

MEMO

To: Matt Ryan, Chairman, County Board of Supervisors; Honorable Sara Presler; City Council Members and Members of the Board of Supervisors

**From: Bob Caravona, AICP, Comprehensive Planning Manager
Bill Towler, FAICP, Coconino County Community Development Director**

Date: March 26, 2009

Re: Joint Meeting March 30, 2009 – Progress Report of the Regional Plan 2012

Citizen Advisory Committee:

With the Council's appointment of the Citizen Advisory Committee (CAC) in February, the Regional Plan is well underway. On February 18th, an orientation retreat occurred with the CAC Members and Alternates regarding Open Meeting Laws, policy, scheduling and review of the plan elements. The CAC agreed to hold open monthly meetings on the first Thursday of each month at 3:30 p.m. The first official meeting occurred on March 5th which dissected the Regional Plan as well as discussed strengths and shortfall of the Regional Plan. The next scheduled meeting is April 2nd at 3:30 p.m. at the Aquaplex when it is anticipated a CAC Chairperson will be selected. The May 7th meeting will begin the review of a planning element. Up to July 2nd, all CAC meetings will be held at the Aquaplex located on Fourth Street.

Steering Committee

Mandy Metzger and Matt Ryan, County Board of Supervisors, and Karla Brewster and Coral Evans, City Council Members compose the Steering Committee. A "roles and responsibilities" and orientation meeting for the Steering Committee is tentatively scheduled for May 4th at 10:00-12:00 p.m. In addition, a tentative schedule of regular meetings are as follows: 8/3/09; 11/2/09; 2/1/10; 5/3/10 and 8/2/10.

Open Houses:

Kicking off the Regional Plan 2012, staff conducted three Open Houses on March 11th, 12th and 13th at St. Pius, City Hall and the Flagstaff airport, respectively. The intent of conducting Open Houses at various locations was to have greater outreach and convenience to citizens. Staff was very pleased with attendance of 30, 50 and 20 persons at the respective sites. To clarify, these are not the only Open Houses. Throughout the year additional Open Houses are scheduled to gain public comment and to find interested persons to participate in Focus Groups. Staff is always open to and encourages the public to participate and submit comments/input.

Outreach:

To advertise the Open House, a CAC member, Alexandria Frawley, volunteered and designed the poster which was not only displayed on the City's website but was also reproduced, distributed and posted at 60 high traffic areas throughout the community such as downtown, southside businesses, NAU campus and 4th Street businesses and was also displayed within Mountain Line buses. County planning staff distributed posters in the county areas of the FMPO

boundary. A newspaper ad and brief community announcement were published in the Arizona Daily Sun.

Kimberly Ott, Public Information Officer, and Kimberly Sharp, Neighborhood Planner, appeared on 103.7 FM, The Eagle, morning shows on March 10th and 11th respectively, to promote the Open Houses on the radio. In addition, Kimberly Sharp appeared on KNAU local news to explain the Regional Plan process and urge citizen participation.

Found under the Comprehensive Planning link of the City's website is the Regional Plan web page, <http://www.flagstaff.az.gov/regionalplan>, where one is able to find basic information, meeting dates/updates, CAC agendas/minutes and membership. In an attempt reach a greater audience and for the general public to receive and disseminate information, a Regional Plan 2012 blog has been established, <http://flagregionalplan2012.wordpress.com/>. Here, the user at his/her convenience can access maps, schedules, video, provide comment, link to other sites related to the plan (Twitter, Facebook, Coconino County, City of Flagstaff, etc), review meeting minutes and agendas, etc. Noteworthy is the ability to translate the webpage to Espanol for our Spanish speaking residents.

Both City and County staff continue to meet with commissions, departments, special interest groups and individuals to explain the process and schedules; explain where and how the public may submit comments and be involved through open houses and focus groups; and, how they may actively participate in the planning efforts to express their concerns and issues and to provide expertise. City Staff has met with the Bicycle Commission and Pedestrian Commission. The Traffic Commission will be updated on Wednesday, April 1, 2009 at 4 p.m.

On March 25th, a Brown Bag Lunch was conducted with Dr. Sandy Rosenbloom and graduate planning students from the University of Arizona who are performing a comparison study of Regional Plans – Flagstaff and Tucson. The graduate students intend to critique the Regional Plan as well as recommend “green” strategies. City and County Planning Directors, City Staff and a few CAC Members and Alternates participated in the two-way dialogue and are all anxious to receive the student's critique and report.

Joint Planning and Zoning Meeting:

On March 11th a joint meeting with the City of Flagstaff and Coconino County Planning and Zoning Commissions occurred to review the Regional Plan elements, process and encourage dialogue between the Commissions to express their concerns and provide staff direction. Both Commissions expressed an interest in future joint meetings on a quarterly basis to receive updates. To respect the City and County Planning and Zoning commissioners' time, the joint meetings will only discuss Regional Plan issues and “other regular business” to be scheduled accordingly by the jurisdiction.