

WORK SESSION AGENDA

A M E N D E D

CITY COUNCIL WORK SESSION
TUESDAY
JUNE 8, 2021

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 June 15, 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. Proclamation: Two Spirit Day

7. Recognition: Sean Kugler for work on Commission on Disability Awareness Accessibility Audit

8. Honoring Community Member, Mr. Darrell Marks, for national recognition from the John F. Kennedy 2021 Profile in Courage Award (COVID Courage).

9. Criminal Justice Coordinator Council (CJCC) Update

10. Update regarding Flagstaff's 10 Year Housing Plan

11. Discussion and Direction on a Flagstaff Prevailing Wage Ordinance

12. Public Participation

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

14. 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 _____, 2021.

Stacy Saltzburg, MMC, City Clerk

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Rose Toehe, Coordinator for Indigenous Initiatives
Date: 06/02/2021
Meeting Date: 06/08/2021



TITLE

Honoring Community Member, Mr. Darrell Marks, for national recognition from the John F. Kennedy 2021 Profile in Courage Award (COVID Courage).

STAFF RECOMMENDED ACTION:

None.

EXECUTIVE SUMMARY:

Darrell R. Marks, an Indigenous Dine' (Navajo) and the Native American Academic Advisor for Flagstaff High School, advocates for the rights and works to meet the unmet needs of the Navajo and Hopi tribal communities. Marks, a single parent raising two teenage sons, has coordinated deliveries of food and supplies to Navajo and Hopi families struggling during the pandemic; advocated for voting rights in the face of efforts to disenfranchise Native Americans; worked to provide access to remote learning opportunities in tribal areas made even more isolated by COVID-19; and served as a personal counselor and resource to students struggling with loss and depression.

"Darrell R. Marks is a man who has utilized his faith and traditional Navajo values and his relationships with students, families, and communities to serve with heroism throughout this Pandemic. He has helped screen and assess to know when students needed increased emotional support, and when Elders and families who were in a lock-down status on the Navajo and Hopi Nation lands to prevent the spread of COVID, he helped organize and direct the response of emergency food and supplies. And Mr. Marks, even while experiencing his own family losses during this Pandemic, has assisted in advocating, and supporting students with the traditional grieving ceremonies and with sharing knowledge with the school to increase understanding and support of these students." - Joan P. Dewey, LCSW, Student Support Services, School Social Worker.

INFORMATION:

Background: At the outset of the pandemic, Ambassador Caroline Kennedy and her son, Jack Schlossberg, wanted to find a way to honor those on the front lines of the COVID-19 pandemic that were going above and beyond their everyday responsibilities to help those in their communities.

After a public nomination campaign, thousands of people from across the country submitted COVID Courage nominations, sharing moving stories about the commitment and sacrifice of members of their communities who put their own health at risk to help heal the sick, protect our most vulnerable, and provide critical support services.

Seven honorees were selected and they represent the courage and national sacrifice that had

been witnessed in so many aspects of American life.

Attachments:

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Shannon Anderson, Deputy City Manager
Date: 06/02/2021
Meeting Date: 06/08/2021



TITLE:

Criminal Justice Coordinator Council (CJCC) Update

DESIRED OUTCOME:

Inform the City Council about the technical assistance work being completed by the Coconino County CJCC and the Justice Management Institute.

EXECUTIVE SUMMARY:

The Coconino County CJCC had engaged the Justice Management Institute to complete a technical assistance project. The project goal is for Coconino County to operate a high functioning Criminal Justice Coordinating Council that fully utilizes best practices and produces beneficial outcomes for the justice system and County resident.

INFORMATION:

This presentation includes a review of the CJCC background and information about the Justice Management Institute. The project overview will include the project goal, objectives, assessment, and recommendations. There will also be information relating to the recent activities of the CJCC provided prior to opening the conversation to questions and comments.

Attachments: [Presentation](#)

Coconino County CJCC Technical Assistance Project

City of Flagstaff Council
June 8, 2021

Dan Slayton, Honorable Superior Court Judge, Coconino County
Tom Eberly, Program Director, Justice Management Institute



Background of the Coconino County CJCC

- Established in 2005
- Brings together local stakeholders to collaborate on improving the criminal justice system
 - *Mission Statement: to promote the safety of the citizens of Coconino County, the efficient and just treatment of justice involved individuals, the protection and healing of victims, and to work toward the prevention of crime and the reduction of recidivism*
- Chair: Hon. Judge D. Slayton
- Vice-Chair: Hon. Judge T. Chotena

The Justice Management Institute



- Non-profit organization founded in 1995; based in Arlington, VA
- Specializes in research, education and technical assistance for criminal justice systems
- Completed more than 400 justice projects
- Founder of the National Network of Criminal Justice Coordinating Councils (NNCJCC)

Project Goal

For Coconino County to operate a high-functioning Criminal Justice Coordinating Council that fully utilizes best practices and produces beneficial outcomes for the justice system and county residents

Project Objectives

1. Assess and revise, with input of council members, the purpose and structure of the CJCC to ensure it aligns with best practices;
2. Identify shared priorities among CJCC members and produce a strategic plan with specific actions that the council will pursue over the next two years;
3. Coordinate the day-to-day operations of the CJCC and implementation of the strategic plan until new support staff is hired by the county; and
4. Assist the county in seeking and selecting a highly qualified applicant to serve as support staff for the CJCC.

Project Components

1. CJCC assessment
2. Strategic plan
3. Staff development
4. Short-term CJCC support

Estimated Project Timeline: 10 months

CJCC Assessment

Essential Elements Assessment Summary

<i>Element</i>	<i>Survey</i>	<i>Compliance</i>	<i>Factors Not Fully Present</i>
System-focused	6	●	Crisis management, interagency collaboration
Participation	6	●	Full participation, manageable roster
Leadership Structure	4	●	Designated vice-chair, keeping CJCC on track
Executive Committee	5	●	Guiding council and leadership, monitoring progress
Decision Making	6	●	Inclusion of underrepresented communities
Shared Responsibility	6	●	Sharing internal agency decisions, updating public
Data Driven	5	●	Producing and monitoring system data
Best Practices	6	●	Ensuring race and ethnicity equity
Structured Meetings	9	●	Subcommittee meetings, bylaws
Strategic Planning	5	●	Updating plan, tracking outcomes, sustainability
Subcommittees and Workgroups	5	●	Worked assigned to subcommittees & workgrps.
Support Staff	-	TBD	(Under development)

CJCC Recommendations #1-6

- 1) Focus on producing meaningful outcomes
- 2) Reduce the full CJCC membership to a manageable size
- 3) Re-configure the executive committee
- 4) Alternate meetings of the full CJCC and executive committee
- 5) Utilize subcommittees and workgroups more effectively
- 6) Form a standing committee specifically for the Native community

Recommendations #7-13

- 7) Establish a formal process for selecting a vice chairperson
- 8) Update the CJCC bylaws
- 9) Update and revise the strategic plan and implement the plan
- 10) Produce and monitor system data
- 11) Create a criminal justice director position funded by the county and city
- 12) Institute racial and ethnic impact statements
- 13) Keep the CJCC website updated

Recent Activities

CJCC Activities

1. Revised bylaws through workgroup
2. Identified subcommittees for the CJCC
3. Formed virtual hearings workgroup
4. Began work on a new strategic planning retreat
5. Will begin seeking a new coordinator

Questions and Comments



CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Leah Bloom, Affordable Housing Advancement
Project Manager

Date: 05/24/2021

Meeting Date: 06/08/2021



TITLE:

Update regarding Flagstaff's 10 Year Housing Plan

DESIRED OUTCOME:

Informational only.

EXECUTIVE SUMMARY:

Affordable, accessible, and decent housing is of critical importance to a community's health and viability. On December 1, 2020, the City Council declared a Housing Emergency in Flagstaff, prioritizing affordable housing within City operations to create safe, decent, and affordable housing opportunities for all community members. The Housing Plan will define the housing emergency in Flagstaff and will provide goals and strategies to reduce it. As the City implements the Flagstaff 10 Year Housing Plan, the objective is to substantially increase the number of available and affordable housing options for all Flagstaff residents at all income levels.

This update to City Council includes the work that has gone into creating the 10 Year Housing Plan thus far, to recognize the Informal Working Group's dedication and involvement, to share the overarching draft goals created by the Informal Working Groups, and to review the 10 Year Housing Plan's timeline moving forward.

INFORMATION:

- 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.
- NH.3. Make available a variety of housing types at different price points, to provide housing opportunity for all economic sectors.
 - Policy NH.3.1. Provide a variety of housing types throughout the City and region, including purchase and rental options, to expand the choices available to meet the financial and lifestyle needs of our diverse population.
 - Policy NH.3.2. Promote accessory dwelling units, where appropriate.
 - Policy NH.3.3. Increase the availability of affordable housing for very low-income persons, through innovative and effective funding mechanisms.
 - Policy NH.3.4. Reuse former brownfield, vacant buildings, and commercial buildings to provide new mixed-use and/or housing options.
 - Policy NH.3.5. Encourage and incentivize affordable housing.

- LU.4. Balance housing and employment land uses with the preservation and protection of our unique natural and cultural setting.
- LU.13. Increase the variety of housing options and expand opportunities for employment and neighborhood shopping within all suburban neighborhoods.

Attachments: Update 10 Year Housing Plan Presentation



1



2



Housing Emergency Declaration



The Plan

- Council declared a housing emergency in December 2020
- A Plan focused on housing development & preservation within the City for the next 10 years – 9-month timeline
- Requires Housing Commission input
- Present to City Council for consideration

Public Participation Plan & Project Timeline

- Working document, guiding our process.
- Commission approved on January 28

3



Public Participation Plan




Objectives of groups


- Identify Quantitative Need.
- Reach as many diverse stakeholders as possible to create an inclusive environment for dialogue.
- Educate community about affordable housing needs and impacts.
- Gather quality feedback and input from stakeholders and the public throughout the region.
- Endorse possible solutions through the creation of specific goals to reduce Flagstaff's housing emergency.



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Informal Working Groups



Included Commissioners, City Staff, Community Members

Policy Working Group

1. Affordable Housing **Gap Analysis**
2. **Neighborhood Context & Equity**– Neighborhood and opportunity mapping.
3. Connection between **Housing and Sustainability**
4. Connection between **Health and Affordable Housing**
5. **Zoning and Land Use**



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Inclusive Informal Working Groups



Included Commissioners, City Staff, Community Members

- Community Members, Realtors, Lenders, Architect, Developers, Builders, Teachers, Indigenous Commissioners, Data Scientist, Homeowners & Renters
- Friends of Flagstaff's Future, ECoNA, Flagstaff Chamber, NAU
- Native Americans for Community Action, Flagstaff Shelter Services, The Guidance Center, North Country, Northern Arizona Regional Behavioral Health Authority, Health Choice, Catholic Charities, Coconino County, League of Neighborhoods, Interfaith Council and more.



6



7

Next Steps (June – September)

Quantitative Results
Gap Analysis

Statistically Valid Data
Housing Survey, Opportunity Mapping

Internal Staff & Legal Review
Feasibility and Viability Assessment

Additional Public Outreach
Commissions, Community & Public Comment Period

Council Consideration

TEAM FLAGSTAFF
WE MAKE THE CITY BETTER

8



9

The slide is titled "Shared Goals - Draft" and features the City of Flagstaff logo and "TEAM FLAGSTAFF WE MAKE THE CITY BETTER" in the top corners. It contains three bullet points:

- Create a dedicated funding source for affordable housing in Flagstaff.
- Create a groundswell of support for affordable housing and implement a public outreach campaign to educate the community about the critical role affordable housing plays in a thriving community and combating not in my backyard (NIMBY) opposition to housing and affordable housing.
- Implement a framework for centering equity on proposed and existing housing policies and programs.

In the bottom right corner, there is an icon of a balance scale. The left pan contains a house icon, and the right pan contains a dollar sign icon.

10



Shared Goals - Draft



- Continue commitment to further Federal and Arizona Fair Housing laws in all housing-related services and programs, valuing the efforts of those who seek to reduce barriers to full and equal access to housing opportunities, and providing Fair Housing education and resources to the community.

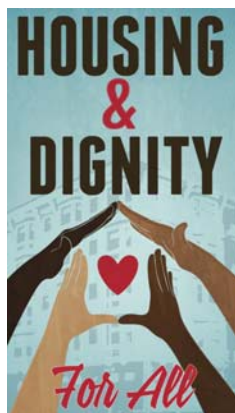


- Continue to lobby and support federal and state legislation to increase the amount of funding available for the preservation and construction of affordable housing.

11



Neighborhood & Equity Draft Goals



- Affordable Housing is a part of every Flagstaff neighborhood, identifying and working to address disparate impact as part of any development or redevelopment.
- As a community, remove barriers to housing advancement.

12



Housing & Sustainability Draft Goals



- All Affordable Housing Units will strive to be net-zero ready to stabilize and reduce living cost.
- Expand efforts to preserve existing housing stock.
- Encourage and incentivize adaptive reuse.



13



Housing & Healthcare Draft Goals



- Reduce homelessness in the Flagstaff community & overcome cost barriers for households to obtain stable housing.
- Seek creative solutions to foster housing permanency for all.
- Integrate healthcare into housing programs and housing into healthcare programs as appropriate.



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Zoning & Land Use Draft Goals



- Explore building innovation and cost saving practices.
- Establish an expedited development (site plan, building permit, civil plan) review process.
- Amend current Zoning Code Ordinance to facilitate or enhance permitted housing options.
- Ensure that the Regional Plan and Zoning Code includes robust affordable housing goals and policies.



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16



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