



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, December 11, 2013

ADOT, Conference Room
1801 S. Milton, 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 Merrick called the meeting to order at 8:05 a.m.

EXECUTIVE BOARD MEMBERS

Present:

Audra Merrick, Chair (designated alternate for Hank Rogers)

Mark Woodson, Vice Chair

Matt Ryan

Art Babbott

FMPO STAFF

David Wessel, FMPO Manager

Sydney Francis, Administrative Specialist

I. PRELIMINARY GENERAL BUSINESS

A. PUBLIC COMMENT

None

B. ANNOUNCEMENTS

Mr. Wessel announced the Arizona Rural Transportation Summit is in Prescott on January 15-17th. There was discussion about the Arizona Rural Transportation Summit. Mr. Babbott asked if information and details could be sent out to the Executive Board. Mr. Woodson said he would be attending on Wednesday. Mr. Ryan elaborated on the Summit's agenda and emphasized that different states would be presenting their respective plans on funding transportation in their respective jurisdictions. Mr. Ryan stated that it will be a good opportunity to get questions answered.

C. APPROVAL of MINUTES.

Board Action: Mr. Woodson moved to approve the minutes from Special Meeting June 12, 2013 and Meeting September 25, 2013. Mr. Babbott seconded the motion. All were in favor of approving the minutes from Special Meeting June 12, 2013 and Meeting September 25, 2013.

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

1. Legislative and Regulatory Update and Review

Mr. Wessel presented briefly on the legislative update. The Rural Transportation Advocacy Council (RTAC) has been preparing a letter about HURF transfers to submit to legislators. The FMPO sought authorization from the Executive Board to sign onto the letter.

Board Action: Mr. Ryan moved to sign onto the letter. Mr. Woodson seconded the motion. Chair Merrick deferred to the Vice Chair. All were in favor of signing onto the letter regarding HURF transfers.

2. I-11 Feasibility Study Update

Mr. Wessel presented on the I-11 Feasibility Study Update. ADOT has completed the Tier 1 analysis for route alternatives and will present Tier 2 results for discussion to the State Board on December 12. There are four evaluation tiers of alternative alignments. All Tier 2 alignments under consideration are west of Prescott, taking advantage of 93. Alternative alignment evaluations have commenced and will be completed in FY 14-15, the criteria include: legislation, system linkage, trade corridor, modal interrelationships, capacity & congestion, conformity to regional plans, environment, land use and ownership, cost, and community acceptance. There is a strong emphasis on trade relationships and connecting markets. The FMPO will attend remotely or in person on January 23rd to address a series of questions on the impacts to I-17 traffic.

Mr. Ryan asked if there was a shift East-ward on the movement corridors. Mr. Wessel replied that the map he referenced on the power point slide was a Federal map, which did not show I-11 from Phoenix, AZ to Reno, NV. Mr. Woodson added that Arizona is battling Texas for funding priorities on these interstates. Mr. Wessel stated that Texas is putting their own State funds into funding their infrastructure. Mr. Babbott confirmed that funding mechanisms have not been discussed or developed for I-11.

There was discussion only.

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

3. Transportation Improvement Program Amendments

Mr. Wessel Staff sought Executive Board adoption of amendments to the FY 14-18 TIP.

STP Proposed Changes by FMPO.

- LED Street light program
 - TIP Amendment: delete FY 14 for \$322,000
- Milton Road Study
 - TIP Amendment: Increase from \$18,000 to \$53,000
- Frontage Road 40 Pavement Preservation
 - TIP Amendment: Add \$150,000 to FY 14 for design
- New Project: Street light wireless communications program for City of Flagstaff
 - TIP Amendment: Add \$137,000 to FY 14 for procuring the communication devices needed for approximately 50% of the arterial and collector

Mr. Wessel presented on the alternative uses of the LED street light funds. The City of Flagstaff has a proposed replacement project in using wireless communications to monitor street lights. In addition, the FMPO can program the remainder of the LED light funds into Regional Transportation Plan Public Outreach. Chair Merrick asked if \$137,000 was for the procurement of the wireless devices and if the City will be

installing the devices. Mr. Wessel replied yes that the funds are for the procurement of the devices. Mr. Ryan asked if there was any investigation into the return on investment (ROI) of the wireless communication devices. Mr. Woodson and Mr. Babbott seconded Mr. Ryan's question with emphasis on the fact that this may or may not be the best use for the LED light funds. Mr. Wessel responded that the wireless communication devices save power and contribute to a more efficient use of staff resources, in addition to increasing safety when a light goes out. Mr. Babbott stated that he would like to keep the LED street light program and work towards resolving the impasse between the City and the astronomical community. Mr. Wessel gave a background on the situation. The City Manager has been in several meetings with local astronomers, sharing data on the project. LED light studies show that the amount of light lumens would decrease, but the frequency of light would increase contributing to a slight net gain of light pollution. The astronomy community has not offered much in evidence to contradict the City's research. The City has agreed to do more research. The FMPO is concerned from funding perspective; the FMPO needs to obligate the money this year and move forward within 90 days so that it does not run into problems obligating the funds. Mr. Babbott asked if the lighting issues included all zones. Mr. Babbott also added that he would like to see the ROI on the wireless communication project and he would also like to see available funds directed to pavement preservation projects. Mr. Woodson agreed that he would like to see available funds directed to pavement preservation. Mr. Wessel responded that there was not a pavement preservation project available at this time to which the funds could be obligated to within the time frame. Chair Merrick confirmed that there was not an appropriate pavement preservation project which could utilize these funds at this time. Mr. Babbott suggested putting the funds into the design of frontage road 40. Mr. Wessel restated that these funds would be moved to the design of frontage road 40 and the remaining balance would stay within the LED street light program to conduct a research effort between the City and the astronomical community. Mr. Ryan suggested that a LED study be done in Zone 2 and to further explore the zone concept. Mr. Woodson added that the LED street light research model could be used to benefit other regions.

The Executive Board recommended STP Changes to the FY14-18 TIP:

- LED Street light program
 - TIP Amendment: reduce LED street light program by \$185,000 (\$35,000 to Milton Road and \$150,000 to f40, see below) and leave a remaining balance of \$137,000 in potential LED street light program.
- Milton Road Study
 - TIP Amendment: Increase from \$18,000 to \$53,000
- Frontage Road 40 Pavement Preservation
 - TIP Amendment: Add \$150,000 to FY 14 for design

Board Action: Mr. Woodson moved to approve the STP changes to the FY14-18 TIP. Mr. Ryan seconded. All were in favor of the Executive Board recommended STP changes to the FY14-18 TIP.

Mr. Wessel asked the Board to consider eliminating the Access Management Policy (\$25,000) as a separate TIP project and combining it with the Regional Transportation Plan (RTP) at full or partial funding. This would require a change order to the RTP and would eliminate a separate procurement process. Mr. Woodson asked if the City and County already had Access Management Policies in place. Mr. Wessel replied that no specific policy on arterials and collectors is in place. There are engineering standards giving guidance to engineers and development communities, but not actual access management policies. Mr. Woodson stated that he favored the idea of combining the Access Management policies within the RTP update. Mr. Woodson suggested that Access Management may require a special public hearing, because it is a potentially controversial topic. Mr. Wessel questioned whether a public hearing was needed to frame policy, since a specific driveway is not in question. Mr. Woodson replied that reducing driveways on arterials is a provocative issue to business owners. Mr. Ryan elaborated that Access Management policy may be corridor specific.

Board Action: Mr. Woodson moved to approve the addition of the Access Management Policy to the Regional Transportation Plan (RTP). Mr. Ryan seconded the motion. All were in favor of adding the Access Management Policy to the RTP update.

Mr. Wessel introduced proposed changes to the transit program:

- Transit Program Change
 - **FY 13**
 - **Increase local participation by \$300,000 to purchase an articulated bus which increases capacity without increasing labor costs.**
 - » **5309 Bus Livability (State of Good Repair) Local Cost increases from \$527,000 to \$760,000**
 - Increase 2013-STP State Flex funding from x to \$16,548, \$76,633 to \$82,740 total project with respective changes in local and federal share to account for updated funding levels.
 - **FY 14**
 - Split automated Farebox project funding between 2014-5307 and 2013-5307 funds

Mr. Woodson asked where the funding is coming from for the articulated bus. Mr. Wessel replied that the funding is from local transit tax funds. There was brief board discussion on the detail of the articulated bus and its route. Mr. Ryan asked if the farebox technology was on or off the bus. Mr. Wessel replied that the fareboxes are on the bus and will improve money and data collection for the drivers, as the fareboxes count the passengers.

Board action: Mr. Woodson moved to approve of the changes to the Transit program. Mr. Babbott seconded Transit changes. All were in favor.

Mr. Wessel presented changes to the HSIP program:

- HSIP Program Change
 - Advance 2nd phase of sign replacement (\$300,000) from FY 17 to FY 16 and reduce the FY 16 loan to \$198,000. This creates a more metered installation process and reduces the risk for the loan amount.

With the above changes to the HSIP program, \$300,000 will get added to the Switzer-Turquoise intersection project in FY17, from \$1.3 million to \$1.6 million. The sign replacement project goes to a 1-3-5 phasing. In addition, the total amount that has to be loaned out to the Switzer project is reduced, increasing the overall security of the funding.

Mr. Babbott asked for background on the Switzer-Turquoise project. Mr. Wessel replied that this is a safety program project that came from an analysis of the Zuni-Lone Tree intersection and the Switzer-Turquoise intersection. The City has elected to construct a round-about at the Switzer-Turquoise intersection and the project is currently in design and scheduled for construction in FY17. Mr. Babbott stated that he did receive public comments on the seemingly unnecessary replacement of signs. Mr. Babbott supported taking funds out of sign replacement, in order to allocate the funds to capital projects whenever possible. Chair Merrick stated that ADOT published some bullets on sign replacement standards. ADOT follows the Manual on Uniform Traffic Control Devices (MUTCB) standards on when signs need to be replaced. Mr. Woodson elaborated that the City has no choice on the replacement of signs; it follows a mandate on sign replacement. The board shared a common frustration with the sign replacement mandate when they were facing greater safety needs and a need to use that funding elsewhere. Mr. Wessel stated that the sign inventory program is in place and signs are being replaced in a systematic way.

Board action: Mr. Woodson moved to approve the HSIP program amendments. Mr. Babbott seconded the motion. Mr. Ryan asked if there was an opportunity to look at other safety priorities. Mr. Wessel replied that to the degree we have funding safety project will be looked at. The FMPO's RTP will be looking at priorities. All were in favor of the HSIP amendments to the FY14-18 TIP.

4. FY 2014 Unified Planning Work Program Amendments

Mr. Wessel sought Executive Board adoption for amendment to the FY 14 UPWP to effect the following changes: Correct funding levels for FTA 5303 funds; change funding source for the Milton Road Study; add access management policy task under the Regional Transportation Plan effort.

Board action: Mr. Ryan moved to approve the amendments to the FY14 UPWP. Mr. Woodson seconded the motion. All were in favor of amending the proposed changes to the FY14 UPWP.

5. Transit Human Services Transportation Coordination Plan

Mr. Wessel introduced the annual update to the FMPO Coordinated Public Transit - Human Services Transportation Plan and sought approval by the Board. The FMPO Coordinated Public Transit - Human Services Transportation Plan is a federally mandated plan looking to coordinate transportation services and increase the number of people served. This plan is an update. NAIPTA contributed considerable work through its recent business plan. The plan and guidelines are available at:

[Draft 2013 FMPO Coordinated Public Transit – Human Services Transportation Plan](#)
[ADOT Coordinated Public Transit-Human Services Transportation Plan Guidelines](#)

Board action: Mr. Babbott moved to approve of the FMPO Coordinated Public Transit - Human Services Transportation Plan. Mr. Woodson seconded the motion. Mr. Ryan asked to be informed about changes to mobility management and changes to the transportation act. All were in favor of approving the FMPO Coordinated Public Transit - Human Services Transportation Plan.

6. FMPO Retreat Review

Mr. Wessel gave an overview the Facilitator's report from the FMPO Fall Retreat and asked the Board to provide an initial organizational response. Mr. Wessel introduced the draft mission and vision.

FMPO Mission and Vision –

Mission: Elevating transportation performance

Vision: To add value to our members' professionals, plans and projects so the mobility needs of our region are met at an exceptional level.

Mr. Babbott stated that there is value on having discussion on the long term of organizational transportation planning. He suggested that the board should ask the following question: what is our best organizational vehicle to move transportation planning forward? Mr. Woodson replied that the FMPO has to follow its federally determined mandate and stick to its primary role. Mr. Wessel agreed that the FMPO needed to stay true to its role, but it is not an either/or situation between role and the best organizational vehicle to move transportation planning forward. There was discussion only.

The quorum was lost at 9:03 a.m. Mr. Ryan left the meeting room. The quorum was restored at 9:06 a.m. when Mr. Ryan returned.

7. Operations & Maintenance Study Path Forward

Mr. Wessel presented alternative courses of action for implementation of the \$215,000 operations & maintenance (O & M) study programmed for FY14 with FY13 surface transportation program funds. The O & M study task has been deferred to permit long-range funding and election possibilities. Mr. Wessel will be speaking with the FMPO Management committee on Friday, December 13, 2013 to address the path forward on the O & M study.

Mr. Woodson stated that we are a critical moment to conduct the study in order to have data, results and talking points in time to share with the public for the election. Mr. Babbott added that he thought the O & M study would provide important information, regardless of the election; the O & M tool provides valuable data towards making more intelligent decisions. Mr. Babbott expressed that he was comfortable with waiting until after the 2014 elections to begin the study. Mr. Wessel confirmed that he had the Board's direction and that he would put ADOT on notice that the study would start after November. Chair Merrick stated that she sees the O & M study as not what we have done wrong, but how can technology allow us to do better. Mr. Ryan added that the data collected will help us better program limited funds, but that he would like to hold off and get further insights and recommendations from the County staff regarding the elections. Mr. Wessel stated that he was considering the possibility of the City doing its own O & M study and the County could conduct one later. Mr. Babbott stated that he was not comfortable with the separation of the City and County on the O & M study. Mr. Ryan stated that he was open to a potential special meeting based on the feedback of the Management Committee. There was discussion only.

8. FMPO Working Calendar

Mr. Ryan requested that alternative days of the week and times be considered for the monthly FMPO Executive Board meeting. The agenda on the next meeting 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](#)

B. ANNOUNCEMENTS

TAC

January 2, 2013
Coconino County Human Resources Bldg

Executive Board

January 22, 2013
ADOT Conference Room
1801 S. Milton

ADJOURNMENT

Chair Merrick adjourned the meeting at 9:18 a.m.