

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

Tuesday, May 21, 2024 – 10:00 AM

MINUTES

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 FDBIRD Board of Directors and to the general public that, at this meeting, the Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the District's attorney on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A) (3).

1. Call to Order

Chairman Dave Stilley called the Special Meeting of May 21, 2024 to order at 10:00 a.m.

2. Roll Call

Chairman Dave Stilley (virtually)
Vice Chairman Steve Chatinsky (virtually)
Member Patricia Ginsberg (virtually)
Member Jerry McLaughlin (virtually)
Member John VanLandingham (virtually)

Others present: District Attorney Rose Winkler, District Clerk Stacy Saltzburg, District Treasurer Brandi Suda

3. Approval of Minutes from the Regular Meeting of April 9, 2024

Member John VanLandingham moved to approve the minutes of April 9, 2024; seconded by Member Patty Ginsberg; passed unanimously.

4. Consideration and Adoption of Resolution No. 2024-02: A resolution of the District Board of the Flagstaff Downtown Business Improvement and Revitalization District (District) adopting the tentative estimates of the amounts required for the public expense for the District for the Fiscal Year 2024-2025; adopting a tentative budget; setting forth the receipts and expenditures; the amount proposed to be raised by District Property Taxation; and giving notice of the time for hearing taxpayers

Ms. Suda explained that the tentative budget adoption was the first step in the budget process and sets the maximum appropriation for the upcoming budget year. What was provided in the packet was based on flat revenue for tax assessment. Ms. Suda reviewed the budget spreadsheet and shared information about the flat revenue option versus the flat rate option. She explained that the flat revenue option would collect the same level of revenue as the prior fiscal year and that the flat rate option would maintain the same tax rate as the prior fiscal year which would collect approximately \$5,000.00 in additional revenue for the next fiscal year.

The Board briefly discussed the options and all supported the flat rate option for the next fiscal year.

Member VanLandingham added that the District has been very conservative over the years and has only used the flat rate option a couple of times. There are expected increases for services provided to the District and the flat rate option is the most prudent option.

Ms. Suda asked if the additional revenue should be assigned to a particular line item or kept in contingency. The Board gave direction to keep it in contingency.

Member Patty Ginsberg moved to adopt Resolution No. 2024-02 based on a flat rate; seconded by Member John VanLandingham; passed unanimously.

5. Authorization to reschedule the regularly scheduled Board meeting of July 9, 2024, to June 18, 2024.

Dave Stilley moved to reschedule the regularly scheduled Board meeting of July 9, 2024 to June 18, 2024; seconded by Member Steve Chatinsky; passed unanimously.

6. FDBA Director Report

Hunter Herbert introduced himself as the new FDBA Director. He stated that he was taking time to get acquainted with things and looked forward to engaging and working with the District Board.

7. PUBLIC PARTICIPATION

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.

There was no public in attendance.

8. Adjournment

The Regular Meeting of the Flagstaff Downtown Business Improvement District of May 21, 2024 adjourned at 10:18 a.m.

Chairman

ATTEST:

Stacy Saltzburg, District Clerk