

**REGULAR MEETING OF THE
FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT
AND REVITALIZATION DISTRICT**

**Tuesday, May 20, 2014 – 10:00 AM
Staff Conference Room – Second Floor
Flagstaff City Hall – 211 West Aspen, Flagstaff, Arizona**

MINUTES

1. Call to Order

Chairman VanLandingham called the meeting to order at 10:03 a.m.

2. Roll Call

Board Members Present:

Board Members Absent:

Chairman John VanLandingham
Member Antoinette Beiser
Member David Stilley

None

Others present: District Attorney Dana Kjellgren; District Treasurer Barbara Goodrich; District Deputy Clerk Stacy Saltzburg; Mark Lamberson; Karl Eberhard (arrived at 10:10 a.m.); Mark Lamberson; Peter Barnett; David Stephens and Sean McMahan.

3. Approval of Minutes:

A. April 9, 2014, Regular Meeting

B. April 29, 2014, Work Session

C. May 6, 2014, Regular Meeting

Chairman VanLandingham moved to approve the minutes of the Flagstaff Downtown Business Improvement and Revitalization District Regular Meeting of April 9, 2014; the Work Session of April 29, 2014; and the Regular Meeting of May 6, 2014; seconded; passed unanimously.

4. **Public Hearing and Consideration of Resolution No. 2014-06:** A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT OF FLAGSTAFF ADOPTING THE BUDGET FOR FISCAL YEAR 2014-2015.

Member Stilley moved to open the Public Hearing; seconded; passed unanimously.

Sean McMahan addressed the Board offering that they did a good job coming up with the budget; he noted that the parking development budget is too low. Chairman

VanLandingham offered that at anytime throughout the year the Board can reallocate funds within the budget should the need arise.

Peter Barnett addressed the Board with concerns that the budget is open ended and can grow exponentially as there is no cap. Chairman VanLandingham stated that the maximum tax rate was set at \$2.39 per \$100 of valuation. There is no cap to the budget in the respect that revenues can be obtained from different areas and grant monies. Mr. Barnett responded that the rate will not go beyond \$2.39 but the land assessment can go up or down and this is where his concern is. Chairman VanLandingham offered that while the value of the property may rise or fall, the intention is to keep the special assessment near the same.

Mr. Barnett also voiced concern of privatizing services. Chairman VanLandingham stated that smart districts look for smart solutions to save money and generate funds. The Board would only consider taking on services privately if it could be done better and if there is additional revenue to be gained. Once an Executive Director is appointed one of their tasks will be to identify where the District can provide better services and generate funds.

Member Stilley moved to close the Public Hearing; seconded; passed unanimously.

Member Stilley moved to read Resolution No. 2014-06 by title only; seconded; passed unanimously.

A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT OF FLAGSTAFF ADOPTING THE BUDGET FOR FISCAL YEAR 2014-2015.

Member Stilley moved to adopt Resolution No. 2014-06; seconded; passed unanimously.

5. **Consideration of Resolution No. 2014-07:** A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT OF FLAGSTAFF AUTHORIZING THE APPOINTMENT OF AN ELECTION BOARD FOR THE JUNE 4, 2014, AD VALOREM TAX ELECTION

Ms. Kjellgren stated that there must be an election board and election workers to conduct an election. This Resolution is seeking authorization for the Chairman to make the appointments once they are identified. The board and workers will man the polling place, distribute ballots, and check affidavits and any other paperwork that may come in during the election.

Chairman VanLandingham noted that this is an acreage form of election and any of the properties that are not held in an individual name will have to submit a legal document that indicates they are able to cast a vote on behalf of the LLC or other entity.

Chairman VanLandingham moved to read Resolution No. 2014-07 by title only; seconded; passed unanimously.

A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT OF FLAGSTAFF AUTHORIZING THE APPOINTMENT OF AN ELECTION BOARD FOR THE JUNE 4, 2014, AD VALOREM TAX ELECTION

Member Stilley moved to adopt Resolution No. 2014-07; seconded; passed unanimously.

6. PUBLIC PARTICIATION

Public Participation enables the public to address the Board 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.

Mr. Eberhard addressed the Board with information about the City Council action on the amendments to the IGA with the District. Ms. Kjellgren noted that there was some confusion about what the changes are and asked Mr. Eberhard to clarify with the Council and the public that there are no substantive changes only changes in the dates.

Ms. Kjellgren informed the Board that she will be leaving her current law firm to move to another. She asked for a future agenda item to discuss future legal counsel for the District.

7. Adjournment

The Regular Meeting of the Board of the Directors of the Flagstaff Downtown Business Improvement and Revitalization District of May 20, 2014, adjourned at 10:54 a.m.

John VanLandingham, Chairman of the Board

ATTEST:

Elizabeth A. Burke, District Clerk