



FLAGSTAFF METROPOLITAN
PLANNING ORGANIZATION
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Approved Minutes
Special Executive Board
1:30 p.m. to 3:00 p.m., Monday, June 18, 2012

City of Flagstaff – Staff Conference Room
211 W Aspen Ave, Flagstaff, AZ 86001

Vice Chair Ryan called the meeting to order at 1:35 p.m.

Roll Call

Present: Vice Chair Matt Ryan, Supervisor Coconino County; John Harper (designated alternate), Arizona Department of Transportation; Scott Overton, Councilmember City of Flagstaff; Mark Woodson, Councilmember City of Flagstaff; Mandy Metzger, Supervisor Coconino County

Excused Absent:

Chair Hank Rogers, Arizona Department of Transportation; Coral Evans, Councilmember City of Flagstaff; Carl Taylor (designated alternate), Supervisor Coconino County

Others Present:

David Wessel, FMPO Manager; Justine Otto, FMPO Administrative Specialist Temp; Jim Cronk; Julian Avila, ADOT; Kevin Burke, City Manager; Kevin Adam; Martin Ince, Multimodal Planner

I. PRELIMINARY GENERAL BUSINESS

A. PUBLIC COMMENT

None.

B. ANNOUNCEMENTS

Mr. Wessel requested an agenda revision of Old Business Items 2 and 3: *Legislative and Regulatory Update and Review*, and *Transportation Summit Follow Up*. Mr. Wessel recommended moving the items to the end of the agenda for better time management, Vice Chair Ryan approved.

C. APPROVAL of MINUTES.

Mr. Overton made a motion to approve the Minutes of March 28, 2012 and Mr. Woodson seconded, motion passed unanimously.

II. EXECUTIVE SESSION

1. FMPO Manager Annual Personnel Review

Mr. Overton made a motion to move into Executive Session and Ms. Metzger seconded, motion passed unanimously. Session was closed to non-executive members at 1:36 p.m.

Vice Chair Ryan called the meeting back into order at 2:15 p.m.

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

1. Resolution of Support for Arizona's Ports of Entry With Mexico

Mr. Wessel introduced the resolution. Ms. Metzger inquired why the item had been tabled at a previous meeting, Mr. Wessel answered that when the resolution had first been introduced it was very new and the departments had needed time to review it. Mr. Harper stated that ADOT would abstain from discussion and voting to avoid a conflict of interest. Mr. Ryan stated his support for the "FMPO version" of the resolution and suggested adding a cover letter directed to the partner agencies that "While we support this resolution and its intent, it should be noted that it is independent of the state's system plans, prioritization, and funding. [...] We wish for coordinated system solutions that do not lessen the priorities in this system." The intent behind both the resolution and the cover letter was discussed. Wording of letter discussed, Mr. Wessel stated on behalf of Ms. Evans the need to remove the word "legal" from the resolution as it was a commerce issue and not a security issue. Wording of the potential cover letter was reviewed again to ensure clarity to the board. It was agreed that in the absence of Chair Rogers Vice Chair Ryan would sign. Ms. Metzger made a motion to include a cover letter "with the wording as proposed [by Mr. Ryan]" for the resolution, Mr. Woodson seconded. Mr. Harper abstained due to ADOT issue conflict of interest, motion otherwise passed unanimously.

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

1. FY 2012-16 Transportation Improvement Program (TIP) Amendment

Mr. Wessel introduced the topic, reminded the board that at the end of the fiscal year remaining funds need to be turned over to ADOT in the form of a loan, and then returned when projects needed funding, in order to protect local funding. Mr. Wessel explained the current plan to loan \$1,600,000 in FMPO FY 2012 fund balance to ADOT and added that revenue is currently \$300,000 higher than anticipated, suggested re-amending plan to make loan amount \$1,900,000, which will allow both Beulah and signal control projects to be funded. Mr. Overton made a motion to approve the amendment, Ms. Metzger seconded, the motion passed unanimously.

2. FY 2013 Unified Planning Work Program

Mr. Wessel introduced the topic, stated that no substantial changes had been made to the drafts the board had earlier received, and gave an overview of the work program, including the unique project of the year of a benefit/cost analysis tool that could be used to aid other projects. He brought to the board's attention two future actions, firstly making the administration specialist full-time position in the following year, and finding local funding for the MPO to ease an increasingly difficult "in-kind match" funding process. Vice Chair Ryan called for questions, and when none were presented called for a motion. Mr. Wessel indicated that further modifications to the work program could be made later in the year as necessary. Mr. Woodson made a motion to adopt the program as presented. Mr. Overton seconded, Vice Chair Ryan requested that Mr. Wessel give the board a written version of the program, and the motion passed unanimously.

3. Highway Safety Improvement Program Procedures

Mr. Wessel introduced the topic and Mr. Ince took over the discussion to introduce the program of projects and the proposed process to develop the program. Mr. Ince stated that the FMPO receives \$600,000 annually for safety-related projects, and also stated that in 2010 they retained Kimley-Horn and Associates to create an HSIP process and program to help the FMPO allocate the money. In response to Mr. Woodson, Mr. Wessel pointed out the list of projects. Mr. Woodson inquired if the process was faster with the program in place and if they would need a new program from year to year, Mr. Ince confirmed that the system was in place and things should move faster. Ms. Metzger inquired about guardrail construction that was marked 2012 and the funding, dates were discussed. Mr. Wessel overviewed the full list of projects and projects were discussed. Mr. Woodson made a motion to approve the program and process as presented, Mr. Overton seconded the motion. Vice Chair Ryan points out that safety issues may be neglected in low-traffic areas. Mr. Ince states that a minimum cost/benefit ratio must be met to get a project approved for funding.

Mr. Burke inquired if the projects would include bikes and pedestrians, Mr. Ince stated that bike or pedestrian projects were eligible but needed to meet the cost/benefit ratio minimum. Mr. Wessel added that the program would help identify safety issues and areas that could be addressed, and that there was another source of funding for more rural areas that had lower volume traffic. Mr. Ryan reiterated that low-traffic areas would need attention, Mr. Woodson pointed out that once a project has been approved money can be freed up from other areas to fund it. Ms. Metzger requested the definition of "rural" in this context, and the term was clarified as dependent on census geography. The motion passed unanimously.

4. Coordinated Public Transit-Human Services Transportation Plan

Mr. Wessel introduced the topic and stated that the Technical Advisory Committee recommended the plan and that ADOT had written favorably of it. Mr. Ince presented the plan and confirmed for Mr. Overton that past versions of the plan had been introduced to the board at previous meetings, and that it took into account private and non-profit groups doing the same thing, and that efforts were being coordinated with those outside groups. Mr. Overton moved to adopt the plan, Mr. Woodson seconded, and the motion passed unanimously.

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

1. Legislative and Regulatory Update and Review

Mr. Wessel provided a legislative review and update to the Executive Board. Mr. Adam took over the discussion to present a more in-depth legislative review, and suggested that new revenue sources might be needed. He noted that federal spending may need to be cut to balance against existing revenues. Mr. Overton requested clarification about the bill to renew the state's temporary sales tax and how it would be distributed. It was confirmed that the current language had funds split roughly 90% for education and 10% transportation and that signatures were already being collected for the bill. There was discussion only.

2. Transportation Summit Preparation Update

Item not discussed due to time constraints.

VI. CONCLUDING GENERAL BUSINESS

D. REPORTS

There was no discussion.

E. ANNOUNCEMENTS

Mr. Overton announced that the City Council will be making to new commission appointments, that he may not be present at future FMPO meetings, and that the board may need to appoint a new member.

ADJOURNMENT

Vice Chair Ryan adjourned the meeting 3:04 p.m.