

MINUTES - DRAFT

City of Flagstaff

REGIONAL PLAN CITIZEN ADVISORY COMMITTEE

3:30 p.m. – 6 p.m. February 4, 2010

Northern Arizona Healthcare Educational Offices: 1000 N. Humphrey's Suite 241, Flagstaff, AZ;
in the Fort Valley shopping center, south of the hospital.



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Bonita Sears at 928-779-7632, ext. 7294 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

Draft Regional Plan Vision Statement:

The Greater Flagstaff community embraces the region's extraordinary cultural and ecological setting on the Colorado Plateau through active stewardship of the natural and built environments. Residents and visitors encourage and advance intellectual, environmental, social and economic vitality for today's citizens and future generations.

I. CALL TO ORDER

Meeting was called to order at 3:38 p.m. by Chair Babbitt.

II. Roll Call

A. Committee Members:

<input checked="" type="checkbox"/> Paul Babbitt (Chairman)	<input type="checkbox"/> Alex Frawley	<input checked="" type="checkbox"/> Devonna McLaughlin
<input checked="" type="checkbox"/> Carol Bousquet (Vice Chairman)	<input checked="" type="checkbox"/> Jean Griego	<input checked="" type="checkbox"/> Jerome Naleski
<input checked="" type="checkbox"/> Ben Anderson	<input checked="" type="checkbox"/> Shaula Hedwall	<input checked="" type="checkbox"/> Eva Putzova
<input checked="" type="checkbox"/> Susan Bean	<input type="checkbox"/> Richard Henn	<input checked="" type="checkbox"/> William Ring
<input checked="" type="checkbox"/> Michael Chaveas	<input checked="" type="checkbox"/> Maury Herman	<input checked="" type="checkbox"/> Ken Kaemmerle
<input checked="" type="checkbox"/> Nat White	<input checked="" type="checkbox"/> Judy Louks	<input checked="" type="checkbox"/> Mike Nesbitt <input type="checkbox"/> Eunice Tso

B. Alternate Members:

Larry Stevens JR Murray

III. APPROVAL of MINUTES for October 15, November 5, & December 10, 2009 CAC Meetings

RECOMMENDED ACTION: Recommend changes and approve 01/07/10 [minutes](#)

Motion was made and seconded to approve the minutes of November 5, 2009 and December 10, 2009. Motion carried unanimously.

Chair Babbitt reordered the agenda to have Item A. under New Business moved to allow the speaker to address the Committee.

A. NAU Masterplan

(est. 10 minutes)

PURPOSE: Introduce Project Manager for NAU's Master plan, schedule and coordination with Flagstaff Regional Plan efforts

Caroline Krull was introduced and gave a presentation of the work being done with the NAU Master Plan, the projects schedule, and scope. Comments from the Committee:

- Address student housing
- Projections on enrollment and employment
- Timeframe for projections – please go out to 2030 so the Regional Plan may coordinate.

IV. PUBLIC COMMENT

At this time, any member of the public may address the Committee on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Committee cannot

discuss or act on items presented during this portion of the agenda. To address the Committee on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard. If time does not allow all comments to be heard, public comments may be posted to the Regional Plan blog:

<http://flaaregionalplan2012.wordpress.com/>

No comments.

V. OLD BUSINESS - (Continued, postponed, and tabled agenda items.)

A. Guiding Principles (est. 60 minutes)

PURPOSE: Discuss and agree upon 'guiding principles', setting the framework for Regional Plan

RECOMMENDED ACTION: Base upon 01/07/10 CAC discussion, agree upon and vote to approve 'guiding principles'.

FACILITATORS: Dave Wessel

HANDOUTS (attached as links and hard copies available upon request):

- [Summary from 1/7/10 CAC 'Guiding Principles' discussion](#)

David Wessel gave an overview of January's discussion on 'guiding principles, as well as presented comments written by Eva Putzova, William Ring, Devonna McLaughlin and Ken Kaemmerle.

Committee comments:

- Use guiding principles to test policies, as 'filters'
- Implementation of the plan? One step at a time
- Accountability for plan compliance?

The Committee then began a review of the 8 guiding principles; the first discussion was whether to use a verb or 'action principle statement' or noun only.

- Principle 1 – 'Embrace sustainability' or just 'Sustainability'

Five finger votes for both verb/noun were evenly divided. Comments by the Committee were:

- Sustainability is an element
- Result of the five finger vote is to move forward with two words.
- Treat sustainability like scaffolding – we will build it up substantially, then remove pieces at a later date.
- There was discussion on the definition of 'sustainable' - a five finger vote was taken whether to include 'no fossil fuels' in the definition, as suggested by Eva's memo. One finger votes was to go with a different definition.
- With time running out, there was a suggestion made that the Committee to set aside the remainder of the agenda and focus only on the 'guiding principles' discussion for the remainder of the meeting.

A Motion was made and seconded to move on in the agenda. Motion carried unanimously.

There was also the question of Housing, whether it should be a separate principle. This issue needs to be kept in mind as the Committee moves along.

It was suggested that the Staff come up with alternative suggestions and post on the website for the Committee to review prior to the next meeting. Any comments by the Committee could be sent to the Staff for input. There was also a suggestion to eliminate the concepts, there no discussion on this.

B. Document Formatting (est. 10 minutes)

PURPOSE: Disperse and discuss CAC request of inserting existing RP goals & policies into new outline

RECOMMENDED ACTION: Review and prepare to discuss in depth in February

FACILITATORS: Bill Towler

HANDOUTS:

- Regional Plan 2012 – February 2010 DRAFT

Mr. Bill Towler presented a '2012 Regional Plan DRAFT – February 2010' document, which presented the outlined approved by the Committee in October 2009, and incorporated existing Regional Plan 2001 goals and policies into the new outline. He said that in some cases the elements had more than one section and in other cases there may not be any information at all. In a sense this gets to the gap analysis that the Committee discussed previously. He told the Committee this gives them an idea of what they have done to date.

Comments by the Committee:

- Leave the number of elements to 17; add the 5 optional if it seems appropriate.
- Three umbrella categories: within these the elements are grouped.
- Goals will address the elements.
- Is there a need to put in the introduction and strategies after each element now? Or after each 'group' of elements?
- Request information and analytical assistance from community partners and experts' currently working within the fields we need to address.
- What would be the most expeditious way of putting language together?

Mr. Jim Cronk recommended that they not group elements together during monthly discussions, because it would take too long, and many elements need a thorough discussion on their own. He suggested that they put some smaller items out there to get a sense of accomplishment. The staff will be responsible for putting language together for the Committee to review, edit, delete or add to.

VI. NEW BUSINESS

B. 2010 Regional Plan Schedule

(est. 45 minutes)

PURPOSE: Discuss and agree upon schedule for 2010 to accomplish goals

RECOMMENDED ACTION: Agree upon:

1. Which elements will require focused attention;
2. Revise 2010 schedule of public meetings and CAC discussions to accomplish necessary work;
3. One or two CAC meetings per month to accomplish work at hand?
4. Format for each subject or group of elements (i.e. Background, existing conditions, goal(s), policies, strategies)

FACILITATORS: Bill Towler

HANDOUTS (attached as links and hard copies available upon request):

- [2010 DRAFT Regional Plan Schedule](#)

A Review of the schedule was presented, with energy, water, environment elements for the months of March thru May.

- Request that information be given to the committee at least a month before discussion was going to be had – both written information and power points.
- Public meetings are scheduled for the month of June which is at least two months before Committee discussions.
- A presentation on economic development will be necessary, since 'economic' is one leg of sustainability.
- Information on housing was requested, which will be gathered from various housing community partners and the Nexus study (2007) – October 2010.
- For 'Community Character', there is much information already gathered for a study which began last year with the city; the study was put on hold after last reorganization, yet the information compiled will be given to the Committee.
- The Committee was told that they may need to compromise to get the work done. They should establish guidelines for voting on policies.

- Ms. Sharp asked for consensus from the Committee on the Schedule so that she can proceed with meeting room accommodations. She also informed the Committee that they were welcome to attend any and all town hall meetings on Zoning. The Committee by consensus agreed to the calendar.

B. Process Progress Report

(est. 15 minutes)

PURPOSE: Present and discuss a monthly 'check-in'

RECOMMENDED ACTION: Staff presentation and CAC approval

FACILITATORS: Bob Caravona

HANDOUTS (will be handed out at meeting):

- RP Process Progress Report, February 2010

Mr. Bob Caravona gave an overview of the working outline, which will be available on the website. Mr. Caravona asked if this would be helpful to the Committee, to keep an updated account what decisions have been made, and what issues are still outstanding. He will update the report before each meeting and pointed out that this was more of a tool for the planners to keep track of Committee actions.

C. Announcements

(est. 10 minutes)

1. **Second February CAC Meeting?** February 18, 3:30 – 6 p.m.

Staff recommended that a second meeting be held in February to give more time to the Committee for discussion on the agenda items.

It was suggested that a second meeting be held for February for 1 1/2 hours. The Committee was in agreement for a second meeting but it not last more than 1½ hours and for discussion purposes only.

Chair Babbitt asked if there was anyone that could not be here for second meeting. The meeting would be for an hour and a half for presentations only; there would be no items to vote on.

Information will be put on the blog.

Agenda Items:

1. Process Progress Report ('To do' check off list)
2. Community Values Survey (NAU)
3. Context – demographics and population

2. **Next regular CAC Meeting:** March 4, 2009 - 3:30 p.m. to 6 p.m. at N.AZ Healthcare facilities

Agenda Items:

4. Hierarchy of Planning Framework – various planning documents; existing RP influence.
5. ELEMENT as requested by CAC

VII. ADJOURNMENT

Chair Babbitt adjourned the meeting at 5:58 p.m.