

# **MINUTES - DRAFT**

# **City of Flagstaff**

# **REGIONAL PLAN CITIZEN ADVISORY COMMITTEE**

3:30 p.m. - 6 p.m. August 6, 2009

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



II.

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.

### I. <u>CALL TO ORDER</u>

**Roll Call** 

Chair Paul Babbitt called the meeting to order at 3:32 P.M.

#### Α. **Committee Members:** X Paul Babbitt (Chairman) X Devonna McLaughlin X Alex Frawley X Carol Bousquet (Vice Chairman) X Jean Griego Jerome Naleski X\_\_Ben Anderson \_\_\_ Shaula Hedwall \_\_\_Eva Putzova X Susan Bean X Richard Henn \_\_\_William Ring X Michael Chaveas X Maury Herman X David Walker \_\_\_Beatrice Cooley X Ken Kaemmerle \_\_Nat White Steve Darden

#### B. Alternate Members:

- X Judy Louks
- \_\_\_Larry Stevens

#### C. Staff

John Aber, Tiffany Antol, David Wessel, Bob Caravona, Jim Cronk, Kim Sharp

### III. APPROVAL of MINUTES for July 2, 2009

RECOMMENDED ACTION: Recommend corrections and approve minutes

Motion was made and seconded to approve the minutes of the regular meeting of July 2, 2009 as submitted. Motion carried unanimously.

#### 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://flagregionalplan2012.wordpress.com/

#### None

# V. <u>OLD BUSINESS</u> - (Continued, postponed, and tabled agenda items.)

#### A. Vision Statement

(est. 45 minutes)

PURPOSE: To establish a DRAFT vision statement of the Regional Plan 2012

RECOMMENDED ACTION: Review CAC proposed Draft Vision statement; CAC comments & edits

PRESENTERS: Holly Yeager, Coconino County, Facilitator

ATTACHMENTS: CAC Vision Draft 073009.pdf

Holly Yeager, Coconino County Facilitator was introduced by Chair Paul Babbitt.

Kimberly Sharp presented a powerpoint presentation of the public process for the Vision Statement that has been conducted to date.

Ms. Yeager then facilitated the discussion of the Vision Statement. There was discussion on what should be included in the vision statement and what a successful Vision Statement will do for you.

Comments received from the CAC's last meeting in respect to the Vision Statement were reviewed by the Committee members.

The question, "Who uses the Plan?" was asked. The response was: planners, developers, neighborhood citizen organizations, forest service, potential residents, existing residents, businesses, city & county staff. From these responses, it was then determined that this is who the plan is written for.

The Committee then discussed the qualities of the Vision Statement. It should be short with concise statements; and, it should paint a picture of where they are now and what they would like Flagstaff to look like in the future. It also should be inspiring, bold and clear, and resilient. Words like sustainability should not be used unless the context is clear and a definition is provided.

The Committee discussed whether the planning elements should be included in the Vision Statement. It was suggested that a vision statement for each of the 17 elements be created and that the Vision Statement will encompass them all. These would be the tools to measure the Vision Statement.

Next, a review of the existing 2001 Vision Statement was performed with the weaknesses and strengths of the statement written upon the board.

#### Weaknesses:

- Not comprehensive enough
- Not inspiring or memorable
- No warmth
- Undue emphasis on growth
- Times change
- Could apply anywhere

## Strengths:

Addresses a way to plan

A brief discussion occurred on the difference between a Vision Statement and Mission Statement. Ms. Yeager pointed out: a Mission Statement should describe who you are, what product you provide and how you would do that. A Vision Statement is: Creates attention where we are; where we want to be and is compelling.

A status update was given by the members of the Vision Statement task group. They informed the Committee that it was difficult for them to come up with a statement. Ms. Sharp, Neighborhood Planner commented that it was decided that the Mission Statement would be developed after the Vision Statement was completed and the task was to create a Vision Statement. A draft Vision Statement was presented for the CAC to comment upon. Discussions involved the following:

- Need to prioritize natural environment for protection and preservation.
- Need to provide a way to address cultural diversity.
- Should have language that calls for community action.
- Should be motivational.

The Committee further discussed the Vision Statement and volunteers were asked to help compose a new, refined draft Vision Statement from the comments made today. Mr. Caravona, Comprehensive Planning Manager, explained the review process for public input that involved posting on the website and presentation at the Town Hall meeting in October.

Volunteers included Ben Anderson, Richard Henn, Maury Herman, and Nat White who will continue to refine the Vision Statement.

## VI. <u>NEW BUSINESS</u>

# A. Reports

(est. 5 minutes)

PURPOSE: Update CAC Membership concerning staff's outreach efforts; and received inquires and responses to citizen's/stakeholder

RECOMMENDED ACTION: No action required PRESENTER: Bob Caravona and various staff

Mr. Caravona reported that he will be providing at the next meeting a report on the staff's outreach efforts during the month to give the CAC a better understanding of what the staff is doing, who they are talking with, and what topics they are discussing.

#### B. Land Use, Growth & Circulation Elements

(est. 90 minutes)

PURPOSE: To review public comments thus far in respect to current RLUTP policies and goals; review of each existing policy with public survey results.

RECOMMENDED ACTION: Discuss and provide direction

PRESENTER: Bob Caravona - Discuss Existing policy review and facilitate Q&A

HANDOUTS: RP Land Use & Circulation Policy Review\_SurveyMonkey\_July2009

RP Land Use & Circulation Policy Review SurveyMonkey CAC Members ONLY

Mr. Caravona discussed the results of the public survey conducted upon Survey Monkey regarding the current Regional Land Use and Transportation Plan goals and policies. He stated

they received quite a bit of information from the survey, but some of the information has not been analyzed.

He said that they had received 22 surveys from the general public yet only 14 were completed in entirety. This same survey was also sent to the CAC and seven were received from the CAC. He asked whether he should open the survey up again to the CAC to respond, since not all of the members had responded. The Committee requested they be allowed additional time to complete the survey.

Mr. Caravona also went over the Decision Methodology, if 90% or greater may indicate an acceptable policy or goal; 10% or greater for the "rejection" category may indicate an unacceptable goal/policy; and anything 80% to 89% may indicate an acceptable policy or goal but needs discussion; and those below 80% usually fell into the "modification" category where discussion is necessary. Through comments received, some people were confused on some of the terms and he indicated that he would need to create a glossary and further education about planning concepts such they could make informed decision..

Mr. Caravona provided an overview of the responses from the public and the CAC that were acceptable and those that were rejected. He discussed the areas that received outright rejections such as commercial uses in the county. He also said that there were many comments received on the housing section. Comments by the CAC were that there is a need for a better understanding of the questions. Mr. Caravona agreed that in no way is the survey a valid statistical tool but one that easily organizes qualitative data for future discussion. A question asked was whether the survey was to ascertain if the goal was reached or whether it was still a valid goal. Mr. Caravona responded that this would help to determine what needed to be tweaked or modified in the plan.

Mr. Caravona went over what the next steps for the survey. Mr. Caravona informed the CAC that there may two meetings held in September due to the large amount of work that needs to be done. The regular meeting on the 3<sup>rd</sup> and the 17<sup>th</sup> is tentative. He asked the CAC to inform him if they would be available on the 17<sup>th</sup>.

#### VII. CONCLUDING GENERAL BUSINESS

#### A. Homework

To be distributed during the CAC Meeting. This Homework is to review to prepare for Open Houses, Focus Group and next month's CAC meeting:

Cliff Notes: Water
Cliff Notes: Energy

3. Cliff Notes: Conservation

4. 'Activity Centers' White paper and background information package

Ms. Sharp when over the homework given to the CAC members and said this is to help them prepare for the open house and focus group meetings that are coming up.

**B. Announcements** (Informal Announcements, Future Agenda Items, and Next Meeting Date)

Ken Kemmerle – met with the Professor that will be working on the survey. He asked the CAC for questions or comments to include on survey and he said they hope to have it by September or November.

Revised calendar has been posted on website.

Bea Cooley resigned due to personal matters.

Mr. Henn informed the CAC that the meeting room is available all of next year.

1. Next CAC Meeting: September 3, 2009 - 3:30 p.m. to 6 p.m. at N.AZ Healthcare facilities

#### **Future Agenda Items:**

- Vision Statement
- Population projections
- Activity Centers
- RTP update & coordination
- Sustainability memo
- Regional Plan document format & organization
- Open Houses & Focus Group Water, Conservation, Energy & Environment
   <u>Wednesday, August 12</u> 4 to 7 p.m. St. Pius Church in Sunnyside <u>Sunday, August 16</u> 8 a.m. NOON Farmer's Market City Hall downtown
   <u>Wednesday, August 26</u> evening Fort Valley Area Plan Open House
   <u>Saturday, September 12</u> 11 a.m. 2 p.m. Picnic in the Park, Kachina Village

Thursday, September 24 - time and place tbd - FOCUS GROUP MEETING

# VIII. ADJOURNMENT

Chair Paul Babbitt adjourned the meeting at 5:56 p.m.