Opportunities			
Service and Facility Operating Support	X	H	2,000 individuals
Employment & Job Training Support Services		L	5 individuals
Housing Stabilization Services including Eviction/Foreclosure Prevention and Legal Services		H	500 households
Priority Need: Addressing Homelessness			
Service and Facility Operating Support, including Outreach	X	H	5,000 people
Increase number of emergency /transitional shelter beds for families	X	H	20 beds
Increase supply of permanent supportive housing	X	H	15 beds
Priority Need: Decent Affordable Housing			
Owner-occupied Housing Rehabilitation		H	25 units
Rental Housing Construction		H	5 units
Owner Housing Construction		H	2 units
First-time Homebuyer Assistance		H	25 households
Rental Housing Rehabilitation		L	10 units



Applicable Regional Plan Goals

- **Goal NH.1. Foster and maintain healthy and diverse urban, suburban, and rural neighborhoods in the Flagstaff region.**
- Preserve and enhance existing neighborhoods.





Applicable Regional Plan Goals

- **Goal NH.4. All housing is safe and sanitary.**

- Policy NH.4.1. Expand the availability of affordable housing throughout the region by preserving existing housing, including housing for very low-income persons.
- Policy NH.4.3. Address accessibility issues and other housing barriers to persons with disabilities or special needs.
- Policy NH.4.4. Encourage green practices in housing construction and rehabilitation that support durable, healthy, and energy efficient homes.
- Policy NH.4.5. Renovate the existing housing stock to conserve energy and reduce utility and maintenance costs for owners and occupants.
- Policy NH.4.7. Enforce compliance with fair housing laws.



Applicable Regional Plan Goals

- **Goal NH.5. Eliminate homelessness.**

- Policy NH.5.1. Provide adequate resources for families with children experiencing homelessness.
- Policy NH.5.2. Provide adequate resources for individuals experiencing homelessness.
- Policy NH.5.3. Support and expand programs that prevent homelessness.
- Policy NH.5.4. Make transitional housing resources available to populations experiencing homelessness.



CDBG Priorities

2019 and 2020 CDBG Council Priorities

- Housing (rental & ownership)
- Neighborhood Revitalization
- Homelessness
- Workforce Job Training
- Education – Early Childhood Development



Contact Information

Kristine Pavlik

Housing and Grants Administrator
City of Flagstaff

Kristine.Pavlik@flagstaffaz.gov

(928) 213–2749



CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Stacy Saltzburg, City Clerk
Date: 12/17/2020
Meeting Date: 12/22/2020



TITLE:

Assignment of City Council Liaisons

STAFF RECOMMENDED ACTION:

Assign Councilmembers to the following:

- Metro Plan (3 liaisons & 1 alternate)
- Northern Arizona Intergovernmental Public Transportation Authority (2 liaisons & 2 alternates)
- Northern Arizona Municipal Water Users' Association (1 liaison)
- Audit Committee (1 liaison)
- Economic Collaborative of Northern Arizona Executive Board (1 liaison)
- Northern Arizona Council of Governments (1 liaison & 1 alternate)
- Self-Insurance Trust Fund Board (1 liaison)
- Colorado Plateau Water Advisory Council (1 liaison & 1 alternate)
- Sister Cities (1 liaison)
- Arizona League of Cities and Towns Executive Committee (1 nomination)
- City Commissions (1 liaison each)
 - Airport Commission
 - Beautification and Public Art Commission
 - Commission on Diversity Awareness
 - Commission on Inclusion and Adaptive Living
 - Housing Commission
 - Open Spaces Commission
 - Parks and Recreation Commission
 - Sustainability Commission
 - Tourism Commission
 - Transportation Commission
 - Water Commission

Executive Summary:

Members of the City Council are asked to participate on a number of external boards and/or commissions. Some of these memberships are dictated by State Statute, by ordinance, or through agreements and IGA's with outside partners. There are a few boards that are discretionary.

The attached document provides information on each board/commission, etc. Additional information regarding Northern Arizona Municipal Water Users' Association (NAMWUA) is also attached.

With regard to the League of Arizona Cities and Towns Executive Committee the following information is

provided:

- The League Executive Committee, is accepting letters of interest from those Mayors and Councilmembers whose city/town is not currently represented on the committee and who would like to be nominated for a vacant seat. The 22-member Executive Committee and three officers comprise the governing board for the League of Arizona Cities and Towns. Only elected officials are eligible to serve.
- Each city or town may recommend only one candidate to the Nominating Committee. The candidate will need to submit a letter of interest and provide background information including the number of years served as a locally elected official, why they are interested in serving, and any past participation in League activities.

Financial Impact:

None

Policy Impact:

None

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Boards and commissions do provide input and recommendations based on City Council goals that may pertain to one or many key community priorities and objectives.

Has There Been Previous Council Decision on This:

After each candidate election the City Council makes assignments to each board.

Attachments: [2019 Liaison List](#)
 [NAMWUA Information](#)

2019-2020 CITY COUNCIL LIAISON ASSIGNMENTS

	MEETING DATES/TIMES	COUNCIL LIAISON
REQUIRED BY STATUTE		
<i>FLAGSTAFF HOUSING AUTHORITY</i> (Mayor Designated) MISSION: To assist low-income families with safe, decent, and affordable housing opportunities as they strive to improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community organizations in order to accomplish this mission. UPCOMING YEAR WORK PROGRAM: Review and make recommendations regarding annual plan, budget, policies, procedures and operational plans that are required by law or HUD regulation. Investigate and make recommendations regarding providing affordable housing for persons of low income. TYPE OF ASSIGNMENT: Mayor automatically serves as a commissioner and has authority to appoint board members. Appointment authority is set forth in Ord. 2010-19. STAFF CONTACT: Sarah Darr, Housing Director, 213-2745, sdarr@flagstaffaz.gov	3 rd Wed/10 am 8x/year City Hall	Evans
<i>PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM</i> (Mayor Designated) (Consists of Mayor, 2 members of Fire and Police (elected by secret ballot by members of dept, 2 citizens appointed by Mayor and approved by Council) (Separate Board for Fire and Police) MISSION: Determines service credits and amounts/ prescribes procedures for filing of benefit applications; and determines the rights of claimants to benefits TYPE OF ASSIGNMENT: Mayor prescribed by ARS Title 38 STAFF CONTACT: Vivian Fennema, Fire Department Administrative Specialist, 213-2504, vfennema@flagstaffaz.gov Allison Hughes, Police Department Administrative Specialist, 556-2316, ahughes@coconino.az.gov	As needed	Evans

REQUIRED BY IGA OR OTHER AGREEMENT***Metropolitan Plan (FMPO)*** (3 liaisons required)

Metro Plan Executive Board - Member Agencies: City of Flagstaff, Coconino County, ADOT, NAIPTA
Federally mandated organization responsible for planning and programming federal transportation funds in the region

4th Thur/10:45 A

City Hall
Council Chambers

1. Evans
2. McCarthy
3. Odegard

Alternate:
1. Salas

MISSION: To leverage cooperation among local governments and partners to maximize resources for the creation, maintenance and preservation of a sound multi-modal transportation system

UPCOMING YEAR WORK PROGRAM (Pending Executive Board Action):

Regional Transportation Safety Strategy
Corridor or other studies to support regional transportation plan priority projects

TYPE OF ASSIGNMENT: Selected by Council

STAFF CONTACT: Jeff Meilbeck, MetroPlan Executive Director

Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) (2 liaisons & 2 alternates required)

3rd Wed/10 AM

NAIPTA Offices

1. McCarthy
2. Whelan

Alternates:
1. Shimoni

MISSION: Getting You Where You Want to Go.

UPCOMING YEAR WORK PROGRAM: To be adopted in January or February

TYPE OF ASSIGNMENT: Selected by Council

CONTACT: Erika Mazza, NAIPTA General Manager, 779-6624, emazza@naipta.az.gov

Northern Arizona Municipal Water Users' Association (NAMWUA)		
MISSION: To unite our expertise and resources in a collaborative effort to secure regional and local water resources for today and the future: Objective 1: Encourage resource planning that provides a sustainable water supply to meet projected growth Objective 2: Provide valuable input to regulatory agencies and legislative bodies regarding proposed legislation and rulemaking Objective 3: Maintain our position as a recognized authority and resource for water issues in Northern Arizona Objective 4: Encourage and support communication and information sharing regarding water augmentation and management	BOD – Quarterly Sedona-Jan Prescott Valley-April Payson-July Flagstaff-October Typically 1-2 hours 10 am to noon TAC - Monthly	1. Whelan Alternate 1. Shimoni
UPCOMING WORK PROGRAM: NAMWUA is divided into a Board of Directors and Technical Advisory Committee. Review, track and provide comments on State and Federal legislation regarding water related issues; complete and evaluation of Non-Indian Agricultural Central Arizona Project Water in preparation of the Arizona Department of Water Resources Reallocation in 2021; work through the issues identified in the 2013 Strategic Plan		
TYPE OF ASSIGNMENT: Selected by Council		
STAFF CONTACT: Brad Hill, Utilities Director, 213-2420, bhill@flagstaffaz.gov and Erin Young, Water Resources Manager, 213-2405, eyoung@flagstaffaz.gov		
REQUIRED BY RESOLUTION/ORDINANCE (Can be Changed)		
Audit Committee	Late Jan/Early Feb 2 hours	1. Odegaard
MISSION: Not aware of any/compliance w/ARS 9-481 and Charter Art. VI, Sec. 5	Add'l if needed	
UPCOMING YEAR WORK PROGRAM: Will meet late January or early February. Additional meeting may be called if Committee requests it or if staff needs to communicate to group	City Hall	
TYPE OF ASSIGNMENT: Selected by Council		
STAFF CONTACT: Brandi Suda, Finance Director, 213-2217, bsuda@flagstaffaz.gov		

<p><i>Economic Collaborative of Northern Arizona (ECoNA) Executive Board (EEB)</i> (Can be Council liaison or EV Director)</p> <p>MISSION: A non-profit organization dedicated to the economic vitality of the region. With over 16 area agencies supporting the organization, our partners work collaboratively to excel in job creation, innovation, entrepreneurship, global business and quality workforce development.</p> <p>UPCOMING YEAR WORK PROGRAM: The work program for the EEB is to help further economic development initiatives in northern Arizona by supporting the ECoNA President with inquiries and more. The only work the EEB does is actively participate in the monthly meeting and help the NACET President and our economic development partners as a whole. The key areas of focus are business attraction, business retention & expansion, economic gardening, and workforce development.</p> <p>TYPE OF ASSIGNMENT: The Executive Board consists of representatives from nine sectors including business, government, academia and nonprofit. Each sector leverages its own unique resources to collectively support and enhance the economic vitality of the region as a whole; it is in their by-laws who makes up the board. City's liaisons selected by Council.</p> <p>STAFF CONTACT: Heidi Hansen, Economic Vitality Directory, 213-2905, hhansen@flagstaffaz.gov</p>	<p>3rd Wed/3 – 5 pm Ice House</p>	<p>1. Evans Alternate: 1. Salas</p>
<p><i>Northern Arizona Council of Governments (NACOG)</i> (1 City member and 1 alternate)</p> <p>MISSION: Cooperating regionally to improve life in northern Arizona</p> <p>UPCOMING YEAR WORK PROGRAM: Program Listing includes Area Agency on Aging, Community Services (Apache, Navajo & Yavapai), Community Development (CDBG & Housing), Head Start & Early Head Start Education, Economic Development District, Population & Demographics, Transportation Planning (Rural), Water Quality Planning, Weatherization and Workforce Investment (Yavapai).</p> <p>TYPE OF ASSIGNMENT: Selected by Council</p> <p>STAFF CONTACT: Chris Fetzner, NACOG Executive Director, 774-1895</p>	<p>1. Whelan Alternate: 1. Odegaard</p>	

<p>Self-Insurance Trust Fund Board</p> <p>MISSION: Oversight in insuring that there are sufficient funds inside of the Trust to fund anticipated losses</p> <p>UPCOMING YEAR WORK PROGRAM: The Trust has not met in four years and is currently seeking board members</p> <p>TYPE OF ASSIGNMENT: No councilmember is required; however, up to one Councilmember may fill one of the Board's five member positions</p> <p>STAFF CONTACT: Dean Coughenour, Risk Manager, 213-2082, rcoughenour@flagstaffaz.gov</p>	<p>1-2X/year Approx. 90 min.</p> <p>City Hall</p>	<p>1. NONE</p>
NOT REQUIRED - DISCRETIONARY		
<p>Colorado Plateau Water Advisory Council (1 regular and 1 alternate)</p> <p>MISSION: The Coconino Plateau Water Advisory Council (CPWAC) and Coconino Plateau Watershed Partnership (CPWP) were formed to facilitate and implement sound water resource management and conservation strategies on the Coconino Plateau. The Council coordinates and cooperates in the identification, prioritization and implementation of comprehensive policies, projects and programs to assist in meeting the water needs of the Coconino Plateau.</p> <p>UPCOMING YEAR WORK PROGRAM: The CPWAC/WP is divided into 4 subcommittees: Board, Executive, Government Affairs, Technical Advisory, and Public Outreach. Work through the issues identified within the 2014 Strategic Plan (e.g., create a Sustainable Water Framework, monitor water related legislation, and create greater public awareness about water issues and the CPWAC/WP); and develop a new strategic priorities now that federal funding for the North-Central Arizona Feasibility Study has been cancelled.</p> <p>TYPE OF ASSIGNMENT: Selected by Council</p> <p>STAFF CONTACT: Ryan Roberts, Interim Water Services Director, 213-2410, rroberts@flagstaffaz.gov and Erin Young, Water Resources Manager, 213-2405, eyoung@flagstaffaz.gov</p>	<p>4th Fri/10 am</p>	<p>1. Evans</p> <p>Alternate: 1. Aslan</p>
<p>Sister Cities International</p> <p>MISSION: To promote peace through mutual respect, understanding, and cooperation – one individual, one community at a time.</p> <p>RESPONSIBILITY: having fun, informing the board of local Sister Cities activity in your area, and participating in initiatives that help accomplish the mission of Sister Cities.</p> <p>STAFF CONTACT: Heidi Hansen, Economic Vitality Director, 213-2905, hhansen@flagstaffaz.gov</p>	<p>4X/Year</p>	<p>1. Salas</p> <p>Alternate: 1. Shimoni</p>

CITY COMMISSIONS

Airport Commission

2nd Thur./1:00 p.m. 1. Salas

PURPOSE: Responsible for reporting to the Council on the development of the Airpark and matters affecting the operation and efficiency of the airport.

RESPONSIBILITY: Information sharing between the Commission and the City Council.

STAFF CONTACT: Barney Helmick, Airport Director, 213-2933, bhelmick@flagstaffaz.gov

Beautification & Public Art Commission

2nd Mon./4:00 p.m. 1. Odegard

PURPOSE: Recommends expenditures from the BBB, community beautification projects, the purchase and installation of public art projects

RESPONSIBILITY: Information sharing between the Commission and the City Council.

STAFF CONTACT: Eliza Kretzmann, Beautification, Arts & Sciences Manager, 213-2969, eliza.kretzmann@flagstaffaz.gov

Commission on Diversity Awareness

3rd Tue./1:30 p.m. 1. Shimoni

PURPOSE: Fosters mutual understanding, tolerance, respect, and awareness among all citizens; recognizing the different economic, cultural, social, religious, and ethnic groups within the City; cooperating in the development of educational programs dedicated to improving community relations and enlisting support of various groups to foster diversity awareness.

RESPONSIBILITY: Information sharing between the Commission and the City Council.

STAFF CONTACT: Jessica Foos, Human Resources Analyst, 213-2099, jfoos@flagstaffaz.gov

Commission on Inclusion and Adaptive Living

4th Tue./12:00 p.m. 1. Evans

PURPOSE: Expand educational opportunities; improve access to housing, buildings, and transportation; have greater participation in recreational, social, and cultural activities; encourage greater opportunity for employment and expand/strengthen rehabilitative programs and facilities

RESPONSIBILITY: Information sharing between the Commission and the City Council.

STAFF CONTACT: Alan Keay, Human Resources Manager, 213-2088, akeay@flagstaffaz.gov

<p><i>Housing Commission</i></p> <p>PURPOSE: Makes recommendations with respect to housing policies, needs, and programs in Flagstaff.</p> <p>RESPONSIBILITY: Information sharing between the Commission and the City Council.</p> <p>STAFF CONTACT: Leah Bloom, Affordable Housing Advancement Project Manager, 213-2752, lbloom@flagstaffaz.gov</p>	<p>4th Thur./1:00 p.m. 1. McCarthy</p>
<p><i>Open Spaces Commission</i></p> <p>PURPOSE: Advises the Council on the acquisition, management, use, restoration, enhancement, protection, and conservation of open space land within the City of Flagstaff.</p> <p>RESPONSIBILITY: Information sharing between the Commission and the City Council.</p> <p>STAFF CONTACT: Robert Wallace, Open Space Specialist, 213-2154, robert.wallace@flagstaffaz.gov</p>	<p>4th Mon./4:00 p.m. 1. Aslan</p>
<p><i>Parks & Recreation Commission</i></p> <p>PURPOSE: Makes recommendations to the Council regarding City parks and recreational programs, the annual budget and capital improvements for the Parks and Recreation Divisions.</p> <p>RESPONSIBILITY: Information sharing between the Commission and the City Council.</p> <p>STAFF CONTACT: Rebecca Sayers, Parks & Recreation Director, 213-2306, rsayers@flagstaffaz.gov</p>	<p>3rd Mon./4:00 p.m. 1. Salas</p>
<p><i>Sustainability Commission</i></p> <p>PURPOSE: Recommend and coordinates activities in concert with the Flagstaff Sustainability Program. Promotes sustainable practices in all spheres of life and educating Flagstaff citizens</p> <p>RESPONSIBILITY: Information sharing between the Commission and the City Council.</p> <p>STAFF CONTACT: Jenny Niemann, Sustainability Specialist, 213-2150, jniemann@flagstaffaz.gov</p>	<p>4th Thur./4:00 p.m. 1. Aslan</p>

<p><i>Tourism Commission</i></p> <p>PURPOSE: Develops, promotes, and maintains Flagstaff as a year-round destination with professional visitor services that will benefit the community economically, environmentally, and socially.</p> <p>RESPONSIBILITY: Information sharing between the Commission and the City Council.</p> <p>STAFF CONTACT: Trace Ward, Convention and Visitors Bureau Director, 213-2921, tward@flagstaffaz.gov</p>	<p>4th Tue./1:30 p.m. 1. Salas</p>
<p><i>Transportation Commission</i></p> <p>PURPOSE: Reviews requests for changes in traffic regulations and recommends traffic-related policies to the Council.</p> <p>RESPONSIBILITY: Information sharing between the Commission and the City Council.</p> <p>STAFF CONTACT: Jeff Bauman, Traffic Engineer, 213-2690, jbauman@flagstaffaz.gov</p>	<p>1st Wed. of Even Months/4:00 p.m. 1. Odegaard</p>
<p><i>Water Commission</i></p> <p>PURPOSE: Reviews extensions of the water and sewer collection systems, treatment and use of water furnished by the City, treatment and disposal of the City's sewage system effluent, and water/sewer rates.</p> <p>RESPONSIBILITY: Information sharing between the Commission and the City Council.</p> <p>STAFF CONTACT: Ryan Roberts, Interim Water Resources Director, 213-2410, rroberts@flagstaffaz.gov</p>	<p>3rd Thur./4:00 p.m. 1. Whelan</p>

Northern Arizona Municipal Water User Association

NAMWUA is a 501 (c)(4) non-profit association representing Northern Arizona cities and towns on water issues. It provides lobbying services for federal and state level water issues as well as a venue for participant discussion of water rights, new regulations, new water projects, project funding and WIFA funding opportunities. It serves as a coordinator for joint funding opportunities whereby participants may leverage their funds with others to complete studies and evaluations that are beneficial to several water providers. Examples of this include work done on evaluating NIA water opportunities and an evaluation of surface water supplies that may be obtained from the Colorado River. The NAMWUA Program Manager represents members on the Governor's Water Augmentation Innovation and Conservation Council as well as associated committees. The City of Flagstaff has participated in NAMWUA since 2003 when it entered into an IGA with other NAMWUA member cities and towns, (Resolution No. 2003-02).

Benefits of being a NAMWUA member:

- Flagstaff should be considered in any rural water decisions that are made for Arizona. By maintaining active membership in NAMWUA, Flagstaff will be part of any water proposals and decisions that are taken forward to state legislators.
- Long term water supply is a concern of the Flagstaff community. It is important for Flagstaff citizens to know that its elected officials share the concern and take part in water planning efforts that may impact rural Arizona.

The new council member would be a voting board member. The board meets four times a year. The Technical Advisory Committee (TAC) meets monthly. The Board elects its chair, vice chair and secretary treasurer annually in July.

Other municipalities represented are Prescott, Prescott Valley, Chino Valley, Sedona, Clarkdale, Cottonwood and Coconino County. The Arizona Water Company serves as a non-voting board member.