

AGENDA

City of Flagstaff

PEDESTRIAN ADVISORY COMMITTEE



Thursday, November 9, 2017 | 4:30 pm

City Hall, Staff Conference Room
211 West Aspen Avenue, Flagstaff, Arizona

Members of the public are always welcome to attend and encouraged to participate in Pedestrian Advisory Committee meetings. In the interest of conducting an efficient and orderly meeting, and to be fair and respectful to all of its guests, the Pedestrian Advisory Committee asks the public to observe the following rules:

- Committee members and staff are seated at the main table; members of the public sit in the audience.
- The public may comment on subjects not on the current agenda during Public Comment (Item I.2. below). Comments are limited to three minutes per person.
- To address the Committee regarding items on the formal agenda, members of the public should wait for the Chair to call for public comments when the item is heard.
- At all times, members of the public should wait to be recognized by the Chair before addressing the Committee.



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Martin Ince at 928-213-2685 (774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

COMMITTEE MEMBERS:

Brandon Cruickshank, chair
Denise Wynne, vice-chair
Jodi Norris
Zach Schwartz
Jack Welch
Amy Young

One vacancy

CITY STAFF:

Kevin Hoople, Flagstaff PD
Martin Ince, Multi-Modal Planner

I. PRELIMINARY GENERAL BUSINESS

1. Announcements

Members of the PAC and staff will be allowed three minutes to make announcements, suggest future agenda items, or comment on items not on the agenda. The Arizona Open Meeting Law prohibits the Committee from discussing or taking action on an item that is not listed on the prepared agenda. PAC members may, however, respond to criticism made by those addressing the Committee, ask staff to review a matter, or ask that a matter be placed on a future agenda.

2. Public comment

At this time, any member of the public is allowed three minutes to address the PAC on any subject that is not scheduled before the Committee on that day. The Arizona Open Meeting Law prohibits the Committee from discussing or taking action on an item that is not listed on the prepared agenda. PAC members may, however, respond to criticism made by those addressing the Committee, ask staff to review a matter, or ask that a matter be placed on a future agenda. To address the Committee on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

3. Approval of minutes

[Regular meeting of September 14, 2017](#)

II. OLD BUSINESS

1. Active transportation master plan

Continued discussion of the City's active transportation master plan. Discussion at this meeting will focus on:

- Sidewalk obstructions
- Walk-Bike-FUTS Trail Summits
- [Draft themes, goals, and strategies](#)
- [Interactive walking and biking maps](#)
- [Citizens Transportation Tax Commission](#)

For more information regarding the active transportation masterplan, go to: <http://www.flagstaff.az.gov/atmp>

Requested action: Information, discussion, and direction

2. Flagstaff Walks!

Recap of 2017 events

- [Flagstaff Walks! 2017 events](#)

Requested action: Discussion

III. NEW BUSINESS

1. Milton Road – Mill Town Ped/Bike Underpass

Discussion regarding a proposed pedestrian and bicycle underpass at Milton Road and University Avenue, and how it fits in with a potential ped-bikeway parallel to Milton Road. [Follow this link](#) for drawings of the proposed underpass.

Requested action: Information, discussion, and direction

IV. CONCLUDING GENERAL BUSINESS

1. Reports

- A. National Parks – Rivers Trails and Conservation Assistance grant
- B. High Occupancy Housing Plan
- C. PAC vacancy
- D. FUTS project status

2. Announcements

- A. Agenda items for next meeting: December 14, 2017

IV. ADJOURNMENT

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall in accordance with the statement filed by the Recording Secretary with the City Clerk.

Posted at _____ on the _____ day of _____, 2017.

Martin Ince, Multi-Modal Planner

DRAFT MINUTES

City of Flagstaff PEDESTRIAN ADVISORY COMMITTEE



Thursday, September 14, 2017 | 4:30 pm

City Hall, Staff Conference Room
211 West Aspen Avenue, Flagstaff, Arizona

CALL TO ORDER

The meeting was called to order at 4:36 pm. On roll call, the following Committee members were present:

Brandon Cruickshank, chair
Jodi Norris
Zach Schwartz
Jack Welch
Denise Wynne

Members absent:

Amy Young

One vacancy

The following City and agency staff were present:

Alicia Becker, NAIPTA
Martin Ince, multimodal planner

Public present:

Evelyn Elkinton

I. PRELIMINARY GENERAL BUSINESS

1. Announcements

Mr. Welch indicated that staff could use some help from PAC members at the Community Market.

2. Public Comment

There were no Public Comments.

3. Approval of Minutes

Mr. Schwartz made, and Mr. Welch seconded, a motion to approve the minutes of the regular meeting of August 10, 2017. The motion was approved unanimously (5-0).

II. OLD BUSINESS

1. Active Transportation Master Plan

The Committee reviewed potential crossing locations along Humphreys Street. There is a concern that crossings may not be visible when traffic is backed up along the street. In those situations, other visual clues along the side of the street will be important. The Committee discussed crosswalk markings, in particular which marking styles are most visible. A question was raised about whether FHWA allowed a solid-color crosswalk, similar to green bike lanes.

The flags that were put out at the Forest and Fort Valley crossings were also discussed. It is not clear who provided the flags, but it was not the City or ADOT. The flags serve only to increase the visibility of pedestrians in the crossing.

The Committee asked to have a future agenda item to discuss crossing enhancements, and asked if it were possible to provide other interim measures before more substantive crossing improvements could be provided.

Mr. Ince showed the Committee a series of online interactive maps, and asked how they could be improved or used as a public outreach tool. The Committee had several thoughts.

- A future map that allowed route planning for pedestrians between an origin and destination would be very useful.
- Pedestrian wayfinding signing would also be a benefit.
- The ability to turn on and off other layers would add to functionality, for example adding crossings to see the relationship to sidewalks.
- An aerial image would also enhance the map.

The Committee discussed the concept of "core" routes for sidewalks, bike lanes, and sidewalks, which would be priorities in terms of construction, maintenance and clearance.

Mr. Ince briefly explained the draft scoring criteria for prioritizing FUTS trails. The Committee noted that the criteria heavily weights a transportation function for the trails over a recreation function, even though the trail users survey reveals that more

people use the trails for recreation than transportation. Better connectivity to open space and other recreational facilities on FUTS would enhance both the recreation and transportation function of trails.

Health and quality of life should be strong considerations for funding priorities. Public health linkages should be emphasized.

2. Flagstaff Walks!

The schedule of events has been finalized. For Science in the Park, it would be helpful if Jim Tuck would be willing to give advice based on his experience in previous years.

III. NEW BUSINESS

1. NAIPTA Five-Year Transit Plan Update

Alicia Becker from NAIPTA provided an update on the update process for the five-year transit plan. She reported that transit ridership has reached 2 million this year for the first time. As ridership increases, the cost per rider goes down.

She explained that the plan was seeking to find a balance between two divergent goals, ridership (or productivity) and coverage. She also outlined public outreach efforts for the planning process, and gave a summary of the results of a public survey.

Ms. Becker said the NAIPTA board of directors has given direction that the plan should maintain the existing balance between ridership and coverage, assuming that funding levels remain constant. If additional funding can be obtained, it should be used to promote ridership goals.

She described the concept of a permanent transit network, where transit would always serve regardless of future budget cuts, and where investment in transit infrastructure and transit-oriented private investment would be focused.

She outlined the process moving forward, which will include soliciting additional stakeholder input and going back out to the public with a draft plan. Final approval of the plan by the NAIPTA board is anticipated in December.

The Committee had a number of questions and comments:

- What is the potential source of new funding, sales tax revenues or grants? NAIPTA will continue to seek grant funding, which is already a significant source of revenue. Renewal of the City's transportation sales tax provides another opportunity.

- To what extent does an increase in ridership affect revenues, and does the resulting increase in revenue reduce or offset subsidies? Increases in ridership increase revenue, but no transit agency can operate on fare revenues alone.
- Does NAIPTA collect a fee from NAU students for bus service? A student fee has been discussed before, but is currently not in place.
- How can service be extended to Kachina Village and other outlying areas? A vanpool program is available, but the transit sales tax is paid only by City residents, so there is not funding to extend service beyond City limits.
- What is the timing for implementation of the recommendations from the plan? The plan has a five-year horizon, although some projects may be beyond that.
- The system has improved tremendously since 1995 and Pine Country Transit.
- The PAC should consider how the pedestrian network – sidewalks, FUTS trails, and crossings – connects to transit stops.

IV. CONCLUDING GENERAL BUSINESS

1. Reports

There were no Reports.

2. Announcements

There were no Announcements.

V. ADJOURNMENT

The meeting was adjourned at 6:19 pm

City of Flagstaff
Active Transportation Master Plan
DRAFT Goals, Strategies, Actions

30 October 2017



Goals

- 1 Complete networks for walking and biking that are continuous, comfortable, attractive, convenient, and useful
- 2 Take care of what we have
- 3 Build a supportive environment for walking and biking
- 4 Improve safety for walking and biking through education and enforcement
- 5 Promote land use patterns, development practices, and street standards that support walking and biking
- 6 Use Travel Demand Management (TDM) as a guiding principle for transportation planning
- 7 Assess how we're doing for walking, biking, and trails

1 Complete networks for walking and biking that are continuous, comfortable, attractive, convenient, and useful

- 1.01 Complete the pedestrian network
 - Complete missing sidewalks along major streets
 - Identify and build neighborhood pedestrian connections
- 1.02 Complete the on-street bicycle network
 - Complete bike lanes as a basic facility on candidate streets
 - Develop a bikeways network consisting of a variety of facilities
 - Establish a hierarchy of bikeways based on their function
- 1.03 Complete the planned system of FUTS trails
 - Build new trails based on priority
 - Close gaps in the system
 - Integrate FUTS trails with pedestrian and bicycle networks
 - Plan for access points to make the system convenient and accessible
- 1.04 Include crossings to avoid breaks in pedestrian and bicycle networks at busy streets, interstates, and railroads
 - Enhance at-grade crossings to make them safe and comfortable
 - Provide grade-separated where needed
 - Provide facilities to accommodate bicyclists through intersections
 - Design new streets, retrofit existing streets to make them safe and comfortable to cross
- 1.05 Implement ped-bikeways as a system of primary commuter routes for pedestrians and bicyclists along key corridors
- 1.06 Identify deficiencies in walking, biking, and trail networks and opportunities for enhancements to those systems
- 1.07 Incorporate wayfinding signing into pedestrian and bicycle networks
 - Develop and implement a comprehensive system of bikeway signing
 - Provide additional wayfinding signs for the FUTS system
 - Provide destination and wayfinding signs for the pedestrian
 - Install map kiosks
- 1.08 Integrate transit facilities with walking and facilities
 - Explore options for physical and informational linkages between transit, walking, and biking
 - Provide connectivity between transit stops and pedestrian, bicycle, and FUTS networks

1.09 Ensure availability of bike parking

- Review and revise standards for bicycle parking in the Zoning Code to ensure adequacy
- Revise applicability guidelines to ensure that bike parking is provided when the use of an existing building changes
- Develop guidelines and requirements for long term bike parking for employment areas and multi-family residential development
- Adopt guidelines for Explore options for inclusion of bike parking in student housing development and other high occupancy housing projects
- Establish a municipal 50/50 bike rack program to help infill bike parking where it is missing or inadequate
- Explore options for providing bike parking at special events and event venues
- Provide additional bike parking in the Downtown and Southside neighborhoods, including higher-capacity installations
- Repair stands

1.10 Work with other road-managing agencies, including the county, ADOT, and NAU to unify and allow seamless walking and biking networks

- Review standards and guidelines
- Get agreements when necessary to cover

1.11 Connect to regional trails network

- Access between neighborhoods
- Seamless trails
- Trail hubs
- Work cooperatively with partners on trail planning and implementation
- Equestrian accommodation

1.12 Ensure that all walking and bicycling facilities provide universal access for all users

- ADA
- Universal access
- Provide information – UTAP for trails
- Transition plan
- Retrofit/add new curbs
- T intersections
- Work with local groups
- Coordinate with the region's Coordinated Mobility Council to ensure that walking and biking facilities enhance mobility for those with mobility challenges

1.13 Identify and take advantage of opportunities to implement plans and complete networks

- Transportation Tax
- Grants

- Leverage other funding
- Include as part of other projects
- Built in conjunction with new development
- Opportunities during redevelopment
- Identify other partners for implementation

2 Take care of what we have

- 2.01 Maintain walking and biking infrastructure in a state of good repair
- Make sure that maintenance budgets are adequate
 - Review maintenance practices to find efficiencies and better practices
 - Emulate good practices in other communities
 - Establish a regular maintenance schedule for striping and markings
 - Establish a regular maintenance schedule for FUTS trails for each surface material – concrete, asphalt, and aggregate
 - Build sustainable facilities to reduce need for and costs of maintenance
 - Pavement (street) maintenance
- 2.02 Clear snow and ice from walking and biking facilities through the winter months
- Public snow removal policies for bike lanes and FUTS trails
 - Establish snow routes and priorities
 - Compliance options for private snow removal on sidewalks
 - What other communities are doing
- 2.03 Keep walking and biking facilities free of blockages and debris
- Provide easy ways for citizens to report blockages
 - Parking enforcement
 - Sweeping practices
 - Public education
 - Work with Solid Waste regarding trash bin placement
 - Volunteer, neighborhood events and efforts
- 2.04 Limit the impact of closures on walking and bicycle facilities
- Implement a review and permitting and review process for closure of
 - Establish guidelines and standards to limit closures and avoid when not necessary
 - Follow MUTCD guidance
 - Provide detours and alternate facilities to maintain connectivity for
 - Post information to make the public aware in advance
- 2.05 Verify that traffic signals and signal detection work for walkers and cyclists
- Video detection set to bikes
 - Retrofit older detection technologies to video, microwave, and others that can easily
 - Time signals to allow enough time for bikes to clear the intersection
 - Eliminate unnecessary railroad pre-emption of crosswalks at signals along the BNSF lines
 - Review signalized and other intersections that include prohibited pedestrian crossings

2.06 Reduce bike theft

- Coordinate NAU, COFPD, CCSO bicycle registration programs and information
- Encourage bicycle registration through on-line options, registration at events, and registration at bicycle point-of-sale
- Lock giveaways and education on proper use
- Review standards and guidelines to ensure that bicycle parking helps deter theft

2.07 Work with Police Department to address perceived safety concerns along FUTS trails

- Install lighting along existing trails where needed, develop guidelines for including lighting in future trails
- Include design features to enhance safety and comfort
- Education
- Collect crimes and other data
- Design of underpasses and tunnels

3 Build a supportive environment for walking and biking

- 3.01 Provide information to make it easier to walk and bike
- Maps, including printed and interactive
 - Route planners
 - Use social media to disseminate information
 - Downtown and neighborhood walking maps
- 3.02 Promote events that encourage walking and biking
- Organize additional events
 - Promote current events
 - Walking calendar
 - Signature events: Bike to Work Week, Flagstaff Walks!, International Walk to School Day
- 3.03 Highlight Bike to Work Week and Flagstaff Walks! as signature walking and biking events
- 3.04 Work for equity in pedestrian and bicycle programs
- Encourage women and people of color
 - Low income, under-represented neighborhoods
 - Equitable distribution of facilities
 - Verify that policies and practices support equity
- 3.05 Establish a city-wide bike share program
- Work with partners to establish a bike share program
- 3.06 Implement Identify opportunities for bike stations/bike hub
- Require space for secure bike parking in new parking structures
 - Program space for a formal bike station in a future transit or transportation center
 - Work with other agencies to establish a model for programming and operating
- 3.07 Make the connection between walking, biking, and trails and tourism
- Distribute information to area lodging and tourist destinations
 - Work with tourism industry
- 3.08 Coordinate efforts with Northern Arizona University to promote walking and biking
- Coordination with NAU
 - Work cooperatively on student promotion
 - Student resources for attending NAU car-free
 - NAU TDM plan

3.09 Work with community partners to enhance walking and biking

- Public health
- Advocacy groups
- Neighborhoods
- Leadership training

3.10 Take advantage of the connection between active transportation and public health to the mutual benefit of both

- Provide information on walking/biking/trail options
- Liaison with PH
- Seniors

3.11 Consider local legislation addressing use of E-bikes on FUTS trails

- Gain a better understanding of existing technology and future trends
- Study the experience of peer communities
- Review the state of regulation at the state and local level
- Conduct a robust public engagement process

4 Improve safety for walking and biking through education and enforcement

- 4.01 Establish a comprehensive education program for pedestrians, bicyclists, and motorists
- Regular classes
 - Additional community members certified as LCI – bicycle safety instructors
 - Bike ambassador program
 - Motorist education
 - Work with NAU
 - Diversionary classes
 - Media
 - Dissemination of educational materials
- 4.02 Re-establish a community-wide Safe Routes to School program
- Hire a program coordinator
 - Require a programmatic multi-faceted approach to addressing school traffic
 - Conduct SRTS observations
 - Programmatic approach to traffic mitigation – not just more drop-off space
 - Work with school bike clubs re education, encouragement
- 4.03 Work with the Police Department to advance enforcement efforts that enhance safety for pedestrians and cyclists
- Officers on bikes
 - Diversionary classes
 - Targeted enforcement
 - Supportive ordinances policies and practices
 - Certify officers as LCI
 - Aggressive driving ordinances
 - In-service bike/ped training for officers
 - Crosswalk safety, laws
- 4.04 Use on-going safety campaigns to spread pedestrian and bicycle safety information
- 4.05 Discourage bicycling on sidewalks
- Educational materials to
 - Better signing and pavement markings downtown/southside
 - Review current boundaries of downtown/southside prohibitions
 - Work to make streets more comfortable to encourage riding on street
- 4.06 Promote user courtesy on FUTS trails
- Compliance with leash laws and pet waste
 - Provide pet waste bags, dispensers

- Trash pick up practices
- Adopt-a-FUTS program
- Pedestrian/bicyclist interactions

4.07 Encourage bicycle helmet use

- Enforcement of child bike helmet law
- Low-cost/no-cost helmet program
- Expand to bells, lights, locks, other safety equipment
- Educational outreach for parents and children

5 Promote land use patterns, development practices, and street standards that support walking and biking

- 5.01 Promote land use patterns that are supportive of walking and biking
 - Compact, dense development
 - Infill development
 - Mixed use
 - Activity centers
- 5.02 Incorporate principles of placemaking in walking and biking infrastructure
- 5.03 Ensure that walking, biking, and trails are considered in all City and regional planning efforts
- 5.04 Adopt street standards and design guidelines that are supportive of walking and biking
 - Road widening
 - Traffic calming
 - Land widths
 - Traffic speed
- 5.05 Use context-sensitive principles and processes to guide transportation decision making
- 5.06 Establish a decision-making process for retrofitting walking and biking facilities on existing streets
- 5.07 Adopt a complete streets policy
- 5.08 Review existing standards and practices for pedestrian and bicycle facilities
 - Development review standards, guidelines and practices
 - Zoning Code - TND standards
 - Engineering standards
 - Internal ped circulation – connectivity from/to development
- 5.09 Prepare and adopt comprehensive design guidelines for walking, biking, and FUT trails
- 5.10 Promote best practices for walking, biking, trails
 - Provide design guidance, incorporate into Zoning Code and Engineering Standards
 - Set performance standards and measures
 - Training for architects, engineers, planners
 - Use innovative facilities
 - Bring in outside help

5.11 Account for walking and biking trips in traffic impact analysis and mitigation

- Off-site infrastructure deficiencies
- Fair share analysis
- Multi-modal level of service
- Person trips v. vehicle trips
- School mitigation

6 Use Travel Demand Management (TDM) as a guiding principle for transportation planning

- 6.01 Use TDM principles of reducing demand for automobile trips and encouraging sustainable travel options as the basis for transportation planning in Flagstaff
- 6.02 Adopt policies to help reduce vehicle travel demand
 - Parking supply
 - Congestion pricing
 - Parking pricing
 - Others
- 6.03 Consider ways to reduce demand during the development review process as a way to mitigate traffic impacts of new development
 - Incorporate into TIA process
 - Programmatic and non-engineering solutions
- 6.04 Establish a formal TDM program
 - Website
 - Branding
 - Pull together resources from across disciplines and from multi-agencies
 - Emulate peer cities programs
 - Tracking and incentives
- 6.05 Provide comprehensive information about transportation options
 - Routing app/website
 - Central transportation clearinghouse
 - Travel training for individuals
 - TDM consulting for large employers
- 6.06 Team with NAIPTA and other community partners to promote and implement TDM
- 6.07 Encourage greater efficiency for automobile trips
 - Car pools
 - Van pools
 - Rideshare
 - Carshare
- 6.08 Work with NAU to reduce vehicle trips to/from campus

6.09 Provide technical assistance to large employers to better manage employee travel

- TDM consulting service for large employers
- Menu of options
- Requirements through IDS and TIA
- Market benefits

7 Assess how we're doing for walking, biking, and trails

- 7.01 Establish benchmarks and set goals relative to walking, biking, and trails
- 7.02 Conduct an annual review to assess the progress of the Active Transportation Master Plan
- Assess progress relative to goals and benchmarks
 - Report out to the public, relevant commissions, City Council, etc
 - Identify deficiencies in progress and make recommendations to address
- 7.03 Establish a regular program of pedestrian and bicycle counts
- Review latest technologies for opportunities
 - Manual bicycle counts and pedestrian counts
 - Conduct regular FUTS trail counts to assess usage patterns and trends over time
 - Incorporate ped and bike counts in the on-
 - Include pedestrian and bicycle trips in regional traffic models
- 7.04 Conduct walking and biking safety reviews
- Collect and analyze pedestrian and bicycle crash data
 - Make crash data available to the public
 - Publish an annual report
 - Establish a multi-agency regional safety panel which meets regularly
 - Conduct roadway safety assessments
 - Collect available safety-related information for FUTS trails
- 7.05 Keep City of Flagstaff commissions and committees informed and actively engaged in walking, biking, and FUTS trail issues
- Pedestrian Advisory Committee
 - Bicycle Advisory Committee
 - Transportation Commission
 - Interaction with other commissions – Open Space, Parks and Rec, Sustainability, Planning
- 7.06 Collect and analyze mode share data to assess the health of walking and biking
- Collect and review
 - Trip Diary Survey
 - Comparison to peer communities
- 7.07 Establish mechanisms to permit and encourage public feedback
- Periodic surveys through the Flagstaff Community Forum
 - Hotline for reporting problems
 - Reporting app for devices

- Citizen tracker on COF website
- Annual open house

7.08 Use pedestrian and bicycle comfort analyses as a way to measure and assess the walking and biking environment

- Bicycle comfort index
- Pedestrian environment scale

7.09 Seek national recognition for Flagstaff as a walkable and bikeable community

- Walk friendly community status
- Bike friendly community status
- Encourage bike friendly businesses
- Bike friendly university
- Publicize national lists and recognition for Flagstaff

7.10 Use walkability/bikeability assessments as an evaluation and education tool

- Conduct regular audits to assess conditions and as a public education tool
- Include assessments in neighborhood and specific area plans
- Provide an online mechanism for conducting mini-assessments

Goal

- Statement of what we want to do, where we want to be
- Organized into 7 **themes**

Strategies

- Action steps to achieve goals

Actions

- Specific, detailed steps needed to implement strategies

Separate from

- Policies
- Guiding principles
- Best practices

Next steps

- 1 Work to make this list as comprehensive as possible
- 2 Prioritize strategies into short, medium, long terms
- 3 Consult with public to make sure list is complete and priorities are accurate