



**FLAGSTAFF METROPOLITAN
PLANNING ORGANIZATION**
CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT
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Approved Minutes
Executive Board
8:00 a.m. to 10:00 a.m., Wednesday, September 25, 2013

County Supervisors Offices, 2nd Floor Conference Room
219 E. Cherry 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 928-213-2651 as early as possible to allow time to arrange the accommodation. ***A quorum of the TAC may be present.***

Chair Ryan called the meeting to order at 8:04 am.

EXECUTIVE BOARD MEMBERS PRESENT:

Matt Ryan, Chair
Coral Evans, Vice Chair
Mark Woodson
Audra Merrick (designated alternate for Hank Rogers)

FMPO STAFF PRESENT:

David Wessel, FMPO Manager
Sydney Francis, Administrative Specialist

OTHERS PRESENT:

Kevin Burke, City Manager, City of Flagstaff
Kevin Adam, Rural Transportation Advocacy Council (RTAC)

I. PRELIMINARY GENERAL BUSINESS

A. PUBLIC COMMENT

None

B. ANNOUNCEMENTS

None

C. APPROVAL of MINUTES.

Special Meeting June 12, 2013 minutes were tabled until the Executive Board had an opportunity to read them.

Mr. Woodson motioned to approve the minutes from Meeting July 3, 2013. Ms. Evans seconded. All were in favor of approving the minutes from Meeting July 3, 2013.

D. ROTATION OF OFFICERS

Annually, the FMPO rotates its officers. For FY14, the State will assume the Chairmanship and the City the Vice Chairmanship. Due to Hank Rogers being unable to attend the FMPO Executive Board meetings, Audra Merrick was nominated as the FMPO Executive Board Chair. Mr. Woodson motioned to appoint Ms. Merrick Chair of the FMPO Executive Board. Ms. Evans seconded. All were in favor.

Mr. Woodson was nominated as Vice Chair for the FMPO Executive Board. Ms. Evans motioned to approve this appointment. Ms. Merrick seconded the motion to appoint Mr. Woodson as Vice Chair of the FMPO Executive Board. All were in favor.

Ms. Merrick assumed the Chair duties of the meeting and proceeded with the agenda.

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

1. Legislative and Regulatory Update and Review

Mr. Adam of RTAC gave an update regarding State legislation, HURF funding, and Federal reauthorization. State revenues in the general fund continue to climb slowly. Cuts in transportation funding continue and HURF funding raids continue, such that we are bringing in \$200 million less than in 2007. The region anticipated receiving \$1.6 million of HURF funds. The focus of RTAC will be on minimizing the HURF funding raids. RTAC is working with Associated General Contractors of America (AGC) on a letter to address stopping the funding raids.

Mr. Wessel presented briefly on his efforts towards reinstating a HURF exchange program. A HURF exchange program allows for Federal dollars to be exchange for minimal cost for State dollars, allowing locals to deliver on projects. Mr. Adam elaborated that reinstating the HURF exchange program has been a constant point of discussion. Speaker Tobin supports the effort of getting the program reinstated. A HURF exchange program, however, requires State transportation money to get it going. State funds are incredibly limited at this time. A HURF exchange program is a high priority for RTAC. Mr. Woodson added that a HURF exchange program should also be a priority for local administrators. Mr. Adam replied that the current resistance to the program resides in State cash flow issues. Mr. Woodson stated that a case for the program needs to be built with the local COGs and presented to legislators. Mr. Adam added that ADOT would support the exchange. Mr. Ryan said that he will work with Mr. Woodson to meet with Speaker Tobin about the HURF funding raids and reinstating the HURF exchange program.

Mr. Adam stated that some streamlining was occurring with the Federal Reauthorization, easing some of the requirements for locals to administer their own projects. He suggested that Ann Kirkpatrick could oversee the use of the funds. Mr. Wessel added that there may be a large category of projects that locals could self-administer.

Mr. Ryan asked if there was a State ballot initiative in the works to raise revenues by increasing State taxes. Mr. Adam replied that the AGC and stakeholders on such an initiative are being cautious and looking at November closely. Mr. Ryan added that school funding needs to be kept separate from a transportation initiative.

Mr. Adam gave a brief overview of funding at the Federal level. There is a lot more volatility and uncertainty with Federal funding. At present, the trust fund can support the current funding levels for the next year. With a split government and legislative fighting over the defunding of the Health Care Act there may be lapses in appropriations. A shut down of the government will effect appropriations and the programming of projects. As for the following year, the trust fund will bring in \$34 billion and \$54 billion is the projected spending, making the spending unsustainable. Mr. Adam advised the Board to expect disruptions and lapses in appropriations.

There was discussion only.

2. I-11 Feasibility Study Update

ADOT is currently looking at the universe of alternative alignments. There will be an I-11 meeting in Kingman on October 9th. Ms. Evans asked if alternatives to US 93 from Phoenix to Las Vegas were being considered. Mr. Wessel replied that he had a hard time envisioning an alternative route to US 93 from Phoenix to Las Vegas. Mr. Woodson added that ADOT is looking at how to get around Wickenburg and Kingman, but that they are probably not looking at I-11 being routed through Flagstaff. Alternative routes and the universe of alternatives are being considered in other corridors, such as around Phoenix, Casa Grande and Tucson. This item was tabled for future because there was no new information to report.

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

3. Transportation Improvement Program Amendments

Mr. Wessel presented on several amendments related to the Surface Transportation, Highway Safety and Transit programs submitted by staff to ADOT to address apportionment and obligation authority balances, project loans, changes in project cost estimates, and review fees. The projects themselves are unchanged. Mr. Wessel discussed changes to the TIP and the UPWP together.

STP changes:

- The bus stop program is re-established at \$124,000. **TIP amendment: Change f31305-1 from \$92,000 to \$124,000.** A loan of \$9,500 in apportionment from ADOT was needed to support this. Note that we overspent obligation authority in the STP program but have a surplus in the HSIP program of the same amount. This is an example of new flexibility that ADOT and FHWA are enabling regions to exercise.
- Related Transit Program Change: **TIP amendment: Change STP Local Flex from \$92,000 to \$124,000**
- Milton Road Study: **TIP Amendment: Reduce from \$100,000 to \$22,000**
- Access Management Policy: **TIP Amendment: Add to program for \$25,000**
- **Regional Freight Policy: TIP Amendment: Add to program for \$35,000**

HSIP changes:

- Transverse Pavement Markings (crosswalks): Ratify added construction administration fees in the amount of \$59,273. **TIP amendment: Add FY 13 funds of \$89,297.76 to project f61103. \$59,297.76 Local HSIP funds and \$30,000 in ADOT HSIP funds**
- Obligation authority correction for the additional FY 13 HSIP funds appropriated. **TIP amendment: Modify the total loan amount in FY 13 to \$643,000.** The amount of “new” HSIP funds is reduced from \$179,000+/- to \$152,482.89. Raises the total dollars then reduces for Pavement Markings
- Potential future changes to the HSIP program not for consideration today: The TAC may at a future date wish to eliminate the Regional Safety Project Scan and shift those funds to the Switzer-Turquoise project. They may also wish to defer the 2017 sign replacement phase and shift those dollars to the Switzer project, too.
- County Guardrail Project (f61108) is cancelled for lack of design. **TIP amendment: Eliminate f61108 for \$42,000 obligation authority**
- Beulah Bike Lane Project: Design-based cost estimate now available. **TIP Amendment: Reduce from \$198,000 to \$175,000**
- New County Safety Project: Sign replacement (f61402). **TIP amendment: Add County Sign Replacement at \$65,000** \$42,000 from guardrail project and \$23,000 from Beulah project.

Regarding ADOT’s administration of the Transverse pavement marking project, Mr. Woodson stated that this kind of work could have been done locally, reducing the overall cost of the project. Mr. Ryan agreed.

Mr. Woodson moved to adopt the 2014-18 TIP and ratify the changes as presented by the FMPO. Mr. Ryan seconded the motion. All were in favor.

4. FY 2014 Unified Planning Work Program Amendments

Mr. Wessel presented on changes to the funding sources within the UPWP to reflect unspent balances in the FTA 5303 program and unfunded projects identified in the work program. More specifically, staff recommends funding the bulk of the \$100,000 Milton Road study with the 5303 funds (\$78,000) and shifting the STP funds to the Access Management Policy (\$25,000) effort and the Regional Freight effort (\$35,000).

Background:

- ADOT is now applying obligation authority limitations to federal highways planning funds, effectively reducing earlier estimates by 4.5%.
- ADOT provided FTA 5303 planning fund estimates for FY 13 and FY 14 effectively raising them by \$5,000 per year
- An ADOT review of accounts revealed failure to invoice against one funding source: FTA 5303 funds. Accounting practices developed to avoid in future.
- A review of TIP Amendments revealed an inadvertent elimination of funding for two projects: Access Management Policy (\$25,000) and Regional Freight Planning (\$35,000). Both projects were still referenced in the work program.

Key Considerations:

- No projects change in size or scope, only funding levels and sources
- 5303 funds effectively spent down
- **UPWP Amendments:** Reflect actual funding levels. Shift \$78,000 of the \$100,000 Milton Road study to 5303 funds (\$78,000). Shift STP funds to the Access Management Policy (\$25,000) and Regional Freight Study (\$35,000)

Mr. Woodson motioned to approve the amended FY 2014 Unified Planning Work Program. Mr. Ryan seconded the motion. All were in favor.

5. Appointment of FMPO Multimodal Planner as designated alternate to NAIPTA Transit Advisory Committee

The FMPO Manager now serves on the NAIPTA TAC. NAIPTA requests that all TAC members have an alternate designated by the governing body. Mr. Wessel suggested that Martin Ince, FMPO Multimodal Planner, become designated alternate to the NAIPTA TAC. Mr. Ryan moved to approve the appointment of Mr. Ince as the designated alternate to NAIPTA TAC. Mr. Woodson seconded the motion. All were in favor.

At 8:50 am Mr. Kevin Burke, City Manager, City of Flagstaff entered the meeting.

6. Fall Retreat Planning

The FMPO Fall Retreat is tentatively planned for the morning of October 30, 2013 at the Ft. Tuthill Mess Hall Meeting Room. Possible topics: Regional Transportation Plan content; Long Range Funding; MAP-21 Reauthorization; and/or Strategic Planning. Mr. Wessel sought Board input on the retreat topics.

Mr. Burke asked if highway 180 to Snowbowl might be a retreat topic in preparation for the snow season and the traffic issues that result from the increased traffic on 180. Mr. Wessel replied that there is not currently anything new from the FMPO on the 180 corridor, but that 2 year's effort has been spent on refining the timing plans to increase traffic flow and that these changes have had a positive effect. Chair Merrick confirmed a pavement preservation project on 180. There was discussion on decreasing congestion on 180 and on Humphrey's during peak snow play times. Mr. Woodson added that with artificial snow making that there will be a 40% increase in use of Snowbowl stretched out over a longer season of weekends than in previous years. Mr. Wessel confirmed with Chair Merrick, that the seasonal timing plan for the corridor could be established starting on the Thanksgiving holiday and could be implemented each weekend in the snow season. Ms. Evans expressed concern

about the over-capacitation of 180 and how it may inhibit emergency response times. Mr. Wessel stated that highway 180 will not be on the Executive Board retreat, but continues to be priority of the FMPO.

There was discussion only.

Quorum was lost at 9:18 am when Mr. Ryan left the room. Quorum was restored at 9:20 am when Mr. Ryan returned.

7. Resolution: Border Zone

Mr. Wessel presented on a resolution in support of expanding the Border Zone in Arizona from the current 75 miles to cover the entire state. The Border Zone Resolution is more of an economic development issue, than a transportation issue. The resolution is being considered by all Councils of Government (COG's) and Metropolitan Planning Organizations (MPO's) in the state. Mr. Ryan expressed his overall support of the Border Zone Resolution. Ms. Evans added that from her participation in the League of Cities and Towns she has learned that Coconino County benefits from increased tourism from Mexico, specifically from the states of Sonora, Chihuahua, and Durango, due to an interest in snow play. Mr. Ryan moved to approve the Border Zone Resolution as written, signed by the Vice Chair. Ms. Evans seconded the motion. Chair Merrick abstained. All other members were in favor of adopting the Border Zone Resolution as written, signed by the Vice Chair.

8. FMPO Working Calendar

Mr. Wessel gave an overview for the next meeting and review topics for the October 30th retreat. The agenda on the next meeting, scheduled for mid-December to avoid Thanksgiving and Christmas holidays, will include the work program, transportation improvement program process and legislative update. If possible, updates on I-11 and freight will be made. There was discussion only.

IV. CONCLUDING GENERAL BUSINESS

A. REPORTS

- 1) [Technical Advisory Committee](#)
- 2) [Staff Report](#)

Mr. Wessel gave a brief staff report. Traffic Research & Analysis was awarded the contract to begin traffic counts in October. The Planning to programming process reiterated that the Casa Grande resolve is in place regarding funding distribution. The FMPO will be looking at the economic value of freight and bringing freight out of the major metropolitan areas.

B. ANNOUNCEMENTS

Mr. Ryan announced that exit from I-17 to McConnell, by NAU, presented safety issues, including unsafe pedestrian and bicycle traffic, that he suggested the Executive Board keep track of. Mr. Wessel added that the FMPO would be conducting traffic counts in this area. Chair Merrick said that ADOT applied for competitive funds to address this pedestrian/bicycle issues at this intersection, but there was not information on the outcome of the award at this time.

TAC

October 3, 2013
Coconino County Human Resources Bldg

Executive Board

Retreat, October 30, 2013, 8 am to 12 pm
Coconino County Fair Grounds at Ft. Tuthill

ADJOURNMENT

Chair Merrick stated that ADOT would host this year's meetings at the ADOT office at 1801 S. Milton. Chair Merrick adjourned the meeting at 9:40 am.