

**FY 2013 ANNUAL REPORT  
of the  
City of Flagstaff  
TRANSPORTATION PROGRAM**



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**CITY OF FLAGSTAFF  
TRANSPORTATION PROGRAM  
ANNUAL REPORT FY 2013**

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**TRANSPORTATION PROGRAM**

**SUMMARY**

## **INTRODUCTION**

With the approval of the 20-year term, local transportation tax in May 2000, the City Council established a Citizens' Advisory Committee (Resolution No. 2001-76) to monitor progress of the program and to ensure that expenditure of the dedicated tax revenues is consistent with the purposes as represented to and approved by the public. In February 2007, Ordinance No. 2007-17 was adopted by City Council to standardize and clarify that the council member's role on the committee is to serve as a liaison and resource for the citizen members. Additional changes occurred in June 2010 when the City Council adopted Ordinance No. 2010-14 which repealed Resolution 2001-76 and Ordinance No. 2007-17, while also amending the Flagstaff City Code (Title 2) to transfer oversight responsibilities of the Citizens' Transportation Advisory Committee to the Traffic Commission as well as re-naming that commission to the Transportation Commission.

Since the inception of the sales tax many of the program objectives have been achieved and on-going project prioritization and implementation ensures that Community transportation system improvements will continue to be completed, at least within the constraints of the dedicated revenue source.

This annual report is intended to provide a summary of the Transportation Program development process, the current status of the four program elements – Fourth Street Railroad Overpass, Street Improvements, Pedestrian/Bicycle/School Safety Improvements, and Transit Service Enhancements – and to highlight program objectives achieved during the past fiscal year.

## **TRANSPORTATION PROGRAM DEVELOPMENT**

As authorized, the local transportation tax provides funding for a variety of transportation system improvements including the arterial and collector street system, multi-modal elements and local transit services. Within the parameters of the tax authorization, a number of factors influence the development and annual updating of the City's Transportation Program. The most significant factors affecting the Program include our publicly adopted regional planning documents, private development/partnering opportunities and public input.

### **PROJECT DEVELOPMENT AND PROGRAMMING**

With oversight provided by the Transportation Commission, City Administration and the City Council, the Capital Improvements Program of the City's Engineering Section is responsible for developing transportation project definition, implementing projects and managing the City's Transportation Program on an on-going basis for the term of the tax. The primary guidance documents are the Regional Land Use Plan and the updated (December 2009) FMPO Regional Transportation Plan. Using these policy documents, staff is responsible for up-dating the City's Five-Year Transportation Program on an annual basis and for monitoring current project status and costs. Up-dating of the Transportation Program occurs concurrently with the annual development and up-dating of the City-wide Capital program in order to assure that transportation system projects are coordinated with other municipal infrastructure improvements.

A component of the staff work involves scoping and determining the primary project elements, stakeholders and costs of future transportation tax funded projects. In 2012, City staff also worked with a local engineering consultant to finalize the West/Arrowhead Phase I & II roadway design for proposed improvements along West Street and Arrowhead Avenue between Cedar Avenue and Route 66. Construction of Phase I was completed in fall 2012, and significant progress was made in completing the West Street portion of the Phase II improvements in 2013. The remaining Phase II improvements along Arrowhead Avenue will be completed in the summer of 2014.

#### PRIVATE DEVELOPMENT AND PARTNERING OPPORTUNITIES

Although new private development project submittals had dropped off dramatically in recent years (47% decrease in 2011), 2012 & 2013 have trended towards steady growth. Traffic generation from residential, retail, commercial and tourism related activities continues to impact the local transportation system and influences the prioritization of transportation related improvements. Seeking opportunities for system improvements involving a cooperative effort among private property owners and the City continues to be an objective of staff reviewing development proposals in accordance with adopted planning documents.

Inter-agency cooperation also plays an important role in annual updating and prioritization of projects and resource allocation. The Arizona Department of Transportation, Northern Arizona Intergovernmental Public Transit Authority, Flagstaff Metropolitan Planning Organization, Coconino County and Northern Arizona University are all organizations having transportation system responsibilities which affect local vehicular traffic and multi-modal circulation. In many cases a cooperative effort involving multiple agencies is required to develop and implement system enhancements which are well integrated and which satisfy the objectives of each entity. City and County staff continue regular participation with ADOT in their development of the I-17/Airport Traffic Interchange reconfiguration and Beulah realignment. Additionally, the City and ADOT continue to explore options for a partnership that would allow the relocation of the ADOT Flagstaff District Office and MVD facilities (*1801 S. Milton Road*), construction of a roadway extension of University Drive to the west and Beulah Blvd. to the north, and the redevelopment of the remnant ADOT parcel by a private and/or public entity. Establishment of this partnership will be formed in accordance with the guidelines of the Arizona P3 (Public-Private-Partnership) Legislation program. (*Title 28, Chapter 22, Article 1*) This effort began with a Project Information meeting held September 26, 2011. Since that time, Statements of Qualifications and Conceptual Proposals, as prepared by private and/or public entities, were evaluated and a partner for ADOT has been identified.

PUBLIC INVOLVEMENT

Public participation and transparent project development processes are essential to the successful planning and implementation of public infrastructure including transportation projects. Engagement of the public and interested parties by use of public open houses, media releases and public meetings continues to be the practice in the identification of specific project concerns and in development of the Transportation Program. Additionally, the presentation of staff recommendations and adoption of the City’s Transportation Program and Annual Budget are conducted in public meetings which afford the opportunity for additional public input.

**PROGRAM ELEMENTS UPDATE**

The four elements of the Transportation Tax Program (current tax rates) are:

- Fourth Street Railroad Overpass Bond authorization.....(0.160 %)
- Street Improvements.....(0.186 %)
- Pedestrian, Bicycle and School Safety Projects .....(0.080 %)
- Transit Service Enhancements.....(0.295 %)
  
- Total Transportation Tax Rate:.....(0.721 %)

FOURTH STREET RAILROAD OVERPASS

The Fourth Street Railroad Overpass project was completed in August, 2006 and funded by bond sale proceeds as authorized by the voters with the approval of the Transportation Tax in 2000. The annual debt service for re-payment of the bond proceeds is provided by a dedicated portion of the Transportation Tax. In fiscal year 2012, the City re-financed the project debt to take advantage of favorable financial market conditions. This debt re-financing will save approximately \$ 1,400,000 in debt payments over the remaining seven years of the re-payment schedule.

In addition, the City has solicited proposals and received an offer to purchase surplus property acquired by the Fourth St. project located at Fourth St. and Route 66. The property recently sold to Evergreen Development for \$ 3.1 million. Proceeds from the sale of the property are allocated 100% to offset the debt service for the project. The property is currently in escrow and the development is progressing in line with the purchase contract.

## STREET IMPROVEMENTS

A major component of the Transportation Tax program was authorized to identify and fund arterial and collector street improvements. These projects provide additional capacity, address safety problems, improve connectivity and/or reduce travel time and distance on the City's transportation system. Although most projects primarily address vehicular traffic concerns, all projects are developed and designed to provide for pedestrian and bicycle accommodation. Traffic flow and safety projects currently complete or in progress during fiscal year 2013 include:

- West /Arrowhead Improvements (Phase I)
- West and Arrowhead Reconstruction (Phase II)
- Industrial Drive Paving – Huntington to Purina (design complete)
- Beulah / University Improvements (P3 in progress)
- Industrial Drive Fanning Wash

## PEDESTRIAN, BICYCLE AND SCHOOL SAFETY IMPROVEMENTS

This element of the Transportation Tax Program is dedicated to improve and enhance multi-modal transportation facilities and to support the City's urban trails program. Projects in this category enhance pedestrian and bike safety, provide traffic control and safety improvements in the vicinity of public school facilities, and encourage alternative modes of transportation. Projects completed or in progress during fiscal year 2013 include:

- Milton/Sitgreaves ADA Ramp (construction)
- Woodlands Village Blvd. Sidewalks – South (construction)
- S. Fourth Street / Gore Pedestrian Crossing (construction)
- Cedar Avenue / Ellen Street Pedestrian Crossing (construction)

An element of this portion of the transportation tax provides funding for design and construction for the City's Urban Trails system. The funding transfer for Fiscal Year 2013 was \$ 520,000, and for FY 2014 is expected to be \$ 535,000. The proposed Transportation Program is anticipated to provide \$ 2.75 million for urban trails over the next five years. FUTS projects in various stages of design or construction during fiscal year 2013 include:

- Arizona Trail
- Fourth Street Trail
- Sixth / Arrowhead Trail
- Switzer Canyon Trail
- Florence Walnut Underpass
- Hospital Rim Trail

## TRANSIT SERVICE ENHANCEMENTS

The Northern Arizona Intergovernmental Public Transit Authority (NAIPTA) continues to provide effective transit services to the City of Flagstaff. Mountain Line provided 1.8 million trips in FY 2013 – a new record – and continued to deliver on promises made to voters. Specifically, NAIPTA

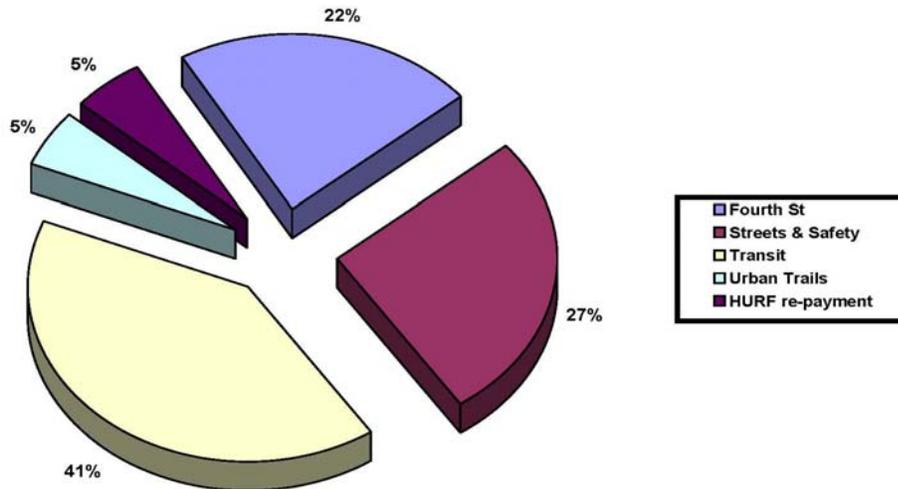
- Took delivery of 6 more Hybrid buses and now enjoys a 95% hybrid electric fleet;
- Ordered an articulated 60 foot bus for the Mountain Link route;
- Completed a 5 Year and Long Range Transit Plan which won an award from the American Planning Association (APA);
- Was named “2013 Transit System of The Year” by the American Public Transportation Association (APTA);
- Received \$7.4 million in competitive Federal funds which paid for 80% of all capital projects;
- Implemented a real time arrival system allowing customers to see exactly where the bus is from their smartphone or computer.

## **UP-DATED TRANSPORTATION PROGRAM**

After four years of declining proceeds, Transportation Tax revenues are projected to total \$10,399,189 for the fiscal year ending June 30, 2013. For fiscal year 2014, total revenues are expected to be \$10,503,200 and are projected to increase at an average annual rate of about 1.0% per year over the next three years.

For the five year planning period from fiscal year 2015 through fiscal year 2019, total revenues from the Transportation Tax are estimated to be \$57.1 million. Of this total, twenty-two percent are committed to the debt service for the Fourth Street Overpass project and nearly forty-one percent are dedicated to voter authorized Transit Services. Additionally, approximately \$2.75 million is programmed for re-payment of the funding for the advancement of pavement maintenance in 2009 and approximately \$2.75 million is anticipated to be transferred to the City’s Urban Trails program. For the five year period, net funding available for Street and Safety improvements is estimated to be \$15.6 million or about \$3.1 million per year.

**Transportation Program  
Five Year Revenue & Allocations  
FY2014 - FY2018**



In accordance with current and projected revenues, the fiscal year 2014 budget and five year Transportation program include the following major components:

- Continued debt service payments for the Fourth St. Rail Crossing project through 2020
- Transfer of Transit Tax revenues to Northern Arizona Intergovernmental Public Transit Authority (NAIPTA)
- \$3.3 million allocation to the Flagstaff Urban Trails program
- \$7.5 million allocation for design and construction of the Beulah Blvd. Extension / University Drive Realignment project
- \$4.8 million allocation for the West/Arrowhead Reconstruction project
- \$1.95 million allocation for Fanning Wash drainage improvements at Industrial Dr.
- \$2.5 million allocation for Industrial Dr. paving improvements from Huntington Dr. to Nestle Purina Dr.
- \$1.7 million allocation for Pedestrian, Bicycle and Safety improvements
- \$3.6 million allocation for the Butler / 4<sup>th</sup> Street Intersection Reconstruction
- \$1.1 million allocation for the Country Club / Oakmont Improvement
- \$1.4 million allocation for the Traffic Signal Program

Future projects supported by the Transportation Tax are expected to be funded on a pay-as-you-go basis and remain consistent with purposes and objectives established by the tax authorization of 2000.

**TRANSPORTATION TAX**  
**ACCOUNTING**

The Transportation Fund was created in FY 2001 after Flagstaff voters approved a transportation sales tax on the May 16, 2000 ballot. The tax was designed to pay for the Fourth Street Overpass, Safe to School, Pedestrian and Bike, Traffic Flow, and Safety Improvement Projects as well as a 10-year tax for Transit Services. In FY 2008, Flagstaff voters approved a 10-year extension on the Transit portion of the tax as well as an increase for additional Transit services. The increase was effective July 1, 2008.

The City of Flagstaff has four funds set up for Transportation Tax revenue collections. In accordance with the ballot they are the Fourth Street Overpass, Street Improvements, Safety Improvements, and Transit. Revenues are collected in these funds and associated interest earnings are reflected in these funds as well.

Generally accepted accounting principles (GAAP) require the City to use the modified accrual basis of accounting for revenue recognition. Accordingly, there is a GAAP adjustment between budgetary statements and financial statements for recognition of sales tax receipts. Sales tax receipts are accrued on a 60-day basis.

Expenditures for the Fourth Street Overpass and Transit are recorded in the fund into which the revenues are collected. For Street Improvements and Safety Improvements, expenditures have taken place in other funds and the appropriate tax dollars are transferred to these funds based on actual expenditures. For accounting consistency the City has handled all capital projects to date in this manner. Some capital projects have various sources of funding and the City has found in order to be prudent in tracking its transportation tax dollars collected, this methodology is a fiscally responsible method of recording the use of these monies.

Capital projects generally take place over multiple fiscal years. Any Transportation Tax dollars not expended in the current year are carried over to the next year with the associated capital expenditures being re-appropriated in the new fiscal year.

The transit fund is dictated by an IGA between the City of Flagstaff and the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA). NAIPTA is responsible for running the transit program for the City and the City remits Transportation Tax dollars directly to NAIPTA for operations and capital expenditures on a monthly basis. The dollars that NAIPTA receives from the City annually are based on NAIPTA's approved budget that is presented to the City during the budget process.

**COLLECTION AND USE OF FUNDS**

For the Fiscal Year July 1, 2011 to June 30, 2012 (FY 12), total transportation tax revenue collected was \$10,399,189 and interest income on the fund balances was \$58,675. For FY13, total transportation tax revenue to be collected is estimated at \$10,982,632 with estimated interest of \$94,000. Since FY13 ends June 30, 2013, these are estimated revenues only.

<b>TRANSPORTATION TAX EXPENDITURES</b>		
	<b>FY 12 ACTUAL</b>	<b>FY 13 ESTIMATED</b>
FOURTH STREET RAIL CROSSING	\$2,365,624	\$2,182,072
STREET IMPROVEMENTS	\$1,907,129	\$3,417,737
SAFETY IMPROVEMENTS	\$1,123,616	\$887,124
TRANSIT	\$4,130,440	\$3,978,759

## **TRANSPORTATION PROJECT UPDATES**

## STREET IMPROVEMENTS



### **Industrial Dr. Improvements – Huntington Dr. to Nestle Purina Ave. (Road Design: Turner Engineering, Inc. – Fanning Wash Design: GHD Inc.)**

The project designed 2,350 linear feet of full width asphalt street improvements with edge improvements from Huntington Dr to Nestle Purina Ave and the design of drainage improvements at Fanning Wash, beneath the BNSF railway through Industrial Drive.

Currently, the roadway is packed dirt with no improvements. The proposed roadway will function as a major collector with two bicycle lanes, two travel lanes and a center turn lane where physical space allows.

The road project will apply innovative Low Impact Development (LID) stormwater improvements while the Fanning Wash improvements will address area wide drainage issues.

Final design documents were completed in March 2011. The current five-year Transportation Program anticipates construction of the roadway improvements to begin in FY 2014 with drainage construction expected in FY 2015 and FY 2016.



### **West - Arrowhead Reconstruction (Contractor: LP's and Capital Improvements, LLC)**

The City of Flagstaff entered into a contract to design the proposed roadway improvements necessary to reconstruct West Street and Arrowhead Avenue between Cedar Avenue and Route 66, inclusive of the addition of concrete sidewalk, curb/gutter, driveway entrances, storm drains, utilities and limited parkways and landscaping. Due to the size of the project, it was separated into two design and construction phases.

Phase I (West Street from Cedar to Sixth Ave) construction was completed in fall 2012. Phase II (West and Arrowhead from Sixth Ave to Route 66) construction is currently underway and began in summer 2013 with completion scheduled for summer 2014. Total project cost estimate is \$8,450,000.

## PEDESTRIAN, BICYCLE AND SCHOOL SAFETY IMPROVEMENTS

School Safety projects typically include traffic control and pedestrian improvements to enhance safety and accessibility in the vicinity of public school facilities. Other related projects provide infrastructure improvements to enhance pedestrian and bicycle circulation throughout the Community.



### **Milton / Sitgreaves ADA Ramp (construction)** **(Contractor: Eagle Mountain Construction)**

This project constructed a new ADA compliant sidewalk ramp, adjacent to the existing sidewalk and staircase, along Sitgreaves between Milton Avenue and Santa Fe Avenue. The project was a joint effort between Arizona Department of Transportation (ADOT) and the City of Flagstaff. Construction was completed September 2013. The total project cost was \$294,788.

### **Woodlands Village Blvd. (WVB) Sidewalk, South** **(Contractor: R.K. Sanders)**

The work included construction of infill city sidewalk along the south side of WVB between Forest Meadows St. and Beulah Blvd. The infill is part of the WVB Median and Edge Improvements project which provided irrigated landscaping in the medians of WVB and a pedestrian refuge at the FUTS crossing adjacent to Sinclair Wash. The sidewalk construction completed the final segment of missing walk along WVB and provides a continuous concrete pedestrian sidewalk along the length of WVB between W. Rte. 66 and Beulah Blvd. Construction completed during spring 2013. Total project cost contributed by Transportation Tax funding was \$100,000.





**S. Fourth Street / W.L. Gore Pedestrian Crossing (Consultant: COF Transportation Program)**

City crews installed median mounted pedestrian warning signage at this mid-block location on Fourth Street south of Huntington Drive in July 2011. Pedestrian Actuated Rectangular Rapid Flashing Beacons (RRFB) were installed by Goodman Electric in summer 2012 to complete the project. Design of this improvement was done by City staff. The total project cost was \$50,000.

**Cedar Avenue / Ellen Street Pedestrian Crossing (Consultant: COF Transportation Program)**

City Transportation Engineering staff managed the installation of Pedestrian Actuated Rectangular Rapid Flashing Beacons (RRFB) at the Mount Elden Middle School crosswalk on Cedar Avenue. RTR Paving completed the installation in summer 2012. Total project cost of \$80,000 was cooperatively funded by both the City and FUSD.



## TRANSIT SERVICES

As authorized in 2000, and increased in 2008, the City's Transportation Tax includes funding the local transit system and complementary paratransit for people with disabilities. The transit tax revenues are collected by the City and transferred to the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) via intergovernmental agreement. NAIPTA provides transit services for Flagstaff, Sedona, Cottonwood, Coconino County, Yavapai County and Northern Arizona University. In Flagstaff, NAIPTA operates three different, complementary services: Mountain Line, Mountain Lift and the most recent addition Mountain Links.



Mountain Line celebrated its 13<sup>th</sup> Anniversary as Flagstaff's public transit system in October 2013 and currently runs seven (7) fixed-route bus lines around town. Buses run seven days a week, starting at 6:15 a.m. on weekdays and 7:15 a.m. on weekends. Buses run until 10 p.m. on weekdays and 8 p.m. on weekends. Buses on most routes run every 30-minutes during peak time (typically 6:15 a.m. to 6:30 pm weekdays) and hourly all other times. The Mountain Link route, which connects Woodlands Village to NAU, operates a bus every 10-minutes on weekdays between 8:00 to 11:00 a.m., and again from 1:00 to 4:00 p.m.

Mountain Lift provides curb-to-curb, paratransit service throughout the Flagstaff area for people who are disabled and unable to use Mountain Line.

In the May 2008 general election, voters approved 5 transit tax propositions to extend the existing .00175 rate and extend transit service through the year 2020. Four other service-related propositions were approved at super-majority levels which increased the total transit tax levy to .00295.

Progress on all propositions was made in 2013, albeit at a slower rate than originally projected:

401: Maintain Existing Service: Mountain Line provided 1.8 million trips in 2013. The cost per boarding was \$2.84 for Flagstaff compared to a Statewide cost per boarding of \$3.89. Additionally, the cost per hour to operate service was \$86.

402: Transition to Hybrid Buses: Mountain Line has 19 Hybrid buses and will be taking delivery of seven (7) more Hybrid buses in FY 2014. NAIPTA has exceeded the commitments made to voters under Proposition 402.

403: Link Downtown Flagstaff and Woodlands Village

Proposition 403 is better known as Mountain Link and the route has been operating successfully since 2011. Ridership on the Mountain Link route reached 663,469 in FY 2013, a new record.

404: New Bus Service in Unserved or Underserved Areas

Mountain Line has successfully expanded service to include routes serving Foxglenn Park and West Route 66.

405: More Frequent Bus Service on Busiest Routes

Due to high ridership demand on Route 4, 20-minute service was expanded from 6:00 a.m. until 6:00 p.m., weekdays. Route 10 operates every 15-minutes on weekdays and provides a bus every 10-minutes between 7:00 to 10:00 a.m. and again from 2:00 to 5:00 p.m.

**FIVE YEAR**  
**TRANSPORTATION PROGRAM**

**FISCAL YEARS 2013 - 2018**

**CITY OF FLAGSTAFF  
CAPITAL IMPROVEMENT PROGRAM LISTING  
FISCAL YEARS 2014-2019**

	Budget 2012-2013	Estimate 2012-2013	Budget 2013-2014	Budget 2014-2015	Budget 2015-2016	Budget 2016-2017	Budget 2017-2018	Budget 2018-2019	Total Plan
<b>Streets / Transportation</b>									
Streets									
Street Improvement Program	\$ 1,154,879	1,054,879	2,146,000	2,146,000	2,146,000	2,146,000	2,253,300	2,365,965	14,258,144
Street Improvement Program - 1X funding	-	-	1,450,000	865,000	865,000	-	-	-	3,180,000
Sunnyside	850,000	-	850,000	-	-	-	-	-	850,000
Minor Transportation Improvements	50,000	50,000	50,000	60,000	65,000	70,000	75,000	85,000	455,000
Reserve for Improvements	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	350,000
Sidewalk Replacement Program	15,000	14,450	15,000	15,000	15,000	15,000	15,000	15,000	104,450
Ponderosa Parkway	3,000	-	-	-	-	-	-	-	-
Transportation Tax Funded									
West / Arrowhead Improvement	4,469,313	2,755,171	4,821,575	-	-	-	-	-	7,576,746
Industrial Drive / Fanning Wash	-	-	575,000	1,375,000	-	-	-	-	1,950,000
Traffic Signal Program	-	-	445,000	-	477,000	-	512,000	-	1,434,000
Reserve for Transportation Improvements	175,000	175,000	159,500	167,500	175,900	184,700	193,900	203,600	1,260,100
Bike / Ped and Safety Improvement	484,500	112,191	669,526	200,000	200,000	200,000	200,000	200,000	1,781,717
Transportation Planning and Programming	95,000	95,000	90,000	90,000	90,000	90,000	90,000	90,000	635,000
Beulah Blvd / University Drive	995,000	10,004	-	1,500,000	1,580,000	2,300,000	2,120,000	-	7,510,004
Industrial Drive - Huntington to Purina	-	-	-	700,000	1,850,000	-	-	-	2,550,000
Butler / 4th Intersection Reconstruction	-	-	-	-	-	-	-	3,585,753	3,585,753
Country Club / Oakmont	-	-	-	-	-	-	-	1,115,000	1,115,000
<b>Total Streets/Transportation</b>	<b>\$ 8,358,192</b>	<b>4,316,695</b>	<b>11,321,601</b>	<b>7,168,500</b>	<b>7,513,900</b>	<b>5,055,700</b>	<b>5,509,200</b>	<b>7,710,318</b>	<b>48,595,914</b>

CITY OF FLAGSTAFF  
4TH STREET OVERPASS  
FIVE YEAR PLAN 2014-2019

	Actuals 2011-2012	Budget 2012-2013	Estimate 2012-2013	Budget 2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
<b>Beginning Fund Balance</b>	(5,989,461)	(6,124,367)	(5,842,421)	(5,587,293)	114,841	282,064	428,709	591,064	797,512
Revenues									
Sales Tax (.0016)	2,312,091	2,268,728	2,437,200	2,459,179	2,504,674	2,492,150	2,504,611	2,554,703	2,605,797
Bond Proceeds	14,146,698	-	-	-	-	-	-	-	-
Interest Revenues	3,212	-	-	-	1,000	1,000	2,000	3,000	4,000
Miscellaneous Revenues	-	4,500,000	-	4,500,000	-	-	-	-	-
<b>Total Revenues</b>	<b>16,462,001</b>	<b>6,768,728</b>	<b>2,437,200</b>	<b>6,959,179</b>	<b>2,505,674</b>	<b>2,493,150</b>	<b>2,506,611</b>	<b>2,557,703</b>	<b>2,609,797</b>
Transfers In:									
Beautification	-	-	-	-	-	-	-	-	-
<b>Total Transfers In</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Sources of Funds</b>	<b>10,472,539</b>	<b>644,361</b>	<b>(3,405,221)</b>	<b>1,371,886</b>	<b>2,620,515</b>	<b>2,775,214</b>	<b>2,935,320</b>	<b>3,148,767</b>	<b>3,407,309</b>
<b>Uses of Funds</b>									
Departments									
Indirect Cost	90,148	71,740	71,740	74,270	76,127	78,030	79,981	81,980	84,030
Capital Expenditures	776	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>90,924</b>	<b>71,740</b>	<b>71,740</b>	<b>74,270</b>	<b>76,127</b>	<b>78,030</b>	<b>79,981</b>	<b>81,980</b>	<b>84,030</b>
Debt Service									
Payment to Escrow Agent	13,949,336								
Debt Service- \$25M	2,274,700	2,110,332	2,110,332	1,182,775	2,262,325	2,268,475	2,264,275	2,269,275	2,263,775
<b>Total Debt Service</b>	<b>16,224,036</b>	<b>2,110,332</b>	<b>2,110,332</b>	<b>1,182,775</b>	<b>2,262,325</b>	<b>2,268,475</b>	<b>2,264,275</b>	<b>2,269,275</b>	<b>2,263,775</b>
<b>Total Uses of Funds</b>	<b>16,314,960</b>	<b>2,182,072</b>	<b>2,182,072</b>	<b>1,257,045</b>	<b>2,338,452</b>	<b>2,346,505</b>	<b>2,344,256</b>	<b>2,351,255</b>	<b>2,347,805</b>
<b>Ending Fund Balance</b>	<b>(5,842,421)</b>	<b>(1,537,711)</b>	<b>(5,587,293)</b>	<b>114,841</b>	<b>282,064</b>	<b>428,709</b>	<b>591,064</b>	<b>797,512</b>	<b>1,059,504</b>

CITY OF FLAGSTAFF  
STREET IMPROVEMENTS  
FIVE YEAR PLAN 2014-2019

	Actuals 2011-2012	Budget 2012-2013	Estimate 2012-2013	Budget 2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
<b>Beginning Fund Balance</b>	5,370,120	6,066,369	6,183,859	5,664,367	2,539,800	1,225,698	24,590	(48,931)	104,429
Revenues									
Sales Tax (.00186)	2,678,864	2,637,396	2,833,245	2,858,795	2,911,683	2,897,124	2,911,610	2,969,842	3,029,239
Interest Revenues	42,002	30,000	65,000	65,000	13,000	6,000	-	-	1,000
Miscellaneous Revenues	1	-	-	-	-	-	-	-	-
Total Revenues	2,720,867	2,667,396	2,898,245	2,923,795	2,924,683	2,903,124	2,911,610	2,969,842	3,030,239
<b>Total Sources of Funds</b>	8,090,987	8,733,765	9,082,104	8,588,162	5,464,483	4,128,822	2,936,200	2,920,911	3,134,668
<b>Uses of Funds</b>									
Departments									
Indirect	88,518	61,677	61,677	79,902	81,900	83,947	86,046	88,197	90,402
Total Expenditures	88,518	61,677	61,677	79,902	81,900	83,947	86,046	88,197	90,402
Transfers Out:									
HURF	1,469,226	5,722,313	3,006,675	5,619,075	3,807,500	3,670,900	2,549,700	2,378,900	2,719,588
HURF for Debt Service	349,385	349,385	349,385	349,385	349,385	349,385	349,385	349,385	349,385
Total Transfers Out	1,818,611	6,071,698	3,356,060	5,968,460	4,156,885	4,020,285	2,899,085	2,728,285	3,068,973
<b>Total Uses of Funds</b>	1,907,129	6,133,375	3,417,737	6,048,362	4,238,785	4,104,232	2,985,131	2,816,482	3,159,375
<b>Ending Fund Balance</b>	6,183,859	2,600,390	5,664,367	2,539,800	1,225,698	24,590	(48,931)	104,429	(24,706)

CITY OF FLAGSTAFF  
SAFETY IMPROVEMENTS  
FIVE YEAR PLAN 2014-2019

	Actuals 2011-2012	Budget 2012-2013	Estimate 2012-2013	Budget 2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
<b>Beginning Fund Balance</b>	764,396	748,277	800,151	1,144,628	450,947	672,684	411,281	631,209	364,262
Revenues									
Sales Tax (.0008)	1,152,199	1,134,364	1,218,600	1,229,589	1,252,337	1,246,075	1,252,305	1,277,352	1,302,899
Interest Revenues	7,172	7,000	13,000	10,000	2,000	3,000	2,000	3,000	2,000
Total Revenues	1,159,371	1,141,364	1,231,601	1,239,589	1,254,337	1,249,075	1,254,305	1,280,352	1,304,899
<b>Total Sources of Funds</b>	1,923,767	1,889,641	2,031,752	2,384,217	1,705,284	1,921,759	1,665,586	1,911,561	1,669,161
<b>Uses of Funds</b>									
Departments									
Indirect Costs	37,936	26,433	26,433	34,244	35,100	35,978	36,877	37,799	38,744
Total Expenditures	37,936	26,433	26,433	34,244	35,100	35,978	36,877	37,799	38,744
Transfers out:									
Beautification (FUTS)	504,000	520,000	520,000	535,000	550,000	550,000	550,000	550,000	550,000
MPO	-	-	-	22,500	22,500	22,500	22,500	22,500	22,500
HURF for debt service	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
HURF	381,680	513,000	140,691	1,141,526	225,000	702,000	225,000	737,000	225,000
Total Transfers out	1,085,680	1,233,000	860,691	1,899,026	997,500	1,474,500	997,500	1,509,500	997,500
<b>Total Uses of Funds</b>	1,123,616	1,259,433	887,124	1,933,270	1,032,600	1,510,478	1,034,377	1,547,299	1,036,244
<b>Ending Fund Balance</b>	800,151	630,208	1,144,628	450,947	672,684	411,281	631,209	364,262	632,917

CITY OF FLAGSTAFF  
TRANSIT  
FIVE YEAR PLAN 2014-2019

	Actuals 2011-2012	Budget 2012-2013	Estimate 2012-2013	Budget 2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
<b>Beginning Fund Balance</b>	1,842,534	2,525,345	2,645,040	3,175,868	1,853,503	2,562,555	3,311,803	3,996,966	4,706,356
Revenues									
Sales Tax	4,256,035	4,182,967	4,493,587	4,534,112	4,617,992	4,594,902	4,617,877	4,710,235	4,804,439
Interest Revenue	6,289	3,000	16,000	14,000	10,000	17,000	26,000	36,000	46,000
Miscellaneous Revenues	670,622	-	-	-	-	-	-	-	-
Total Revenues	4,932,946	4,185,967	4,509,587	4,548,112	4,627,992	4,611,902	4,643,877	4,746,235	4,850,439
Transfer In									
General Fund	-	-	-	-	-	-	-	-	-
<b>Total Sources of Funds</b>	6,775,480	6,711,312	7,154,627	7,723,980	6,481,495	7,174,457	7,955,680	8,743,201	9,556,795
<b>Uses of Funds</b>									
Departments									
Operating Expenditures	2639279	3,659,922	2,921,839	3,525,397	3,613,532	3,703,870	3,796,467	3,891,379	3,988,663
Overhead Allocation	132940	132,632	132,632	131,786	135,081	138,458	141,919	145,467	149,104
Capital Expenditures	1358221	2,010,488	924,288	2,213,294	170,327	20,327	20,327	-	324,142
Total Expenditures	4,130,440	5,803,042	3,978,759	5,870,477	3,918,940	3,862,655	3,958,713	4,036,846	4,461,909
<b>Total Uses of Funds</b>	4,130,440	5,803,042	3,978,759	5,870,477	3,918,940	3,862,655	3,958,713	4,036,846	4,461,909
<b>Ending Fund Balance</b>	2,645,040	908,270	3,175,868	1,853,503	2,562,555	3,311,803	3,996,966	4,706,356	5,094,886

**APPENDIX A**

**RESOLUTION 2001-76: COMMITTEE ESTABLISHED**

**ORDINANCE 2007-17: RESOLUTION 2001-76 AMENDED**

**ORDINANCE 2010-14: RES. 2001-76, ORD. 2007-17 REPEALED**

**RESOLUTION NO. 2001-76**

**A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL ESTABLISHING  
A CITIZENS TRANSPORTATION ADVISORY COMMITTEE.**

WHEREAS, the citizens of the City of Flagstaff, in May 2000, voted to approve a 20-year taxing and bonding authority for transportation system improvements; and

WHEREAS, the Citizens and City Council desire accountability ensuring the approved transportation system funding is used to construct and purchase transportation system improvements as pledged throughout the election process; and

WHEREAS, an independent Citizen advisory role will ensure that expenditure of these funds is keeping within the requirements and spirit of the transportation system election;

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

SECTION 1. ESTABLISHMENT OF COMMITTEE. There is hereby established a Citizen Transportation Advisory Committee to consist of seven members, as follows:

- One Council Member
- One Planning and Zoning Commissioner
- One Traffic Commissioner
- One Audit Committee Member
- Three Citizens-at-Large

SECTION 2. COMMITTEE PURPOSE. The purpose of the Committee is to annually advise the City Council of the progress and expenditures of the City's Transportation Capital Improvement Program as related to the Election of May 2000.

SECTION 3. COMMITTEE FUNCTIONS. The Committee shall:

1. Meet biannually with the City's Capital Improvements and Financial Services Staff to review the progress of the Transportation Capital Improvement Program's planning and programming efforts;

2. Ensure there is a coordinated approach for budgeting and expending transportation sales tax revenues for all transportation modes;
3. Provide input on the Transportation CIP prioritization scoring criteria;
4. Provide a forum for public comment and input regarding the Transportation Capital Improvement Program;
5. Publish an annual Transportation Capital Improvement Program Advisory Report; and
6. Present the findings of said report to the City Council during a public meeting in conjunction with the annual budget process. At a minimum, the report shall discuss the previous years' income/expenditures, construction projects and planning activities.

**SECTION 4: TERM OF OFFICE.**

1. The Member-at-large terms shall not exceed a period of three years. Terms will be staggered to ensure the Committee has experienced members. To start the staggering, the Members-at-large shall be appointed by the City Council to one, two and three year terms, respectively. Each Member-at-large may serve a maximum of two full terms.
2. The City Council member, the Planning Commissioner, the Traffic Commissioner and the Audit Committee member shall each serve 1-year terms and shall be appointed by the members of their respective bodies.
3. Term appointments shall always begin in January of the calendar year. The committee shall, by majority vote, elect a Chair and Vice-Chair. The term of the Chair shall be one-year with eligibility for re-election for one-year.

**SECTION 5. MEETINGS AND COMPENSATION.**

The Committee shall follow the provisions of the Arizona Open Meeting Act, including provisions for public notice and allowing the agendas, minutes, and meetings to be open to the public.

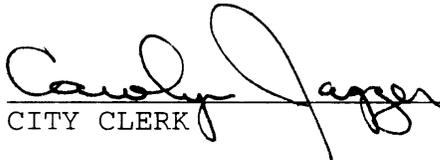
1. The Committee shall hold at least one meeting every six months.
2. A quorum consisting of at least four (4) members shall be required to conduct business.
3. Members of the CTAC shall serve without compensation.

SECTION 6. SUNSET. The Committee shall cease to exist upon presentation of its annual report to the City Council in the year following the final expenditures of the taxes approved in the May 2000 election.

PASSED AND ADOPTED by the Council and approved by the Mayor of the City of Flagstaff this 16th day of October, 2001.

  
MAYOR

ATTEST:

  
CITY CLERK

APPROVED AS TO FORM:

  
CITY ATTORNEY

**ORDINANCE NO. 2007-17**

**AN ORDINANCE AMENDING RESOLUTION NO. 2001-76 OF THE CITY OF FLAGSTAFF FOR THE PURPOSE OF CHANGING THE MEMBERSHIP OF THE CITIZENS TRANSPORTATION ADVISORY COMMITTEE.**

WHEREAS, the City Council of the City of Flagstaff recognizes the significant and important role citizens play in advising the City Council on policy issues through the City's Boards and Commissions; and

WHEREAS, the City Council desires to clarify and standardize the role of City Councilmembers on City Boards and Commissions; and

WHEREAS, the City Council has determined that the appropriate role of City Councilmembers is to act as a liaison and resource for the citizen members of the City's Boards and Commissions;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

SECTION 1. That Resolution No. 2001-76, Section 1, Establishment of Committee, and Section 5, Meetings and Compensation, are amended as follows:

**SECTION 1. ESTABLISHMENT OF COMMITTEE.**

There is hereby established a Citizen Transportation Advisory Committee to consist of seven members, as follows:

One non-voting, ex-officio Council Member  
One Planning and Zoning Commissioner  
One Traffic Commissioner  
One Audit Committee Member  
~~Four~~Three Citizens-at-Large

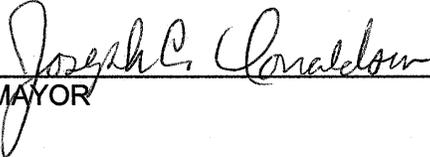
**SECTION 5. MEETINGS AND COMPENSATION.**

The Committee shall follow the provisions of the Arizona Open Meeting Act, including provisions for public notice and allowing the agendas, minutes, and meetings to be open to the public.

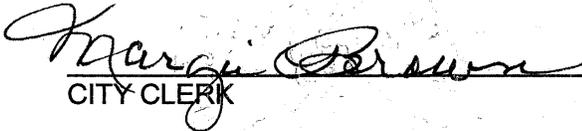
1. The Committee shall hold at least one meeting every six months.
2. A quorum consisting of at least four (4) voting members shall be required to conduct business.

3. Members of the Citizens Transportation Advisory Committee without compensation.

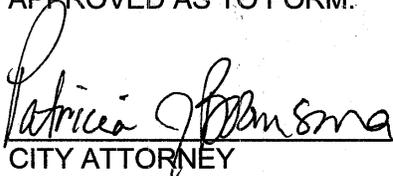
PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this 6<sup>th</sup> day of February, 2007.

  
\_\_\_\_\_  
MAYOR

ATTEST:

  
\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CITY ATTORNEY

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**



**To:** The Honorable Mayor and Council  
**From:** Stu Seubert, Capital Improvements, 226-4845  
Community Development Division  
**Date:** April 25, 2010  
**Meeting Date:** June 1, 2010

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**TITLE:** Consideration of Ordinance 2010-14: An Ordinance Repealing Resolution No. 2001-76, Establishing a Citizens Advisory Committee, and Ordinance No. 2007-17, Changing the Membership of the Citizens Advisory Committee; and Amending Flagstaff City Code, Title 2, Boards and Commissions, Chapter 2-12, "Flagstaff Traffic Commission" and Adding Oversight Provisions Regarding the Progress and Expenditures of the City's Transportation Capital Improvement Program as Related to the Election of May 2000..

**RECOMMENDED ACTION:** Read Ordinance 2010-14 for the first time by title only  
Read Ordinance 2010-14 for the final time by title only  
Adopt Ordinance 2010-14

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**ACTION SUMMARY:**

Adoption of Ordinance 2010-14 would repeal Resolution No. 2001-76 and Ordinance No. 2007-17, which established the Citizens Transportation Advisory Committee and amended it by changing its membership. Ordinance No. 2010-14 would also amend Title 2, Boards and Commissions, by assigning the oversight responsibilities of the Citizens Transportation Advisory Committee to the Traffic Commission and would re-name the commission as the Transportation Commission.

**DISCUSSION:**

**Background/History:**

Following the approval of the local sales tax designated for a variety of transportation system improvements, the Citizen's Transportation Advisory Committee was established to provide oversight and a public forum for the administration of the Transportation Program. Resolution 2001-76 established the Committee and provides for its continuation until the year following the final expenditures of the taxes approved in May 2000. The transportation

sales tax was originally approved for a period of twenty years and will expire in 2020 unless re-authorized by the electorate.

The City Council has more recently reviewed the status and purpose of all Council appointed Boards, Commissions and Committees to determine whether any efficiencies could be realized by identifying any redundant functions and/or opportunities to assign similar or related functions currently provided by multiple appointed groups to a single Board, Commission or Committee.

**Key Considerations:**

The function of the Citizens Transportation Advisory Committee is to ensure that the Transportation Program is managed and administered in a manner consistent with the requirements of the sales tax authorization, to provide a forum for public comment and input and to annually advise the City Council of the progress and expenditures of the City's Transportation Program. The Committee typically meets only two or three times each year but has on occasion been unable to meet because of a lack of applicants for vacant positions on the Committee.

**Community Benefits and Considerations:**

The Traffic Commission is able to meet on a regular basis, provides an appropriate public forum and has a similar advisory role to Council regarding traffic and transportation related issues. Staff recommends that the Traffic Commission could successfully assume the responsibilities of the Citizens Transportation Advisory Committee without adversely affecting the routine business of the Commission while providing more frequent opportunities for public input and Transportation Program oversight.

**Community Involvement:**

Citizens Transportation Advisory Committee meetings and Traffic Commission meetings are posted and noticed as public meetings and each agenda provides an opportunity for public participation. The status and disposition of all Council appointed Boards, Commissions and Committees, as well as specific discussions regarding the potential assignment of Citizens Transportation Advisory Committee responsibilities to the Traffic Commission have been discussed by Council at their public Work Session meetings.

**Financial Implications:**

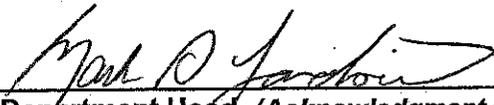
Assignment of the Committee's responsibilities to the Traffic Commission would allow the discontinuation of the Citizens Transportation Advisory Committee, reduce the number of Council appointments and would represent a savings in staff resource required for the support and maintenance of the Committee and its membership.

**Options and Alternatives:**

1. Adopt the Ordinance as presented.
2. Provide direction for revisions to the Ordinance and further Council consideration.
3. Take no action and effectively continue the Citizens Transportation Advisory Committee as originally authorized.

**Attachments/Exhibits:**

1. Ordinance 2010-14
2. Ordinance 2007-17 Amending Resolution 2001-76
3. Resolution 2001-76

  
 \_\_\_\_\_  
 Department Head (Acknowledgment that all reviews have been completed and required approvals initialed below.)

INITIALS	RESPONSIBILITY	DATE	INITIALS	RESPONSIBILITY	DATE
	BIDS/PURCHASES			FINANCE/BUDGET	
	GRANTS			CONTRACTS	
DW	LEGAL	5/17/10	RaB	City Engineer	5/18/10

DATE OF COUNCIL APPROVAL: 6-15-10 ML

**ORDINANCE NO. 2010-14**

**AN ORDINANCE REPEALING RESOLUTION NO. 2001-76, ESTABLISHING A CITIZENS TRANSPORTATION ADVISORY COMMITTEE; AND ORDINANCE NO. 2007-17, CHANGING THE MEMBERSHIP OF THE CITIZENS TRANSPORTATION ADVISORY COMMITTEE; AND AMENDING FLAGSTAFF CITY CODE, TITLE 2, BOARDS AND COMMISSIONS, CHAPTER 2-12, "FLAGSTAFF TRAFFIC COMMISSION" BY AMENDING ITS NAME TO "TRANSPORTATION COMMISSION" AND ADDING OVERSIGHT PROVISIONS REGARDING THE PROGRESS AND EXPENDITURES OF THE CITY'S TRANSPORTATION CAPITAL IMPROVEMENTS PROGRAM AS RELATED TO THE ELECTION OF MAY 2000.**

WHEREAS, Resolution No. 2001-76 established the Citizens Transportation Advisory Committee, which provides oversight and annually advises the City Council concerning the progress and expenditures of the City's Transportation Capital Improvements Program as related to the Election of May, 2000; and

WHEREAS, Ordinance No. 2007-17 amended Resolution No. 2001-76 for the purpose of changing the membership of the Citizens Transportation Advisory Committee; and

WHEREAS, the City Council has reviewed the status and purpose of all Council appointed boards, commissions and committees to determine whether any efficiencies could be realized by identifying redundant functions and/or opportunities to assign similar or related functions currently provided by multiple appointed groups to a single board, commission or committee; and

WHEREAS, the City Council has determined that it would be beneficial to decommission the Citizens Transportation Advisory Committee and transfer its duties and responsibilities to the Traffic Commission (hereinbelow renamed to "Transportation Commissions");

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

SECTION 1: That Resolution No. 2001-76 establishing the Citizens Transportation Advisory Committee, and Ordinance No. 2007-17 amending Resolution No. 2001-76 are hereby repealed.

SECTION 2: That Title 2, Flagstaff City Code, Chapter 2-12, "Flagstaff Traffic Commission" is hereby amended as follows:

CHAPTER 2-12  
TRANSPORTATION COMMISSION

SECTIONS:

- 2-12-001-0001 CITY POLICY:
- 2-12-001-0002 CREATION OF THE FLAGSTAFF TRAFFIC COMMISSION:
- 2-12-001-0003 TERMS OF OFFICE:
- 2-12-001-0004 MEETINGS:
- 2-12-001-0005 FUNCTIONS OF THE COMMISSION:
- 2-12-001-0006 OTHER POWERS:
- 2-12-001-0007 APPEAL PROCEDURE:

**SECTION 2-12-001-0002 CREATION OF THE TRANSPORTATION COMMISSION**

A. There is hereby created a commission to be known as the Transportation Commission. The Commission shall consist of seven (7) voting members and three (3) non-voting members.

1. Voting members:

- a. The Superintendent of the Flagstaff Unified School District or his/her designated representative.
- b. Six (6) citizen members appointed by the City Council.

2. Ex-officio, non-voting members:

- a. One City of Flagstaff police officer appointed by the Chief of Police.
- b. The Traffic Engineer.

In addition, the City Council may designate a Councilmember representative as a non-voting, ex-officio member of the Commission.

B. Officers of the Commission shall be elected by the voting members of the Commission from the citizen membership.

(Ord. No. 2007-21, Amended 02/06/2007; Ord. 2010-14, Amended \_\_\_\_\_)  
SECTION 2-12-001-0003 TERMS OF OFFICE:

Citizen members of the Commission shall serve staggered three (3) year terms.

A member's term of office shall commence with the first regular Commission meeting following his appointment and terminate with the regular Commission meeting at which his successor takes office.

A Commission member who is absent from three consecutive regular meetings may have their remaining term terminated by a vote of the City Council upon recommendation of the Commission.

(Ord. No. 1942, Amended, 05/06/97); Ord. 2010-14, Amended \_\_\_\_\_)

**SECTION 2-12-001-0004 MEETINGS**

The Commission shall meet at least once each month at a regularly scheduled time and place to be designated by the Commission, and shall hold such special meetings as the membership shall decide and at such times and places as the Commission shall specify.

Meetings shall be conducted in accordance with the Board and Commission Members' Handbook adopted by resolution of the Flagstaff City council, and in compliance with all other local, state, and federal laws.

A quorum shall be one more than half the voting membership of the Commission.

Ord. 2010-14, Amended \_\_\_\_\_)

**SECTION 2-12-001-0005 FUNCTIONS OF THE COMMISSION:**

The functions of the Commission shall be:

- A. To adopt traffic regulations or deny requests for changes in traffic regulations as follows:
  - 1. To investigate and make determinations on traffic regulation items forwarded to it by the Transportation Engineering Program.
  - 2. To hear the appeals of traffic regulation decisions of the Transportation Engineering Program as set forth in 9-01-001-0007 C. of the City Code
  - 3. To forward to the City Council those traffic regulation items which it deems to be of sufficient interest to the general public as to require decision by the Council.
- B. To formulate and recommend policies and ordinances to the City Council governing the general operations of the City streets, alleys, sidewalks and bikeways.
- C. To review periodically traffic regulation actions of the Transportation Engineering Program.
- D. To promote pedestrian, bicycle, transit and driver education programs in the school systems and to disseminate traffic and safety information to the public at large.
- E. To annually advise the City Council of the progress and expenditures of the City's Transportation Capital Improvements Program as related to the Election of May 2000. To carry out this function, the Transportation Commission shall:

1. Meet biannually with the City's Capital Improvements and Financial Services Staff to review the progress of the Transportation Capital Improvement Program's ("CIP") planning and programming efforts;
2. Ensure there is a coordinated approach for budgeting and expending transportation sales tax revenues for all transportation modes;
3. Provide input on the Transportation CIP's prioritization scoring criteria;
4. Provide a forum for public comment and input regarding the Transportation CIP;
5. Publish an annual Transportation CIP Advisory Report; and
6. Present the findings of said report to the City Council during a public meeting in conjunction with the annual budget process. At a minimum, the report shall discuss the previous years' income/expenditures, construction projects and planning activities.

F. To perform other duties relating to public safety within the scope of this Commission.

(Ord. No. 2007-21, Amended 02/06/2007; Ord. No. 2010-14, Amended \_\_\_\_\_)

SECTION 2-12-001-0006 OTHER POWERS:

- A. The Commission shall have the power to appoint subcommittees for the purpose of defining problems areas of traffic and traffic safety; proposing solutions to defined problems; or for any other undertaking which will reasonably lead to safer and more efficient traffic flow in the City.
- B. The City Council hereby establishes the following advisory committees to the Transportation Commission to provide advice on special traffic and transportation topics, and delegates to the commission the power to appoint members to these committees. No member of the Transportation Commission shall be a member of an advisory committee. The City Council retains the power to remove a member of an advisory committee for the reasons specified in the City's Board and Commission Members' Handbook.
  1. Bicycle Advisory Committee: Seven (7) citizen members appointed for a three-year term. No member may serve more than two three-year terms.
  2. Pedestrian Advisory Committee: Seven (7) citizen members appointed for a three-year term. No member may serve more than two three-year terms.
- C. The Transportation Commission shall define the operating procedures of the advisory committees, assuring compliance with the Arizona Open Meeting Law, and the City's Board and Commission Members' Handbook, including, but not limited to:
  1. The advisory committees shall report on their activities to the Transportation Commission at each commission meeting.

1

- 2. The advisory committees shall investigate, consider, and make recommendations to the Transportation Commission on items assigned to them by the Commission regarding their respective areas of interest.
- 3. The advisory committees shall bring to the Transportation Commission items of a planning, design, or regulatory nature that come to their attention regarding the City's pedestrian and bikeway systems.

(Ord. No. 2007-21, Amended 03/06/2007); (Ord. No. 2007-21, Amended 02/06/2007);  
 (Ordinance No. 2010-14, (\_\_\_\_\_))

SECTION 2-12-001-0007 APPEAL PROCEDURE:

Traffic regulation decisions of the Transportation Commission, as set forth in Section 2-12-001-0006 A., may be appealed by any aggrieved party to the City Council by presentation of a request for such an appeal in writing to the Traffic Engineering Section within ten (10) working days of the date of the Commission's action. The appeal shall be placed on the currently open agenda for the next regularly scheduled Council Meeting. The Council may hear arguments and shall make the final decision on the matter. (Ord. 1349, 2-19-85); (Ord. No. 2007-21, Amended 02/06/2007); Ordinance No. 2010-14, Amended, (\_\_\_\_\_)

PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
 MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

*Dave Womack for*  
\_\_\_\_\_  
CITY ATTORNEY

RESOLUTION NO. 2001-76

**A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL ESTABLISHING  
A CITIZENS TRANSPORTATION ADVISORY COMMITTEE.**

WHEREAS, the citizens of the City of Flagstaff, in May 2000, voted to approve a 20-year taxing and bonding authority for transportation system improvements; and

WHEREAS, the Citizens and City Council desire accountability ensuring the approved transportation system funding is used to construct and purchase transportation system improvements as pledged throughout the election process; and

WHEREAS, an independent Citizen advisory role will ensure that expenditure of these funds is keeping within the requirements and spirit of the transportation system election;

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

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3. Provide input on the Transportation CIP prioritization scoring criteria;
4. Provide a forum for public comment and input regarding the Transportation Capital Improvement Program;
5. Publish an annual Transportation Capital Improvement Program Advisory Report; and
6. Present the findings of said report to the City Council during a public meeting in conjunction with the annual budget process. At a minimum, the report shall discuss the previous years' income/expenditures, construction projects and planning activities.

#### SECTION 4: TERM OF OFFICE.

1. The Member-at-large terms shall not exceed a period of three years. Terms will be staggered to ensure the Committee has experienced members. To start the staggering, the Members-at-large shall be appointed by the City Council to one, two and three year terms, respectively. Each Member-at-large may serve a maximum of two full terms.
2. The City Council member, the Planning Commissioner, the Traffic Commissioner and the Audit Committee member shall each serve 1-year terms and shall be appointed by the members of their respective bodies.
3. Term appointments shall always begin in January of the calendar year. The committee shall, by majority vote, elect a Chair and Vice-Chair. The term of the Chair shall be one-year with eligibility for re-election for one-year.

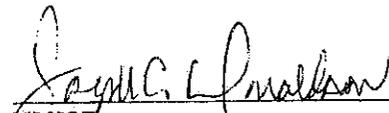
#### SECTION 5. MEETINGS AND COMPENSATION.

The Committee shall follow the provisions of the Arizona Open Meeting Act, including provisions for public notice and allowing the agendas, minutes, and meetings to be open to the public.

1. The Committee shall hold at least one meeting every six months.
2. A quorum consisting of at least four (4) members shall be required to conduct business.
3. Members of the CTAC shall serve without compensation.

SECTION 6. SUNSET. The Committee shall cease to exist upon presentation of its annual report to the City Council in the year following the final expenditures of the taxes approved in the May 2000 election.

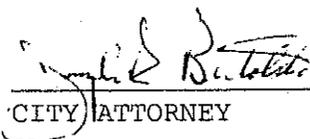
PASSED AND ADOPTED by the Council and approved by the Mayor of the City of Flagstaff this 16th day of October, 2001.

  
MAYOR

ATTEST:

  
CITY CLERK

APPROVED AS TO FORM:

  
CITY ATTORNEY

**ORDINANCE NO. 2007-17**

**AN ORDINANCE AMENDING RESOLUTION NO. 2001-76 OF THE CITY OF FLAGSTAFF FOR THE PURPOSE OF CHANGING THE MEMBERSHIP OF THE CITIZENS TRANSPORTATION ADVISORY COMMITTEE.**

WHEREAS, the City Council of the City of Flagstaff recognizes the significant and important role citizens play in advising the City Council on policy issues through the City's Boards and Commissions; and

WHEREAS, the City Council desires to clarify and standardize the role of City Councilmembers on City Boards and Commissions; and

WHEREAS, the City Council has determined that the appropriate role of City Councilmembers is to act as a liaison and resource for the citizen members of the City's Boards and Commissions;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

SECTION 1. That Resolution No. 2001-76, Section 1, Establishment of Committee, and Section 5, Meetings and Compensation, are amended as follows:

**SECTION 1. ESTABLISHMENT OF COMMITTEE.**

There is hereby established a Citizen Transportation Advisory Committee to consist of seven members, as follows:

- One non-voting, ex-officio Council Member
- One Planning and Zoning Commissioner
- One Traffic Commissioner
- One Audit Committee Member
- Four Three Citizens-at-Large

**SECTION 5. MEETINGS AND COMPENSATION.**

The Committee shall follow the provisions of the Arizona Open Meeting Act, including provisions for public notice and allowing the agendas, minutes, and meetings to be open to the public.

1. The Committee shall hold at least one meeting every six months.
2. A quorum consisting of at least four (4) voting members shall be required to conduct business.

3. Members of the Citizens Transportation Advisory Committee without compensation.

PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this 6<sup>th</sup> day of February, 2007.

Joseph C. Cavallo  
MAYOR

ATTEST:

Margie Brown  
CITY CLERK

APPROVED AS TO FORM:

Patricia J. Mansma  
CITY ATTORNEY

**APPENDIX B**

**PRIORITIZATION CRITERIA**



**CITY OF FLAGSTAFF  
CAPITAL IMPROVEMENTS PROGRAM**

**CAPITAL IMPROVEMENTS PROGRAM  
PRIORITIZATION CRITERIA**

**1. Economic Feasibility (0- 20 Points):**

**Dedicated Funding Sources** – A measure of funding available for the improvements.

**Other Funding Sources** – A measure of funding opportunities that may exist on a specific basis that are available for use for limited duration such as Grants, Developer Contributions and Inter-Agency Funding.

**O&M Reduction** – A measure of a project’s ability to reduce on-going Operations and Maintenance costs.

**Life Cycle Costs** – A measure of annual and replacement costs that are incurred as a result of making an improvement.

**2. Public Safety (0-20 points):**

This will be used to determine if the project has an impact on an existing or potential physical threat such as accidents, injuries, sickness, fire or flooding damages or reductions in legal liability. Impacts to emergency responsiveness are also to be considered.

**3. Project Relationships (0-20 points):**

This is a measure of compatibility and connectivity of projects within the CIP. This will be used to measure linkages of projects, enhancements to existing systems, potential benefits or impacts to/from other projects, completion of adopted plans, connections to existing systems and effects on other agency’s programs.

**4. Policy and Public Support (0-20 points):**

Considerations should include: existing policy documents such as the General Plan, Master Plans, IGA’s, and Approved Staff Summaries; direction from the City Council; citizen requests/complaints; Committee/Commission/Board Actions; and potential impacts to neighborhoods and businesses.

**5. Delivery Certainty (0-10 points):**

The ability to realistically delivery the project within the 5-year CIP proposed timeframe. Consideration should be given to the certainty of obtaining required Council authorization, right-of-way, permits, agreements, and public support.

**6. Value Added Benefit (0-10 points):**

Discretionary category to consider quality-of-life issues such as environmental benefits, aesthetic enhancements, creating an affordable community for our citizens, tourism, economic development and cultural issues.