



## MEETING NOTES

### **Working Group for Public Facilities, Services and Safety Element**

Thursday, January 19, 2012

12:00 p.m. to 1:30 p.m.

Flagstaff City Hall, Staff Conference Room

**Meeting Commences:** 12:10 p.m.

**Present:** John Aber, Principal Planner; Tiffany Antol, Senior Planner; Darrel Barker, Comprehensive Planning Project Manager; Sue Brown, Facilities Management Department; Patrick Bourque, Public Works Section Head; Bob Caravona, Advance Planning Manager; Ken Kotch, Deputy Chief of Police; Rick Miller, Citizen; Rebecca Sayers, Public Works Section Head; Kimberly Sharp, Neighborhood Planner.

**Absent:** Nat White, CAC Member (excused)  
Jean Griego, CAC Member (excused)

1. Introductions
2. Reviewed Purpose of Public Facilities, Services and Safety Element
  - a. Arizona Revised Statutes
    - i. Public Services and Facilities – future planning
    - ii. Public Buildings – also includes civic spaces and schools
    - iii. Safety - emergency preparedness
3. Requested feedback from group regarding trends and critique of existing goals and policies
4. Presented summary of public comments, survey and focus group within Packet 1
5. Requested recommendation of names/organizations of community experts and stakeholders to invite. Working Group recommended the following to contact:
  - a. Coconino Health Department: focus of Medical Examiner and for pandemic planning
  - b. Paul Hellenberg: Emergency Manager -- could assist with evacuation route planning
  - c. State Agencies:
    - i. ADOT – as a reviewing stakeholder
    - ii. ADEM- AZ Dept. of Emergency Management – stakeholder
    - iii. State Highway Patrol – Stakeholder (Note: help coordinates with ADOT in snow emergency)

- iv. County Fire Districts (4-5): County planners to provide contacts for districts and Advisory Council
- v. Andy Betlesen – County Public Works Director
- vi. FUSD Superintendent: could help with charter school contacts
- vii. NAU

Note: Ken Koch suggests obtaining the County's Emergency Management Plan which has about 90% of the data requested. County Planners to obtain CD as the information is not posted online.

viii. Federal agencies as potential stakeholders

- 1. FBI
- 2. Forest Service
- 3. NPS

- 6. Discussion occurs on "How to best use this group's time".
  - a. Sue Brown: we can review and fill-in the blanks. What needs the most work?
  - b. Bob Caravona: What is new since 2001? Need to understand capital facilities we need. What additional space will be needed and where to generally locate.
  - c. Sue Brown: County has a Facilities Master Plan with a 6 Campus approach
  - d. Bob Caravona: recognizes the detailed Focus Group where Sergio Enriquez and Sue Brown outline in detail this approach and noted the difference between the County and City . The County has a 6 campus approach where it was recommended to the city to have most services under one roof. Inquiries about the Library growth and satellite facilities on 4<sup>th</sup> Street and the need to plan for growth of services. States the importance of the Public Works Yard, its location and potential for shared facilities .
  - e. Rebecca Sayers reminds the Working Group about the need for a Courthouse and ancillary facilities.
- 7. Tasks for next week:
  - a. Read existing Regional Plan chapter (handout of pages 8-1 to 9-6). Redline what is relevant; what needs to be updated; and critique goals and policies.
  - b. Email or hand-write your comments to Bob Caravona by January 25<sup>th</sup>
  - c. Explains: will compile comments, revise packet 1 and begin to draft packet 2, the draft element.
- 8. Schedule discussed
- 9. ADJOURN: 12:38 p.m.