



FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION

CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT

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Approved Minutes FMPO Executive Board 8:30 a.m. to 10:00 a.m. Wednesday, January 25, 2017

Flagstaff City Hall, Council Chambers

211 West Avenue, Flagstaff, Arizona 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 Babbott called the meeting to order at 8:32 am.

EXECUTIVE BOARD MEMBERS

Art Babbott, Chair, Coconino County Board of Supervisors **Present**

Jeff Meilbeck, Vice-Chair, NAIPTA CEO & General Manager **Present**

Coral Evans, Mayor, Flagstaff City Council **Absent**

Arlando Teller, Arizona State Transportation Board Member

Audra Merrick, ADOT District Engineer, designee **Present**

Matt Ryan, Coconino County Board of Supervisors **Present**

Celia Barotz, Flagstaff City Council **Present**

Jim McCarthy, Flagstaff City Council **Present**

FMPO STAFF

David Wessel, FMPO Manager **Present**

Dusty Rhoton, Administrative Specialist **Present**

I. PRELIMINARY GENERAL BUSINESS

1. PUBLIC COMMENT

There was no public comment.

2. ANNOUNCEMENTS

None.

3. APPROVAL of MINUTES.

Minutes of October 20, 2016

(Pages 4-7)

Motion: Mr. Meilbeck moved to approve the October 20, 2016 minutes as presented. Ms. Barotz seconded the motion. Motion passed unanimously.

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

1. Regional Transportation Plan (RTP) Update

RTP Draft

(Pages 9-12)

FMPO Staff:

David Wessel, Manager

Mr. Wessel provided an update on the RTP, looking for release for public comment and an adoption schedule. The FMPO Technical Advisory Committee (TAC) has recommended the document to be released for public comment conditional to changes being made which have been done and reviewed by the TAC. Mr. Wessel then provided a quick overview of the plan noting changes and technical corrections (see page 8), which has since been suggested by Mr. Meilbeck. He continued the plan covered the period of 2020-2040, looking at 20-year revenues of \$280M, really looking broadly to improve mobility, safety and efficiency, as well as to improve connectivity for all modes.

He overviewed the various projects covered in the plan.

- Milton Road widening – Phoenix to Riordan (*partnership project*)
- Lone Tree Road widening – Butler to J.W. Powell Boulevard
- J.W. Powell Blvd. Extension – Pulliam Drive to Lake Mary Road
- Butler Avenue widening – I-40-Sinagua Heights
- Fourth Street widening – Including Bridge over I-40, Huntington Drive to Butler
- Bus Rapid Transit
- Extensive investments in bicycle and pedestrian facilities beyond those listed in the road projects above
- Program funding to safety education, travel demand management and intelligent transportation services
- Reserve funding program for the City to enable partnerships

Ms. Barotz asked for clarification of Intelligent Transportation Systems, (ITS) which Mr. Wessel explained. He continued the RTP Steering Committee stressed partnerships to help avoid missed opportunities in partnering with the private sector, especially with the Milton bottleneck which was the number one rated project.

In terms of public outreach, Mr. Wessel noted he has been in front of several boards and committees and has been out to the public in a number of surveys and believes the plan, as presented, represent the findings of the surveys and public feedback received. Ms. Barotz inquired about City and State owned roads or streets and wanted clarification on jurisdiction within the plan. Mr. Wessel noted the jurisdiction would most likely remain the same, there would be an IGA between the City and State and he noted there have been continued discussions of route transfers.

Mr. Wessel then provided a synopsis of the changes noted on page 10:

- Minor formatting changes
- Public Engagement – addition of October 2016 Cityscape
- Page 160 – Addition of Fastlane funding
- Addition of Google Earth Street View Images
- Expand the Explanation of Benefit Cost Analysis (BCA) on Page 165
- Corrections to Page 195. Correction/Replacement of Table 13-1
- Reference the pedestrian and bicycle plan on-line survey
- Addition of transition language at the end of Chapter 12 and/or beginning of Chapter 13 to defend the final decision
- Identification of transit as a safe mode on Page 203
- Final analysis and inclusion of Title VI impact results (*2040 & 2090 analysis has been done*)
- Addition of City Wildlife Feeding Ordinance – Chapter 19
- Completion of hyperlink to the Appendices.

Mr. Meilbeck asked if these changes will be made prior to public comment and Mr. Wessel acknowledged that they would. Ms. Merrick asked for clarification for "transit is a *safe mode*" as listed on Page 10. Mr. Wessel answered that in the safety chapter, transit wasn't noted typically as transit has not experienced any fatal or serious injuries and this was why a text box was included to note that transit is a safe strategy. Mr. Meilbeck added that transportation has always predominantly been roadways and safety in that regard doesn't typically include transit and because transit is such a safe mode, he felt it was important to note it in the plan. Ms. Barotz asked for further clarification on "fiscally restrained" which Mr. Wessel responded was revenue reasonably anticipated may or may not help realistically to reach all goals listed. Mr. Meilbeck asked if there were any consequences for delay in getting the plan out for public comment and Mr. Wessel noted the Federal Government is aware of our deadlines and as long as we are making progress, they are understanding. Mr. Babbott noted the BLOB on the alternate route not going from Cheshire but going north. He continued there has been discussion and there is a strong transportation case to realize you don't put the bypass in Cheshire, but it needs to be north. Mr. Babbott inquired how long it would take to incorporate the changes into the draft and Mr. Wessel said most of the changes has already been done and the only remaining tasks could be done by the end of the week. Ms. Barotz recommended to have a 60-day comment period and added she felt 30 days was too short especially with such a long document to review. Mr. Meilbeck concurred and added that since there were no consequences in delaying and since it is an advisory document, 60 days would be his recommendation as well. Ms. Merrick added that when viewing the differences in the options and as long as staff takes the appropriate steps to acquire public comment, then she feels giving the public longer time is acceptable. Mr. McCarthy agreed that 45-60 days would be better than 30 days. Ms. Barotz added she felt an additional explanation in the front of the document in relation to acronyms would assist the public in their review. Mr. Babbott asked Mr. Wessel to thank the TAC for their work in reviewing the document.

Motion: Ms. Barotz moved to adopt the schedule for a 60-day comment period, option 3 in the staff report. Mr. Meilbeck seconded the motion. Motion passed unanimously.

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

1. FMPO Fiscal Year 2018 Funding and Budget

(Pages 14-20)

FMPO Board/Staff:

Jeff Meilbeck, Vice-Chair/David Wessel, Manager

Vice-Chair Meilbeck spoke of the funding available to the FMPO in fiscal year 2018. He recommended that the Executive Board identify and document the available funding sources available to the FMPO and understand how those sources could be used. He provided a synopsis of the background and history of the FMPO which has historically been hosted by the City of Flagstaff, (COF). which helps with indirect costs, and with that history, the FMPO budget has been managed by the board and by the COF. The board looks at the TIP, UPWP and the larger big-ticket items and then the City of Flagstaff, as the host agency, adopts the line item budget under the direction of the FMPO Manager. The Executive Board has opportunity to be more involved with the budget. He added there is a strategic advance in February, and one of the goals at this advance is how to make the FMPO "thrive" and what the FMPO can deliver beyond the technical regulatory requirements. He noted he had three alternatives and opened with the first one which was as follows:

1. Yes, we the Executive Board, want to identify and document the funding sources to be used.. and it opened it up for discussion.

Ms. Barotz supported the recommendation. Mr. Ryan noted it will add clarity and help to provide direction in knowing what the limits are. Mr. Babbott said it was a need to better understand how to be more informed on where we can be effective and also where we shouldn't be going. Ms. Barotz added that transportation and solving transportation problems are very important to the public and the more information we have will allow us to be able to talk more specifically about the funding challenges. Mr. Wessel, noted in the interest of time, there were a variety of strategic initiatives (technical in nature), and added these would be touched upon in the February exercise. Discussion ensued.

2. Fall Retreat Preparation

(No handout)

FMPO Staff:

David Wessel, Manager

Mr. Wessel announced that the retreat facilitator was unable to attend the meeting today but was able to watch the streaming of the meeting and will follow up. Mr. Babbott confirmed the retreat date was February 17 at the NAIPTA Training Room from 8:30 – noon.

3. Airport Fall Retreat Preparation

(No handout)

Economic Vitality Staff/FMPO Staff:

David Wessel, Manager

Heidi Hansen, Economic Vitality Director

Barney Helmick, Airport Manager

Mr. Helmick, the Airport Director, updated the Executive Board on activities at the airport such as their work on their master plan which includes parking, (371 parking spots with an expansion for expanding for an additional 114 spots), and the need to add parking at the airport. In the past smaller 38-seat planes were arriving in the airport on an hourly basis and currently the seating capacity plans have increased to a 70-seat aircraft (*November 2016*). He added that congestion on the roads has not been seen yet, but noted that the JW Powell extension would provide an additional ingress and egress opportunity. He also noted that the upcoming 120+ room hotel could also add to potential congestion concerns. He continued that on June 12th, the entire runway will be overlaid and the airport will be shut down from June 12-June 18th, 2017. Ms. Merrick asked when the Master Plan would be available for comment and Mr. Helmick responded it may be approximately in May of 2017. Discussion ensued on charging for airport parking.

4. Executive Board Regular Meeting Schedule Times

(Pages 22-22)

FMPO Staff:

David Wessel, Manager

REQUESTED ACTION:

Discussion and Possible Action

Mr. Wessel overviewed the options for times available on the Fourth Thursday of the month.

Motion: Mr. Meilbeck moved to hold the Meeting from 10:45 am to approximately noon every 4th Thursday in the City Hall Chamber location for the FMPO Executive Board Meeting. Mr. McCarthy seconded. Motion passed unanimously.

5. FMPO FY 2017-2021 Transportation Improvement Program (TIP) Amendment

(Pages 24-33)

FMPO Staff:

David Wessel, Manager

Mr. Wessel presented a TIP amendment request by NAIPTA to advance several awards recently received including 5307/5339 funds for articulated buses (\$2,147,131) and for Bus Rapid Transit Phase II NEPA (\$1,701,919) and bus and Bus Facilities 5339 award for hybrid electric diesel buses (\$2,202,522)

Motion: Mr. Ryan made a motion to accept the TIP amendment request as presented. Ms. Barotz seconded the motion. Motion passed unanimously.

6. Legislative Update:

(Pages 35-49)

FMPO Staff:

David Wessel, Manager

Mr. Wessel introduced Kevin Adam from the Rural Transportation Advocacy Council who provided an update on the Surface Transportation Funding Task Force, the HURF Exchange program and prospective legislation to reduce the amount when streets services must be contracted. Discussion ensued.

IV. CONCLUDING GENERAL BUSINESS

1. REPORTS

- 1) TAC Action Summary July 26, 2016 & August 4, 2016
- 2) Staff Report

(Pages 50-52)
(hand out at meeting)

2. ANNOUNCEMENTS

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

- Rural Transportation Advocacy Council Legislative Luncheon
- Designated Alternates

Items of interest from Executive Board members

TAC
Management Committee
Executive Board

February 2, 2017 / County H.R.
February 10, 2017 / City Hall
To be determined

ADJOURNMENT Chair Babbott adjourned the meeting at 10:05 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.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on January 19, 2017 at 1:00 pm in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 19th day of January 2017.

Dusty Rhoton, FMPO Administrative Specialist