

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

**Tuesday, June 27, 2017 – 10:00 AM  
Staff Conference Room - Second Floor  
Flagstaff City Hall – 211 West Aspen, Flagstaff, Arizona**

**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 Stilley called the meeting of June 27, 2017, to order at 10:09 a.m.

2. Roll Call

**MEMBERS PRESENT:**

Chairman David Stilley  
Vice Chairman Karen Kinne-Herman  
Member Antoinette Beiser

**MEMBERS ABSENT:**

Member Tim Kinney  
Member John VanLandingham

Others present: District Attorney Dana Kjellgren; District Treasurer Brandi Suda; District Clerk Elizabeth Burke; FDBA Director Terry Madeksza.

3. Approval of Minutes of the Board Meeting of June 6, 2017.

**Vice Chairman Kinne-Herman moved to approve the Minutes of the Board Meeting of June 6, 2017; seconded; passed unanimously.**

4. Public Hearing for 2017-2018 Final Budget and Property Tax Levy of Flagstaff Downtown Business Improvement and Revitalization District.

Chairman Stilley opened the Public Hearing. There being no public input, Chairman Stilley closed the Public Hearing.

5. Consideration of Resolution No. 2017-02: A RESOLUTION OF THE DISTRICT BOARD OF THE FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT AND REVITALIZATION DISTRICT (DISTRICT) ADOPTING THE BUDGET FOR FISCAL YEAR 2017-2018.

**Vice Chairman Kinne-Herman moved to adopt Resolution No. 2017-02; seconded; passed unanimously.**

6. Authorization to reschedule the regularly-scheduled Board meeting of July 4, 2017, to July 18, 2017.

**Member Beiser moved to authorize rescheduling the regularly-scheduled Board meeting of July 4, 2017, to July 18, 2017; seconded; passed unanimously.**

7. Report by FDBA Director Terry Madeksza.

Ms. Madeksza gave a brief update on the following:

**PARKING** – She has been spending time going door to door, speaking with managers and owners and making sure they have all of the information they need regarding the Parking Plan that will be implemented the end of July. She has developed a spreadsheet of every business in downtown, keeping track of the date she spoke with them, with whom, and what questions were asked.

She said that besides parking she is hearing about transient behavior in the downtown as well as some talk about the brick pavers. They are hitting the north and south side, but will be focusing on the north side first. They are currently about 35% done.

She said that the majority of businesses are not opposed to the system. Most questions revolve around employee parking and validating their customers' parking.

She said that there are over 350 spaces identified; right now there have been about 150 applications turned in for the lottery. At this point in time, it does not look like they will need to do that. She said that there have not been many inquiries about resident parking; most are taking a "wait and see" approach.

She then showed the window sticker to show CASH TO PARK ACCEPTED HERE for those businesses willing to accept cash for parking.

Ms. Madeksza said that she was asked to give a presentation at a conference in Tucson. Communities around the state are looking at Flagstaff to see how this goes.

She noted that at the last meeting there was some discussion on whether there would be an additional fee to use the parking app. She has checked into that and the City has already agreed to cover the cost for someone to use their credit card; they are considering covering the cost for someone using the Whoosh app.

**MOVIES ON THE SQUARE** - They are seeing record numbers attending the movies, and have sponsorship of over \$60,000 this year. Concessions are off to a strong start. Last year they netted \$1,900 for the total season; after three movies they have already netted \$1,400.

**MEET ME DOWNTOWN** - They have launched this weekly social walk which starts and ends at Heritage Square and consists of a one or three mile walk through downtown. It is every Wednesday at 5:15 p.m. and is free to participate, with raffles at the end of the walk. Additionally, those participating get their hand stamped and are eligible for discounts at participating vendors that evening. Their initial walk had 128 walkers. During the winter months they are working with the YMCA to continue it there. She said that last week they had seven businesses participating; they are now up to ten and will continue to see it grow. All they have to do is offer a discount on that Wednesday and provide six \$20 gift cards to their businesses.

LOCALS NIGHT - This continues on Tuesday nights.

LIVE ENTERTAINMENT - Friday nights

YOGA ON THE LAWN - Saturday mornings at the courthouse

She reported that they now have three members on their Clean Team. They will have a sticker for their trash cans to identify them as not being on probation. They will be wearing a bright teal uniform and are doubling as public space maintenance and roaming concierges.

Brief discussion was held on what is and is not permitted in the way of prohibiting the transient population. Ms. Kjellgren said that one of the issues is that the sidewalks are public right-of-way and unless they are committing a breach of the peace, they are permitted.

Discussion was held on what the definition of "financial transaction" means, as it related to panhandling. Ms. Kjellgren said that the City lost in litigation regarding aggressive solicitation.

Ms. Madeksza said that they are not alone in being uncomfortable or frustrated with the situation. She said that they are meeting with the Police Department tomorrow.

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.

None

10. Adjournment

The Special Meeting of the Flagstaff Downtown Business Improvement and Revitalization District held June 27, 2017, adjourned at 10:38 a.m.

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David Stilley, Chairman

ATTEST:

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Elizabeth A. Burke, District Clerk