



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 ♦ mpo@flagstaffaz.gov

Draft Minutes

FMPO Executive Board Meeting

10:45 a.m. to 12:15 p.m.

Thursday, August 23, 2018

Flagstaff City Council Chambers

211 W. Aspen Avenue, Flagstaff, AZ 86001

Regular meetings and work sessions are open to the public. Persons with a disability may request a reasonable accommodation by contacting the City of Flagstaff City Clerk's Office at 928-779-7607. The FMPO complies with Title VI of the Civil Rights Act of 1964 to involve and assist underrepresented and underserved populations (age, gender, color, income status, race, national origin and LEP – Limited English Proficiency.) Requests should be made by contacting the FMPO at 928-213-2651 as early as possible to allow time to arrange the accommodation. ***A quorum of the TAC may be present.***

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the FMPO Executive Board and to the general public that, at this regular meeting, the FMPO Executive Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the FMPO Executive Board's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

EXECUTIVE BOARD MEMBERS

Celia Barotz, Flagstaff City Council, Chair **Present**
Art Babbott, Coconino County Board of Supervisors, Vice-Chair **Present**
Jesse Thompson, Arizona State Transportation Board Member **Present**
Coral Evans, Mayor, Flagstaff City Council **Absent**
Matt Ryan, Coconino County Board of Supervisors **Present**
Jim McCarthy, Flagstaff City Council **Present**

FMPO STAFF

David Wessel, FMPO Manager **Present**
Amanda Costa, Administrative Specialist **Present**
Dusty Rhoton, Administrative Specialist Temp **Present**

OTHERS

Miles Begay, Present
Kevin Adams, Rural Transportation Advisory Group **Present (telephonically)**

PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER Chair Barotz called the meeting to order at 10:46 am.

B. ROLL CALL Administrative Specialist Temp Rhoton Conducted Roll Call.

C. PUBLIC COMMENT

There was no public comment.

D. ITEMS FROM THE BOARD

Mr. McCarthy announced the Flagstaff City Council appointed him to be an alternate to the NAIPTA Board and he attended the meeting last week.

E. APPROVAL OF MINUTES

(pages 8-13)

Minutes of May 24, 2018

Motion: Vice Chair Babbott moved to approve the minutes as written. Mr. McCarthy seconded the motion. Motion passed unanimously.

GENERAL BUSINESS

A. FMPO Executive Director Recruitment

(pages 14-15)

FMPO Board: Celia Barotz, Chair

Recommended Action: Discussion and Possible Action

The Chair is requesting the board discuss forming an Executive Director recruitment board subcommittee to work with City HR on the Executive Director search in between the monthly Board meetings and bring forward recommendations to the Board.

Chair Barotz had asked for this item to be on the agenda as she felt it was important for the Executive Board to consider appointing a Sub-Committee to help facilitate the process in between regular meetings to conclude the process quickly. Mr. Ryan concurred and made a suggestion that Chair Barotz & Vice-Chair Babbott be on the subcommittee. Vice Chair Babbott noted that reconvening a quorum of the board is problematic and inquired what the subcommittee would do to bring back recommendations to the Executive Board. Chair Barotz responded that upon coming out of the executive session, that could be better clarified.

Motion: Mr. Ryan made a motion that Chair Barotz and Vice Chair Babbott to be the subcommittee developing this process. Mr. McCarthy seconded the motion. Motion passed unanimously.

B. Executive Session – FMPO Executive Director Recruitment Process

Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the

discussion or consideration should occur at a public meeting, pursuant to A.R.S. Section 38-431.03(A)(1).

Executive Board adjourned into Executive Session to discuss the Executive Director recruitment process.

Motion: Mr. Babbott made a motion to go into Executive Session. Mr. Ryan seconded the motion. Motion passed unanimously.

C. FY2019-2023 Transportation Improvement Program Adoption (pages 93-95)

FMPO Staff: David Wessel, Manager

Recommended Action: Discussion and Possible Action

Staff recommends adoption of the Fiscal Year 2019-2023 Transportation Improvement Program (TIP). Staff has not received any comments to date on the program. The draft TIP is available at www.flagstaffmpo.org.

FMPO Manager, Mr. Wessel noted three minor changes:

- 1: Transit Program: NAIPTA received grants which are now listed in the illustrative year (year 5) and once the grants are awarded they will be moved forward. This is to include their work at Kaspar, cooperation with NAU with some work on campus including some bus purchases.
- 2: As a result of a project coming in under budget, there is extra highway safety improvement program money in the amount of about \$120,000.00 which is now listed in the TIP and will go toward the Switzer/Turquoise Project.
- 3: The City has recently been awarded a grant for another round-a-bout at the intersection of Cedar and Fourth and Lockett in the amount of 1.9 M.

Mr. Babbott inquired about the Highway Safety Improvement Program Funds (FHWA) and the ability to carry those funds to different projects. Mr. Wessel responded the Highway Safety funds are limited to Highway Safety Projects and in terms of the obligation of these particular funds are very time sensitive so this is money that would go away September 30, 2018. Mr. Babbott further inquired a scenario of a higher priority RTP project with safety components to it. Mr. Wessel responded that would be correct with one minor exception. If the FMPO was able to loan the money to another agency and have it paid back, there would need to be an eligible project (which means it has a benefit cost ratio). Mr. Babbott asked if there were any eligible benefit cost ratio identified projects for this loan opportunity to which Mr. Wessel responded there were none at this time. Mr. Babbott suggested to have an inventory strategically of benefit cost ratio projects for future consideration.

Motion: Mr. Babbott moved to adopt the fiscal year 2019 to 23 Transportation Improvement Program. Mr. McCarthy seconded. Motion passed unanimously.

D. ADOT Lighting

(pages 96-98)

FMPO Staff: David Wessel, Manager

Recommended Action: Discussion only

Staff will introduce representatives from the Arizona Department of Transportation who will present on ADOT lighting policy and practice.

Mr. Wessel stated many items brought this to light including the low-pressure sodium lights becoming obsolete, the studies the City is embarking on with the local observatories, the joint land

use study by the naval observatory and Camp Navajo as well as the Bellemont traffic interchange reconstruction scheduled by ADOT. Mr. Wessel then introduced Mr. George Williams from ADOT to talk about lighting standards and practices they engage in.

Mr. Williams, Engineering Manager for Systems Maintenance, (relatively new to ADOT, but has worked in transportation engineering for about 20 years), explained ADOT also has a traffic and safety sections broken out into various districts and his department works with them on the lighting implementation. He continued ADOT does not have a policy per se, and that the implementation plan was approved in August of 2017 and added that ADOT has found the LED's to be more cost efficient. Low-sodium lighting constant replacement maintenance results in traffic control which is very expensive and disruptive to the public, thus the implementation plan was designed to move to LEDs which last longer and require less maintenance. Chair Barotz inquired if a policy would be done in the future and Mr. Williams responded that they were in the process of developing guidelines which may lead to policy discussions at a later date. Mr. Williams then provided a synopsis of LED specifications and steps ADOT has taken to reduce backlighting and glare. He added that ADOT has an agreement with Flagstaff (Flagstaff replaces lights along state corridors within City limits except at signals & ADOT replaces lights at signalized intersections within the City). Currently, ADOT is changing from high pressure sodium to LEDs as lights fail through routine maintenance. He added that Flagstaff is doing a lighting study and ADOT is looking forward to reviewing the study to determine if some of the findings or recommendations can be incorporated into ADOT's long term maintenance plans.

Public comment was then garnered thanking the Executive Board and staff for their awareness and sensitivity to the lighting issue and asking for further consideration of not only costs associated with the lighting maintenance, but to consider what the Flagstaff community wants and needs.

E. Legislative Agenda

(page 99-101)

FMPO Staff: David Wessel, FMPO Manager

Recommended Action: Discussion and Direction Only

Staff will introduce Kevin Adam from the Rural Transportation Advocacy Council, who will make a presentation to the Board. Staff will seek direction from the Board on whether it wants to engage in federal and state legislative advocacy in Fiscal Year 2019.

Mr. Wessel introduced Kevin Adams who was attending the meeting telephonically to address three main focus points:

1. Continue to build a platform for significant revenue increase (lawmakers not supporting it yet, but moving in a positive direction), and he added at the state level, there will be significant leadership changes such as a new speaker, new senate president, new chairman of the state transportation committee so there's a tremendous amount of change. The private sector (allies, transportation stakeholders), have been working hard on the campaigns of these candidates who are very supportive of transportation. In the last 4 years have seen 28 states increase their gas tax, a lot of which have been red states.
2. Continuing to make progress with stopping the HURF raids. Last year had the locals held harmless for the first time, but still seeing significant rates from ADOT in the state system (over 100 Million). Last year legislation passed which enacted the Highway Safety Fee that will start in January and if used for it's intended purpose should alleviate the need to take funding from ADOT in the state system.

3. To make another run at the accounting of the Transportation Sales Tax Authority, which for Arizona, entails doubling the capacity of the authority to take to the voters for Transportation Sales Tax from a ½ cent to a full cent, which still has to be voted on.

The Executive Board agreed to reconvene the group.

CLOSING BUSINESS

1. Staff reports

Mr. Babbott inquired if the September meeting were updates from Martin. Mr. Wessel responded he needed to check with ADOT on performance measures action (adopt state measures) and acknowledged that the September agenda would be light to accommodate the need for Executive Session. Mr. Babbott added this would also need to be on the October Agenda.

A. **ADJOURN** Chair Barotz adjourned the meeting at 12:15 pm.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on June 21, 2018 at 11:45 am in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 21st Day of June 2018.

Amanda Costea, Administrative Specialist