

AGENDA – A M E N D E D*

**REGULAR COUNCIL MEETING
TUESDAY
SEPTEMBER 18, 2012**

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

12:00 NOON 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

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3. PUBLIC PARTICIPATION

A. Recap of the Governor's Rural Economic Development Conference by representatives of the Flagstaff Economic Vitality Division.

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:** Parks and Recreation Commission

RECOMMENDED ACTION:

Make the two appointments to the Parks and Recreation Commission with terms expiring in August 2015.

B. **Consideration of Appointments:** Board of Adjustment

RECOMMENDED ACTION:

Make the appointments as follows:

Approve two re-appointments to new terms of service which would expire May 2015

- (a) Phil Scandura
- (b) Dan Andersen

~~*C. **Consideration of Appointments:** Regional Plan Citizen Advisory Committee~~
MOVED TO ITEM 14-B DURING 5:30 P.M. MEETING

5. **LIQUOR LICENSE PUBLIC HEARINGS**

A. **Consideration and Action on Liquor License Application:** Lois Franz, "Sonesta ES Suites Flagstaff", 3440 N. Country Club Drive, Series 07, Person Transfer.

RECOMMENDED ACTION:

Open the public hearing.
Receive citizen input.
Close the public hearing.

The City Council has the option to:

- 1) Forward the application to the State with a recommendation for approval;
- 2) Forward the application to the State with no recommendation; or
- 3) Forward the application to the State with a recommendation for denial based on the testimony received at the public hearing and/or other factors.

6. **CONSENT ITEMS**

ALL MATTERS UNDER 'CONSENT AGENDA' ARE CONSIDERED BY THE CITY COUNCIL TO BE ROUTING 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 Construction Contract: Switzer Canyon Trail FUTS \(Flagstaff Urban Trails System\) Improvement Project.](#)

RECOMMENDED ACTION:

1. Approve the construction contract with Woodruff Construction in the amount of \$197,084.00 including an \$18,300.00 contract allowance and a contract time of 70 calendar days;
2. Approve Change Order Authority in the amount of \$17,880 (10% of contract amount, less allowance) for potential costs associated with unanticipated items of work; and
3. Authorize the City Manager to execute the necessary documents.

- B. [Consideration and Approval of Utility Account Write-offs: Delinquent and uncollectable accounts for Fiscal Year 2012.](#)

RECOMMENDED ACTION:

Approve the write-off of delinquent and uncollectable utility accounts in the amount of \$97,198.35.

- C. [Consideration and Approval of Miscellaneous Receivable Account Writeoffs: Delinquent and uncollectable accounts for Fiscal Year 2012.](#)

RECOMMENDED ACTION:

Approve the write-off of delinquent and uncollectable miscellaneous receivable accounts in the amount of ~~\$35,346.96~~ \$33,322.21.

- D. [Consideration and Approval of Transaction Privilege \(Sales\) Tax Account Write-offs: Delinquent and uncollectable accounts for Fiscal Year 2012.](#)

RECOMMENDED ACTION:

Approve the write-off of delinquent and uncollectable transaction privilege (sales) tax accounts in the amount of \$113,481.22.

- E. [Consideration and Approval of Non-sufficient Funds \(NSF\) Check Write-offs: Delinquent and uncollectible accounts for Fiscal Year 2012.](#)

RECOMMENDED ACTION:

Approve the write-off of delinquent and uncollectable Non-sufficient Funds (NSF) Checks in the amount of \$4,566.55.

- F. [Consideration and Approval of Acceptance of Grant Funding: U.S. Department of the Interior, Bureau of Reclamation FFY 2012 North Central Arizona Water Supply Grant for the Red Gap Ranch Feasibility Study in the amount of \\$300,000.](#)

RECOMMENDED ACTION:

Authorize acceptance of grant funding in the amount of \$300,000 from U.S. Department of the Interior, Bureau of Reclamation for cultural, biological and groundwater resource assessments at Red Gap Ranch.

7. **ROUTINE ITEMS**

No items submitted

RECESS

5:30 P.M. MEETING

RECONVENE REGULAR MEETING

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8. **PLEDGE OF ALLEGIANCE, INVOCATION, AND VISION STATEMENT**

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life of its citizens.

9. **ROLL CALL**

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 24-25, 2012, City Council Retreat; September 4, 2012, Special City Council Meeting (Executive Session); September 4, 2012, City Council Meeting; September 11, 2012, Special City Council Meeting (Executive Session); and the September 11, 2012, City Council Work Session.

RECOMMENDED ACTION:

Approve the minutes of the August 24-25, 2012, City Council Retreat; September 4, 2012, Special City Council Meeting (Executive Session); September 4, 2012, City Council Meeting; September 11, 2012, Special City Council Meeting (Executive Session); and the September 11, 2012, City Council Work Session.

11. **PUBLIC PARTICIPATION**

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

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

13. **PUBLIC HEARING ITEMS**

No items submitted

14. **REGULAR AGENDA**

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 Addendum 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, affirmative action, non-discrimination and anti-harassment, Americans with Disabilities Act, complaints, grievances, probationary employees, performance evaluations and reductions in force; 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. Read Ordinance No. 2012-14 by title only for the first time.

B.* Consideration of Appointments: Regional Plan Citizen Advisory Committee

RECOMMENDED ACTION:

Discussion

15. **DISCUSSION ITEMS**

16. **PUBLIC PARTICIPATION**

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

18. **ADJOURNMENT**

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing AMENDED 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