#### PRIORITY BASED BUDGETING RETREAT AGENDA

CITY COUNCIL RETREAT FRIDAY JUNE 23, 2023

AQUAPLEX 1702 N FOURTH ST 8:30 A.M.

All City Council Meetings are live streamed on the city's website (https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings)

#### \*\*\*PUBLIC COMMENT\*\*\*

Verbal public comments may be given through a virtual public comment platform or in-person

If you want to provide a verbal comment during the Council Meeting, use the link below to join the virtual public comment room.

#### **VIRTUAL PUBLIC COMMENT WAITING ROOM**

Written comments may be submitted to <a href="mailto:publiccomment@flagstaffaz.gov">publiccomment@flagstaffaz.gov</a>. All comments submitted via email will be considered written comments and will be documented into the record as such.

#### 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 retreat, the City Council may vote to go into executive session, which will not be open to the public, for discussion and consultation with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

#### 2. ROLL CALL

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

MAYOR DAGGETT
VICE MAYOR ASLAN
COUNCILMEMBER HARRIS
COUNCILMEMBER HOUSE

COUNCILMEMBER MATTHEWS COUNCILMEMBER MCCARTHY COUNCILMEMBER SWEET

#### 3. Pledge of Allegiance, Mission Statement, and Land Acknowledgement

#### MISSION STATEMENT

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

#### LAND ACKNOWLEDGEMENT

The Flagstaff City Council humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

4.	<b>Priority</b>	<b>Based</b>	Budge	eting	<b>Priorities</b>	and Ob	jectives
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Discussion and Direction

- 5. Public Participation
- 6. 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, 2023.	
Stacy Saltzburg, MMC, City Clerk	

#### **CITY OF FLAGSTAFF**

#### STAFF SUMMARY REPORT

**To:** The Honorable Mayor and Council

From: Stacy Saltzburg, City Clerk

**Date:** 06/19/2023

**Meeting Date:** 06/23/2023



#### TITLE:

**Priority Based Budgeting Priorities and Objectives** 

#### **DESIRED OUTCOME:**

Discussion and Direction

#### **EXECUTIVE SUMMARY:**

Staff will be seeking Council input and direction for updating the City of Flagstaff's Objectives related to our Priority Based Budgeting process. Staff will also present a community outreach plan for this summer.

#### **INFORMATION:**

The City of Flagstaff began our journey on Priority Based Budgeting in fiscal year 2019-20. During that year staff worked with Council to build the seven Key Community Priorities and the Objectives that help define those priorities. Council approved these in the fall of 2019 and staff used these as a pilot for the FY 2020-21 budget process. In the summer of 2020, city staff engaged the community to review the Key Community Priorities and Objectives and provide feedback and recommendations to better align with the community. In November 2020, Council adopted the revised Key Community Priorities and Objectives which incorporated the community outreach. These Key Community Priorities and Objectives have been in place since that adoption and most recently used for the fiscal year 2023-24 budget.

Staff will be seeking Council and Community input on our current Key Community Priorities and Objectives in the coming months and anticipate bring revisions back to Council later this summer for potential adoption.

Attachments: Detailed Agenda

PBB Key Communities and Objectives

Presentation

#### City Council Budget Retreat June 23, 2023 Detailed Agenda

Time	Duration (Min)	Topic	Staff
8:30am	15	Welcome and Introductions	Greg Clifton
8:45am	30	Overview of PBB Journey	Chris Fabian
9:15am	45	Identification of issues and challenges facing Flagstaff by Council  • Sticky note exercise  • Affinity diagramming	Kathie Novak
10:00am	15	Break	
10:15am	75	Comparing issues and challenges to Priorities and Objectives  What is working and presented?  What might be different?  What is missing?  Where do we add these in?  Climate and Housing Emergencies	Kathie Novak PBB Admin Team
11:30am	45	Discussion on community outreach plan      Desired outcomes     Process     Messaging and talking points	Chris Rhode
12:15pm	15	Wrap-up and clarification of next steps	Chris Rhode
12:30pm	15	Public Participation	
12:45pm	30	Lunch Provided	

Please note: All times are estimates and items could be reordered during the meeting.

#### CITY OF FLAGSTAFF

## **Key Community Priorities**



#### CITY OF FLAGSTAFF

#### **Priority Based Budgeting Priorities and Objectives**







**Inclusive &** Engaged Community







Community



Stewardship

Serve the public by providing high quality

customer service

**Enhance community** engagement & strengthen relationships between the community & public safety services

Foster community pride & civic engagement by increasing opportunities for public involvement, in line with best practices & legal requirements

**Deliver outstanding** services to residents through a healthy. well maintained infrastructure system

Support & strengthen a more robust, diverse, & sustainable economy in wavs that reflect community values & provides for affordable housing opportunities

**Provide amenities &** activities that support

Create a welcoming Promote, protect community through & enhance a healthy, partnerships, resilient sustainable environment neighborhoods, & & its natural resources civic engagement

Foster communitywide clear & consistent communication strategies & products

Support social services. community partners & housing opportunities

**Advance social equity** & social justice in Flagstaff by supporting social services

Utilize existing longrange plan(s) that identify the community's future infrastructure needs & all associated costs

Maintain & enhance an equitable & effective business recruitment. retention. & expansion program throughout the community

**Engage community** members through education & volunteer a healthy lifestyle opportunities

**Encourage public trust** through transparency, accessibility & use of the City's public participation policy

**Provide alternative** Facilitate & foster responses, resources diversity & inclusivity, & programs, inclusive including support of of mental health & anti-racist policies & practices

Provide effective management of and infrastructure for all modes of transportation

**Enhance understanding** between the development community, the City & Flagstaff residents

Support regional partners which provide equitable & inclusive educational opportunities for Flagstaff residents of all ages

Implement sustainable building practices, enhance waste diversion programs. alternative energy programs & multi-modal transportation options

**Enhance the** organization's fiscal stability & increase efficiency & effectiveness

Provide public safety services with resources, staff & training responsive to the community's needs

other services

**Enhance community** involvement, education & regional partnerships to strengthen the level of public trust

Ensure city facilities,

services, & programs

are accessible for all

residents & representative

of Flagstaff's diverse

community

Facilitate & develop carbon-neutral energy opportunities

Attract employers that provide high quality jobs & have a low impact on infrastructure & natural resources

Enhance the community's

workforce development

programs & improve

**Actively support** attainable & affordable housing through City projects & opportunities with developers

Increase the private sector's participation in environmental stewardship efforts

Implement innovative local government programs, new ideas & best practices: be recognized as a model for others to follow

Be an employer of Ensure the built choice through inclusive environment is safe recruitment & by providing through the use of employees with the consistent standards, necessary tools, training, rules & regulations, support & compensation & land use practices

Promote physical health through providing recreation opportunities, parks. open space & multiple transportation options

> Promote environmental justice & the fair distribution of environmental benefits

Support the community's social infrastructure needs: assist those partner organizations that provide services the City does not

partnerships with higher education institutions & the private & public sectors **Embrace & invest in** 

responsible tourism opportunities to promote economic development

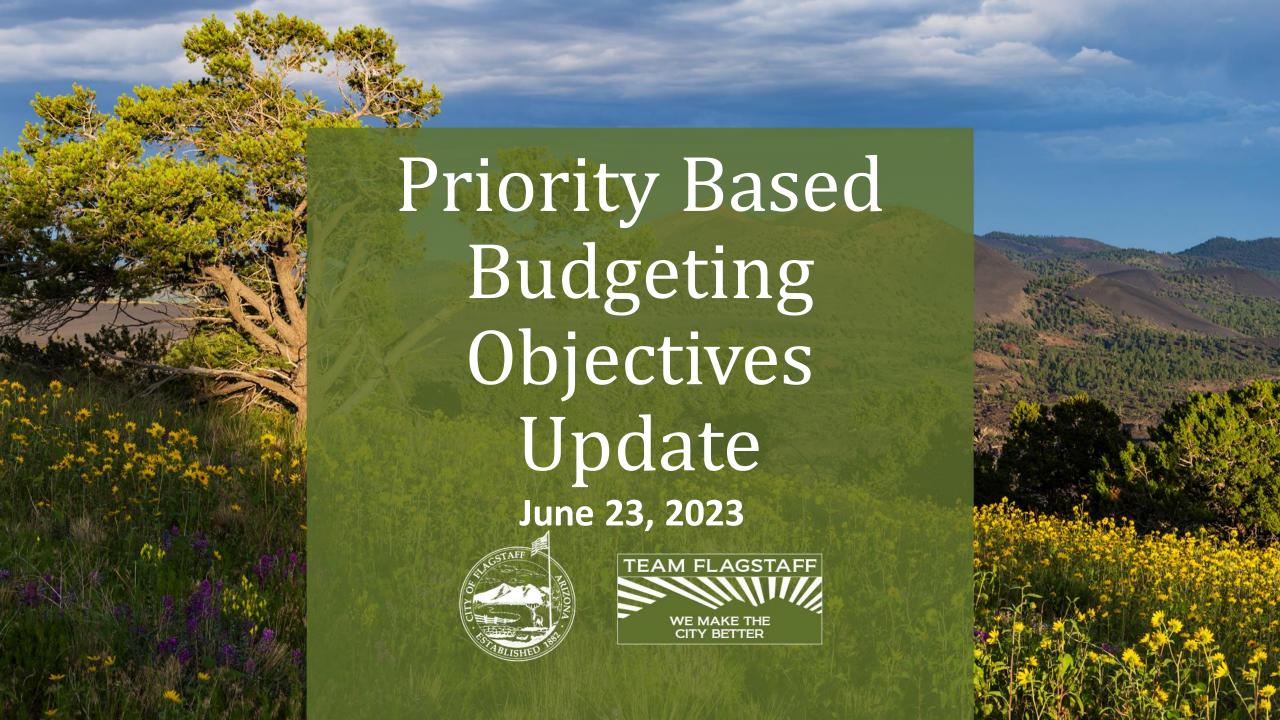
Support diverse employment opportunities that provide residents with a living wage

Achieve a well-maintained community through comprehensive & equitable code compliance. & development that is compatible with community values

Implement, maintain & further the Climate **Action & Adaptation Plan** (CAAP) with awareness of social inequities

Strengthen Flagstaff's resilience to climate change impacts on built. natural, economic. health, & social systems

THE OBJECTIVES LISTED IN THIS DOCUMENT WERE APPROVED BY COUNCIL ON NOVEMBER 10, 2020.



## Priority Based Budgeting Objectives Update TEAM FLAGSTAFF

### Welcome

### Introductions

Agenda





- Overview of the Flagstaff Priority Based Budgeting journey
- City of Flagstaff PBB Journey
- Identifying issues and challenges
- Compare issues and challenges to Priorities and Objectives
- Discussion on Community Outreach Plans
- Wrap-up and next steps

## Priority Based Budgeting Objectives Update

# Overview of the Flagstaff Priority Based Budgeting Journey





## Priority Based Budgeting Flagstaff's Journey

Chris Fabian CEO, ResourceX

## Where you've been

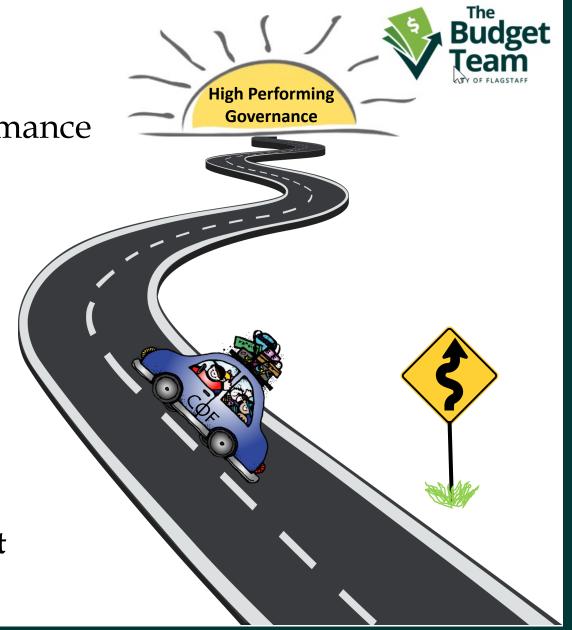
## PBB Journey

• Council directives for higher performance in the budget process & outcomes:

Budget process needed to promote and enable data-driven decisionmaking

Needed to be greater public transparency & engagement in the budget process

Outcomes of the budget process needed to show stronger alignment with community priorities





**TOPIC** AREAS

MEMBER CENTER

JOBS MARKETPLACE JOIN CONTACT LOGIN

#### **Priority Based Budgeting**

Help your community reassess its priorities in order to make sound, long-term funding decisions that result in good fiscal health and goals

ICMA has identified priority based budgeting as a leading practice for local governments and is partnering with the Center for Priority Based Budgeting, the mission for which is to share experience and technical knowledge of government financial operations and budget development with organizations that are seeking to achieve sustainable fiscal health and wellness.

#### Our Work

Through this leading practice relationship, ICMA and the Center for Priority Based Budgeting offer the professional expertise, analytical skills, and diagnostic tools needed to help your city, county, school disstrict, special district or non-profit organization become efficient and effective in its financial strategies and resulting service delivery.

In the more than 70 local governments in which the Center for Priority Based Budgeting has provided advisory leadership in the implementation of Fiscal Health and Wellness through Priority Based Budgeting



**TOPICS** 

Q Finance & Budgeting







#### RECOMMENDED PRACTICE

#### Budgeting for Results and Outcomes (2009) (BUDGET)\*

Background. The US National Advisory Council on State and Local Budgeting (NACSLB) has identified four essential principles of effective budgeting. The specific principles include: (1) set broad goals to guide decisions, (2) develop strategies and financial policies, (3) design a budget supportive of strategies and goals and (4) focus on the necessity of continually evaluating a government's success at achieving the goals that it has set for itself (i.e., performance). The Government Finance Officers Association (GFOA) has officially adopted the recommendations of the US NACSLB. GFOA also has issued separate

recommended practices documents underscore measurement as part of

Consistent with the US budgeting for results ar budgeted programs and consideration of desired and programs can best; incrementalism often cl

**Recommendation.** The Government Finance Officers Association (GFOA) recommends that governments consider budgeting for results and outcomes as a practical way to achieve the US NACSLB objective of integrating performance into the budgetary process. GFOA believes that the following steps should help a government in making this successful transition:

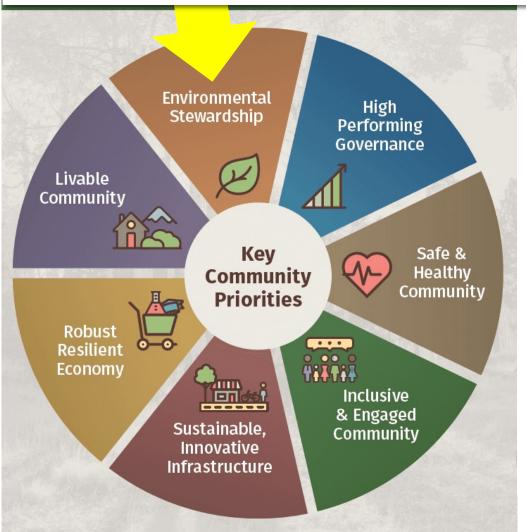
- (1) Determine how much money is available. The budget should be built on expected revenues. This would include base revenues, any new revenue sources, and the potential use of fund balance.
- (2) Prioritize results. The results or outcomes that matter most to citizens should be defined. Elected leaders should determine what programs are most important to their constituents.
- (3) Allocate resources among high priority results. The allocations should be made in a fair and objective manner.

**Recommended Best Practice** ICMA, GFOA, NLC, Alliance for Innovation

## What you've accomplished

#### CITY OF FLAGSTAFF **##### Inclusive &** Sustainable **Key Community Priorities** Safe & Healthy Livable High Performing Innovative Environmenta Engaged Robust Resilient Community Governance Community Community Infrastructure Economy Stewardship Support & strengthen Foster community pride **Enhance community Deliver outstanding** a more robust, diverse, Create a welcoming & civic engagement by Promote, protect & sustainable economy Serve the public by engagement & strengthen services to residents community through increasing opportunities & enhance a healthy. providing high quality relationships between through a healthy, in ways that reflect partnerships, resilient for public involvement. sustainable environment customer service the community & well maintained community values & neighborhoods, & in line with best practices & its natural resources public safety services infrastructure system provides for affordable civic engagement & legal requirements housing opportunities Environmental High Maintain & enhance an Stewardship Utilize existing long-Performing equitable & effective Foster community-Advance social equity **Engage community** Support social services, range plan(s) that identify Provide amenities & & social justice in ide clear & consistent business recruitment, members through activities that support Governance the community's future community partners & communication Flagstaff by supporting education & volunteer retention, & expansion housing opportunities infrastructure needs & a healthy lifestyle strategies & products social services program throughout opportunities all associated costs Livable the community Community Support regional Implement sustainable **Encourage public trust** Provide alternative Facilitate & foster Provide effective partners which provide building practices, enhance **Enhance understanding** through transparency, diversity & inclusivity responses, resources management of and between the development equitable & inclusive waste diversion programs, accessibility & use & programs, inclusive including support of infrastructure for all community, the City educational opportunities alternative energy of the City's public of mental health & anti-racist policies Key Safe & modes of transportation & Flagstaff residents for Flagstaff residents programs & multi-modal participation policy other services & practices of all ages transportation options Healthy Community Community Enhance the Provide public **Enhance community** Attract employers that **Actively support Priorities** Increase the private organization's safety services with involvement, education provide high quality attainable & affordable Facilitate & develop sector's participation fiscal stability & jobs & have a low housing through City resources, staff & & regional partnerships carbon-neutral in environmental Robust increase efficiency training responsive to to strengthen the energy opportunities impact on infrastructure projects & opportunities stewardship efforts & effectiveness the community's needs level of public trust & natural resources with developers . . . Resilient 0 00 0 Economy **#**i##i# Enhance the community's Implement innovative Ensure city facilities, Support the community's Promote physical workforce development Implement, maintain Support diverse local government health through services, & programs social infrastructure Inclusive & further the Climate □ I debt programs & improve programs, new ideas providing recreation are accessible for all needs; assist those opportunities that partnerships with Action & Adaptation Plan & Engaged & best practices; be opportunities, parks, residents & representative partner organizations higher education provide residents (CAAP) with awareness recognized as a model open space & multiple of Flagstaff's diverse that provide services Sustainable. Community institutions & the with a living wage of social inequities for others to follow transportation options the City does not private & public sectors **Innovative** Achieve a well-maintained Be an employer of Ensure the built Infrastructure community through Strengthen Flagstaff's choice through inclusive environment is safe Promote environmental Embrace & invest in comprehensive & resilience to climate recruitment & by providing justice & the fair responsible tourism through the use of quitable code compliance, change impacts on built, employees with the consistent standards, distribution of opportunities to promote & development that natural, economic, rules & regulations, environmental benefits economic development necessary tools, training, is compatible with health, & social systems support & compensation & land use practices community values

## 1.) Measure Investment in Key Community Priorities



OMMUNITY RANSIT TAX		CRIMINAL	CAPITAL	DUBLIC		RESIDENTI	٨١	RESIDEN	ITIAI			
RANSII TAX		INVESTIGATIONS	PROJECT	PUBLIC HOUSING-		TRASH		IONS RECYCL	earch:			
More Info 🔹	Environment	DirectCost	Program		♦ De	escription			ouron			
More Info	4	254,612	Transportation Pl	anning	Coi	nnectivity, cod	ordination wit	th ADOT & FN	ИРО and	multi-m	odal pl	annii
More Info	4	224,176	Traffic Systems N	<i>f</i> lanagement	sid stu and his sig to r mo act thre	nagement of ewalks, bike I dies and anal d virtual meth tory, pedestrianal and stop some invities. The prough the Actinagement an zen inquiries	anes, FUTS, r ysis of these ods. Types o an crossing, v sign warrant flows and o ange operati ogram condu ve Transporta d specific bik	roadways and e systems thr f studies incl vehicle and p studies. Utiliz utages to op onal goals ar ucts multi-mo ation Master keway and sid	d traffic sough varude speedestriang advatimize traeded achieved al plan Plan, Tradewalk p	signals. I ious dire ed, volur n signal anced tra avel time ed throu ning act vel Dem	Performect, reme, crastiming, affic sy e for all gh plartivities and	n note sh traff stem
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More Info	4	194,116	Wildcat Hill Wate Monitoring and P	r Reclamation Plant lanning	mir app sup me hyp imp Tra per	rmit monitorin nimize the imporopriate ager oplies. Track ( et regulatory pochlorite) - p pact of a spill ck spills, have sonnel are re- ergencies in t	pact of a spil ncies, Track s Chemicals are requirements lan and comi as well as re e training mo ady to respor	I as well as respills, have trace usage to trees, including demunication perport the spill initor contained 24 7 to irrespill as well as to the spill and 24 7 to irrespill to the spill to the spill and 24 7 to irrespill to the spill to th	eport the aining mo eat water isinfection rotocol to to all app ment sup egular op	spill to onitor co and Bid on (sodio o minim propriate oplies. Co erations	all ontainn o solids um ize the e agen on call	nent s to
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			SERVICES		CREATI					J		

## 1.) Measure Investment in Key Community Priorities

Create an Account - Increase your productivity, customize your experience, and engage in information you care about.

Sign In



COVID-19

**GOVERNMENT** 

**RESIDENTS** 

**BUSINESSES** 

**VISITORS** 

I WANT TO



Civil Rights

Communication Office

Deputy City Manager Shane Dille

Deputy City Manager Shannon Anderson

Dogs & Animal Regulations

Intergovernmental Relations

Priority Based Budgeting

Risk Management

**Sustainability Section** 

#### **Priority Based Budgeting**

The City of Flagstaff uses Priority Based Budgeting (PBB) to guide the creation of its budget each year. PBB allows the City to answer three key questions;

- 1. What do we do? To answer this, the City creates a list of all of the programs or services that it offers. Examples might include airfield maintenance or wildfire management.
- 2. What does it cost? To answer this, the City allocates all of this personnel costs, non personnel costs and revenues collected to each program that it offers.
- 3. Do the programs offered align with the priorities of the Community? To answer this, the City Council and Flagstaff residents determine the community's <a href="Key Community">Key Community</a> Priorities and Objectives for the coming fiscal year. Programs and services offered by the City that best match those objectives are then prioritized within the City's budget.

To learn more about PBB, please view the videos below and visit the <u>PBB Present site</u> to view and interact with budget data. If you have any questions, please email <u>PBB@flagstaffaz.gov</u>.





## 2.) Data Driven

#### City of Flagstaff Reminds Residents of Snow Operations

Open Audio Article Player

By Staff I on December 08, 2021

Brought to you by Beltone - A leader in hearing healthcare.



0:00 / 0:00



With significant snow forecast for northern Arizona in the coming days, the City of Flagstaff would like to provide information regarding snow operations.



ALERT TOP STORY

## Flagstaff to see snow, 'bitterly cold' temperatures this week

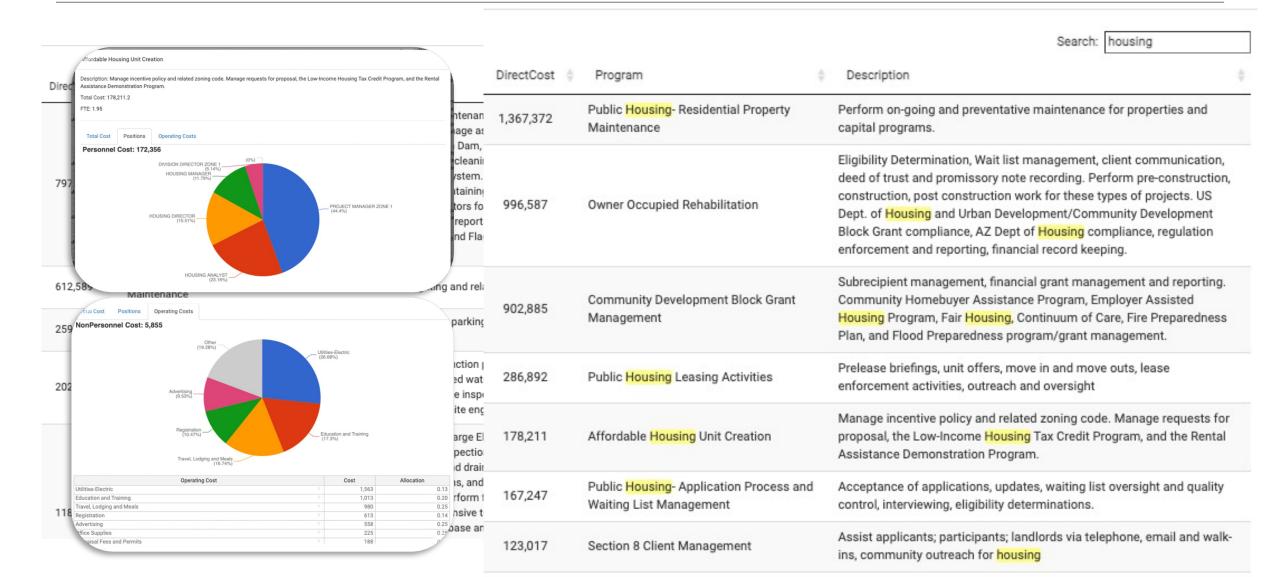
Bree Burkitt Dec 6, 2021 Updated Dec 6, 2021 ■ 0



## 3.) Transparent



- Building Sustainable Infrastructure
- Creating A Skilled Workforce
- Ending Housing Instability and Homelessness



						Fund		Division			Object			
Di	ff(val)	Diff(%)	2019	2018	ObjType	Code	Fund	Code	Division	Account Category		Object	AcctComments	AcctL
\$	(0.00)	0%	24,645		NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	INTERNAL SERVICES	7340	WORKERS COMPENSATION		admin
\$	(0.00)	0%	442		NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	INTERNAL SERVICES	7515	EQUIP REPLACEMENT CHARGE		admin
\$	(0.00)	0%	1,373	1,373	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	INTERNAL SERVICES	7520	EQUIPMENT SERVICES CHARGE		admin
\$	(0.00)	0%	1,253	1,253	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	INTERNAL SERVICES	7535	VEHICLE REPLACEMENT CHARGE		admin
\$	1.37	0%	51,501	51,500	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7008	CONTRACT SERVICES		admin
\$	143.27	7%	210,613	210,470	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7011	PROFESSIONAL SERVICES		admin
\$	-	0%	11,000	11,000	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7020	CONFERENCE, TRAINING, & MEETING		admin
\$	-	0%	600	600	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7033	PRINTING & DUPLICATION		admin
\$	-	0%	200	200	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7036	UNIFORM CONTRACT		admin
\$	-	0%	30,615	30,615	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7040	COMPUTER MAINTENANCE		admin
\$	-	0%	600	600	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7054	REPAIR & MAINT-VEH & EQUIP		admin
\$	-	0%	2,600	2,600	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7114	FUEL		admin
\$	-	0%	900	900	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7122	MAINTENANCE SUPPLIES		admin
\$	-	0%	5,515	5,515	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7124	MEMBERSHIP/DUES/SUBSCRIPTION		admin
\$	-	0%	1,500	1,500	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7134	OFFICE SUPPLIES		admin
\$	-	0%	62	62	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7136	POSTAGE		admin
\$	-	0%	3,000	3,000	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	<b>SERVICES &amp; SUPPLIES</b>	7142	TRAVEL AND MEALS		admin
\$	-	0%	3,400	3,400	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7220	TELEPHONE		admin
\$	-	0%	4,940	4,940	NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7320	LIABILITY INSURANCE		admin
\$	(0.00)	0%	1,100	1,100	NonPersonnel	010	GENERAL FUND	4010	PLANNING	CAPITAL OUTLAY	7420	FURNISHINGS & FIXTURES		admin
\$	-		0	0	NonPersonnel	360	VALERO GNSC	4010	PLANNING	CAPITAL OUTLAY	9999	PROJECT HOLDING ACCT		admin
\$	(0.00)	0%	33,799	33,799	NonPersonnel	010	GENERAL FUND	4010	PLANNING	INTERNAL SERVICES	7340	WORKERS COMPENSATION		admin
\$	(0.00)	0%	1,524	1,524	NonPersonnel	010	GENERAL FUND	4010	PLANNING	INTERNAL SERVICES	7515	EQUIP REPLACEMENT CHARGE		admin
\$	(0.00)	0%	1,534	1,534	NonPersonnel	010	GENERAL FUND	4010	PLANNING	INTERNAL SERVICES	7520	EQUIPMENT SERVICES CHARGE		admin
\$	-	0%	1,400	1,400	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7001	ADVERTISING		admin
\$	-	0%	19,800	19,800	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7008	CONTRACT SERVICES		admin
\$ (!	5,007.17)	-248%	197,303	202,310	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7011	PROFESSIONAL SERVICES		admin
\$	-	0%	11,000	11,000	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7020	CONFERENCE, TRAINING, & MEETING		admin
\$	-	0%	1,600	1,600	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7033	PRINTING & DUPLICATION		admin
\$	-	0%	9,398	9,398	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7040	COMPUTER MAINTENANCE		admin
\$	-	0%	600	600	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7054	REPAIR & MAINT-VEH & EQUIP		admin
\$	-	0%	500	500	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7122	MAINTENANCE SUPPLIES		admin
\$	-	0%	5,600	5,600	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7124	MEMBERSHIP/DUES/SUBSCRIPTION		admin
\$	-		0	0	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7126	MISCELLANEOUS		admin
\$	-	0%	1,500	1,500	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7134	OFFICE SUPPLIES		admin
\$	-	0%	3,420	3,420	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7136	POSTAGE		admin
\$	-	0%	5,000	5,000	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7142	TRAVEL AND MEALS		admin
\$	-	0%	700	700	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7220	TELEPHONE		admin
\$	-	0%	7,420	7,420	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	7320	LIABILITY INSURANCE		admin
\$	-	0%	10,951	10,951	NonPersonnel	010	GENERAL FUND	4010	PLANNING	SERVICES & SUPPLIES	9999	PROJECT HOLDING ACCT		admin
\$	(0.00)	0%	429,980	429,980	NonPersonnel	240	CDD GRANTS	4010	PLANNING	<b>SERVICES &amp; SUPPLIES</b>	7310	COMMUNITY GRANTS		admin

				Fund		Division			Object			
Diff(val)	Diff(%)	2019	2018 ObjType	Code	Fund	Code	Division	Account Category	y Code	Object	AcctComments	Acc
(0.0	0)		24,645 NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	INTERNAL SERVICES	7340	WORKERS COMPENSATION		admin
(0.0	,		442 NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	INTERNAL SERVICES	7515	EQUIP REPLACEMENT CHARGE		admin
(0.0	,	,	1,373 NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	INTERNAL SERVICES	7520	EQUIPMENT SERVICES CHARGE		admin
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-	0%		600 NonPersonnel	010	GENERAL FUND	4020	BUILDING INSPECTION	SERVICES & SUPPLIES	7033	PRINTING & DUPLICATION		admin
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#### CITY OF FLAGSTAFF Priority Based Budgeting Priorities and Objectives

Sustainable.

**Innovative** 

Infrastructure

**Deliver outstanding** 

services to residents

through a healthy,

well maintained

infrastructure system

Utilize existing long-

range plan(s) that identify

the community's future

infrastructure needs &

all associated costs

Provide effective

management of and

infrastructure for all

modes of transportation

Facilitate & develop

carbon-neutral

energy opportunities

Support the community's

social infrastructure

needs: assist those

partner organizations

that provide services

the City does not

THE OBJECTIVES LISTED IN THIS DOCUMENT WERE APPROVED BY COUNCIL ON NOVEMBER 10, 2020.



High Performin Governance
Serve the public by providing high quality customer service
Foster community- wide clear & consister communication strategies & product
Encourage public trus through transparency accessibility & use of the City's public participation policy
Enhance the organization's fiscal stability & increase efficiency & effectiveness
Implement innovative local government programs, new ideas

programs, new ideas & best practices; be recognized as a model for others to follow

Be an employer of choice through inclusive recruitment & by providing employees with the necessary tools, training, support & compensation

Safe & Healthy Community

**Enhance community** engagement & strengthen relationships between the community & public safety services

Support social services, community partners & housing opportunities

**Provide alternative** responses, resources & programs, inclusive of mental health & other services

Provide public safety services with resources, staff & training responsive to the community's needs

**Promote physical** health through providing recreation opportunities, parks, open space & multiple transportation options

Ensure the built environment is safe through the use of consistent standards, rules & regulations, & land use practices 4.44.4

**Inclusive & Engaged** Community

Foster community pride & civic engagement by increasing opportunities for public involvement, in line with best practices & legal requirements

Advance social equity & social justice in Flagstaff by supporting social services

Facilitate & foster diversity & inclusivity, including support of anti-racist policies & practices

**Enhance community** involvement, education & regional partnerships to strengthen the level of public trust

Ensure city facilities. services, & programs are accessible for all residents & representative of Flagstaff's diverse community

Promote environmental iustice & the fair distribution of environmental benefits



**Robust Resilient Economy** 

Support & strengthen a more robust, diverse, & sustainable economy in ways that reflect community values & provides for affordable housing opportunities

Maintain & enhance an equitable & effective business recruitment, retention, & expansion program throughout the community

**Enhance understanding** between the development community, the City & Flagstaff residents

Attract employers that provide high quality jobs & have a low impact on infrastructure & natural resources

Enhance the community's workforce development programs & improve partnerships with higher education institutions & the private & public sectors

**Embrace & invest in** responsible tourism opportunities to promote economic development



Livable Community

Create a welcoming community through partnerships, resilient neighborhoods, & civic engagement

**Provide amenities &** activities that support a healthy lifestyle

Support regional partners which provide equitable & inclusive educational opportunities for Flagstaff residents of all ages

**Actively support** attainable & affordable housing through City projects & opportunities with developers

> Support diverse employment opportunities that provide residents with a living wage

Achieve a well-maintained community through comprehensive & equitable code compliance, & development that is compatible with community values



**Environmental** Stewardship

Promote, protect & enhance a healthy, sustainable environment & its natural resources

**Engage community** members through education & volunteer opportunities

Implement sustainable building practices, enhance waste diversion programs, alternative energy programs & multi-modal transportation options

> Increase the private sector's participation in environmental stewardship efforts

Implement, maintain & further the Climate **Action & Adaptation Plan** (CAAP) with awareness of social inequities

Strengthen Flagstaff's resilience to climate change impacts on built, natural, economic. health. & social systems

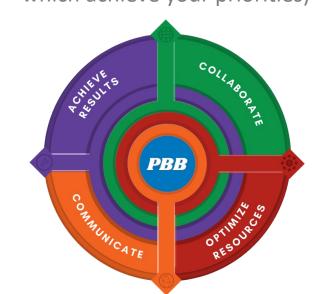
#### **Logic Framework of PBB**

**Priorities** establish relevance

**Objectives** establish context

**Programs** and services are a means to an end

**Resources** fund programs (which connect to definitions, which achieve your priorities)





resourceX

## 2022 Impact Report

#### **Content Table**

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#### **2022** Master Award Winners

























#### **Partners in Impact**

ResourceX is proud of the work we do with our PBB communities, and we are thankful to the partners who help us provide the most effective strategies and relationships and outcomes.

#### **Our Community is Achieving Great Things**

#### **PBB** Implementers





**62**% **GFOA** 

62% of our PBB community earned GFOA Distinguished **Budget Award** 

14% **WHAT WORKS CITIES** 

14% have earned Silver, Gold or Platinum-level WWC Certification

**32% ICLEI USA** 

32% have partnered with ICLEI USA to explore climate action plans



#### Fuel Resources Toward the Results of Tomorrow



#### Flagstaff Reframes Its Budget Process to Invest \$2 Million Toward Carbon Neutrality Plan

Flagstaff, Arizona, is a beautiful city full of character and charm. The residents are passionate about their history; many of the buildings in historic downtown date to the early 1900s. And there's so much more—galleries and music fests highlight the rich cultural diversity of Northern Arizona, nature lovers will love hiking the 55 miles of urban trails, and the Grand Canyon is truly in Flagstaff's backyard!

And the city is more than just a great place to visit. As city officials set out to make Flagstaff an international leader in climate action, they knew that success would require strong leadership and perseverance. One key was modifying the budget request process so requests supported Carbon Neutrality Plan (CNP) goals and ensured alignment across all departments.

The City of Flagstaff set hopeful, ambitious, and necessary goals for climate action in its CNP, knowing that achieving success would require strong leadership, bold action, and creativity. Flagstaff needed to modify its process to ensure department budget requests supported the goals of the CNP.



#### **Benefits**

- The process unveiled \$2 million in new CNP investments, funding almost 25 percent of initial action steps for the first three years of the plan.
- All budget requests were made at the program level and tied to prioritybased budgeting data.
- Flagstaff successfully built and delivered its FY 2022-23 budget as the city's first programmatic budget.
- Elected officials could accurately track how proposed programs would impact the organizational investment in the CNP and maintain alignment with the city's top priorities.
- The new program-based budgeting process helped staff feel like they were making a difference in the plan's advancement.

#### **Regional Plan Update and Management**

#### **Program Description**

An update to the Regional Plan is required every 10 ten years which must be sent to the voters for ratification. The Regional Plan is the General Plan for the City of Flagstaff. The General Plan is a comprehensive long-range plan for the development of the City and includes statement of community goals and policies, maps, concept plans, and strategies. It covers a wide variety of topics including housing, business, recreation, open space, natural resources, and public facilities. Once a plan is approved annual reports are prepared on the statistical data that supports the Regional Plan. Prepare, process and coordinate amendments to the Regional Plan.

#### **Program Budget**

	Total Cost	Requested Amount	Proposed Total Cost
Personnel	\$98,274	\$0	\$98,274
NonPersonnel	\$13,806	\$1,800	\$15,606
Revenue	\$0	\$0	\$0
Total	\$112,080	\$1,800	\$113,880

#### **Budget Request Description**

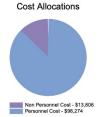
Additional Printing Costs for the Regional Plan Update

#### **Box Choices**

How does this request impact the program service level?: Maintains service level Is this request Recurring or One-time? (select one):
One-time

Is this a new funding request or a base budget reallocation request?: New Funding Request

#### **Priority Based Budgeting Analysis**







BPA Section

MANDATED to PROVIDE PROGRAM - Federal/state mandate

RELIANCE on CITY to PROVIDE PROGRAM - City is sole provider of service (including contracting out services)

CHANGE in DEMAND for the PROGRAM - Increasing Demand

CAPACITY to SERVE - The program has the capacity to serve more than 50% of the intended population

COST RECOVERY of PROGRAM - 1% - 50% cost recovery

#### nmunity Development

summary of programs and their total requested amount and potential new total

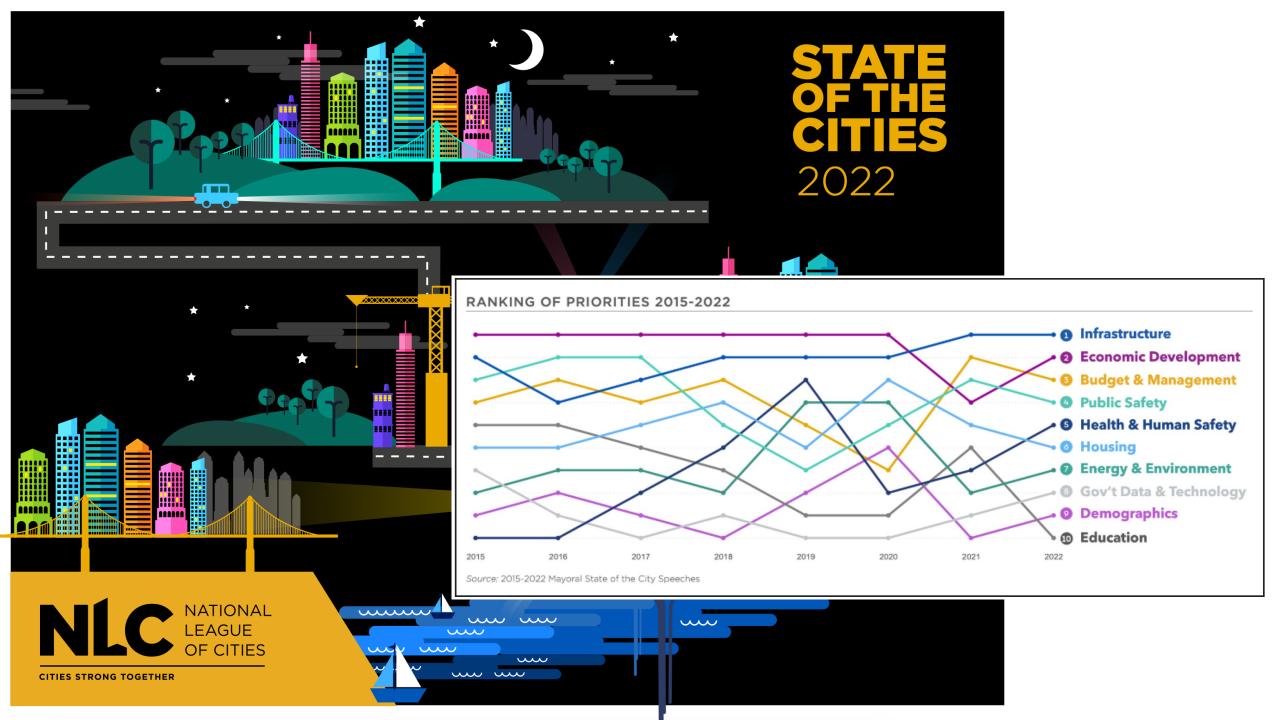
Program	Total Cost	Requested Amount	Proposed Total Cost
CD Personnel	\$23,591	\$4,000	\$27,591
nspections	\$1,488,475	\$200	\$1,488,675
Planning Discretionary Review	\$231,757	\$512	\$232,268
Code Compliance	\$376,883	\$1,252	\$378,135
Regional Plan Update and Management	\$112,080	\$202,716	\$314,796
Neighborhood & Specific Plans	\$137,007	\$512	\$137,519
Zoning and Subdivision Code Management	\$126,370	\$810	\$127,179
Affordable Housing Unit Creation	\$177,282	\$110,000	\$287,282
Community Development Block Grant Management	\$1,407,201	\$325,000	\$1,732,201
ntra-divisional Engineering Assistance and Support	\$39,288	\$35,000	\$74,288
Traffic Systems Management	\$224,176	\$73,900	\$298,076
Direct Rental Assistance	\$4,863,450	\$1,636,550	\$6,500,000
Engineering Plan/Permit Review	\$405,868	\$22,000	\$427,868
Section 8 Client Management	\$145,443	\$50,750	\$196,193
Public Housing: Residential Property Maintenance	\$1,732,136	\$20,500	\$1,752,636
Housing Community Information and Referrals	\$39,806	\$10,000	\$49,806
Plan / Permit / Project Review	\$1,058,857	\$1,250	\$1,060,107
Total	\$12,589,669	\$2,494,950	\$15,084,619

detailed outline of the impact every request has on program listed above.

nd Request Description	Requested Total	Decision Status
nel		
Public Manager	\$4,000	Approved
on supplies and equipment	\$200	Approved
scretionary Review		
nal Regional Plan Advertising	\$512	Approved
pliance		
nal Regional Plan Advertising	\$1,252	Approved
an Update and Management		
e to support Scenario Planning and Hybrid Public Engagement	\$0	Approved
nal Printing Costs for the Regional Plan Update	\$1,800	Approved
ditor for the Regional Plan Update	\$20,000	Approved



Where to next?



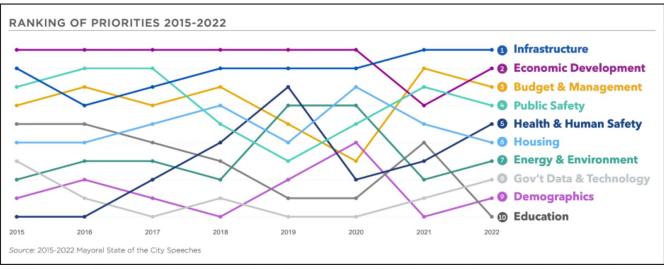
## CITY OF FLAGSTAFF **Key Community Priorities**





#### Shifting Priorities? Resource Nimbleness is Key

#### By Chris Fabian



An interesting question that the chart provokes is whether our budgets have shifted commensurately. Priorities change, sometimes rapidly (think COVID). But do our budgets?

## Priority Based Budgeting Objectives Update

## Identification of Issues and Challenges





### **Issues and Challenges**

**Activity and Discussion** 

## Priority Based Budgeting Objectives Update

# Comparing Issues and Challenges To Priorities and Objectives





## Comparing Issues/Challenges to Priorities/Objectives

#### **Key Community Priority #1 – High Performing Governance**

- Serve the public by providing high quality customer service
- Foster community-wide clear & consistent communication strategies & products
- Encourage public trust through transparency, accessibility & use of the City's public participation policy
- Enhance the organization's fiscal stability & increase efficiency & effectiveness
- Implement innovative local government programs, new ideas & best practices; be recognized as a model for others to follow
- Be an employer of choice through inclusive recruitment & by providing employees with the necessary tools, training, support & compensation





### Comparing Issues/Challenges to Priorities/Objectives

#### **Key Community Priority #2 – Safe & Healthy Community**

- Enhance community engagement & strengthen relationships between the community & public safety services
- Support social services, community partners & housing opportunities
- Provide alternative responses, resources & programs, inclusive of mental health & other services
- Provide public safety services with resources, staff &
- training responsive to the community's needs
- Promote physical health through providing recreation opportunities, parks, open space & multiple transportation options
- Ensure the built environment is safe through the use of consistent standards, rules & regulations, & land use practices





## Comparing Issues/Challenges to Priorities/Objectives

#### **Key Community Priority #3 – Inclusive & Engaged Community**

- Foster community pride & civic engagement by increasing opportunities for public involvement, in line with best practices & legal requirements
- Advance social equity & social justice in Flagstaff by supporting social services
- Facilitate & foster diversity & inclusivity, including support of anti-racist policies & practices
- Enhance community involvement, education & regional partnerships to strengthen the level of public trust
- Ensure city facilities, services, & programs are accessible for all residents & representative of Flagstaff's diverse community
- Promote environmental justice & the fair distribution of environmental benefits





#### Comparing Issues/Challenges to Priorities/Objectives

#### <u>Key Community Priority #4 – Sustainable, Innovative Infrastructure</u>

- Deliver outstanding services to residents through a healthy, well maintained infrastructure system
- Utilize existing long-range plan(s) that identify the community's future infrastructure needs & all associated costs
- Provide effective management of and infrastructure for all modes of transportation
- Facilitate & develop carbon-neutral energy opportunities
- Support the community's social infrastructure needs; assist those partner organizations that provide services the City does not provide





#### Comparing Issues/Challenges to Priorities/Objectives

#### <u>Key Community Priority #5 – Robust Resilient Economy</u>

- Support & strengthen a more robust, diverse, & sustainable economy in ways that reflect community values & provides for affordable housing opportunities
- Maintain & enhance an equitable & effective business recruitment, retention, & expansion program throughout the community
- Enhance understanding between the development community, the City & Flagstaff residents
- Attract employers that provide high quality jobs & have a low impact on infrastructure & natural resources
- Enhance the community's workforce development programs & improve partnerships with higher education institutions & the private & public sectors
- Embrace & invest in responsible tourism opportunities to promote economic development





#### Comparing Issues/Challenges to Priorities/Objectives

#### **Key Community Priority #6 – Livable Community**

- Create a welcoming community through partnerships, resilient neighborhoods, & civic engagement
- Provide amenities & activities that support a healthy lifestyle
- Support regional partners which provide equitable & inclusive educational opportunities for Flagstaff residents of all ages
- Actively support attainable & affordable housing through City projects & opportunities with developers
- Support diverse employment opportunities that provide residents with a living wage
- Achieve a well-maintained community through comprehensive & equitable code compliance, & development that is compatible with community values





#### **Comparing Issues/Challenges to Priorities/Objectives**

#### <u>Key Community Priority #7 – Environmental Stewardship</u>

- Promote, protect & enhance a healthy, sustainable environment & its natural resources
- Engage community members through education & volunteer opportunities
- Implement sustainable building practices, enhance waste diversion programs, alternative energy programs & multi-modal transportation options
- Increase the private sector's participation in environmental stewardship efforts
- Implement, maintain & further the Climate Action & Adaptation Plan (CAAP) with awareness of social inequities
- Strengthen Flagstaff's resilience to climate change impacts on built, natural, economic, health, & social systems

## Priority Based Budgeting Objectives Update

# Discussion on Community Outreach Plan





#### **Community Outreach Plan - Objectives**

#### **Project Objective:**

Craft Priorities and objective that are reflective of current needs and wants of community

#### **Outreach Objective:**

Involve community to build a comprehensive series of objectives for each of Flagstaff's Key Community Priorities





#### **Community Outreach Plan – Online Survey**

- Seeks input on Objectives for each Priority
  - Allows comments on as many/few objectives as desired
- Ready to go live as soon as next week
  - Will remain open through August 4
- Available in English and Spanish
- Will be promoted on Social Media and linked on City Website





#### **Community Outreach Plan – Dedicated Events**

- 2 Open Houses
- Mid-late July
- Locations:
  - Aquaplex
  - Murdoch Center
- Short lesson on PBB followed by interactive activities
  - Sticky notes and boards
  - Access to Survey





#### **Community Outreach Plan – In the Community**

- Concerts in Park (Partnering with Regional Plan Outreach)
  - 7/12/2023 Mobile Haven Park
  - 7/19/2023 Jim Cullen Memorial Park
  - 7/26/2023 Bushmaster Park
- Passive tabling
  - Every Friday from June 30 August 4
  - Outside of 6 high-traffic establishments spread throughout City



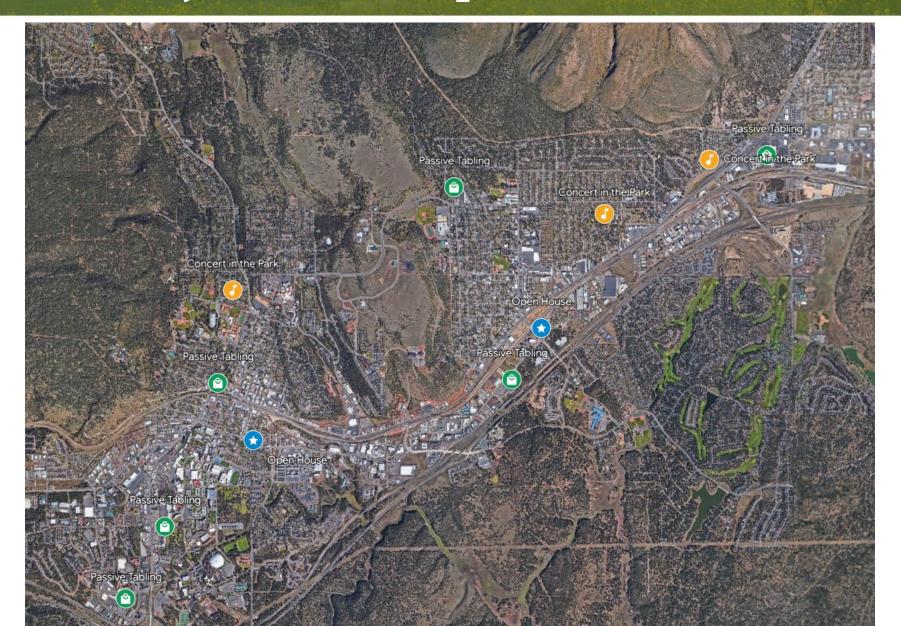


#### **Community Outreach Plan – Engaging Community Groups**

- Presentations to City Commissions
- Targeted Outreach
  - Neighborhood Associations
  - Homeowner's Associations
  - Business and Community Organizations
  - Youth of Flagstaff?











#### **Community Outreach Plan – Summary**

- Online Survey
  - Open for the whole duration of Outreach Efforts
- Dedicated Events
  - Hosting 2 Open Houses
- In the Community
  - Present at 9 existing events/locations throughout the City
- Engaging Community Groups





#### **Community Outreach Plan**

Questions?

Input?

Discussion?

