



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) ♦ [fmpo@flagstaffaz.gov](mailto:fmpo@flagstaffaz.gov)

*Approved Minutes*  
**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, November 12, 2014**

---

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.*

**Chair Audra Merrick called the meeting to order at 8:15 am.**

**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  
Jeff Oravits, Flagstaff City Council [via teleconference]  
Matt Ryan, Coconino County Board of Supervisors

**OTHER ATTENDEES:**

Rick Barrett, City Engineer, City of Flagstaff  
Stacey Brechler-Knaggs, Contracts/Grants Manager, City of Flagstaff  
Jay Christelman, Director, Coconino County Community Development  
Josh Copley, Deputy City Manager, City of Flagstaff  
Daniel Folke, Planning Director, City of Flagstaff  
Erika Mazza, Development Director, NAIPTA  
Jeff Meilbeck, CEO/General Manager, NAIPTA  
Nate Reisner, Development Engineer, ADOT  
Joe Rumann, Engineering Supervisor, Coconino County  
Holly Yeager, Real Change LLC (Retreat Facilitator)

**FMPO STAFF**

David Wessel, FMPO Manager  
Martin Ince, Multi-Modal Planner, FMPO  
April Gavin, Administrative Temp, FMPO

## **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.)*

There was no public comment.

### **B. ROTATION OF OFFICERS**

It was noted that the City was due to assume the chairmanship and the county the vice chairmanship.

**Board Action:** Ms. Evans moved that City Councilman Mark Woodson be elected chair and County Supervisor Art Babbott vice chair of the FMPO. Ms. Merrick seconded the motion, which passed unanimously.

### **C. ANNOUNCEMENTS**

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

There were no announcements.

### **D. APPROVAL of MINUTES.**

Meeting June 24, 2014

Meeting September 24, 2014

**Board Action:** Mr. Barrett moved to approve the minutes of both the June 24 and September 24 meeting as presented. Mr. Babbott seconded and the motion passed unanimously.

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

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

**1. Letter to Federal Delegation regarding Funding:** Mr. Wessel reviewed the draft letter to be sent to Arizona senators and representatives outlining the negative impacts to local transportation operations caused by the continued insolvency of the Highway Trust Fund.

**Board Action:** Mr. Babbott moved that the board chairman be authorized to sign the letter on behalf of the FMPO Executive Board. Ms. Evans seconded and the motion passed unanimously.

## **III. CONCLUDING GENERAL BUSINESS**

**A. REPORTS:** Mr. Wessel referred the board to the written staff report and Action Summary of the Nov. 6 TAC meeting. There was discussion only.

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

- The next TAC meeting will be on December 4.
- It is to be determined if Executive Board will meet in December.
- Mr. Wessel reminded the board of the Regional Transportation Summit to be held in Flagstaff on Jan. 7-9, 2015. He noted that Executive Board members will likely be tapped to invite certain high profile guests, such as US Rep. Ann Kirkpatrick and Governor-Elect Doug Ducey.

The Special Meeting was adjourned at 8:21 am.

The FMPO Fall Retreat followed. There was discussion only. The retreat adjourned at 11:57 am.

*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.*

# *Executive Board Annual Retreat Summary*

The FMPO Fall retreat was called to order at 8:22 am. Mr. Wessel introduced facilitator Holly Yeager of Real Change LLC. Introductions were made.

The main discussion focused on the FMPO foundational documents, particularly its Mission and Vision statements and to begin discussion of the organization's next 18 months.

A group exercise was conducted during which retreat participants noted the key events that had occurred involving the FMPO during four key time periods:

- 1996-2005 – FMPO's creation and initial development. During this time the city was essentially the MPO, with the city engineer acting as its executive.
- 2005-2009 – FMPO's transformation to a quasi-independent entity with a new City-County Intergovernmental Agreement was signed in 2005 and the city acting as the FMPO host. Funding begins to change during this time, including reductions in Arizona Department of Transportation funds and the establishment of a transportation tax for transit.
- 2009-2012 – the "new normal" with changes in both funding and responsibilities and increased challenges for transportation in the region, including increased winter congestion as well as general congestion along the Milton corridor.
- 2012-forward – the organization looks to be more self-reliant and prepared, acting proactively instead of reactively. Uncertainty about funding sources (and the rules pertaining to use of those funds) as well as seeking out new partners in projects (such as Northern Arizona University or the US Forest Service). One of the items stressed during this discussion was the need for the region to speak with one voice to be more effective in getting funding for projects.

In order to strengthen this more unified voice, the group looked at its current mission and vision statements and created drafts of new ones:

- **Mission Statement:** The mission of the FMPO is to leverage cooperation to maximize resources among local governments and partners for the creation, maintenance and preservation of a sound multi-modal transportation system.
- **Vision Statement:** To create the finest multi-modal transportation system in the country for a region of similar size

The group began planning for the next 18 months. Mr. Wessel reviewed FMPO federally mandated work products, such as the Regional Transportation Plan, Traffic Improvement Program (essentially capital improvement projects) and the development of the Unified Planning Work Program and performance measures. In addition to mandated work, the FMPO provides technical support and training, education opportunities, plans and technical studies and funding coordination for projects.

Because of time constraints, it was decided that the Executive Board would meet again to work on 5-year goals and an annual work plan. This meeting will help set priorities for the FMPO and develop a unified voice to maximize opportunities for state and federal funding. Simultaneously, it will develop a strategy in which it pursues additional partners and funding sources to be more self-reliant.

One focus of the group's efforts will be to develop a timeline for a vote on whether to extend the transportation tax, which expires in 2020.

For more details on the retreat, please see the attached Retreat Minutes provided by Ms. Yeager.

The retreat adjourned at 11:57 am.