

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

**Tuesday, June 12, 2018 – 10:00 AM
Staff Conference Room - Second Floor
Flagstaff City Hall – 211 West Aspen, Flagstaff, Arizona**

M I N U T E S

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

Vice-Chairman Kinne-Herman called the meeting of June 12, 2018, to order at 10:04 a.m.

2. Roll Call

MEMBERS PRESENT:

Vice Chairman Karen Kinne-Herman
Member Antoinette Beiser (phone)
Member Steve Chatinsky
Member John VanLandingham

MEMBERS ABSENT:

Chairman David Stilley

Others present: District Attorney Dana Kjellgren; District Treasurer Brandi Suda; District Clerk Stacy Saltzburg; FDBA Executive Director Terry Madeksza.

3. Approval of Minutes of the Board Meeting of May 29, 2018.

Member Beiser moved to approve the minutes of the Board Meeting of May 29, 2018; seconded; passed unanimously.

4. Public Hearing for 2018-2019 Final Budget and Property Tax Levy of Flagstaff Downtown Business Improvement and Revitalization District.

Vice-Chairwoman Kinne-Herman opened the public hearing; there being no public comment she closed the public hearing.

The Board recessed into a Special Meeting at 10:05 a.m.

5. Consideration of Resolution No. 2018-02: A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT (DISTRICT) ADOPTING THE BUDGET FOR FISCAL YEAR 2018-2019.

Member VanLandingham moved to adopt Resolution No. 2018-02; seconded; passed unanimously.

The Board adjourned the Special Meeting and recessed back into the regular session at 10:07 a.m.

6. Authorization to reschedule the regularly-scheduled Board meeting of July 3, 2018, to June 26, 2018.

Vice-Chairwoman Kinne-Herman stated that she will be out of town but that Chairman Stillely should be present. All were in favor or moving the meeting to June 26, 2018.

7. Report by FDBA Director Terry Madeksza.

Ms. Madeksza stated that there is an update on the parking program scheduled at city hall tonight. She is planning on attending and will follow up with the Board on how it goes.

Member Beiser asked if anyone from the Board needs to attend. Ms. Madeksza stated that attendance is not needed but letters to the Council would be helpful. She will be putting together a letter on behalf of the Flagstaff Downtown Business Alliance and once complete she will forward to the Board so information can be pulled from the letter if they would like.

Member Beiser expressed concern with the bump out parking areas and the red zone area in the middle. If the parker in the front does not pull forward all the way the subsequent parkers usually hang over into the red zone and are ticketed. She asked if it would be possible to eliminate the red zone to make the area more comfortable for four parked vehicles.

Ms. Madeksza explained that she will raise the issue with Park Flag and follow up with the Board on what she finds out. Member Beiser stated that at a minimum there should be some leniency with vehicles encroaching into the red zone.

8. 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.

None

9. Report of Board of Directors.

Ms. Kjellgren stated that it is her intention to retire. She is wrapping up matters with her current clients and would like to do the same with the Board. It does not have to happen immediately and she would like to help guide them in the process of finding another attorney.

Vice Chairwoman Kinne-Herman offered congratulations and thanked Ms. Kjellgren for her work with the District. She also expressed approval of having Ms. Kjellgren consult and provide insight on the search for new counsel.

Ms. Kjellgren stated that she would like to bring something forward at the next meeting for a proposal on the process. The timeline is up to the Board to determine but she can help with the process.

10. Adjournment

The Special Meeting of the Flagstaff Downtown Business Improvement and Revitalization District Board held June 12, 2018, adjourned at 10:16 a.m.

David Stilley, Chairman

ATTEST:

Elizabeth A. Burke, District Clerk