1. Call to Order

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.

CHAIRMAN BABBOTT
VICE-CHAIRWOMAN FOWLER SUPERVISOR PARKS
SUPERVISOR ARCHULETA SUPERVISOR RYAN

MAYOR EVANS
VICE MAYOR SHIMONI COUNCILMEMBER ODEGAARD
COUNCILMEMBER ASLAN COUNCILMEMBER SALAS
COUNCILMEMBER MCCARTHY COUNCILMEMBER WHELAN

PRESIDENT CHENG

4. Public Participation:

Public Participation enables the public to address the Council about an items that are not on the 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 on an item that is on the agenda 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 an opportunity to speak.

5. Update on 2020 Census efforts of the Coconino County-Flagstaff Census team
6. Update on Forest Health initiatives (Greater Flagstaff area).

7. Discussion of Facility Planning and Organizational Updates.

8. Transportation discussion including; City's 5 Year Plan highlights; Multi-Modal coordination; NAIPTA coordination; County coordination and; NAU coordination.

9. Public Participation

10. Informational Items To/From Chairman, Supervisors and County Manager/Mayor, Council and City Manager/NAU President

11. 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 __________________, 2019.

__________________________________________
Stacy Saltzburg, MMC, City Clerk
CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Sara Dechter, AICP, Comprehensive Planning Manager
Co-Submitter: Kim Musselman, Coconino County Director of Special Projects
Date: 03/21/2019
Meeting Date: 04/01/2019

TITLE:
Update on 2020 Census efforts of the Coconino County-Flagstaff Census team

DESired OUTCome:
Inform the Board of Supervisors and City Council on the progress of the Census Team towards ensuring a complete count in Coconino County, in particular the joint work of the NAU and Communications subcommittees on preparing to work with hard to reach populations among NAU students.

EXECUTIVE SUMMARY:
April 1st 2019 is National Census Day of Action, marking one year out from Census Day 2020. Tonight's presentation will give an update on the 2020 Census coordination and outreach related to recruiting for local Census jobs, completing Census Bureau data requests, and the preparations of the NAU and Communications subcommittees for outreach to hard to count populations.

INFORMATION:
National Census Day of Action
Communities throughout the United States are participating on April 1, 2019 with events, social media and press releases to mark the beginning of the one-year countdown to Census Day. The important work of ensuring a complete count for Flagstaff and Coconino County is just beginning. The Flagstaff City Council and Coconino County Board of Supervisors will be issuing a Joint Proclamation regarding the importance of Census 2020 and support of efforts to ensure a complete count for all of our communities across the County.

Participant Statistical Area Program (PSAP)
The 2020 Census Participant Statistical Areas Program (PSAP) was sent to Coconino County on January 28, 2019. The county-wide response is due on May 28, 2019. The County sent a letter to all municipalities asking for their feedback and participation.

Census Oversight Team
The Census Oversight Team met for the first time on Monday, February 25, 2019. At the meeting they approved a part-time Volunteer and Event Coordinator position that uses funding already allocated. The position was advertised and closed on March 15th. Applications are currently being reviewed by members of the Flagstaff Coconino-County Census Team. The Oversight Team also approved spending up to $75,000 for a media and public relations contract that will be used to create a schedule and content for a local campaign to begin in summer 2019 and end in June 2020. The next meeting of the Oversight
Team will be held on May 25, 2019.

**NAU Communications Capstone**
The NAU School of Communication is working on a media and public outreach plan for students on campus as the Spring 2019 capstone course. Thirty-nine students are working in teams to produce a schedule and content for an in-person, advertising, media, and social media campaign that is designed to encourage NAU students to accurately be counted, in the right place, which is the community where they reside on April 1, 2020. Students will present their final proposals on Friday, May 3, 2019 to the Coconino County-Flagstaff Community Census Team from 9 a.m. to 3:30 p.m. Staff will send out a schedule to the City Council and Board of Supervisors, who are welcome to attend.

**Attachments:**  
Presentation
Census 2020 Coordination and Outreach Update

April 1, 2019
Joint City-County Meeting
Sara Dechter, Comprehensive Planning Manager
Kim Musselman, Director of Special Initiatives
Jerry Thull, Associate Director, NAU School of Communication
National Census Updates

- Today is the National Census Day of Action
- Census Recruitment
- Citizenship question hearing at US Supreme Court – April 23, 2019
- Flagstaff Office scheduled to open in June 2019
Participant Statistical Areas Program

- County received the PSAP data at the end of January.
- Deadline for submission to Census is May
- Letter was from the County to all towns and municipalities inviting them to participate
Census Oversight Committee

- First Meeting in February 2019
- Agreed to review events and purchase more than $2,500
- Endorsed:
  - Hiring a part-time Volunteer and Event coordinator
  - Public Relations and Media firm contract up to $75,000
  - Quarterly spending reports from city and County
Community Census Team

- Subcommittees currently working:
  - NAU
  - Media and Outreach
- Subcommittees that will being in Summer and Fall 2019
  - K12 Education Network
  - Non-governmental organizations (NGOs)
  - Employers and Businesses
Media and Outreach

- Daily Sun working on a series of articles about Census-related issues
- Social media regarding Census jobs have had good organic reach on Facebook and LinkedIn
- National Tagline: Shape Your Future → Start Here
NAU Capstone

- Communication majors at NAU working on a capstone project designing on-campus outreach for the 2020 Census
- University students are a hard to count population because they are hard to contact, hard to interview and hard to persuade.
Hard to Reach Populations

- Participation hindered by language barriers, low literacy, lack of internet access
- Housing units not in our frame and/or persons wanting to remain hidden
- Suspicious of the government, low levels of civic engagement
- Highly mobile, people experiencing homelessness, physical access barriers such as gated communities

United States Census 2020

Coconino County Arizona

Team Flagstaff
Serving our Community
We make the city better
Strategic Communication

Challenges for 2020 on-campus outreach
1. Low awareness of the Census
2. Mailer delivery
3. Preference to be counted at home
Strategic Communication

Motivators for 2020 on-campus outreach
1. Funding for helping the community
2. Additional representative for Arizona
NAU Outreach Methods

- Face-to-face will be very important
- Instagram and Twitter for social media
- Mix of paid and organic online outreach
- Use of on-campus visuals like posters on trash receptacle
- Memes, videos and interesting content
CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT  

To: The Honorable Mayor and Council  
From: Paul Summerfelt, Wildland Fire Manager  
Date: 03/26/2019  
Meeting Date: 04/01/2019  

TITLE  
Update on Forest Health initiatives (Greater Flagstaff area).  

STAFF RECOMMENDED ACTION:  
Informational presentation only.  

EXECUTIVE SUMMARY:  
Presentation will be provided by, and topics will include:  
- City: Paul Summerfelt - Flagstaff Watershed Protection Project and City's Climate Adaptation & Action Plan  
- County: Jay Smith - Forest Industry and Legislative/Administrative involvement  
- Greater Flagstaff Forests Partnership: Ann Mottek - 2019 Wildfire Mitigation Award and recent efforts  
- NAU - ERI: Dr Han Sup Han - Forest Biomass  

INFORMATION:  
General discussion on current status and accomplishments, challenges, and possible outcomes moving forward.  

Attachments: Presentation
Line-Up

• Paul Summerfelt – City: FWPP & CAAP
• Jay Smith – County: Industry, Legislative, and Admin Updates
• Anne Mottek – GFFP: 2019 Wildfire Mitigation Award and recent efforts
• Han Sup Han – NAU ERI: Forest Biomass
Why - What

• Its about . . .
  • Exceptional danger,
  • Reducing risk,
  • Partnering with others,
  • Quality of life,
  • Forests as integral part of our community and water system,
  • Investment in our future,
  • Recognition we can’t wait for others to act

• Nov 2012 – $10M Bond, w/74% approval by Flagstaff voters
Where

City: 2,150 acres
89% complete

State: 1,035 acres
100% complete

Navajo: 120 acres
42% complete

USFS:
Phase I:
1,040 acres
100% complete

Phase II:
1,900 acres contract
40% complete

Phase III:
Est 2,600 acres
Op Planning to begin soon

Op Planning to begin soon
What
Climate Adaptation & Action Plan

- Adopted Nov 2018

Flagstaff’s climate vulnerability assessment looked at how key resources and sectors could be impacted by identified climate risks:

- Public health, safety, and emergency services
- Land use, infrastructure, and affordable housing
- Forest health and wildfire
- Water supply, quality, and infrastructure
- Tourism and recreation

...could be affected by these climate risks and their associated impacts.

Wildfire
Hotter Temperatures
Drought
Flooding
The Coconino County Industry Partnership met with local and regional Forest Service personnel as well as FWPP leaders to discuss the reasons for multiple no-bids in 2018.

The Coconino County Industry Partnership also met with Congressman O’Halleran to discuss ways to improve and increase forest industry in Coconino County.

Good Earth Power AZ /NewLife Forest Products has new investors and have begun installation of a new mill in Williams area.

Joe Dirt Excavating has also begun installation of a mill in the Williams area.
Supervisor Babbott and Supervisor Whiting (Navajo County) requested feedback from industry and organizations involved with Forest Restoration in AZ to identify top priorities.

County officials met with AZ Senate and Congressional delegation and top USFS leaders to discuss potential appropriations and administrative changes that will accelerate forest restoration in AZ.

County Forest Restoration Director continues to work with NAU-ERI, The Nature Conservancy and USFS to develop efficiencies and models to improve USFS practices.
Established in 2014 and co-sponsored by

- National Association of State Foresters
- International Association of Fire Chiefs
- National Fire Protection Association
- USDA Forest Service

The highest national honor for outstanding work and significant program impact in wildfire preparedness and mitigation

7 awardees recognized → WUI Conference, Reno, NV  March 27, 2019
Coconino County Board of Supervisors tour Ft Tuthill Thinning Project

City Council Congratulates Firewise Winners
Two Educational Kiosks at Ft Tuthill

Funded in Partnership with Fire Adapted Communities Learning Network
We can adapt to WILDFIRE
A look at FOREST TREATMENT EFFECTIVENESS
Do you know what a HEALTHY FOREST looks like?

DEFEND WHAT MATTERS
- Our Homes
- Our Communities
- Our Forests

LIVING WITH WILDFIRE
- Recent trends show fires have become larger and more destructive.
- With a drier and hotter climate, fire and smoke will likely increase.
- Land managers and policymakers are working to increase the pace and scale of thinning trees and prescribed fires.
- Thinning small trees and applying prescribed fires across the landscape reduces the risk of damaging wildfires.

A century of fire suppression led to today’s overly dense forests.
- Unusually dense forests are prone to uncharacteristically severe wildfires.
- Low-severity surface fires play a natural role in our forests—they reduce the risk of severe fires and improve ecosystem health.

From 1982 to 2013 the number of individual fires decreased while the total acres burned increased.

Number of Wildfires \( \downarrow \) Number of Acres Burned \( \uparrow \)
Forest Biomass Context

Photo credit: Coconino National Forest
Biomass Issues:

- Needs to be removed from the site
  - Cause fire hazard
  - Attract forest insects
  - Within 30 days (summer) or 60 days (winter)
- Issues with lack of market and demand for biomass in western Arizona
- Stops or delays restoration treatments until the biomass is removed.
  - Creates bottleneck
Biomass power plant in Arizona

- Novo BioPower in Snowflake
- Produce 27 MWh
- Currently less than 0.5% of the total electricity production in Arizona
- Renewable energy resources defined by Arizona Administrative Code (R14-2-1802): ≥60MW

(ACC Policy Statement, 1/16/2019)
Lack of markets for wood...in western Arizona
**Pilot Project:**
Export wood chips and other forest products to South Korea
JA International, LLC
South Korea
Business Cluster at Camp Navajo

- Public Forestland Management
- Sawmill
  - Small logs
  - Sawlogs
  - Wood chips
  - Sawmill residues
  - Heat to dry lumber
  - Heat to dry wood chips
- Biomass Power Plant
  - Electricity to run all the facilities
  - Sawmill residues
  - Wood chips
  - Heat to dry wood chips
- Wood-Plastic Composites
  - Wood chips
- Pallets, Furniture, Cabinets, Windows
  - Lumber
  - Residues
- Torrefied Briquettes
  - Dryer
  - Torrefier
  - Briquetter

- Wood chips
- Sawlogs
- Public Forestland Management
- Sawmill residues
- Sawmill
- Biomass Power Plant
- Wood-Plastic Composites
- Pallets, Furniture, Cabinets, Windows
- Torrefied Briquettes
**In-Woods Processing Concept**

- **Processed tops**
  - Higher value logs to portable sawmill
  - Beams & posts
  - Mobile canter mill

- **Slash pile**
  - Sawlogs

- **Processed tops**
  - Fuelwood
  - Heat
  - Power (Dryer, canter mill, & biochar machine)

- **Sawmill slabs**
  - Chipper

- **Low value logs**
  - Dryer
  - “Dry” Chips
  - Biochar production

- **Square timbers sent to pallet mill**
  - Chips from mill

- **Chips to landscape mulch**
  - Chips from mill

- **Chips from mill**
  - Airburner

- **Super sack shipped to consumer**
  - Sawmill slabs
  - Biochar production
Questions?
7.

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Andy Bertelsen, Public Works Director
Date: 03/28/2019
Meeting Date: 04/01/2019

TITLE:
Discussion of Facility Planning and Organizational Updates.

DESIRED OUTCOME:
With this worksession, the City of Flagstaff, Coconino County, and Northern Arizona University will have
the opportunity to discuss such topics as an update on the Census process, forest health initiatives,
facility planning efforts, and transportation initiatives taking place in our Flagstaff and greater Flagstaff
community. The purpose of this worksession is a shared discussion of these community efforts.

EXECUTIVE SUMMARY:
This worksession with the City of Flagstaff, Coconino County, and Northern Arizona University is an
opportunity to discuss broader initiatives taking place in our community.

INFORMATION:
Staff representatives from the City of Flagstaff, Coconino County, and Northern Arizona University will
take the opportunity to present facilities planning efforts underway within each organization.

Attachments: Joint Worksession City Facilities Presentation
County Presentation
Facilities Planning and Projects

Council Presentation: April 1, 2019
Overview

Current inventory of 107 Buildings/900,000 sq. ft:

- Construction Efforts Underway
  - City Courthouse Project
    - Re-location of Building Plan Review, Risk Management, and Sustainability
  - Pulliam Airport Upgrades to Accommodate New Carrier Services
  - Water Services And Housing Office Relocation
  - J. Lively Roof and Locker Room Improvements
  - Small remodel projects - capital repair and replacements
Facilities Planning and Projects

Background Information for New Council Members

➤ Planning Efforts Underway
  • Mogollon Property Redevelopment Planning
  • Future of Current City Courthouse location
  • Rio De Flag Flood Mitigation Project
  • Leasing Partners
    • United States Geological Survey (USGS) Office Complex
  • Parks, Recreation and Open Space
    • West Side Park Design and Community Engagement
    • Buffalo Park Restrooms
    • Schultz Trailhead Community Engagement and Planning
QUESTIONS?
FACILITIES PLANNING
SERVICE & SPACE REIMAGINED

Sue Brown, Facilities Management Director
Joint Meeting April 1, 2019
Service and Space Reimagined

- Policy Discussions from September to December
  - Public discussions and feedback with the Board of Supervisors, County Leadership, Community Partners and the Public
  - Focus on customer experience, access and service enhancements
  - Opportunities for partnership and space sharing

City of Flagstaff  NAU
Service and Space Reimagined

- The Path Forward: Across the County
  - Sheriff/Jail District: Page Substation Detention Remodel
  - Small remodel projects and Capital Repair and Replacement projects in outlaying areas
    - Tuba City
    - Williams
    - Page
    - Fredonia
The Path Forward: Flagstaff

- Completion of New Medical Examiner’s Facility; Open House on April 30
- Exploring a Remodel and Addition to King Street facility
- Master Plan for Public Works on Commerce
Service and Space Reimagined

- The Path Forward: Flagstaff
  - Downtown Master Plan
    - Courthouse
    - 110 E Cherry
    - Administration Center
    - Chase Parking lot
    - Reduce existing leases
Service and Space Reimagined

- Sheriff/Jail
  - Jail Intake Upgrade Concepts

- Parks and Recreation
  - Parks and Recreation Master Plan – Countywide
  - Frontiere At Rogers Lake recently opened for facility rental
CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Rick Barrett, City Engineer
Date: 03/11/2019
Meeting Date: 04/01/2019

TITLE:
Transportation discussion including; City’s 5 Year Plan highlights; Multi-Modal coordination; NAIPTA coordination; County coordination and; NAU coordination.

DESIRED OUTCOME:
Information only

EXECUTIVE SUMMARY:
Staff will provide highlights of transportation-related coordination efforts that are ongoing between the City, NAU and NAIPTA and will be prepared to address any questions, comments or concerns that may arise.

INFORMATION:
See attached slide presentation.

Attachments: Presentation
Joint City/County/NAU
Work Session
April 1, 2019

Transportation
Climate Action and Adaptation Plan

• Rio De Flag Flood Control
• Dark Skies Lighting
• Multi-Modal
  • Bicycle Paths (FUTS)
  • Missing Sidewalks
  • Coordination with Transit
  • “Complete Streets”
• Butler Adaptive Signal Control Project
  • Fiber optic connection Fourth – Beaver (eight signals)
  • Live video and control cabinet control capability
  • Goal is to maximize green time for the traveling public (efficient driving practices)
City Transportation Commission

• Oversight of Transportation Tax
  • Expansion & missing links (capacity)
  • Bicycle/Pedestrian
• Oversight of Road Repair & Street Safety Tax
  • Maintenance of all city roadways to an OCI of 70 or better
• Bicycle Advisory Committee
• Pedestrian Advisory Committee
• Neighborhood Traffic Calming
  • Studies
  • Public hearings
City’s 5 Year Plan Highlights

• San Francisco/Franklin Traffic Signal
• Lone Tree Overpass
• Lone Tree Road (Butler to JWP)
• University Realignment/Beulah Extension (Mill Town)
Multi-Modal Project Highlights

• $2M/year for first 7 years of the program
  • Mountain View/Hoskins Urban Trail Connector
Arizona Department Of Transportation

- State Transportation Board (appointed by Governor)
- McConnell/I-17 Bridge Rehabilitation & Widening
  - sidewalk and multi-modal improvements
- Fourth Street Bridges over I-40
- Rt. 66/Rio De Flag Bridge/Humphreys Right Turn Lanes
- Milton Corridor Master Plan
- I-40 Pavement Preservation
  - Possibility for City to consider replacing existing Lone Tree bridges
Flagstaff Metropolitan Planning Organization

• Executive Board, Management Committee and Technical Advisory Committee
  • ADOT, County, City & NAIPTA
• Planning for “Roads of Regional Significance”
  • Major & Minor Arterials
  • Major Collectors
• Highway Safety Improvements Program
  • Fourth/Lockett/Cedar Roundabout
• Continue to pursue funding for Lone Tree Traffic Interchange on I-40
Northern Arizona University Project Highlights

• Student Athlete High Performance Center
• STEM Building (160,000 s.f. @ Petersen Hall)
• Campus Entrance from Milton/Rt. 66
• McConnell/Pine Knoll intersection
Flagstaff Unified School District

• Seat on the Transportation Commission
• Discussions to relocate Kinsey Elementary School
BNSF Railway

- 5 at-grade Crossings in City limits
- Approximately 100 trains/day on two (2) main lines
- Amtrak Passenger Service
- We continue to hear desire to add a third (3rd) rail line
- Projects to be coordinated:
  - Elimination of wayside horns (Steves/Fanning)
  - Lone Tree Overpass rail realignment
  - Amtrak Boarding Platform
  - Rio De Flag Flood Control Project
  - Milton Road Underpass
  - Florence/Walnut Pedestrian/Bicycle Underpass
Mountain Line Programs
Mountain Line – 18 Years and Growing Strong

- 398% ridership
- 232% Hours
- 194% Miles

Increase due to addition of frequency on Route 2 and addition of 60 ft bus to Route 10.

Increase due to addition of high frequency Route 10 to NAU.

COST PER PASSENGER

- 2001: $4.97
- 2002: $3.90
- 2003: $4.10
- 2004: $4.20
- 2005: $3.76
- 2006: $3.77
- 2007: $4.56
- 2008: $3.76
- 2009: $3.47
- 2010: $3.35
- 2011: $2.77
- 2012: $2.84
- 2013: $2.97
- 2014: $2.94
- 2015: $3.00
- 2016: $3.02
- 2017: $2.75
- 2018: $2.75

2,440,338 Trips

2,500,000
2,000,000
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
Census Impacts

*The City of Lake Havasu discontinued fixed-route transit in FY15 and now only provides curb-to-curb service
**Prescott and Casa Grande areas did not have municipally-operated fixed-route transit in FY17
Infrastructure
Partnerships

- Kaspar and Rt 66
- Linda Vista Planning
- SBS & Milton
- Electric Vehicle Grant with NAU
- Connectivity of our system
- Signal Priority – Traffic Lights
- FAST Plan: Intersection improvements
- Queue jumps
- DCC Development
Coconino County

• Franchise Utility Coordination Meetings
• Road Repair Tax
  • Maintenance of County roadways and Forest Service roads
Prop. 403 – Promises Made & Kept

- Pinewood Blvd. - $1.6M
- Munds Wash Bridge - $460,000
- Koch Field Road - $1.4M
- Townsend-Winona Road - $5.1M
- Cosnino Road - $1.9M
- Kachina Trail - $1.6M
- Lake Mary Road - $2.8M (County), $8.2M (Total)
- Burris Lane Reconstruction - $2.2M
- Pavement Preservation - $8.1M, 192 Miles
- Total Cost: $30.6M
Upcoming Projects

Mormon Lake Central Federal Lands
- $5.5M (County), $9.5M Total

Bellemont Access & Safety
- $2.3M Roundabout, Reconstruction, & Widening

Townsend Winona US 89 to Rio Rancho
- Likely $1.6M Mill & Overlay

Spring Valley
- $300,000 Low Water Crossing
Building a 21st Century Organization

- Lucity Asset Management
- Equipment Replacement
- Growing our Own Workforce
  - Apprentices & Trainee Programs
- Creating a Thriving Culture