



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

AGENDA

FMPO Technical Advisory Committee Meeting

1:00pm to 3:00pm

November 13, 2019

City of Flagstaff Staff Conference Room
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 TAC and to the general public that, at this regular meeting, the FMPO TAC may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the FMPO TAC's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A).

TECHNICAL ADVISORY COMMITTEE MEMBERS

- Anne Dunno, Chair, NAIPTA Capital Program Manager
- Nate Reisner, Vice Chair, ADOT North Central District Development Engineer (for Audra Merrick, ADOT Flagstaff District Engineer)
- John Wennes, ADOT Transportation Planner
- Rick Barrett, City of Flagstaff Engineer
- Jay Christelman, Coconino County Development Services Director
- Dan Folke, City of Flagstaff Community Development Director
- Christopher Tressler, Coconino County Engineer (for Lucinda Andreani, Public Works Director)
- Jeff Bauman, City of Flagstaff Transportation Manager
- Andrew Iacona, Northern Arizona University Project Manager II

FMPO STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, FMPO Manager
- Martin Ince, Multimodal Planner
- Rosie Wear, Business Manager

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

B. ROLL CALL

C. 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 committee 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.)

D. APPROVAL OF MINUTES

(Pages 5-9)

- Minutes of Regular Meeting: September 25th, 2019

E. ANNOUNCEMENTS

(Reconsiderations, changes to the agenda and other preliminary announcements)

II. GENERAL BUSINESS

A. In-Kind Tracking

(Pages 10-11)

FMPO Staff: Rosie Wear, Business Manager

Recommendation: This item is for discussion only.

B. 2020 Meeting Calendar

(Pages 12-14)

FMPO Staff: Rosie Wear, Business Manager

Recommendation: None. Staff recommends the TAC consider the 2020 meeting schedule.

C. Safety Targets Adoption

(Pages 15-18)

FMPO Staff: Dave Wessel

Recommendation: Staff recommends the TAC adopts the ADOT safety targets to comply with federal mandates and issues a letter to that effect.

D. Regional Transportation Plan Update (Pages 19-21)

FMPO Staff: Dave Wessel

Recommendation: This item is for discussion only.

E. Update on Special Project Planning (Pages 22-23)

FMPO Staff: Dave Wessel and Jeff Meilbeck Recommendation: This item is for discussion only.

F. Items from the Executive Director

- a. RTAC Strategic Advance
- b. Office Space

G. Future Agenda Items

FMPO Staff: Jeff Meilbeck, Executive Director Recommendation: Discuss items for future FMPO agendas.

H. Review the Executive Board Agenda (Pages 24-26)

FMPO Staff: Jeff Meilbeck

Recommendation: None. For discussion only.

III. CLOSING BUSINESS

A. ITEMS FROM THE TECHNICAL ADVISORY COMMITTEE MEMEBERS

(Committee members may make general announcements, raise items of concern or report on current topics of interest to the committee. Items are not on the agenda, so discussion is limited and action not allowed.)

B. ADJOURN

The Transportation Improvement Program (TIP) includes Northern Arizona Intergovernmental Public Transportation Authority final program of projects for Sections 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 November 8, 2019 at 11:00 am in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 8th Day of November 2019.

Rosie Wear



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MINUTES

FMPO Technical Advisory Committee Meeting

1:00pm to 3:00pm
September 25, 2019

City of Flagstaff Staff Conference Room
211 W. Aspen Avenue, Flagstaff, AZ 86001

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

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TECHNICAL ADVISORY COMMITTEE MEMBERS

- Anne Dunno, Chair, NAIPTA Capital Program Manager
- Nate Reisner, Vice Chair, ADOT North Central District Development Engineer (for Audra Merrick, ADOT Flagstaff District Engineer)
- John Wennes, ADOT Transportation Planner
- Rick Barrett, City of Flagstaff Engineer
- Jay Christelman, Coconino County Development Services Director
- Dan Folke, City of Flagstaff Community Development Director
- Nick Hall (joined at 1:25) for Christopher Tressler, Coconino County Engineer (for Lucinda Andreani, Public Works Director)
- Jeff Bauman, City of Flagstaff Transportation Manager
- Andrew Iacona, Northern Arizona University Project Manager II

FMPO STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, FMPO Manager
- Martin Ince, Multimodal Planner

OTHERS IN ATTENDANCE: Greg Mace (NAU), Steve Vedral (NAU), Shane Dille (City of Flagstaff)

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER – The meeting was called to order at 1:05 p.m.

B. ROLL CALL - See above, page 1

C. PUBLIC COMMENT – NONE

D. APPROVAL OF MINUTES

- Minutes of Regular Meeting: August 28th, 2019

Motion to approve by Jeff Bauman. Second by John Wennes. Unanimous.

MOTION: Committee member Jeff Bauman moved to approve the August 28th, 2018 Technical Advisory Committee meeting minutes without edits. Committee member John Wennes seconded. The motion was passed unanimously.

E. ANNOUNCEMENTS

(Reconsiderations, changes to the agenda and other preliminary announcements)

- Mr. Meilbeck - Angela Robbins is now a full-time employee with the City. Rosie Wear will start in the new fulltime FMPO Specialist position on Monday.
- Chair Dunno announced award of a grant to NAIPTA for a Mountain Line Campus Master and another for design of the NAU bus storage.
- Mr. Meilbeck – Note that we are now following the packet protocol approved last month.

II. GENERAL BUSINESS

A. McConnell Multimodal Improvement Project

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: No recommendation is being made. Staff from Mountain Line and NAU will present the project and may ask for support from the FMPO.

Chair Dunno and member Andrew Iacona presented as co Project Managers. A Powerpoint was provided. This location is the highest priority south campus project identified in a 2017 multimodal assessment. There are no sidewalks present and growing pedestrian traffic. Hazards to pedestrians on south side from I-17 ramps. Room is lacking between the roadway and wash. A detailed feasibility study was done in partnership with NAIPTA and is hoped to create potential for leveraging support from

multiple partners. The project is needed to improve access to NAU and the southern community, better accommodate the 3-minute transit service at the SBS building, and minimize confusion created by large mix of modes. The feasibility study is a good concept to build on that will meet goals of several agencies. Goals: Pedestrian Safety; Multimodal improvements; transit system improvements including greater bus queuing, more efficient intersection operations (avoid need for flaggers). A 2013 study recommended a roundabout over signal and recommended implementation by 2020. The final solution is a hybrid of seven alternatives. The team recognizes that further review of off campus impacts of the final alternative is needed. The presenters stated that many regional plan goals and these objectives from other agencies will be met: NAU – student safety, eliminate need for flagger; City & County – supports increasing densities that are accessed through this intersection and improves FUTS connections; NAIPTA – safety and efficiency of bus circulation and improved pedestrian and bicycle access to transit; ADOT – reduced risk associated with backups onto I-17.

NAIPTA and NAU are looking to FMPO to convene a conversation to coordinate resources from multiple agencies. Design costs are estimated at \$1,000,000 with \$400,000 in hand and construction costs at \$7,500,000. The FMPO is seen as the best group of experts to bring the project to fruition, gain traction for funding, and perhaps FMPO help agencies reorganize or reprioritize their respective capital improvement programs.

Mr. Meilbeck reiterated that the FMPO can be a forum for discussion. FMPO can support projects, write grants, and provide a forum and has no money programmed for the project. He asked if there is an objection to the project? Mr. Reisner: good project, need to know about impacts to ADOT ramp operations. Mr. Bauman: concurs with ADOT and does not have concerns about Beulah/McConnell intersection, an issue that has been raised. He would like the value to the City to be further evaluated, including possible increases in cut-through traffic at this intersection. Mr. Ince: concurs with ADOT and City, expressed concern about long-term roundabout benefits (i.e., grade separation), and believes the bike lane on the south side is too out of direction and would also like to keep the sidewalk on the south side open for evaluation as this is a very high pedestrian location. Mr. Vedral: need to evaluate the impacts of potential bus storage facility and future arena in this proximity.

Mr. Meilbeck recommended that the technical issues be resolved and presented to the TAC before this goes to the Board. The TAC generally concurred that \$400,000 could answer these fatal flaw questions.

Mr. Vedral and Mr. Mace left the meeting.

B. Strategic Advance

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Staff recommends the TAC discuss and approve an approach and timing for an annual FMPO Strategic Advance.

Mr. Meilbeck reviewed the retreat logistics and agenda. Schedule: December or as late as February on a regular Board meeting date. Preceded by stakeholder interviews. 10 a.m. to 2 p.m. at an offsite location. Facilitated by staff. Working lunch. Outcomes: Adopt strategic work plan. Review mission and vision. Set 5-year horizon. Identify measurable 18-month tasks.

General support for the concept was voiced by all members of the TAC.

C. Transition to Metroplan Identity Update

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: None

Mr. Meilbeck updated the group on the new webpage, letterhead, PowerPoint template, business card and schedule. Credited to City Convention and Visitors Bureau staff.

D. NAIPTA on FMPO Executive Board

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Staff recommends consideration of NAIPTA's request to be added to the FMPO Executive Board

Mr. Meilbeck gave a general overview: Board increases from six to seven members with four members required for quorum; strong belief that we need legal opinion on the implications for the governor's MPO designation document that does not identify NAIPTA and the risks involved; the Master IGA between the City and County and the operating procedures need updating.

Mr. Meilbeck asked if it is appropriate to have a non-FMPO council member from NAIPTA serve on the FMPO Board with three other council members already serving on the FMPO Board (similar issue with County Board of Supervisors). This creates a quorum of the Council. Concerns were raised that the City as a single member could represent a quorum in a regional organization. The example of the Plaza Way \$114,000 was raised where a quorum of the Council may recommend to the full Council that an action be taken. Legal guidance on that issue may be needed.

E. Items from the Executive Director

- a. Review of Draft Executive Board Agenda (attached)

Executive Board agenda was reviewed and changes from the TAC packet draft Board agenda explained.

F. Future Agenda Items

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Discuss items for future FMPO agendas.

NONE

III. CLOSING BUSINESS

A. ITEMS FROM THE TECHNICAL ADVISORY COMMITTEE MEMEBERS

(Committee members may make general announcements, raise items of concern or report on current topics of interest to the committee. Items are not on the agenda, so discussion is limited and action not allowed.)

Pedestrian Safety Workshop – October 7 & 8 at the County King Street facility. Contact Jeff King at FHWA.

Agenda items: population and employment estimate methodologies in October or November.

B. ADJOURN

The meeting was adjourned at 2:39 PM.

The Transportation Improvement Program (TIP) includes Northern Arizona Intergovernmental Public Transportation Authority final program of projects for Sections 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.

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: November 6, 2019
MEETING DATE: November 13, 2019
TO: Honorable Chair and Members of the FMPO Technical Advisory Committee
FROM: Rosie Wear, Business Manager
SUBJECT: In-Kind Tracking

1. Recommendation:

i No recommendation is being made. Staff will share information about a new in-kind tracking process.

2. Background

i As part of our grant requirements, FMPO must track in-kind costs and time of agencies involved in carrying out the mission of the FMPO.

Our current practice requires FMPO staff to keep track of attendance, meetings and phone calls with partners to prepare an Internal Labor Worksheet each quarter. Those worksheets must then be sent out to individuals at partner agencies to be reviewed and signed by the staff member and their supervisor.

As FMPO transitions to independence, billing to funding agencies will be increased from quarterly to monthly. This will require more frequent request of in-kind time from partner staff.

3. Fiscal Impact

i In-Kind Match from partner agencies are required by our federal funding agencies.

4. Alternatives

i None.

5. Attachments

i None.

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: November 6, 2019
MEETING DATE: November 13, 2019
TO: Honorable Chair and Members of the FMPO Technical Advisory Committee
FROM: Rosie Wear, Business Manager
SUBJECT: 2020 Meeting Calendar

1. Recommendation:

i Staff recommends the TAC review and approve the 2020 Meeting Calendar for the 2020 Technical Advisory Committee meetings.

2. Background

i On June 5th, 2019 the Executive Board accepted and approved the FMPO Operating Procedures. The Operating Procedures include meeting requirements as follows: the FMPO Executive Board shall meet at least four times per year at the direction of the Executive Board; the TAC shall meet at least four times per year, preferably monthly.

By publishing a calendar, the FMPO is able to provide complete meeting information to Board/TAC members and the public. In addition to including the meeting dates, times, and locations, the calendar provides notice about cancellations and a statement of public posting locations. Finally, Title VI and ADA compliance statements are included with contact information.

The 2020 Meeting Calendar may be distributed publicly as outreach to increase public participation.

3. Fiscal Impact

i There are no costs to the FMPO related to this action.

4. Alternatives

- i** *The Committee may choose to postpone adoption of the 2020 Meeting Calendar, may amend the Calendar, or may choose not to adopt the Calendar.*

5. Attachments

- i** *Draft FMPO 2020 Meeting Calendar*



Flagstaff Metropolitan Planning Organization

2020 Public Meeting Calendar

Meeting dates, times and locations are subject to change with 24 hour notice.

Executive Board

**Meetings are typically held the first
Wednesday of the month from 10:00am to
12:00 pm.**

Meeting Location:

Flagstaff City Hall
Council Chambers
211 W. Aspen Avenue
Flagstaff, AZ 86001

January	8 th
Strategic Advance – Joint meeting with TAC	
February	5 th
March	4 th
April	1 st
May	6 th
June	3 rd
July	No Meeting
August	5 th
September	2 nd
October	7 th
November	4 th
December	2 nd

Technical Advisory Committee (TAC)

**Meetings are typically held the fourth
Wednesday of the month from 1 pm to 3pm**

Meeting Location:

Flagstaff City Hall
Staff Conference Room
211 W. Aspen Avenue
Flagstaff, AZ 86001

January	8 th
Strategic Advance – with Executive Board	
January	22 nd
February	26 th
March	25 th
April	22 nd
May	27 th
June	No Meeting
July	22 nd
August	26 th
September	23 rd
October	28 th
November	18 th
December	No Meeting

Agendas are posted at the following locations:

City of Flagstaff City Hall, 211 W. Aspen Ave., Flagstaff AZ 86001
Coconino County Administration Building, 219 E. Cherry Ave., Flagstaff, AZ 86004
Online at: www.metroplanflg.org

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FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: November 4, 2019
MEETING DATE: November 13, 2019
TO: Honorable Chair and Members of the FMPO TAC and Management Committee
FROM: David Wessel, FMPO Manager
SUBJECT: Safety Target Setting

1. Recommendation:

i Staff recommends the FMPO TAC adopts the ADOT safety targets

2. Related Strategic Workplan Item

i Document for Board understanding FMPO role for regulatory and technical compliance

a. Translating RTP key concepts into understandable terms that clearly defines funding needs and project impacts.

b. Reinforce and build momentum for RTP key concepts by concisely updating the Board monthly and member agency governing bodies at least semi-annually.

3. Background

i Moving Ahead for Progress in the 21st Century (MAP-21) and Fixing America's Surface Transportation (FAST), the last two transportation authorization bills, required performance-based planning and target setting. Such planning is intended to guide investments toward improving performance in expected ways. Mandatory measures include pavement condition, bridge condition, congestion, transit assets, and safety among others. Metropolitan Planning Organizations have the authority to set their own targets for these measures or to adopt those of the state. These targets are reviewed annually as data is gathered and trends evaluated. Failure to meet four out of five targets requires states to direct more funding to highway safety projects and conduct more planning.

With the exception of transit asset measures, FMPO has adopted the State measures. This avoids costly data gathering, analysis and reporting by FMPO and permits a uniform approach to safety planning and reporting across the state.

The Arizona Department of Transportation (ADOT) recently released its targets for the coming year. Trends for fatalities and non-motorized fatalities are rising. Trends for serious injury crashes are dropping.

Safety targets established by ADOT are as follows:

<i>Number of Fatalities</i>	<i>3% Increase (5-yr avg 1014.4)</i>
<i>Rate of Fatalities</i>	<i>2% Increase (5-yr avg 1.522)</i>
<i>Number of Serious Injuries</i>	<i>3% Decrease (5-yr avg 3934)</i>
<i>Rate of Serious Injuries</i>	<i>-3% Decrease (5-yr avg 5.936)</i>
<i>Number of Non-motorized Fatalities & Serious Injuries</i>	<i>3% Increase (5-yr avg 865.4)</i>

4. Fiscal Impact

i *There is no cost to the FMPO for adopting ADOT safety targets.*

5. Alternatives

- i**
- 1) Adopt the state safety targets. **Recommended.** This is the most expedient path forward.*
 - 2) Adopt FMPO-specific safety targets. **Not recommended.** This requires more data collection, analysis, and reporting by the FMPO.*

6. Attachments

i *Draft letter to ADOT adopting state safety targets.*



“PARTNERS IN TRANSPORTATION ENHANCING OUR COMMUNITY”

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EXECUTIVE BOARD

Art Babbott, Chair
Supervisor District 1
Coconino County

Coral Evans, Vice Chair
Mayor
City of Flagstaff

Jesse Thompson
Arizona State
Transportation Board
District 5

Matt Ryan
Supervisor District 3
Coconino County

Jim McCarthy
Councilmember
City of Flagstaff

Charlie Odegaard
Councilmember
City of Flagstaff

STAFF

Jeff Meilbeck
Executive Director

David Wessel
FMPO Manager

Martin Ince
Multi-Modal Planner

Rosie Wear
FMPO Specialist

December 4, 2019

Kerry Wilcoxon
Arizona Department of Transportation
1615 W. Jackson St. MD 065R
Phoenix, AZ 85007
Via: Email

Re: Adoption of Arizona Safety Performance Targets

Mr. Wilcoxon:

On August 31, 2019 the Arizona Department of Transportation (ADOT) formally established safety targets for the state of Arizona for 2020. These safety targets are based on the Safety Performance Measures established by the Federal Highway Administration's (FHWA) Safety Performance Management (Safety PM) final ruling and are based on five year rolling averages.

Safety targets established by ADOT are as follows:

- Number of Fatalities 3% Increase
- Rate of Fatalities 2% Increase
- Number of Serious Injuries 3% Decrease
- Rate of Serious Injuries 3% Decrease
- Number of Non-motorized Fatalities and Serious Injuries 3% Increase

The safety targets set by ADOT are data-driven and realistic; and are intended to keep the State focused on improving safety while still striving for the goal of the Flagstaff Region Strategic Transportation Safety Plan (STSP) and the State Strategic Highway Safety Plan (SHSP) of reducing the number of fatalities and serious injury crashes in the Flagstaff MPO region and the state of Arizona by three to five percent.

The Flagstaff MPO is committed to supporting the established safety targets by doing the following:

- Work with the State and safety stakeholders to address areas of concern for fatalities or serious injuries within the metropolitan planning area.
- Coordinate with the State and include the safety performance measures and HSIP targets for all public roads in the metropolitan area in the MTP (Metropolitan Transportation Plan)
- Integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the HSIP, including the SHSP Include a description in the TIP (Transportation Improvement Program) of the anticipated effect of the TIP

toward achieving HSIP targets in the MTP, linking investment priorities in the TIP to those safety targets

On December 4th, 2019 the Flagstaff MPO Executive Board voted to adopt the Arizona Department of Transportation's established safety targets and to help attain those targets with the purpose of achieving a significant reduction in fatalities and serious injuries on all public roads in the State of Arizona.

Sincerely,

Art Babbott, Coconino County Supervisor, District 1
Flagstaff MPO Chair

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: November 4, 2019
MEETING DATE: November 13, 2019
TO: Honorable Chair and Members of the FMPO TAC and Management Committee
FROM: David Wessel, FMPO Manager
SUBJECT: Regional Transportation Plan Outlook

1. Recommendation:

i Staff recommends the TAC discuss needs for the forthcoming Regional Transportation Plan (RTP) update

2. Related Strategic Workplan Item

i FMPO builds trust and credibility

- a. Exhibits integrity in its work products
- b. Exercises openness and transparency
- c. Delivers on its promises

3. Background

i FMPO is mandated to produce a long-range regional transportation plan every 5 years. The last plan, *Blueprint 2040*, was adopted in May 2017. A typical plan can take up to 2 years to produce.

To meet federal expectations, the plan must comply with 49 USC 5303(i), and “accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area’s transportation network. This plan must identify how the metropolitan area will manage and operate a multi-modal transportation system (including transit, highway, bicycle, pedestrian, and accessible transportation) to meet the region’s

economic, transportation, development and sustainability goals – among others – for a 20+-year planning horizon, while remaining fiscally constrained.”

For more information, please review these fact sheets from Federal Highways Administration and the Federal Transit Administration:

<https://www.fhwa.dot.gov/fastact/factsheets/metropolitanplanningfs.pdf>

https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/5303-5304-5305_Program_Metropolitan_and_Statewide_Planning_Fact_Sheet_FINAL.pdf

Past plans support the regional plan and its evolution including the advancement of multimodalism, activity centers and connectivity. Staff sees the following needs and seeks early input on RTP focus.

Prospective RTP Issues to Address

- A. Performance Measures and Target Setting*
- B. Implementation strategies for small-scale roads within the urban network*
- C. Critical employment and residential density and diversity for successful activity centers*
- D. Corridor transition plans from auto-dependent suburban to multimodal, transit dependent urban including more attention on urban design and achieving Great Street status for designated corridors.*
- E. Accessibility-driven planning for access to jobs and basic needs*
- F. Resilience planning including evacuation plans*

4. Fiscal Impact

i *A RTP will cost in the range of \$250,000. FMPO has, or will have, several tools to support staff and any consultant team. These include:*

- Regional Travel Demand Model – update in progress. Will include trip assignment for transit and bicycle as well as automobile. Improved TAZ structure and demographics applications will enable better policy planning.*
- Project Cost Estimation Tool – update of base line cost projects and inflation factors recommended. This tool is a low-cost measure of providing accurate cost estimates for road projects.*
- Benefit Cost Analysis Tool – update of inflation, cost and other factors recommended. This tool can be used assist with priority setting.*

The RTP update may also rely on recently adopted plans or contemporary planning efforts. Staff seeks TAC input on such plans. Staff is currently aware of the following:

- *Land Use: Regional Plan, High Occupancy Housing Plan, La Plaza Vieja Neighborhood Plan, Southside Neighborhood Plan (pending), Northern Arizona University Master Plan*
- *Transportation: Active Transportation Master Plan (pending), Milton Road Corridor Master Plan (pending), US 180 Corridor Master Plan (pending)*
- *Other: Climate Action and Adaptation Plan*

More formal stakeholder interviews to scope the RTP will take place in late Spring 2020.

5. Alternatives

i *No alternatives are offered*

6. Attachments

i *None*

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: November 1, 2019
MEETING DATE: November 13, 2019
TO: Honorable Chair and Members of the FMPO TAC and Management Committee
FROM: Jeff Meilbeck, FMPO Executive Director
SUBJECT: Special Project Planning Activity

1. Recommendation:

i *No recommendation is being made. Staff will provide an update on Special Project Planning Activity as adopted in the UPWP.*

2. Related Strategic Workplan Item

- i**
- *Identify top 3 capital projects by getting Board adoption, creating clear messaging and talking points and creating collateral material for all members*
 - *Create a plan to fund top projects by researching available funding sources and classifying those sources as high, medium and low confidence.*

3. Background

i *On March 07, 2019 the FMPO TAC recommended that the Fourth Street Bridge, Lone Tree Corridor and West Route 66 be project priorities for the FMPO. On April 03, 2019 the FMPO Executive Board approved Fourth Street and Lone Tree as priorities and indicated they would consider adding West Route 66 as a priority when they were provided more information.*

In June 2019 the Unified Planning Work Program (UPWP) was approved with the following performance measures and end products identified

1. *Complete Lone Tree TI DCR by May 2020*
2. *Submit BUILD grant for Fourth Street Corridor by June 2020*

3. *Adopt Active Transportation Master Plan by December 2020*
4. *Adopt Lone Tree Corridor Charter (December 2019)*

Staff will provide an update on each of these items.

4. Fiscal Impact

- i** *\$491,030 of federal funds have been budgeted for Special Project Planning in FY 2020.*

5. Alternatives

- i** *None*

6. Attachments

- i** *FMPO UPWP adopted June 2019*



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AGENDA

FMPO Executive Board Meeting

10:00am to 12:00pm

December 4, 2019

Flagstaff City Council Chambers
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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).

EXECUTIVE BOARD MEMBERS

- Art Babbott, Coconino County Board of Supervisors, Chair
- Coral Evans, Mayor, Flagstaff City Council Vice-Chair
- Jesse Thompson, Arizona State Transportation Board Member
- Matt Ryan, Coconino County Board of Supervisors
- Jim McCarthy, Flagstaff City Council
- Charlie Odegaard, Flagstaff City Council
- Regina Salas, Flagstaff City Council (alternate)

FMPO STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, FMPO Manager
- Martin Ince, Multi-Modal Planner
- Rosie Wear, FMPO Specialist

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

B. ROLL CALL

C. 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.)

D. APPROVAL OF MINUTES

- Minutes of Regular Meeting: November 6, 2019

II. CONSENT AGENDA

(Items on the consent agenda are routine in nature and/or have already been budgeted or discussed by the Executive Board.)

III. GENERAL BUSINESS

A. Amend Master IGA

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Staff recommends the Executive Board approve language to amend the FMPO Master IGA between Coconino County and the City of Flagstaff to add NAIPTA to the Executive Board.

B. McConnell Update

FMPO Staff: Jeff Meilbeck

Recommendation: No recommendation is being made, and staff from NAU and NAIPTA will share information about a collaborative project on McConnell Road.

C. Metroplan (FMPO) 2020 Meeting Calendar

FMPO Staff: Rosie Wear, Specialist

Recommendation: Staff recommends the Board consider and adopt a meeting calendar for 2020.

D. Special Project Planning Update

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: No recommendation is being made. Staff will provide information on projects including the Lone Tree Corridor.

E. Items from the Executive Director

- a. Transition to independence
- b. FMPO Office Space
- c. BUILD grant update

F. Future Agenda Items

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Discuss items for future FMPO agendas.

IV. CLOSING BUSINESS

A. ITEMS FROM THE BOARD

(Board members may make general announcements, raise items of concern or report on current topics of interest to the Board. Items are not on the agenda, so discussion is limited and action not allowed.)

B. ADJOURN

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on December 2, 2019 at 4:00 pm in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 2nd Day of December 2019.

Rosie Wear