

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

**Tuesday, October 19, 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

Vice Chairwoman Karen Kinne-Herman called the Regular Meeting of October 19, 2021 to order at 10:02 a.m.

2. Roll Call

**MEMBERS PRESENT:**

Vice Chairwoman Karen Kinne-Herman (virtually)  
Member Steve Chatinsky (virtually)  
Member Jerry McLaughlin (virtually)  
Member John VanLandingham (virtually)

**MEMBERS ABSENT:**

Chairman Dave Stilley

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 June 22, 2021.

**Member Jerry McLaughlin moved to approve the minutes of June 22, 2021; seconded by Member Steve Chatinsky; passed unanimously.**

4. FDBA Director Report

Terry Madeksza reported that Tequila Sunrise went well the previous weekend and festivities were generally concluded by around 11:00 a.m. The Clean Team worked during and after the event to kept downtown tidy.

Ms. Madeksza stated that she attended the October 12, 2021 Council Meeting where Council discussed the distribution of ARPA funds. There will be allocations that focus on small businesses located throughout the city and \$150,000 was approved for tourism focused business. She will be focusing efforts on continuing the grant partnership with Coconino County and NAU. The DBA will help administer the grants city wide and believe that they are poised to act quickly when funding becomes available.

Summer activities are winding down and the focus is shifting to the holidays. The plan is to continue providing outdoor activities for the holidays and throughout the winter. Beginning the Friday after Thanksgiving, downtown lights will be turned on and sparkling. December 4, 2021 is the annual tree lighting and breakfast with Santa. Santa will be in downtown frequently and they will be encouraging people to take selfies. The holiday shopping passport and winter decorating contest are also slated to occur this year.

Ms. Madeksza also reported that Park Flag is seeing some of their highest revenue days, even higher than in 2019. This shows strong attendance and high activity in downtown. They are also not hearing many complaints about parking. She announced that 90 spaces of new parking inventory was added across the street from the new courthouse. The old courthouse is being torn down and that is slated to add about 50 spaces for parking. There are also more spaces coming in the next three to four weeks with announcements coming soon.

Vice Chairwoman Kinne-Herman thanked Terry for her assistance in the parking efforts and expressed excitement about the new inventory. Member VanLandingham stated that it is great to have new parking supply coming but the promise was for a 200-space structure; he does not want to lose sight of that. He indicated that the NAIPTA Downtown Connection Center is moving forward in the southside and has an indeterminate loss of parking. It is important to keep these things in mind going forward. Ms. Madeksza offered that the structure and construction of the building is moving forward but there are still ongoing discussion about the civic space and parking. The added parking is a small win but that is not to say that efforts do not continue to make as much parking available as possible. The conversation is ongoing on with making good on the promise with the bond. This certainly does not mean that the other conversations have stopped.

Vice Chairwoman Kinne-Herman indicated that the Board remains ready and available to participate in any way to advocate support.

## 5. 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.

## 6. Adjournment

The Regular Meeting of the Flagstaff Downtown Business Improvement District of October 19, 2021 adjourned at 10:22 a.m.

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Chairman

ATTEST:

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Stacy Saltzburg, District Clerk