



FLAGSTAFF METROPOLITAN  
PLANNING ORGANIZATION  
CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT  
211 West Aspen Avenue ♦ Flagstaff, Arizona 86001  
Phone: (928) 213-2651  
[www.flagstaffmpo.org](http://www.flagstaffmpo.org) ♦ [fmпо@flagstaffaz.gov](mailto:fmпо@flagstaffaz.gov)

## AGENDA

### Executive Board

8:00 a.m. to 8:15 a.m., *Special Meeting*  
8:15 a.m. to 12:00 p.m., *Annual Retreat*  
Wednesday, September 24, 2014

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Little America Hotel & Resort  
2515 E. Butler Avenue, Flagstaff, AZ 86004

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.***

#### EXECUTIVE BOARD MEMBERS

Audra Merrick, Chair (designated alternate for Hank Rogers), ADOT  
Mark Woodson, Vice Chair, Flagstaff City Council  
Matt Ryan, Coconino County Board of Supervisors  
Jeff Oravits, Flagstaff City Council  
Art Babbott, Coconino County Board of Supervisors  
Coral Evans, Flagstaff City Council

#### FMPO STAFF

David Wessel, FMPO Manager  
Sydney Francis, 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. Rotation of Officers

The City will assume the chairmanship and the County the Vice Chair.

**Recommended Action:**

**Discussion and Possible Action**

##### C. ANNOUNCEMENTS

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

##### D. APPROVAL of MINUTES.

(pages 3-11)

Meeting June 24, 2014

Meeting September 24, 2014

**OLD BUSINESS (Continued, postponed, and tabled items.)**      **None**

**II. NEW BUSINESS (Continued, postponed, and tabled items.)**      **(page 12)**

**1. Letter to Federal Delegation regarding Funding:** Staff will present a draft letter to the Board and request authorization for the Chair to sign on behalf of the Board.

**Recommended Action**

**Discussion and Possible Action**

**III. CONCLUDING GENERAL BUSINESS**

**A. REPORTS**

- 1) Staff Report      **(pages 13-15)**
- 2) Technical Advisory Committee      **(pages 16-18)**

**B. ANNOUNCEMENTS**

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

TAC	December 4, 2014 Coconino County Human Resources Bldg
Executive Board	To be determined

**ADJOURNMENT Special Meeting**

**FMPO Fall Retreat**      **(pages 19-27)**

*The Transportation Improvement Program (TIP) includes Northern Arizona Intergovernmental Public Transportation Authority final program of projects for section 5307 and 5339 funding under the Federal Transit Administration, unless amended. Public notice for the TIP also satisfies FTA public notice requirements for the final program of projects.*

**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 \_\_\_\_\_, 2014.



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***Draft Minutes***  
**Executive Board**  
**8:30 a.m. to 10:00 a.m., Wednesday, June 25, 2014**

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ADOT, Conference Room  
1801 S. Milton, Flagstaff, AZ 86001

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Vice-Chair Woodson called the meeting to order at 8:34 a.m.

**EXECUTIVE BOARD MEMBERS**

Audra Merrick, Chair (designated alternate for Hank Rogers), ADOT  
Mark Woodson, Vice Chair, Flagstaff City Council  
Art Babbott, Coconino County Board of Supervisors  
Coral Evans, Flagstaff City Council

**FMPO STAFF**

David Wessel, FMPO Manager  
Sydney Francis, Administrative Specialist

**OTHER ATTENDEES**

Dan Folke, Planning Director, City of Flagstaff

**I. PRELIMINARY GENERAL BUSINESS**

**A. PUBLIC COMMENT**

None

**B. ANNOUNCEMENTS**

Mr. Wessel suggested that the action items in "New Business" be addressed first by the Executive Board, due to time constraints.

**C. APPROVAL of MINUTES.**

Meeting May 12, 2014

Mr. Woodson pointed out a correction in the Minutes from May 12, 2014 to change "FY" to "FY17" on page 2 of the minutes.

**Board Action:** Mr. Babbott moved to approve the minutes with the corrections. Ms. Merrick seconded the motion. All were in favor of approving the May 12, 2014 minutes with the corrections.

Vice-Chair Woodson convened the Executive Session at 8:36 a.m.

## II. EXECUTIVE SESSION

### 1. FMPO Manager Annual Personnel Review

A City of Flagstaff liaison was available to present the evaluation.

Vice-Chair Woodson resumed the Executive Board meeting at 9:02 a.m.

The following Minutes reflect the order the agenda items were addressed in the Executive Board meeting.

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

### 1. FY 2015-2019 Transportation Improvement Program Adoption

Mr. Wessel sought Board approval of the FY 15-19 Transportation Improvement Program (TIP). The TAC recommended adoption on June 5, 2014. No projects were submitted during the call for projects and no comments received during the public comment period. On June 24, 2014, the FMPO received awards for the 5310 program, changes for which will be added to the current FY15-19 TIP.

Mr. Wessel announced that one of the roles he has taken on is working with other MPO and COG planners to work through the issues on the 5310 program. One of the issues is that the locals have very specific criteria when to rank projects for the 5310 grant awards, but the ADOT award process does not always seem reflective of the local input and ranking. Mr. Wessel is working with ADOT to come to a mutual understanding of the 5310 award process.

**Board Action:** Mr. Babbott moved to adopt the FY15-19 TIP with the changes. Ms. Evans seconded the motion. All were in favor of adopting the FY15-19 TIP with the changes.

### 2. Coordination Plan Update

Mr. Wessel presented the proposed amendments to the FMPO Coordinated Public Transit - Human Services Transportation Plan and sought adoption of the amendments by the Executive Board. Mr. Wessel summarized the key points of the 5310 program and proposed amendments of the Coordination Plan on pages 21 and 22 in the staff summary of the agenda packet. Included with this plan are the applications for grant funds by service providers.

Vice-chair Woodson asked about the priority regarding the Huntington/Industrial shuttle service. Mr. Wessel explained that there is a gap in the Huntington/Industrial neighborhood regarding the mobility needs of the elderly and disabled because of where the Mountain Line has bus routes end and the services provided by various organizations in the Huntington/Industrial neighborhood, such as the Guidance Center. Mr. Babbott stated that he attended the NAIPTA board meeting regarding this issue and why, for many reasons, NAIPTA should not extend bus service into this area. Mr. Babbott reported that NAIPTA Director, Jeff Meilbeck, would explore the options regarding un-used van equipment that could be passed on the service providers to address this gap. Mr. Babbott added that the community is looking for a solution driven by the service providers.

Vice-chair Woodson asked how pedestrian and sidewalk improvements fit into the 5310 program plan. Mr. Wessel replied that many of these pedestrian and sidewalk improvements are needed for bus stop, transit and mobility access. Vice-chair Woodson added that he is seeking solutions with other City Council members to find funding to improve sidewalks and decrease sidewalk gaps. Gaps in the pedestrian transportation system inhibit people's mobility. Mr. Wessel replied that he is looking for ways to determine how the City can amortize the pedestrian infrastructure.

Chair Merrick asked about priority #1, regarding the need for a Mobility Management position. She asked if it NAIPTA would always be the mobility manager and if this will always be a priority in the Coordinated plan. Mr. Wessel replied not necessarily. It seems counter-intuitive to take money away from services in favor of a position; however, based on compelling testimonials from WACOG, SEGO and other organizations a lot of mobility operations run on very limited budgets, for which it is difficult to write grants and comply with grants. The mobility manager position is where the expertise and continuity is housed; without the mobility managers many programs would have lost funding and fallen out of compliance. The current challenge is that that mobility manager positions are competitive. The MPOs and COGs are working with ADOT to get the funding stabilized. Regarding how the mobility manager position fits within an intergovernmental organization: MPOs do not usually conduct operations; COGs are involved in operations; NAIPTA is a good fit to house the mobility manager position because NAIPTA runs the ADA service and Mountain Lift already. Ms. Merrick added that the position and hosting organization could change annually. Mr. Wessel replied he is working to use flex money in the TIP to make the position permanent with a stable funding source.

**Board Action:** Ms. Merrick moved to approve the amendments to the FMPO Coordinated Public Transit - Human Services Transportation Plan. Ms. Evans seconded the motion. All were in favor.

### 3. Federal Aid Functional Classification System and National Highway System Changes

Mr. Wessel presented recommended changes to these classification systems in response to the MAP-21 designation of all principal arterials as part of the National Highway System. In the region, these changes only impact state highways. The TAC recommended taking no position as the ultimate action belongs to ADOT.

Mr. Wessel summarized the purpose and background of the National Highway System. The FMPO recommends pulling off the excess roads that are currently part of the NHS. Mr. Wessel added that if designated NHS roads include more responsibilities, standards and requirements.

Mr. Babbott addressed Chair Merrick and asked the following: "what are the general views of this NHS overlay?" Chair Merrick replied that if there are roads that should not be in the NHS system, they need to be addressed now. Mr. Wessel added that the FMPO recommends pulling all the roads from the NHS with the exception of Country Club and 89.

Vice-chair Woodson asked if these changes would affect the funding of these roads. Chair Merrick replied no funding that she knows of will be affected. She added that the region will not be losing potential funding.

Mr. Babbott asked if the Executive Board would benefit from having a written overview of these changes to the NHS system. Chair Merrick replied that she had a power point with this information that she would share with the Executive Board, as needed.

Mr. Wessel concluded the discussion by stating that some functional classification changes would need to be made to US 180, but that he would submit the requisite paperwork.

**Board Action:** Mr. Babbott moved to approve the FMPO's recommendations to ADOT. Ms. Merrick seconded the motion. All were in favor.

### 4. ADOT Priority Projects for FMPO Region and Advocacy Strategies

Mr. Wessel presented opportunities for identifying priority ADOT projects in the region for which the partnerships or advocacy might be pursued. Mr. Wessel gave an overview of potential projects such as transit service to Snowbowl and the 4<sup>th</sup> St. Bridge over I-40, which the ADOT needs lengthened and the City needs widened.

Vice-Chair Woodson stated that regarding projects like the 4<sup>th</sup> Street Bridge, the dialog needs to start now because improvements could be 10 years in the making.

Chair Merrick stated the region is competing on a statewide basis. Chair Merrick has observed that when locals bring money to the table for a project, ADOT is more likely to bring money to the table. These types of partnerships gravitate funding and projects moving forward.

Mr. Wessel suggested to the Board that with limited funding, the FMPO and the Board need to start defining these priority projects.

Ms. Evans stated that there needs to be a breaking point. The FMPO and the City in particular needs to be realistic about what funding can be brought to the table; half the funding may not be possible.

Mr. Babbott stated that it is not just about partnering with the governmental agencies, but also looking at partnering with the developers is necessary.

Ms. Evans stated that the developers are resistant to funding a project where a problem already exists, such as the 4<sup>th</sup> Street bridge; it is difficult to assess money for an existing problem.

Vice-chair Woodson added that there are huge pots of money some issues can be chipped away at, such as smaller improvement projects. He added that the Board needs to be mindful about the difference between which projects should be partnered with and which projects the City can accomplish on their own and what role the FMPO plays.

Mr. Wessel stated that on page 34 of the agenda packet includes the factors for prioritizing projects, regarding the resources and fiscal realities.

Vice-Chair Woodson added that the number of partners needs to be included. Private developments are important partners. Mr. Wessel replied that private developments add complications and resources.

Mr. Wessel asked the Board to consider the list of projects and start considering their prioritization. He also asked the Board to consider how to determine partnership priorities and long range strategies in order to advance long term projects.

There was discussion only.

#### **IV. OLD BUSINESS (Continued, postponed, and tabled items.)**

##### **1. Legislative and Regulatory Update and Review**

Mr. Wessel briefly presented a legislative update. The Highway Trust Fund is insolvent. Mr. Wessel gave background on the sales tax revenues generated from the sales of trucks and how it could be used toward this shortfall. There is currently a bill in the U.S. Senate to raise the Federal gas tax by six cents and index it to inflation. There was discussion only.

##### **2. I-11 Feasibility Study Update**

Mr. Wessel gave a draft of I-11 talking points to the Board and presented on current information regarding I-11. ADOT is in the process of addressing the FMPO region's and the Executive Board's concerns, regarding the value of looking at the losers to the total state on behalf of I-11.

Chair Merrick stated that I-11 is a proposed new funding source. Mr. Wessel added that there is resistance to new funding and that 93 will get most of the impact.

Ms. Evans asked if the talking points were considered a “public document”. She suggested that some of the talking points be re-phrased. For example, a reduction of truck traffic through Flagstaff is not necessarily a benefit to small hotels and restaurant owners whose businesses rely on this traffic.

Vice-chair Woodson asked if the Board would like to make this document a public document by submitting comments and suggestions to Mr. Wessel and then voting on it. Mr. Wessel added that he could accommodate a quick phone call, since the next Executive Board meeting is in August.

Ms. Evans stated that this is valuable information as a City Council member, especially to share with stakeholders and local business owners.

There was discussion only.

### **3. FMPO Retreat Review/Vision and Mission work**

Mr. Wessel presented updated information to continue the discussion from last month on new vision and mission direction for the organization based on last fall’s retreat. Included in the agenda packet is the mandate information for MPOs. Vice-chair Woodson stated that he would like to see the Federal mandate for MPOs serve as the core values for the vision and mission work. Mr. Wessel replied that the Executive Board retreat is most likely scheduled for October and he will work to get a facilitator for the retreat.

There was discussion only.

## **V. NEW BUSINESS (Continued)**

### **5. Regional Transportation Plan Technical Update**

No discussion.

### **6. FMPO Working Calendar**

Mr. Wessel gave the dates for the next Executive Board meeting, scheduled for August 27<sup>th</sup>, and informed the Board about the 2015 Rural Transportation Summit.

## **VI. CONCLUDING GENERAL BUSINESS**

### **A. REPORTS**

- 1) Technical Advisory Committee
- 2) Staff Report

### **B. ANNOUNCEMENTS**

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

TAC

August 7, 2014

Coconino County Human Resources Bldg

Executive Board

August 27, 2014

ADOT Conference Room, 1801 S. Milton

## **ADJOURNMENT**

Vice-Chair Woodson adjourned the meeting at 10:05 a.m.

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***Draft Minutes***  
**Executive Board**  
**8:30 a.m. to 10:00 a.m., Wednesday, September 24, 2014**

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1801 S. Milton, Flagstaff, AZ 86001

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Vice-Chair Evans called the meeting to order at 8:32 a.m.

**EXECUTIVE BOARD MEMBERS**

Mike Kies, ADOT (for Audra Merrick)  
Matt Ryan, Coconino County Board of Supervisors  
Jeff Oravits, Flagstaff City Council (telephonic)  
Art Babbott, Coconino County Board of Supervisors (telephonic)  
Coral Evans, Flagstaff City Council

**FMPO STAFF**

David Wessel, FMPO Manager  
Sydney Francis, Administrative Specialist

**OTHER ATTENDEES**

Julian Avila, ADOT Public Affairs Manager

**I. PRELIMINARY GENERAL BUSINESS**

**A. PUBLIC COMMENT**

No public comment.

**B. ANNOUNCEMENTS**

Mr. Wessel announced that the agenda items requiring Executive Board action would be addressed first.

**C. APPROVAL of MINUTES.**

Meeting June 24, 2014

No discussion.

The items in this summary reflect the order in which they were discussed by the Executive Board.

## II. NEW BUSINESS (Continued, postponed, and tabled items.)

### 1. FY 14-18 Transportation Improvement Program Amendments – Adoption

FMPO Staff:

David Wessel, Manager

Mr. Wessel presented three sets of amendments each with its own staff report: Table 3 – Surface Transportation Program; Table 6 – Highway Safety Improvement Program; and Table 5 – Transit Projects. The table 3 amendments are adjustments related to end-of-year FY 14 charges to different funding sources and resulting in re-programming of \$95,000 found on page 21 of the agenda packet. Table 5 transit amendments are related to accurate and increased levels of funding. The table 6 amendments are related to balancing funds across existing projects.

**STP Recommended action:** 1) Shift local funds in the amounts of \$4,000 and \$3,000 respectively to cover city indirect costs for the Milton Road Operational Analysis and Regional Freight Study. 2) Create a new FY 15 STP project for RTP Outreach with a total project cost of \$50,000– already in the work program at \$41,000 – and fund it with \$7,000 in STP funds and the remainder spending down the balance of the carry forward in local funds and SPR funds. After accounting for the indirect cost, the project is not greatly increased. 3) Obligate the balance of the \$95,000 in STP to the Pine Knoll FUTS project. This project is approximately \$117,000 underfunded. The remaining balance may come from local Transportation Safety Tax funds. The city will charge an approved indirect cost allocation plan cost to each project. Failing to shift funds in the TIP and work program will result in the projects in already contracted projects having to reduce scope.

**Board Action:** Matt Ryan motioned to approve the amendments to the STP program in the FY15-19 TIP. Mr. Babbott seconded the motion, which passed unanimously.

**HSIP recommended action:** De-obligate \$90,000 from f61103 transverse pavement markings and reduce the overall cost of that project. Increase the FY13 loan to ADOT by \$47,000 and re-program and/or obligate the funds to the following projects:

- o F61105 Beulah Bike Lanes Construction -\$47,381
- o F61201 City of Flagstaff Sign Replacement -\$36,891
- o F61401 Switzer-Turquoise Intersection - Design -\$52,000

**Board Action:** Mr. Kies moved to approve the above described changes to HSIP. Mr. Ryan seconded the motion, which was passed unanimously.

**Transit Program recommended action:** The transit program received a higher award than was previously estimated. Mr. Wessel recommends shifting funds between FY14 and FY15 to make the best use of the funds according to Table 5 on page 28 of the agenda packet.

**Board action:** Mr. Ryan moved to amend the Transit Table in the FY14-18 TIP. Mr. Babbott seconded the motion, which was passed unanimously.

### 2. FY 15 Unified Planning Work Program Amendment – Recommendation

FMPO Staff:

David Wessel, Manager

Mr. Wessel presented a set of amendments to the FY15 UPWP. The amendments are related to end-of-year 2014 charges to different fund sources, year-end project fund balances, and the need to address indirect cost charges more completely. Only the traffic count and regional transportation plan budgets are increased significantly. Other minor increases are related to the indirect charges.

**Board Action:** Mr. Ryan moved to approve the changes to the FY15 UPWP as outlined in the staff report. Mr. Kies seconded the motion, which passed unanimously.

### 3. Public Participation Plan Update

FMPO Staff:

David Wessel, Manager

Mr. Wessel introduced a proposed amendment to the FMPO Public Participation Plan that addresses FTA required coordination between the FMPO TIP process and the NAIPTA program of projects process (POP). The amendment also updated contact information.

**Board Action:** Mr. Kies moved to approve all tracked changes in the FMPO's Public Participation Plan. Mr. Ryan seconded the motion, which was passed unanimously.

[Art Babbott left the meeting at 8:57 am]

[Jeff Oravits joined the meeting telephonically at 8:58 am]

### 4. ADOT Priority Projects for FMPO Region and Advocacy Strategies

FMPO Staff:

David Wessel, Manager

Mr. Wessel has had preliminary discussions with the TAC in identifying priority ADOT projects in the region for which the partnerships or advocacy might be pursued. There are still opportunities for nominating projects for the process. Potential projects could be multiple opportunities along the I-40 including the Fourth Street bridge, as well as the Lone Tree, Woody Mountain, and Bellemont traffic interchanges; I-17, including improvements at the airport/JW Powell; US 180 improvements, including shoulder and intersection improvements; West Route 66, including edge improvements, turn lane improvements and pedestrian/bicycle crossings; multiple Milton projects, including signal relocation/technology upgrades, safety improvements, transit improvements, and major intersection improvements; East Route 66, such as pedestrian and bicycle crossings and transit improvements; and turn lanes and pedestrian/bicycle crossing on US89. Vice Chair Evans suggested that additional signals along old Route 66 and Milton Avenue improvements be made a priority because of the anticipated growth in off-site student housing for Northern Arizona University. She also suggested that additional signals be considered for East Route 66. Mr. Wessel said factors for prioritizing will be project readiness, impact on the region, partnership opportunities and ADOT priorities. There was discussion only.

### 5. Regional Transportation Plan Technical Update

FMPO Staff:

David Wessel, Manager

Mr. Wessel updated the Board on the Regional Transportation Plan Update, particularly on performance measures for specific projects and regional plan goals and how it supports various scenarios. Projects are prioritized within a 2040 land use and projected growth areas based on their demand probability, then score them for effectiveness by mode (auto, pedestrian, bicycle, transit). Then funding for each mode is analyzed, transportation investment choices are identified and ultimately make recommended investment choices. Mr. Wessel also reviewed a chart of issue assessments, which identifies issues involving the public, the performance measure category and applicable performance measures. After the election in 2014, there will be a public outreach to identify issues and assign weight to these issues, probably after the start of the new year. Mr. Wessel asked for the Executive Board's input, particularly for observations or experiences they might have in peer communities identified in the staff report, such as Reno, NV; Bellingham, WA; and Burlington, VT. There was discussion only.

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

### 1. Legislative and Regulatory Update and Review

FMPO Staff:

David Wessel, FMPO Manager

Mr. Ryan requested a letter to be drafted by staff to address the importance of Federal funds. Mr. Wessel agreed and offered to present the letter to the AMPO Board in October and to return it to the Executive Board. There was discussion only.

**2. FMPO Retreat Review/Vision and Mission work**

FMPO Staff: David Wessel, Manager  
No discussion.

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

**6. Rural Transportation Summit**

FMPO Staff: David Wessel, Manager  
No discussion.

**7. FMPO Working Calendar**

FMPO Staff: David Wessel, FMPO Manager  
No discussion.

**V. CONCLUDING GENERAL BUSINESS**

**A. REPORTS**

- 1) Technical Advisory Committee
  - 2) Staff Report
- No discussion.

**B. ANNOUNCEMENTS**

TAC	October 2, 2014
Executive Board	Coconino County Human Resources Bldg
	Fall Retreat--TBD

**ADJOURNMENT**

*The Transportation Improvement Program (TIP) includes Northern Arizona Intergovernmental Public Transportation Authority final program of projects for section 5307 and 5339 funding under the Federal Transit Administration, unless amended. Public notice for the TIP also satisfies FTA public notice requirements for the final program of projects.*

Vice Chair Evans adjourned the meeting at 9:43 a.m.



## *“PARTNERS IN TRANSPORTATION ENHANCING OUR COMMUNITY”*

May 21, 2014

Honorable  
Congressional delegation

Washington, DC

RE: Highway Trust Fund Insolvency Regional Impacts

Dear Senator/Representative

The FMPO Executive Board would like to share with you the potential regional impacts of the on-going Highway Trust Fund insolvency issue. If funding is not restored to current levels there will be negative impacts on programs and operations in our region. We urge you to keep funding at current levels in the near-term and resolve to find long-term funding solutions to the nation’s mounting transportation infrastructure needs.

Local funds are generally not available to make up shortfalls in planned federal expenditures without serious disruption to our local capital improvements program. Projects impacted by reductions in FY 15 include:

The FMPO is federally funded and mandated to produce regional transportation plans and programs. It is a lean organization, 2.5 full time employees, with about 1/3 of that staff time paid for by member organizations. We believe that this staffing level is a minimum for meeting federal mandates. Reductions in funding will seriously compromise the FMPO’s ability to meet federal mandates.

The City and County are taking up local responsibilities through a successful November sales tax election for street preservation, operations and maintenance. We need our partners at the federal and state level to do the same. We urge similarly expedient federal action to maintain funding levels in the Highway Trust Fund.

Respectfully submitted on behalf of the Board,

???, FMPO Vice-Chair  
Flagstaff City Council

Cc Arizona Federal Congressional Delegation  
FMPO Executive Board  
Kevin Burke, Flagstaff City Manager  
Cynthia Seelehammer, Coconino County Manager

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### EXECUTIVE BOARD

Hank Rogers  
Chair  
Arizona State  
Transportation Board

Mark Woodson  
Vice-Chair  
Councilmember  
City of Flagstaff

Art Babbott  
Supervisor District 1  
Coconino County

Coral Evans  
Councilmember  
City of Flagstaff

Matt Ryan  
Chair  
Supervisor District 3  
Coconino County

Jeff Oravits  
Councilmember  
City of Flagstaff

### STAFF

David Wessel  
FMPO Manager

Martin Ince  
Multi-Modal Planner

Sydney Francis  
Administrative Specialist

## Memorandum – Staff Reports

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**Date:** November 7, 2014  
**To:** FMPO Technical Advisory Committee  
**From:** Martin Ince, Multi-Modal Planner  
David Wessel, FMPO Manager

**Re: Ongoing Transportation Projects**

### Projects

**US 89A/J.W. Powell Boulevard Intersection** – construction 40%

**Beulah Boulevard Extension/P3** – internal developer negotiations ongoing. City employing KHA to produce some alternate alignment and impacts to adjacent intersections.

**FUTS – Country Club:** design kick-off complete. Design underway

**US 180 Columbus to Snowbowl:** construction under winter shutdown. Friction course and striping remain

**FUTS Signs:** Bid documents complete, legal review complete, bid awarded – final specifications being reworked.

**Beulah Bike Lanes:** project near complete.

### Programs

**Federal Reauthorization** – Likelihood of a lame-duck bill not good.

**Enhancement Grants:** ADOT is working to clear backlog of projects. Region has two underway – Country Club FUTS and Pine Knoll FUTS.

**FHWA Initiative - Every Day Counts** – Innovation Council seeking ideas for “ready for prime time” products and processes that have more applicability to local governments. Next meeting 11/18/2014 and also scheduled for rural summit in January.

**Planning to Programming (P2P):** P2P guidance being used in corridor studies on I-40/I-17.

**NAIPTA bus stop improvement project.** Next FMPO funded phase in FY 2015.

### Studies

**I-40/I-17 Corridor Profiles** – launched in August with two other corridors. The P2P process will be applied and projects extracted from the profiles to be introduced to the program. FMPO is serving on the TAC as is the ADOT-Flagstaff District. Kimley-Horn is the consultant for I-40

and AECOM for I-17. The three consultants are working collaboratively to develop and test the full range of P2P measures.

**I-40 Design Concept Report** – officially “shelved” pending project programming. Coconino County PARA grant at Bellemont should be monitored for potential to initiate design and investment which may prompt the final hearing and complete the NEPA process for the entire corridor.

**I-17 Design Concept Report.** Now complete.

**Fourth Street North** – Council direction to seek pedestrian improvements only. FMPO tasked TRA, inc. to conduct turn movement, traffic counts and pedestrian counts at multiple locations in the corridor in early July, crosswalks installed, follow-up data collection to comment 2<sup>nd</sup> week of November.

### **Sidewalk Inventory and Improvement Program**

- Missing sidewalks and cost estimates complete for major roadways.
- General cost estimate for repair and improvement near complete.

### **FY 14 and FY 15 Work Program Update**

- 100 FY 14 UPWP: FY15 UPWP EB adopted. ADOT reviewed
- 200 Data Collection: Fall 13 counts complete and reviewed.
- 300 TIP: FY 15-19 adopted 6/25/14, approved by ADOT.
- 400 Long Range Planning
  - *Flagstaff Regional Plan 2030* - Voter ratified.
  - Benefit Cost Analysis – Training complete. Project complete.
  - RTP Update Preparation –See staff report 5-1-14
- 500 Special Projects
  - Adaptive Control Signal Technology – City project, locally funded. FMPO staff to support as needed. Award to Lee Engineering 6/17/14. Kick-off complete
  - Milton Road Microsimulation Study – Award to KHA on 4/15/14. Kick-off tentatively scheduled for 8/7/14. See TAC staff summary for more information
  - Operations and Maintenance Study – Timing of release will be coordinated with any potential election in November. FMPO staff is working closely with City and County management, capital and public works staff on funding for operations and maintenance to be considered in the fall vote, and ultimate scope for the O&M study
  - Access Management Policy- Approved for combination with RTP update
  - Freight Study – Don Breazeale and Associates retained. Preliminary work complete on policy review and development, concepts for involvement of private sector, and content for logistics training. Coordination with Chamber, EcoNA to commence.
  - Dark Skies & Emerging Technologies Conference and LED Light Research. FMPO staff is coordinating a conference in Flagstaff August 18-20 with the City of Flagstaff and Lowell observatory at High Country Conference Center. Preparations essentially complete. Over 100 registered to date.
- 600 Regional Planning
  - Traffic Impact Analysis Procedures Manual – First draft is complete. Circulation for internal staff review soon.
  - Support for major transportation impact analyses essentially complete.

- FUTS Signing Project – bid awarded.
- 800 Public Transportation
  - NAIPTA Coordination Meetings continue
  - Providing assistance with bus stop policy guidance.
  - 5310 application program and plan applications reviewed, ranked and submitted. Plan amendments approval scheduled for 6/25/14
  - 5304 received, scope near complete, waiting legal review and final DBE goal from ADOT.



# FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION

CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT

Office: 211 West Aspen Avenue ♦ Flagstaff, Arizona 86001

Phone: (928) 213-2651

[www.flagstaffmpo.org](http://www.flagstaffmpo.org) ♦ [fmपो@flagstaffaz.gov](mailto:fmपो@flagstaffaz.gov)

## ***Action Summary*** **Technical Advisory Committee** **1:30 p.m. – 3:30 p.m. – Thursday, November 6, 2014**

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Coconino County Human Resources Building – Weatherford Room  
420 N. San Francisco Street, 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 Clerk of the Board of Supervisors Office at 928-779-6693. 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 FMPO Executive Board may be present.***

**Vice-Chair Tim Dalegowski called the meeting to order at 1:34 pm**

### **COMMITTEE MEMBERS**

Tim Dalegowski, (for Andy Bertelsen, Coconino County Public Works Director), Vice-Chair

Charla Glendening, ADOT Sr. Transportation Planner (via phone)

Rick Barrett, City of Flagstaff Engineer

Nate Reisner, ADOT Flagstaff District Development Engineer (for Audra Merrick, ADOT Flagstaff District Engineer)

Adam Langford, NAIPTA Transportation Planner (for Jeff Meilbeck, NAIPTA General Manager)

Jeff Bauman, City of Flagstaff Transportation Manager

Christine Cameron, City of Flagstaff Project Manager

George Wallace, ADOT Sr. Project Manager

### **GUEST:**

Dennis McCarthy, NAU Director Facility Services: Engineer & Inspect

Mo El-Ali, City of Flagstaff Capital Improvement Engineer

Stephanie Sarty, City of Flagstaff Transportation Project Manager

### **FMPO STAFF**

David Wessel, FMPO Manager

April Gavin, FMPO Administrative Temp

## **I. PRELIMINARY GENERAL BUSINESS**

### **A. PUBLIC COMMENT**

*(At this time, any member of the public may address the Committee on any subject within their jurisdiction that is not scheduled before the Committee on that day. Due to Open Meeting Laws, the Committee 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.)*

There was no public comment.

**B. ANNOUNCEMENTS**

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

Vice-Chair Dalegowski announced that Scott Tkach had joined Coconino County as the County Engineer and requested that staff place him on the distribution list for meeting notifications.

**C. APPROVAL of MINUTES.**

1) Meeting of October 2, 2014

**Board Action:** Mr. Barrett moved to approve the minutes of the October 2, 2014 TAC meeting as presented. Mr. Bauman seconded the motion

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

**1. FMPO TIP Project Status**

**FMPO Staff:**

**David Wessel, Manager**

Project sponsors provided progress update on their respective projects. ADOT staff was also asked to provide guidance and seek comment on the project status and advancement. There was discussion only.

**2. ADOT Priority Projects for FMPO Region**

**FMPO Staff:**

**David Wessel, Manager**

Staff began to discuss priority ADOT projects in the region for which the partnerships or advocacy might be pursued. There was discussion only.

**III. NEW BUSINESS**

**4. Milton Road Operational Alternatives Analysis – Update**

**FMPO Staff:**

**David Wessel, Manager**

The KHA bundle proposal was discussed by the committee and ideas were generated to give to KHA so they can refine projected projects for study. There was discussion only.

**5. Regional Transportation Plan Technical Update**

**FMPO Staff:**

**David Wessel, Manager**

Mr. Wessel updated the TAC on progress in RTP Technical Update and received input on several products. There was discussion only.

**6. Rural Transportation Summit**

**FMPO Staff:**

**David Wessel, Manager**

Mr. Wessel reminded the TAC that the Regional Transportation Summit will be held in January. There was discussion only.

**7. FMPO Working Calendar**

**FMPO Staff:**

**David Wessel, FMPO Manager**

- Mr. Wessel reminded the group that they are invited to the FMPO Executive Board Retreat on Wednesday, November 12, from 8 am to Noon at Little America.
- The TAC is encouraged to come to the “First Mile – Last Mile” freight training that will be held at City Hall on Thursday, November 13 from 7:30 to 10:30 am. The discussion will be lead by Don Breazeale from Don Breazeale and Associates.
- The next TAC meeting is scheduled for Thursday, Dec. 4. It is possible that there will not be a December Executive Board meeting because of the retreat.

There was discussion only.

## **IV. CONCLUDING GENERAL BUSINESS**

### **1. REPORTS**

#### Staff Report

Mr. Wessel referred the committee members to his written report.

### **2. ANNOUNCEMENTS**

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

TAC	December 4, 2014 Coconino County Human Resources (420 N. San Francisco)
Management Committee	November 14, 2014 (if needed)
Executive Board	Fall Retreat—November 12, 2014 Little America

*The Transportation Improvement Program (TIP) includes Northern Arizona Intergovernmental Public Transportation Authority final program of projects for section 5307 funding under the Federal Transit Administration, unless amended. Public notice procedures for the TIP also satisfies FTA public notice requirements for the final program of projects.*

### **ADJOURNMENT**

Vice-Chair Dalegowski adjourned the meeting at 3:45 p.m.

**Flagstaff Metropolitan Planning Organization  
Fall 2014 Retreat  
Little America, Flagstaff**

**Agenda**

*Meeting Objective: To clarify the foundational documents (mission and vision) for the FMPO and identify the FMPO priorities for the next 18 months.*

8:00 Welcome and Introductions, Dave Wessel

8:10 Overview of the Agenda & Materials, Holly Yeager

8:15 Group Exercise: FMPO – Where We Have Been & Where We Are Going, 2000-2020

9:30 Group Discussion: Clarifying Our Vision

10:20 Break

10:30 Clarifying the Priorities for the Next 18 Months

11:55 Next Steps, Holly Yeager and Dave Wessel

12:00 Adjourn



## **Holly Yeager Biography**

### **Summary**

Holly Yeager has over 23 years of experience facilitating complex meetings and processes with governmental agencies, businesses and non-profit organizations to clarify their governance structure and foundational statements as well as develop strategic and operational business strategy to reach specific, measurable objectives. Ms. Yeager would work with the staff and membership of the FMPO to develop a strategic planning process that clarifies the mission, vision and values of the FMPO, draws on best practices from similar organizations, and further clarifies the unique role that the FMPO is poised to deliver to the greater Flagstaff community and region.

### **Experience**

Ms. Yeager named her company Real Change to reflect her desire to work with leaders that seek to shape the changes impacting their industries and develop proactive, collaborative and strategic approaches to change. With training in governmental process improvement from Ken Miller and Budgeting for Outcomes from the Public Strategies Group, Ms. Yeager understands the challenges of government to rethink the services they provide while meeting the changing needs of their citizens and the communities they serve.

In the past year, Ms. Yeager has facilitated planning and team building retreats for the City of Flagstaff Fire Department, the City of Flagstaff Customer Service Team, Coconino County Parks and Recreation, NAU, ECONA, NACOG Council on Aging, Native Americans for Community Action, the Grand Canyon Trust, the Flagstaff Medical Center, Coalmine Chapter, the Hopi Tribal Economic Development Commission, the National Park Service and a wide range of additional local non profits and businesses in the greater Flagstaff Area. Ms. Yeager has also developed a leadership training program for emerging leaders in the National Park Service that is part of their annual training and development program. In her previous position at Coconino County, Ms. Yeager worked with the County Leadership to develop strategic priorities and systems to align departmental planning and budgets to consider the key outcomes of County government.

Ms. Yeager has extensive training in facilitation, strategic planning, and leadership development including a Masters in Organizational Systems from Antioch University and a B.A. in Environmental Studies and Multicultural Perspectives from UC Santa Cruz. She is a certified facilitator from the International Association for Public Participation, the Institute for Cultural Affairs, the Technology of Participation, the Organizational Relational Systems program and a trained Career Development Facilitator. (see Attachment A: Resume for Holly Yeager)

Ms. Yeager is also an active member of the community, she is part-time staff with the Climate Science and Solutions program at NAU and currently sits on the Community Advisory Committee developing a strategic sustainability plan for the Flagstaff Airport.

# FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION STAFF SUMMARY REPORT



**To:** FMPO Executive Board  
**From:** David Wessel, FMPO Manager  
**Date:** November 7, 2014  
**Meeting Date:** Retreat - November 12, 2014

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Title: **FMPO Vision, Mission & Charter**

Recommended Actions: Discussion only

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**ACTION SUMMARY:** To move the organization forward in defining, refining and focusing its vision and mission.

**DISCUSSION:**

### **Alignment with Purpose, Mission, and Regional Transportation Plan**

- Working with partners
- Communications
- Professional integrity
- Intellectual integrity
- Efficiency

### **Background/History:**

- At the FMPO Retreat in October 2013, an alternate vision or mission statement was offered by one attendee, "We want money to maintain what we have, increase connectivity, improve safety and build public support."
- There was a general recognition at the Retreat that it was time to revisit the charter, given the 6-year lapse since the last review, and "have a clear shared focus... a vision." Also from the retreat, "Define clear role for FMPO going forward."

### **Key Considerations:**

Our facilitator will direct you through this exercise. Some important base information is provided below including highlights from our federal mandate.

Current FMPO purpose statement: *"The transportation vision for the region is created by the FMPO partners actively engaging our stakeholders and public. The FMPO, with our partners and stakeholders, aggressively advances its plans and projects to fulfill that vision"*

Current FMPO mission statement: *"Innovative solutions and communications with the public define the FMPO as the leader for coordinating regional transportation and land use planning. Intellectual and professional integrity keep us there."*

## Projects and programs FMPO has undertaken

- Data Gathering
  - Traffic counts (annual)
  - Trip Diary (5-6 years)
- Project Development
  - Regional trail planning & coordination
  - Signal Synchronization & GPS Clocks
- Analytical Tool Development
  - Regional Model (every 2-3 years)
  - Benefit Cost Analysis tool
- Grant writing
  - Regional Plan grant
  - NAIPTA 5-year transit plan grant
  - Enhancement grants
  - Lake Mary Rd Widening grant
- Training
  - Local Technical Assistance Program funding
  - Gravel Roads Academy
  - Adaptive Signal Control Technology
  - Bicycle Safety Train-the-trainer
  - Walkability Audits
- Planning & Problem Solving
  - Regional Transportation Plans
  - US 180 Winter Traffic Study
  - Townsend-Winona Corridor Study
  - Fourth Street Traffic Interchange Study
  - Residential Traffic Management Process
  - Route Transfer Study
  - Pedestrian and Bicycle Facilities Guidelines
  - Transportation Impact Analysis Procedures
- ADOT Coordination
  - 5310 Special Needs Transit Program (annual)
  - Northern Arizona Framework Study
  - What Moves You Arizona
  - State Transportation Plan
  - Planning to Programming
  - State Pedestrian and Bicycle Plans
  - I-40 Design Concept Report
  - I-17 Design Concept Report
  - State Access Management Policy

## Highlights of Federal mandates (see attachment for more detail)

- Regional Transportation Plan
  - Economic vitality
  - Access & mobility
  - Environment protection
  - Modal integration
  - Efficient system management
  - System preservation
  - Safety and security
- Annual Work Program
- Transportation Improvement Program
- Annual listing of projects
- Consultation with resource agencies
- Coordination with Transit Providers
  - Coordinate plan
  - Project prioritization
- Public Participation Plan
- Air Quality (not applicable)

## Present Fiscal limits

### Fiscal Limits

- Annual planning funds
  - \$260,000
- Access to STP funds
  - \$400,000 (generally for construction)
- Access to General funds
  - Ongoing, \$27,000 current
  - One-time
- Access to Other grant funds
  - When available
- Partnership funds
  - Public or Private

**Community Involvement:**

- TAC and EB meetings are open to the public.

**Financial Impacts:**

- None to date

**Alternatives/Consequences:**

- Retain current charter language

**Attachments/Exhibits:**

- Excerpts of Federal legislation pertaining to Metropolitan Planning

## §134. Metropolitan transportation planning

### (a) Policy.—It is in the national interest—

(1) to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between States and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes identified in this chapter; and

(2) to encourage the continued improvement and evolution of the metropolitan and statewide transportation planning processes by metropolitan planning organizations, State departments of transportation, and public transit operators as guided by the planning factors identified in subsection (h) and section 135(d).

### (c) General Requirements.—

(1) Development of long-range plans and tips.—To accomplish the objectives in subsection (a), metropolitan planning organizations designated under subsection (d), in cooperation with the State and public transportation operators, shall develop long-range transportation plans and transportation improvement programs through a performance-driven, outcome-based approach to planning for metropolitan areas of the State.

(2) Contents.—The plans and TIPs for each metropolitan area shall provide for the development and integrated management and operation of transportation systems and facilities (including accessible pedestrian walkways and bicycle transportation facilities) that will function as an intermodal transportation system for the metropolitan planning area and as an integral part of an intermodal transportation system for the State and the United States.

(3) Process of development.—The process for developing the plans and TIPs shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems to be addressed.

### (g) MPO Consultation in Plan and TIP Coordination.—

#### (3) Relationship with other planning officials.—

(A) In general.—The Secretary shall encourage each metropolitan planning organization to consult with officials responsible for other types of planning activities that are affected by transportation in the area (including State and local planned growth, economic development, environmental protection, airport operations, and freight movements) or to coordinate its planning process, to the maximum extent practicable, with such planning activities.

(B) Requirements.—Under the metropolitan planning process, transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the metropolitan area that are provided by—

(i) recipients of assistance under chapter 53 of title 49;

(ii) governmental agencies and nonprofit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the Department of Transportation to provide nonemergency transportation services; and

(iii) recipients of assistance under section 204.

### (h) Scope of Planning Process.—

(1) In general.—The metropolitan planning process for a metropolitan planning area under this section shall provide for consideration of projects and strategies that will—

(A) support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;

(B) increase the safety of the transportation system for motorized and nonmotorized users;

(C) increase the security of the transportation system for motorized and nonmotorized users;

(D) increase the accessibility and mobility of people and for freight;

(E) protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

(F) enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

(G) promote efficient system management and operation; and

(H) emphasize the preservation of the existing transportation system.

(2) Performance-based approach.—

(A) In general.—The metropolitan transportation planning process shall provide for the establishment and use of a performance-based approach to transportation decisionmaking to support the national goals described in section 150(b) of this title and in section 5301(c) of title 49.

(2) Transportation plan.—A transportation plan under this section shall be in a form that the Secretary determines to be appropriate and shall contain, at a minimum, the following:

(A) Identification of transportation facilities.—

(i) In general.—An identification of transportation facilities (including major roadways, transit, multimodal and intermodal facilities, nonmotorized transportation facilities, and intermodal connectors) that should function as an integrated metropolitan transportation system, giving emphasis to those facilities that serve important national and regional transportation functions.

(ii) Factors.—In formulating the transportation plan, the metropolitan planning organization shall consider factors described in subsection (h) as the factors relate to a 20-year forecast period.

(B) Performance measures and targets.—A description of the performance measures and performance targets used in assessing the performance of the transportation system in accordance with subsection (h)(2).

(C) System performance report.—A system performance report and subsequent updates evaluating the condition and performance of the transportation system with respect to the performance targets described in subsection (h)(2), including—

(i) progress achieved by the metropolitan planning organization in meeting the performance targets in comparison with system performance recorded in previous reports; and

(ii) for metropolitan planning organizations that voluntarily elect to develop multiple scenarios, an analysis of how the preferred scenario has improved the conditions and performance of the transportation system and how changes in local policies and investments have impacted the costs necessary to achieve the identified performance targets.

(D) Mitigation activities.—

(i) In general.—A long-range transportation plan shall include a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan.

(ii) Consultation.—The discussion shall be developed in consultation with Federal, State, and tribal wildlife, land management, and regulatory agencies.

(E) Financial plan.—

(i) In general.—A financial plan that—

(I) demonstrates how the adopted transportation plan can be implemented;

(II) indicates resources from public and private sources that are reasonably expected to be made available to carry out the plan; and

(III) recommends any additional financing strategies for needed projects and programs.

(ii) Inclusions.—The financial plan may include, for illustrative purposes, additional projects that would be included in the adopted transportation plan if reasonable additional resources beyond those identified in the financial plan were available.

(iii) Cooperative development.—For the purpose of developing the transportation plan, the metropolitan planning organization, transit operator, and State shall cooperatively develop estimates of funds that will be available to support plan implementation.

(F) Operational and management strategies.—Operational and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods.

(G) Capital investment and other strategies.—Capital investment and other strategies to preserve the existing and projected future metropolitan transportation infrastructure and provide for multimodal capacity increases based on regional priorities and needs.

(H) Transportation and transit enhancement activities.—Proposed transportation and transit enhancement activities.

(5) Consultation.—

(A) In general.—In each metropolitan area, the metropolitan planning organization shall consult, as appropriate, with State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation concerning the development of a long-range transportation plan.

(B) Issues.—The consultation shall involve, as appropriate—

(i) comparison of transportation plans with State conservation plans or maps, if available; or

(ii) comparison of transportation plans to inventories of natural or historic resources, if available.

(6) Participation by interested parties.—

(A) In general.—Each metropolitan planning organization shall provide citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation plan.

(B) Contents of participation plan.—A participation plan—

(i) shall be developed in consultation with all interested parties; and

(ii) shall provide that all interested parties have reasonable opportunities to comment on the contents of the transportation plan.

(C) Methods.—In carrying out subparagraph (A), the metropolitan planning organization shall, to the maximum extent practicable—

- (i) hold any public meetings at convenient and accessible locations and times;
- (ii) employ visualization techniques to describe plans; and
- (iii) make public information available in electronically accessible format and means, such as the World Wide Web, as appropriate to afford reasonable opportunity for consideration of public information under subparagraph (A).

(j) Metropolitan TIP.—

(1) Development.—

(A) In general.—In cooperation with the State and any affected public transportation operator, the metropolitan planning organization designated for a metropolitan area shall develop a TIP for the metropolitan planning area that—

- (i) contains projects consistent with the current metropolitan transportation plan;
- (ii) reflects the investment priorities established in the current metropolitan transportation plan; and
- (iii) once implemented, is designed to make progress toward achieving the performance targets established under subsection (h)(2).

(B) Opportunity for comment.—In developing the TIP, the metropolitan planning organization, in cooperation with the State and any affected public transportation operator, shall provide an opportunity for participation by interested parties in the development of the program, in accordance with subsection (i)(5).

(C) Funding estimates.—For the purpose of developing the TIP, the metropolitan planning organization, public transportation agency, and State shall cooperatively develop estimates of funds that are reasonably expected to be available to support program implementation.

(D) Updating and approval.—The TIP shall be—

- (i) updated at least once every 4 years; and
- (ii) approved by the metropolitan planning organization and the Governor.

(2) Contents.—

(A) Priority list.—The TIP shall include a priority list of proposed Federally supported projects and strategies to be carried out within each 4-year period after the initial adoption of the TIP.

(B) Financial plan.—The TIP shall include a financial plan that—

- (i) demonstrates how the TIP can be implemented;
- (ii) indicates resources from public and private sources that are reasonably expected to be available to carry out the program;
- (iii) identifies innovative financing techniques to finance projects, programs, and strategies; and
- (iv) may include, for illustrative purposes, additional projects that would be included in the approved TIP if reasonable additional resources beyond those identified in the financial plan were available.

(C) Descriptions.—Each project in the TIP shall include sufficient descriptive material (such as type of work, termini, length, and other similar factors) to identify the project or phase of the project.

(D) Performance target achievement.—The transportation improvement program shall include, to the maximum extent practicable, a description of the anticipated effect of the transportation improvement program toward achieving the performance targets established in the metropolitan transportation plan, linking investment priorities to those performance targets.