



METROPLAN
GREATER † FLAGSTAFF

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Minutes

MetroPlan Technical Advisory Committee Meeting

1:30 pm to 3:30 pm

May 26, 2021

Join Zoom Meeting: <https://us02web.zoom.us/j/74739184308>

Meeting ID: 747 3918 4308

Dial-in: +1 408 638 0968 US

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Public Questions and Comments must be emailed to rosie.wear@metroplanflg.org prior to the meeting.

TECHNICAL ADVISORY COMMITTEE MEMBERS

- Nick Hall, Coconino County Assistant Engineer, Chair
- Jason James, ADOT Transportation Planner, Vice-Chair
- Anne Dunno, NAIPTA Capital Program Manager
- Rick Barrett, City of Flagstaff Engineer (*Excused*)
- Nate Reisner, ADOT North Central District Development Engineer (*Arrived at 1:44 pm*)
- Jess McNeely, Coconino County Community Development Assistant Director
- Dan Folke, City of Flagstaff Community Development Director (*Arrived at 1:38 pm*)
- Jeff Bauman, City of Flagstaff Transportation Manager
- Greg Mace, Northern Arizona University
- Ed Stillings, FHWA (non-voting)

METROPLAN STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, Planning Manager
- Rosie Wear, Business Manager

OTHERS IN ATTENDANCE: [Bret Petersen](#)

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

Chair Nick Hall called the meeting to order at 1:31 pm.

B. ROLL CALL – See above.

C. PUBLIC COMMENT – None.

(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

- Minutes of Regular Meeting: April 26, 2020

Motion: TAC member Anne Dunno made a motion to approve the April 26, 2021 meeting minutes. TAC member Jason James seconded the motion. The motion was passed unanimously. 6-0-0

II. CONSENT AGENDA

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

III. GENERAL BUSINESS

A. FY2022 Budget Discussion

(Pages 11-20)

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for information and discussion only.

Discussion: Committee was generally supportive of the new position. The planner should live in Flagstaff.

B. Project Priorities Matrix Update (Pages 21-28)

MetroPlan Staff: Dave Wessel

Recommendation: Staff recommend the TAC review and reaffirm the Project Prioritization Matrix for MetroPlan.

Direction: Chair Hall requested a 3-step process: 1) Ask member agencies to provide a list of their priority project, 2) Put the list out to all the organizations, and 3) Ask the organizations for feedback. MetroPlan will then synthesize the projects and come back with our recommendations.

C. Title VI Plan and Accomplishments Report (Pages 29-37)

MetroPlan Staff: Rosie Wear

Recommendation: Staff recommends the TAC endorse adoption of the FY2022 Title VI Plan.

Motion: TAC member Anne Dunno made a motion to endorse adoption of the FY2022 Title VI Plan. TAC member Jason James seconded the motion. The motion was passed unanimously. 6-0-0

D. ITS Strategy and Grant (Pages 38-41)

MetroPlan Staff: David Wessel

Recommendation: Staff recommends TAC support pursuing a federal technology deployment grant for Advanced Traffic Management Systems based on the ITS Strategy interim findings

Motion: TAC member Greg Mace made a motion to support pursuit of a federal technology deployment grant for Advanced Traffic Management Systems, and to decide between a partnership project or a city-centric project by June 25, 2021. TAC member Dan Folke seconded the motion. The motion was passed unanimously. 6-0-0

E. RAISE Grant (Pages 42-47)

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends the TAC support a coordinated effort to pursue a RAISE grant of \$1,000,000 to plan the “Downtown Mile” projects.

Direction: TAC supports the effort to pursue a RAISE grant of \$1,000,000 to plan the “Downtown Mile” projects as presented.

F. Transportation Improvement Program (TIP) Amendment (Pages 48-49)

MetroPlan Staff: David Wessel

Recommendation: Staff recommend the TAC support a TIP amendment for anticipated grant projects placing the “Downtown Mile” RAISE grant, Lone Tree Authorization Request, Technology Deployment grant and Mountain Line support vehicles in the illustrative year.

Motion: TAC member Dan Folke made a motion to amend the TIP amendment to add the four anticipated grant projects placing the “Downtown Mile” RAISE grant, Lone Tree Authorization Request, Technology Deployment grant and Mountain Line support vehicles in the illustrative year. TAC member Anne Dunno seconded the motion. The motion was passed unanimously. 6-0-0

G. RTP Contract Draft (Pages 50-52)

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends the TAC endorse the findings of the Regional Transportation Plan Review Committee and pursue a contract with Burgess and Niple for approximately \$362,793.

Motion: TAC member Anne Dunno made a motion to endorse the findings of the Regional Transportation Plan Review Committee and pursue a contract with Burgess and Niple for approximately \$362,793. TAC member Jeff Bauman seconded the motion. The motion was passed unanimously. 6-0-0

H. Historic Funding Levels

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

In the interest of time, the item was not addressed and will be carried forward to the next meeting.

I. Milton Discussion

(Pages 53-55)

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

[Staff provided an update on the Regional Transportation Plan and no action was taken.](#)

J. Northern Arizona Healthcare Traffic Impact Analysis

(Pages 56-57)

MetroPlan Staff: Dave Wessel

Recommendation: None. This item is for discussion only.

[Bret Peterson provided an update on the Regional Transportation Plan and no action was taken.](#)

K. Executive Board Agenda Review

(Pages 58-61)

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

[Staff reviewed the draft Executive Board agenda and no action was taken.](#)

L. Items from the Executive Director

MetroPlan Staff: Jeff Meilbeck, Executive Director

1. Work Program Agreement
2. Summer Schedule

M. Future Agenda Items

MetroPlan Staff: Jeff Meilbeck, Executive Director

Recommendation: Discuss items for future MetroPlan agendas.

IV. CLOSING BUSINESS

A. ITEMS FROM THE COMMITTEE



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(Technical Advisory 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. NEXT SCHEDULED TAC MEETING

3. August 25th, 2021 at 1:30 pm - Zoom

C. ADJOURN

Chair Hall adjourned the meeting at 3:30 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.