

AGENDA

REGULAR COUNCIL MEETING
TUESDAY
SEPTEMBER 4, 2012

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
12:00 NOON AND 5:30 P.M.

12:00 NOON MEETING

Individual Items on the 12:00 noon meeting agenda may be postponed to the 5:30 p.m. meeting.

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 regular meeting, 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. **ROLL CALL**

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

MAYOR NABOURS
VICE MAYOR EVANS
COUNCILMEMBER BAROTZ
COUNCILMEMBER BREWSTER

COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER WOODSON

3. **PUBLIC PARTICIPATION**

A. Presentation on Fallen Officer Memorial

B. Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. 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. 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.

4. BOARD AND COMMISSION APPOINTMENTS**A. Consideration of Appointments: Board of Adjustment.****RECOMMENDED ACTION:**

Make one (1) appointment to a term expiring May 2013; one (1) appointment to a term expiring May 2014; and two (2) appointments to terms expiring May 2015.

5. LIQUOR LICENSE PUBLIC HEARINGS

No items submitted

6. CONSENT ITEMS

ALL MATTERS UNDER 'CONSENT AGENDA' ARE CONSIDERED BY THE CITY COUNCIL TO BE ROUTINE AND WILL BE ENACTED BY ONE MOTION APPROVING THE RECOMMENDATIONS LISTED ON THE AGENDA. UNLESS OTHERWISE INDICATED, EXPENDITURES APPROVED BY COUNCIL ARE BUDGETED ITEMS.

A. Consideration and Approval of Job Order Contract thru Mohave Educational Services Contract: Cinder Lake Landfill, Cell D-Rock Coring Project**RECOMMENDED ACTION:**

1. Approve the contract with Mohave Educational Services, through the Job Order Contract (JOC) project delivery method for site work with SDB Contracting Services, Inc. (ROC #070507) under the scope of work (attached), in the amount of \$62,932.83, with a contract time of 60 days: and
2. Authorize the City Manager to execute the necessary documents.

B. Consideration and Approval of Second Amendment to Service Agreement: Residential curbside glass collection and prebaled cardboard revenue sharing.**RECOMMENDED ACTION:**

- (1) Approve the amendment to the service agreement with Norton Environmental, Inc., to allow for the private collection of residential curbside glass only and a separate revenue sharing arrangement for large (approximately 1,000 lbs. or more) pre-baled cardboard; and
- (2) Authorize the City Manager to execute the necessary documents.

C. Consideration and Approval of Construction Contract: Pulliam Airport Concrete Ramp Joint Repair Project.**RECOMMENDED ACTION:**

1. Approve the construction contract with Robert E. Porter Construction in the amount of \$186,284.26 for the base bid only, with a 30 day contract time, subject to approval from ADOT Multimodal Planning Division, Aeronautics Group;
2. Approve change order authority in the amount of \$18,628.43(10%) of the contract amount to cover potential costs associated with unanticipated items of work; and
3. Authorize the City Manager to execute the necessary documents.

- D. [Consideration and Approval of Acceptance of Grant Funding: Fiscal Year 2012/2013 Community Development Block Grant Funds \(CDBG\).](#)

RECOMMENDED ACTION:

Authorize acceptance of grant funding in the amount of \$532,465 from the United States Department of Housing and Urban Development (HUD) for the FY 2012/2013 Community Development Block Grant (CDBG) Program.

- E. [Consideration and Approval of Intergovernmental Agreement: Housing Stabilization Program.](#)

RECOMMENDED ACTION:

Approve the Intergovernmental Agreement with Coconino County for the administration of the Coconino County Housing Stabilization Program in the amount of \$52,000 in the 2012/2013 Community Development Block Grant (CDBG) Funds.

- F. [Consideration and Adoption of Resolution No. 2012-034: A resolution of the Flagstaff City Council repealing Resolution No. 2010-62 approving amendments to the City Council's Rules of Procedure, and approving new Rules of Procedure by motion.](#)

RECOMMENDED ACTION:

- 1) Read Resolution No. 2012-034 by title only.
- 2) Adopt Resolution No. 2012-034.
- 3) Approve the Flagstaff City Council Rules of Procedure dated September 4, 2012.

7. **ROUTINE ITEMS**

- A. [Consideration and Possible Adoption of Changes to Title 1, Chapter 14, Personnel System, of the Flagstaff City Code:](#)

- i. [Resolution No. 2012-33:](#) A resolution of the City Council of the City of Flagstaff, Arizona declaring as a Public Record that certain document filed with the City Clerk and entitled "The 2012 Supplement 4 to the Flagstaff Employee Handbook of Regulations"
- ii. [Ordinance No. 2012-14:](#) An ordinance of the City Council of the City of Flagstaff amending the Flagstaff City Code, Title 1, *Administrative*, Chapter 14, *Personnel System*, Section 1-14-001-0001, *Personnel System Adopted*; adopting the *Flagstaff Employee Handbook of Regulations* by reference, relating to policies and procedures concerning equal employment opportunity, non-discrimination and anti-harassment, Americans with Disabilities Act, complaints, affirmative action, probationary employees, performance evaluation, reduction in force, and grievances; providing for penalties, repeal of conflicting ordinances, severability, authority for clerical corrections and establishing an effective date.

RECOMMENDED ACTION:

1. Read Resolution No. 2012-33 by title only
2. Adopt Resolution No. 2012-33
3. Read Ordinance No. 2012-14 by title only for the first time

RECESS

5:30 P.M. MEETING

8. **RECONVENE REGULAR MEETING**

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

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PLEDGE OF ALLEGIANCE, INVOCATION, AND MISSION STATEMENT**MISSION STATEMENT**

To protect and enhance the quality of life of its citizens.

9. ROLL CALL

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

MAYOR NABOURS

VICE MAYOR EVANS

COUNCILMEMBER BAROTZ

COUNCILMEMBER BREWSTER

COUNCILMEMBER ORAVITS

COUNCILMEMBER OVERTON

COUNCILMEMBER WOODSON

10. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

- A.** [Consideration of Minutes: August 27, 2012, Special City Council Meeting \(Executive Session\) and August 27, 2012, City Council Meeting](#)

RECOMMENDED ACTION:

Approve the minutes of the August 27, 2012, Special Council Meeting and August 27, 2012, City Council Meeting as submitted/corrected.

11. PUBLIC PARTICIPATION

- A. Employee Recognition

- B. Proclamation - September 2012 as *Mental Health Recovery Month*

C. Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. 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. 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.

12. CARRY OVER ITEMS FROM THE 12:00 NOON AGENDA

13. PUBLIC HEARING ITEMS

No items submitted

14. REGULAR AGENDA

- A. [Consideration of Ordinance No. 2012-13](#): An ordinance of the Mayor and Council of the City of Flagstaff amending Flagstaff City Code, Title 3, Business Regulations; Chapter 3, User Fees; Section 3-10-001-0005, Recreation, revising Jay Lively Activity Center fees.

RECOMMENDED ACTION:

Postpone to the October 2, 2012, City Council meeting to allow sufficient time to develop more detailed information and to complete community outreach and discussion with the public.

- B. [Consideration and Approval of Lease of City-Owned Property](#): Snow play recreational area on the northeast portion of McMillan Mesa.

RECOMMENDED ACTION:

(1) Approve the Lease Agreement with D&C Maintenance and Snow Plowing, L.L.C., for an annual lease fee of \$3,000 for the winter season of operation; revenue share, based on gross revenue less sales tax, of 5.5% up to \$400,000; 7.5% from \$400,001 to \$600,000; and 9.5% from \$600,001 and higher; with an initial term of ten (10) years and an option for two 5-year extensions upon mutual written agreement between both parties; and

(2) Authorize the City Manager to execute the necessary documents.

15. DISCUSSION ITEMS

- A. [Discussion Item: Filling of vacancies on Regional Plan Citizens Advisory Committee](#)

RECOMMENDED ACTION:

No recommendation

16. PUBLIC PARTICIPATION

17. INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF, REQUESTS FOR FUTURE AGENDA ITEMS

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 _____, 2012.

Elizabeth A. Burke, MMC, City Clerk