

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

Tuesday, April 13, 2021 – 10:00 AM

To reduce the spread of COVID-19 and protect the safety of district members and the public, in person attendance at the district meeting has been suspended until further notice.

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

Chairman Stilley called the Regular Meeting of April 13, 2021 to order at 10:03 a.m.

2. Roll Call

MEMBERS PRESENT:

Chairman David Stilley (virtually)
Member Steve Chatinsky (virtually)
Member Jerry McLaughlin (virtually)
Member John VanLandingham (virtually)

MEMBERS ABSENT:

Vice Chairwoman Karen Kinne-Herman

Others present: District Attorney Ashley DeBoard; District Treasurer Brandi Suda; District Clerk Stacy Saltzburg; FDBA Director Terry Madeksza

3. Approval of Minutes of the Regular Board Meeting of January 12, 2021.

Member Steve Chatinsky moved to approve the minutes of January 12, 2021; seconded by Member Jerry McLaughlin; passed unanimously.

4. Acceptance and Approval of Monthly Financial Reports:

- A. September 2020
- B. October 2020
- C. November 2020

Ms. Suda indicated that the reports look good and everything is in order.

Member John VanLandingham moved to accept the monthly financial reports; seconded by Member Steve Chatinsky; passed unanimously.

5. Review of 2021 Budget Calendar

Ms. Suda reviewed and confirmed the upcoming Budget calendar for 2021.

6. Consideration and Possible Action to Approve Payment of the Semi-annual payment to the FDDBA in in the amount of \$88,250

Member Jerry McLaughlin moved to approve the payment of the semi-annual payment to the FDDBA in in the amount of \$88,250; seconded by Member Steve Chatinsky; passed unanimously.

7. FDDBA Director Report

Ms. Madeksza reported that the DBA Board has seen some transition in the past months with Mark Lamberson and Patrice Hortsman resigning their seats and the election of Mike Miller and Kevin Heinonan to those open seats. Additionally, former County Manager Jimmy Jayne resigned, and Interim County Manager Steve Peru has taken over that role. The new members bring good experience and perspective to the group.

Park Flag re-launched in March with reduced hours, reduced employee permit fees, and 20-minute curbside pickup zones. They had heard that the \$45 per month employee permit was too much so it has been lowered to \$10 per month. Overall, with the new enhancement a wider audience is being reached and the response has been positive. March was a soft launch with the focus being on education and April began full enforcement efforts. Even with COVID we are still seeing strong usage of the system which is a good sign. The lockbox has over \$740,000 and despite Park Flag being suspended for a year, those funds have not been utilized. The fund will only continue to grow as we go forward. She anticipates a draft annual report by the end of April.

Ms. Madeksza also reported that there is new parking inventory coming in the summer. The surface lot just north of the new Municipal Court will have 87 spaces online soon following some improvements. The old courthouse site will also provide 55 spaces. Negotiations are ongoing between the City and Foundation for Senior Living for 100 spaces in a parking structure.

The DBA has begun planning summer activities. They are being very cautious in those preparations; while vaccinations are strong in Coconino County, they are not sure the community is ready to see larger gatherings. They are moving forward with Saturday night drive-in movies this summer, if public health officials allow and the City is on board, they can look at adding a Friday night movie at Heritage Square mid-summer. They are working to resume the art walk hopefully in June and they continue to improve the outdoor dining options with new bistro sets being added to Heritage Square. The gazebos have been highly successful and will stay in place for the foreseeable future. The Clean Team continues doing a great job with service seven days a week. They will begin power washing again this week and they are making efforts to expand the team.

Ms. Madeksza also reported that the DBA is working on offering another round of micro-grants. The previous program included \$30,000 from the City, County, and NAU to provide small grants between \$750 and \$3,000 to over 20 businesses. With the new American Rescue Plan, the City and County are receiving more funding and the hope is to secure \$250,000 from the three partners for another round of grants. This is a huge success and a great story to tell.

The Downtown Vision Plan is coming along well. She hopes that the consultant team can be in front of the DBA soon with a few different versions provided to this Board for review.

Finally, Ms. Madeksza stated that there has been quite a bit of transition in business and new activity in the downtown area. Matty G's is a new restaurant located in Hopi Building at Leroux and Aspen; they are open, and the patio has come alive again. They have plans for their lobster roll business to move into the space that fronts Leroux and that will be opening soon. Il Rosso in Heritage Square has closed and new Mexican food restaurant, Alejandros, has opened in that location. They have gone from food truck to brick and mortar; they have been open about two

weeks and are doing well. The Miramonte office is now open and British Chippys is very close to opening. The project at the corner of Leroux and Aspen is back on and they expect to see some new work happening in those spaces. There is a new electric bike store next to Olive the Best on Birch and a new plant store next to Martanne's. They both seem to be doing well. Criollo is vacant but there is a lot of interest and we should hear something soon about a new tenant. Brix is also looking to expand their business into the entire building.

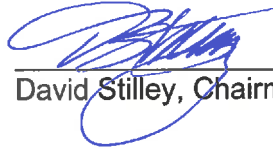
8. PUBLIC PARTICIPATION

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.

There were no members of the public in attendance.

9. Adjournment

The Regular Meeting of the Flagstaff Downtown Business Improvement District of April 13, 2021 adjourned at 10:31 a.m.



David Stilley, Chairman

ATTEST:



Stacy Saltzburg, District Clerk