



**FLAGSTAFF METROPOLITAN
PLANNING ORGANIZATION**
CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT
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Revised A G E N D A **Executive Board** **8:00 a.m., Wednesday, October 27, 2010**

Flagstaff City Hall 2nd Floor Staff Conference Room,
211 W. Aspen Avenue, Flagstaff, AZ 86001

Regular meetings and work sessions are open to the public. Persons with a disability may request a reasonable accommodation by contacting the City of Flagstaff City Clerk's Office at 928-779-7607. The FMPO complies with Title VI of the Civil Rights Act of 1964 to involve and assist underrepresented and underserved populations (age, gender, color, income status, race, national origin and LEP – Limited English Proficiency.) Requests should be made by contacting the FMPO at 928-226-4849 as early as possible to allow time to arrange the accommodation. ***A quorum of the TAC may be present.***

CALL TO ORDER EXECUTIVE BOARD MEMBERS

Scott Overton, Chair
Robert "Bob" Montoya, Vice-Chair
Carl Taylor

Matt Ryan
Art Babbott
Coral Evans

FMPO STAFF

David Wessel, FMPO Manager
Martin Ince, Multimodal Planner
Meg Roederer, Administrative Specialist

I. PRELIMINARY GENERAL BUSINESS

A. PUBLIC COMMENT

(At this time, any member of the public may address the Board on any subject within their jurisdiction that is not scheduled before the Board on that day. Due to Open Meeting Laws, the Board cannot discuss or act on items presented during this portion of the agenda. To address the Board 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.)

B. ANNOUNCEMENTS

(Reconsiderations, Changes to the Agenda, and other Preliminary Announcements)

C. APPROVAL of MINUTES.

1) Meeting of September 22, 2010

II. OLD BUSINESS (Continued, postponed, and tabled items.)

None

III. NEW BUSINESS (Continued, postponed, and tabled items.)

1. Retreat Follow-up: Action Items

FMPO Staff:

David Wessel, FMPO Manager

REQUESTED ACTION: Discussion and Possible Action
Staff will present a legislative agenda based on retreat input for consideration by the Board.

RECOMMENDED ACTION: Endorse the agenda

2. ADOT Consultation with Rural Elected Officials

FMPO Staff: David Wessel, FMPO Manager

REQUESTED ACTION: Discussion and possible action

Staff will present the proposed consultation guide and seek input from the Board. ADOT will adopt a policy later this year.

RECOMMENDED ACTION: Submit survey on part of the Board

3. FMPO Title VI Plan and Annual Report

FMPO Staff: David Wessel, FMPO Manager

REQUESTED ACTION: Discussion and possible action

Staff will present the plan and report as recommended by the Technical Advisory Committee. Conditions placed by the TAC and addressed by staff in the plan include designation of a host-agency Title VI Coordinator and inclusion of State comments.

RECOMMENDED ACTION: Adopt the Plan and Report

4. Rural Transportation Advocacy Council Appointment

FMPO Staff: David Wessel, FMPO Manager

REQUESTED ACTION: Discussion and Possible Action

Staff will present briefly on RTAC and seek an appointee to serve on the RTAC Board.

RECOMMENDED ACTION: Nominate and appoint an FMPO representative to the RTAC.

**5. Transportation Improvement Program (TIP) Amendment
Mountain Links Bus Rapid Transit Project**

FMPO Staff: David Wessel, FMPO Manager

REQUESTED ACTION: Discussion and Possible Action

Staff will present briefly on the status of the Mountain Links BRT projects, its funding and seek Board action to amend the TIP to bring the project from illustrative year 2014 to year 2011.

RECOMMENDED ACTION: Amend the TIP as recommended

6. FMPO Calendar

FMPO Staff: David Wessel, FMPO Manager

REQUESTED ACTION: Discussion

RECOMMENDED ACTION: Discussion

IV. CONCLUDING GENERAL BUSINESS

D. REPORTS

1) Staff Reports:

E. ANNOUNCEMENTS

(Informal Announcements, Future Agenda Items, and Next Meeting Date)

Executive Board

TBD

TAC

Location: City, 2nd Floor Conference Room

November 4, 2010

County, Human Resources

Management Committee

November 12, 2010

ADOT, Conference Room

V. ADJOURNMENT

CERTIFICATION OF POSTING OF NOTICE

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

Dated this _____ day of _____, 2010.

Meg Roederer, Administrative Specialist



Title VI Complaint Form

Note: The following information is needed to assist in processing your complaint.

Complainant's Information:

Name: _____

Address: _____

City/State/Zip Code: _____

Telephone Number (Home): _____

Telephone Number (Work): _____

Person Discriminated Against (someone other than complainant)

Name: _____

Address: _____

City/State/Zip Code: _____

Telephone Number (Home): _____

Telephone Number (Work): _____

Which of the following best describes the reason you believe the discrimination took place?

Race/Color (Specify) _____ National Origin (Specify) _____

Sex (Specify) _____ Age (Specify) _____ Disability (Specify) _____

On what date(s) did the alleged discrimination take place? _____

Describe the alleged discrimination. Explain what happened and who you believe was responsible (if additional space is needed, add a sheet of paper).

List names and contact information of persons who may have knowledge of the alleged discrimination.

Have you filed this complaint with any other federal, state, or local agency, or with any federal or state court? Check all that apply.

Federal Agency _____ Federal Court _____ State Agency _____
State Court _____ Local Agency _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name: _____
Address: _____
City/State/Zip Code: _____
Telephone Number (Work): _____
Telephone Number (Home): _____

Please sign below. You may attach any written materials or other information that you think is relevant to your complaint.

Complainant Signature

Date

Number of Attachments: _____

Submit form and any additional information to:

Flagstaff Metropolitan Planning Organization (FMPO)
Title VI Program Manager
211 W. Aspen Avenue
Flagstaff, Arizona 86001

PH: (928) 226-4849
FAX: (928) 213-4825

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION STAFF SUMMARY REPORT

To: FMPO Executive Board
From: David Wessel, FMPO Manager
Date: October 22, 2010
Meeting Date: October 27, 2010



Title: FY 2010-2014 Transportation Improvement Program TIP Amendment

Recommended Actions: Amend the TIP moving the Mountain Links Bus Rapid Transit project and associated funding and line items into year 2011.

ACTION SUMMARY: Amending the TIP authorizes expenditure of federal funds on the project (subject to ADOT and federal approvals)

DISCUSSION:

Background/History:

- The Mountain Links BRT implements the downtown transit circulator that has been part of the FMPO and City/County regional plans since 2001.
- The Mountain Links BRT received federal apportionment through the a successful NAIPTA grant application for section 5309 funds in the amount of approximately \$6,200,000.
- Mountain Links will connect downtown Flagstaff through a new transit way on the NAU Campus to the Woodlands Village area via a high frequency, uniquely branded bus route with distinct bus stops.
- FMPO partnered with NAIPTA to complete preliminary design on the project. Environmental clearances were received earlier this month.
- The design-build team of Hunter-Jacobs was retained for preliminary design and negotiations are proceeding for final design to reach a guaranteed maximum price and ultimately construction.
- NAIPTA has been in negotiations with the City of Flagstaff and Northern Arizona University on a revised intergovernmental agreement for construction and operation of Mountain Links. Part of the negotiated terms includes NAU continuing to operate Mountain Campus Transit in complement to the Mountain Links service.

Key Considerations:

- **Is the project part of the Regional Transportation Plan?** The level of service tables and related maps indicate support for high frequency or bus rapid transit in this corridor. The fiscal analysis, especially the appendices, identify the voter approved funds for this project.

- **Does the TIP remain fiscally constrained after the amendment?** Funding for projects in the first or second year of the transportation program must reasonably anticipated. The effects of decreased tax revenues and tri-lateral funding responsibilities must be resolved in order to appropriately make this amendment. Staff finds that these issues have been addressed. NAIPTA and city management, finance and legal staff have successfully planned the direction of federal and voter-approved tax revenue streams to support the full NAIPTA system including the addition of the Mountain Links service. Some voter-approved services will be deferred, but progress is being made on all of them. The NAIPTA Board approved the intergovernmental agreement last week, the City is scheduled to approve it on November 16, 2010 and it is on schedule to be approved within the next 3 weeks by Northern Arizona University.

Community Benefits and Considerations:

- This route will help address some of the parking and circulation issues faced by downtown merchants and shoppers.
- This route will create accessibility and mobility for the largest potential transit market in the region, the students, faculty and staff of NAU.
- A central, high frequency route that is tied to the downtown transfer center will greatly enhance transit access, and by extension, pedestrian access, to the major employment, cultural and shopping areas served by the Mountain Links BRT.
- Ability to secure the federally apportioned and authorized funds.

Community Involvement:

- NAIPTA held public outreach meetings in developing the preliminary engineering.
- The route is in the FMPO RTP and *Flagstaff Area Regional Land Use and Transportation* Plan, both publicly well-supported documents.
- Funding for the route was approved by voters in 2008.

Financial Impacts:

- Additional FMPO funding is not called for at this time.
- NAIPTA operations will continue to be funded by a combination of dedicated tax revenue, federal transit funds, other revenues and, specifically for Mountain Links, additional operating funds through NAU.

Options/Alternatives:

- Do not find fiscal constraint and leave the project in year 2014, the illustrative year of the TIP.

Attachments

- Amended FMPO TIP Transit Table #5



Crescent Street FUTS Bridge

A ribbon cutting was held on October 20, 2010. FMPO staff was instrumental in securing funding, providing design direction and public outreach to impacted property owners for this project.

Rural Summit Report

Bob Montoya, Matt Ryan, David Wessel, John Harper and Jennifer Toth attended the Rural Summit in Litchfield Park October 13-15. General tone was somber as many speakers reflected on the lack of funding and poor prospects for more. FMPO and its member agencies continue to be well engaged in several of the topics and programs presented upon such as livability, long-range planning, transit and freight.

Work Program Update

- US 180 Winter Congestion Study – Request for Proposal released week of 10/25/2010.
- Maintenance Cost Tool – deferred as role of MPO and implications for scope of project are refined. Data from the city and county may not be available and it is questionable as to whether the FMPO should be involved in developing the data.
- Travel Time Study – a scope is drafted and agreed to between NAU and the FMPO. Staff is reviewing commercially available products before initiating the NAU process. Review and initiation should be complete next week.
- Regional Plan 2012/State Long Range Plan – see earlier report status