

Teams Virtual Meeting

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Meeting ID: 259 210 470 864

Passcode: pX9w5zH3

In-Person Location

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

Regular meetings and work sessions are open to the public. Persons with a disability may request a reasonable accommodation by contacting MetroPlan via email at planning@metroplanflg.org. The MetroPlan 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 as early as possible to allow time to arrange the accommodation.

PURSUANT TO A.R.S. §38-431.02, as amended, NOTICE IS HEREBY GIVEN to the general public that the following Notice of Possible Quorum is given because there may be a quorum of MetroPlan's Technical Advisory Committee present; however, no formal discussion/action will be taken by members in their role as MetroPlan Technical Advisory Committee.

Public Questions and Comments must be emailed to planning@metroplanflg.org prior to the meeting or presented during the public call for comment.

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 MetroPlan Executive Board and to the general public that, at this regular meeting, the MetroPlan Executive Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the MetroPlan 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

- ☐ Miranda Sweet, Vice Mayor of Flagstaff, Chair
- ☐ Judy Begay, Chair Coconino County Board of Supervisors, Vice-Chair
- ☐ Austin Aslan, Flagstaff City Council
- ☐ Tony Williams, Mountain Line Board of Directors
- ☐ Becky Daggett, Mayor of Flagstaff
- ☐ Jamescita Peshlakai, Arizona State Transportation Board Member
- ☐ Jeronimo Vasquez, Coconino County Board of Supervisors
- ☐ Patrice Horstman, Coconino County Board of Supervisors (*alternate for Coconino County*)
- ☐ Anthony Garcia, Flagstaff City Council (*alternate for City of Flagstaff*)

METROPLAN STAFF

- ☐ Kate Morley, Executive Director
- ☐ David Wessel, Planning Manager
- ☐ Mandia Gonzales, Transportation Planner
- ☐ Sandra Tavel, Transportation Planner
- ☐ Kim Austin, Transportation Demand Manager
- ☐ Corey Cooper, Safe Routes to School Coordinator
- ☐ Aubree Flores, TDM Fellow
- ☐ Montoya Fellow (Vacant)

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

2. ROLL CALL

3. 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.

4. APPROVAL OF MINUTES

(Pages 5-8)

Executive Board regular Meeting Minutes of March 6, 2025

5. CONSENT AGENDA

(Pages 9-12)

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

Approve Resolution # 2025-02: MetroPlan Vision Zero Commitment

B. GENERAL BUSINESS

1. CONSIDER ADOPTING THE COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN UPDATE

(Pages 13-16)

MetroPlan Staff: Dave Wessel

Recommendation: Staff recommends adoption of the 2025 MetroPlan-Mountain Line Coordinated Public Transit – Human Services Transportation Plan update.

2. CONSIDER APPROVAL OF SUPPORT LETTER FOR TRANSPORTATION ALTERNATIVES APPLICATION: MISSING SIDEWALKS ON FORT VALLEY ROAD/ US 180

(Pages 17-19)

MetroPlan Staff: Sandra Tavel

Recommendation: Staff recommend the Board approve the support letter for Transportation Alternatives Application: Missing Sidewalks on Fort Valley Road/ US 180

3. SAFE ROUTES TO SCHOOL PROGRAM ACTIVITIES UPDATE (Pages 20-21)

MetroPlan Staff: Corey Cooper

Recommendation: None. For information and discussion only.

4. CREATIVE LOCAL MATCH PLAN UPDATE (Pages 22-24)

MetroPlan Staff: Sandra Tavel

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

5. TRANSPORTATION DEMAND MANAGEMENT (TDM) SPRING EVENTS UPDATE (Pages 25-26)

MetroPlan Staff: Kim Austin

Recommendation: None. For information and discussion only.

6. ARIZONA TRANSPORTATION POLICY SUMMIT UPDATE (Pages 27-29)

MetroPlan Staff: Kate Morley

Recommendation: None. For information and discussion only.

7. METROPLAN HAPPENINGS (Pages 30-31)

MetroPlan Staff: Kate Morley

Recommendation: None. For information and discussion only.

C. CLOSING BUSINESS

1. 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.

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

May 1, 2025

3. ADJOURN

The Transportation Improvement Program (TIP) includes the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) 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. The MetroPlan Public Participation Plan (PPP) provides public participation notices and processes for NAIPTA as required to meet federal and state requirements for public participation and open meetings.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Mountain Line Front Office and MetroPlan website on 3/27/2025 at 3:00 pm.

A handwritten signature in black ink, appearing to read 'Mandia', is written over a horizontal line.

Mandia Gonzales, Transportation Planner

Dated this Thursday, March 27, 2025

Meeting Minutes Executive Board Meeting

1:00 – 3:00 PM

March 6, 2025

Teams Virtual Meeting

Join on your computer, mobile app or room device.

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Meeting ID: 261 652 365 288

Passcode: m5fm7Yc3

In-Person Location

City Hall

City Council Chambers

211 W. Aspen

Flagstaff, AZ 86001

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EXECUTIVE BOARD MEMBERS

- ☒ Miranda Sweet, Vice Mayor of Flagstaff, Chair
- ☒ Judy Begay, Chair Coconino County Board of Supervisors, Vice-Chair
- ☒ Austin Aslan, Flagstaff City Council
- ☒ Tony Williams, Mountain Line Board of Directors
- ☒ Becky Daggett, Mayor of Flagstaff - **arrived at 1:34 pm**
- ☒ Jamescita Peshlakai, Arizona State Transportation Board Member
- ☒ Jeronimo Vasquez, Coconino County Board of Supervisors
- ☐ Patrice Horstman, Coconino County Board of Supervisors (*alternate for Coconino County*)
- ☐ Anthony Garcia, Flagstaff City Council (*alternate for City of Flagstaff*)

METROPLAN STAFF

- ☒ Kate Morley, Executive Director
- ☒ David Wessel, Planning Manager
- ☒ Mandia Gonzales, Transportation Planner
- ☒ Sandra Tavel, Transportation Planner
- ☒ Kim Austin, Transportation Demand Manager
- ☒ Corey Cooper, Safe Routes to School Coordinator
- ☐ Aubree Flores, TDM Fellow
- ☐ Ty Holiday, Montoya Fellow

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

Chair Sweet called the meeting to order at 1:02 pm

2. ROLL CALL

See above.

3. 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.

No public comments received.

4. APPROVAL OF MINUTES

Annual MetroPlan Advance Meeting Minutes of February 11, 2025

Motion: Member Williams made a motion to approve the Annual Advance Meeting Minutes from February 11, 2025. Member Jeronimo second the motion. The motion passed unanimously.

5. CONSENT AGENDA

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

None.

B. GENERAL BUSINESS

1. VISION ZERO POLICIES AND COMMITMENT

MetroPlan Staff: Mandia Gonzales

Recommendation: None. For information and discussion only.

Planner Gonzales provided a presentation on potential Vision Zero Policies and establishing MetroPlan's Vision Zero commitment. The board provided directions to staff and will move forward with the presented policies and commitment to developing strategies and projects and project recommendations.

2. AUDIT RESULTS

MetroPlan Staff: Kate Morely

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

Director Morley provided a presentation on MetroPlan Audit results. Reporting that the results had minimal findings. Non-material opportunities were recommended.

3. FINANCIAL QUARTERLY REPORT

MetroPlan Staff: Kate Morley

Recommendation: None. For information and discussion only.

Director Morley provided a presentation on the Quarterly Financial Report. Reporting on fiscal year 2025 Q1 and Q2.

4. BUDGET SCENARIO PLANNING

MetroPlan Staff: Kate Morley

Recommendation: None. For information and discussion only.

Director Morley provided a presentation on three (3) budget scenarios to respond to the potential for Transportation related Federal funding changes.

Scenarios included:

1. Business as Usual
2. Remove the Carbon Reduction Program funding
3. Revert to pre-IIJA levels (FAST ACT)

5. SAFER PEOPLE CAMPAIGN UPDATE

MetroPlan Staff: Kim Austin

Recommendation: None. For information and discussion only.

Transportation Demand Management planner Austin provided a presentation on the materials for the Safer People Campaign update a public education program. A draft of Blackbird Roost Rapid Flashing Beacon (RFB) for pedestrian video was viewed.

6. KEY PERFORMANCE MEASURES UPDATE

MetroPlan Staff: All

Recommendation: None. For information and discussion only.

Staff provided an update on the FY2025 Q2 Key Performance Indicators (KPI)

7. METROPLAN HAPPENINGS

MetroPlan Staff: Kate Morley

Recommendation: None. For information and discussion only.

Director Morely provided a presentation on MetroPlan happenings – Montoya Fellow, Vulnerable Road Users City Council Presentation, and Mountain Line grant awards.

C. CLOSING BUSINESS

1. 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.

Member Peshlakai – Arizona Transit Association conference coming to Flagstaff in April 14-16th. Vasquez requested a reminder for the conference.

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

April 3, 2025

3. ADJOURN

Chair Sweet adjourned the meeting at 2:17 pm



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GREATER † FLAGSTAFF

STAFF REPORT

REPORT DATE: March 10, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Board

FROM: Mandia Gonzales, Transportation Planner

SUBJECT: Consent Item: Approve Resolution # 2025-02: MetroPlan Vision Zero Commitment

1. RECOMMENDATION:

Staff Recommends the Board approve Resolution # 2025-01: MetroPlan Vision Zero Commitment.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 2: Deliver Plans that Meet Partner and Community Needs

Objective 2.4: Position partners for successful implementation of plans.

3. BACKGROUND:

On March 6, 2025, MetroPlan staff recommended policies that inform a Vision Zero Commitment. Staff sought feedback and were given approval to move the Vision Zero commitment forward as presented. *This Resolution sets forth the commitment to reduce serious and fatal crashes by 40% by the year 2045.* This commitment aligns with MetroPlan's adopted values to eliminate serious injuries and fatalities on our region's roadways.

As a requirement to receive the Safe Streets and Roads for All (SS4A) grant for the Vulnerable Road Users Safety Action Plan, MetroPlan must commit at some level to reducing or eliminating traffic fatalities and serious injuries on our region's roadway. By adopting Vision Zero commitment MetroPlan is stating our commitment to reducing crashes in the Flagstaff region.



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4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee made no comments.

5. FISCAL IMPACT:

The VRU Safety Action Plan is funded through a Safe Streets for All (SS4A) planning grant awarded to MetroPlan. The grant value is \$201,360 federal and \$50,360 in local match split between in-kind and cash. The grant agreement was executed on August 9, 2023.

6. ALTERNATIVES:

1) Recommended: Adopt the MetroPlan Vision Zero Commitment as presented. This action will allow MetroPlan to strengthen its values while meeting federal grant requirements.

2) Not Recommended: Do not adopt the Vision Zero resolution as presented. This puts MetroPlan out of compliance with the federal grant requirements and risks the federal funding. The Board could provide more direction to staff to return with a revised resolution.

7. ATTACHMENTS:

Draft Vision Zero Resolution

Resolution Number: 2025-02

A RESOLUTION OF THE EXECUTIVE BOARD OF THE FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION, dba METROPLAN, ESTABLISHING A VISION ZERO COMMITMENT.

EXECUTIVE BOARD

Chair

Miranda Sweet
Vice-Mayor
City of Flagstaff

Vice-Chair

Judy Begay
Supervisor District 3
Coconino County

Austin Aslan
Councilmember
City of Flagstaff

Becky Daggett
Mayor
City of Flagstaff

Jeronimo Vasquez
Supervisor District 2
Coconino County

Tony Williams
Mountain Line Board of
Directors

Jamescita Peshlakai
Arizona State
Transportation Board

WHEREAS, MetroPlan is charged with the responsibility of providing for the continuing, cooperative and comprehensive transportation planning process for the Flagstaff Metropolitan Planning Area and

WHEREAS, MetroPlan's Executive Board is the approval body for all transportation-related activities of MetroPlan for the Planning Area under applicable U.S. Department of Transportation regulations; and

WHEREAS, Vision Zero is the simple yet ambitious idea that there is no acceptable number of traffic deaths and serious injuries on our roadways; and

WHEREAS, the Executive Board recognizes that traffic deaths and serious injuries are not inevitable; and

WHEREAS, the a Vision Zero Resolution is a required component of the Safe Streets and Roads for All (SS4A) federal grant and the Vulnerable Road Users Safety Action Plan; and

WHEREAS,

WHEREAS, it is the desire of the Executive Board to authorize and approve certain actions as further set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Executive Board of the MetroPlan as follows:

MetroPlan establishes a commitment to reducing serious death and fatal crashes by 40% by the year 2045.

PASSED by the Executive Board of MetroPlan this 3rd day of April 2025.

Miranda Sweet, Chair,
MetroPlan Executive Board

Kate Morley, Executive Director
MetroPlan

APPROVAL AS TO FORM ONLY:

Mangum Wall Stoops & Warden, PLLC
Attorneys for MetroPlan



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STAFF REPORT

REPORT DATE: March 18, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Executive Board

FROM: David Wessel, Planning Manager

SUBJECT: Consider Adopting the Coordinated Public Transit-Human Services Transportation Plan Update

1. RECOMMENDATION:

Staff recommends the Board adopt the 2025 MetroPlan-Mountain Line Coordinated Public Transit – Human Services Transportation Plan update.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 2: Deliver Plans that Meet Partner and Community Needs.

Objective 2.2: Expand inclusion of transportation disadvantaged community members and organizations in planning processes from setting planning priorities to implementing outcomes.

3. BACKGROUND:

Since 2007, all Metropolitan Planning Organizations (MPOs) and Council of Governments (COGs) in Arizona are required to adopt and annually update a Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan) addressing service needs for the elderly and disabled and which includes the following elements:

- An inventory of current transportation providers and available transportation services
- An assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes
- A list of strategies and activities to address identified gaps and achieve efficiencies in service delivery
- Implementation priorities for strategies and activities based on resources, time, and feasibility.

MetroPlan produces the plan in cooperation with Mountain Line and supports the Coordinated Mobility Council (CMC). The CMC is comprised of service providers and public agencies and advises on plan implementation. To be eligible to receive Section 5310 grant funding for vehicle and equipment purchases or program management, a project must be identified in the Coordinated Plan. The CMC



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recommended adoption of the plan on March 14, 2025. The Mountain Line Board is scheduled to take action on April 16, 2025.

Every year, all COGs and MPOs must adopt an update to their Coordinated Plan that incorporates a series of minor amendments. Every four years, MetroPlan is required to conduct a major revision to the plan. This is a minor amendment and addresses updates to:

- Demographics
- Strategies
- Vehicle Inventories
- Eligible Projects

New strategies include:

Added to Spatial Gaps	
On-demand service	<ul style="list-style-type: none">▪ Create implementation plan for on-demand service
Added to Infrastructure Gaps	
Encourage regulations to limit use of roll curbs to mitigate potential adverse impacts on accessibility	<ul style="list-style-type: none">▪ Communicate with developers the risks associated with roll curbs▪ Continue to increase awareness on impacts on accessibility
2-Way intersection improvements	Enhance 2-way intersection safety by increasing visual prompting in compliance Manual on Uniform Traffic Control Devices (<i>MUTCD manual 2024</i>)



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Eligible projects may be seen in this table excerpted from the Coordinated Plan.

MetroPlan summary of Section 5310 grant applications for 2025 - Year 1						
Description	Applicants Priority	Regional Priority	Project Type	Federal Grant	Local Match	Total Amount
Arizona Board of Regents for and on behalf of NAU Center for Service and Volunteerism						
Volunteer Driver Door through Door and More	1	1	Operating	\$10,000	\$10,000	\$20,000
Mountain Line						
Taxi program	1	1	Operating	\$62,000	\$62,000	\$124,000
ADA Plus	2	1	Operating	\$113,670	\$113,670	\$227,340
Mountain Line GO!	3	3	Operations	\$62,430	\$62,430	\$124,860
Bus stop mobility program	4	2	Capital	\$200,000	\$50,000	\$250,000
Mountain Line total				\$438,100	\$288,100	\$726,200
Hozhoni						
Replacement for VIN #2511	1	1	Capital	\$110,000	\$27,500	\$137,500
Replacement for VIN #2906	2	1	Capital	\$115,500	\$28,875	\$144,375
Hozhoni total				\$225,500	\$56,375	\$281,875
Quality Connections						
Expansion- Minivan with ramp	2	2	Capital	\$61,908	\$15,477	\$77,385
Replacement - Minivan	4	1	Capital	\$31,164	\$7,791	\$38,955
Replacement - Minivan	3	1	Capital	\$31,164	\$7,791	\$38,955
Expansion- Maxi Van with Lift	5	2	Capital	\$89,628	\$22,407	\$112,035
Replacement - Maxi Van with Lift	1	1	Capital	\$89,628	\$22,407	\$112,035
Quality Connections total				\$303,492	\$75,873	\$379,365
Hope Lives – Vive La Esperanza						
Passenger van for peer support services in Coconino County	1	2	Capital	\$45,675	\$9,135	\$54,810
Passenger van for peer support services in Coconino County	2	2	Capital	\$38,955	\$7,791	\$46,746
Hope Lives – Vive La Esperanza total				\$84,630	\$16,926	\$101,556
MetroPlan total				\$1,061,722	\$447,274	\$1,508,996

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee made no comments.

5. FISCAL IMPACT:

There is no direct fiscal impact, however the Coordinated Plan makes agencies in the region eligible to receive FTA Section 5310 funds.

6. ALTERNATIVES:

1. **Recommended:** The Board adopts the 2025 MetroPlan-Mountain Line Coordinated Public Transit – Human Services Transportation Plan update. This action is aligned with the requirements for annual updates.



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2. **Not recommended:** Do not adopt the 202 MetroPlan-Mountain Line Coordinated Public Transit – Human Services Transportation Plan update. This renders projects in plan ineligible for 5310 funds.

7. ATTACHMENTS:

[Coordinated Plan Link](#)



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GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: March 19, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Executive Board

FROM: Sandra Tavel, Transportation Planner

SUBJECT: Consider Approval of Support Letter for Transportation Alternatives Application: Missing Sidewalks on Fort Valley Road/ US 180

1. RECOMMENDATION:

Staff recommend the Board approve a support letter for a Transportation Alternatives (TA) project application: Missing Sidewalks on Fort Valley Road/ US 180.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs.

Objective 1.1: Align capital and programmatic needs with priorities and fund sources.

3. BACKGROUND:

The Board adopted the Strategic Grants Plan FY25-28 to decrease inter-jurisdictional competition for discretionary grants, maximize grant seeking resources, and make applications more competitive. When applications are made as outlined in the Plan, the Executive Director is authorized to sign letters of support. However, according to the adopted Strategic Grants Plan FY25-28 (SGP), project deviation from the Plan requires Board approval and is cited as follows:

Should member agencies decide to apply for a federal discretionary grant with a project that has not been identified in the Strategic Grants Plan, MetroPlan will request a support letter from its Executive Board. The reason for this is that when sudden and new projects that are not listed in the plan are proposed by members, MetroPlan may not have the capacity to connect resources to a whole new grant/project and our level of effort would likely decrease since we would already be working on grants that have been identified in the plan.

The SGP identified that the City of Flagstaff would apply for the Arizona Department of Transportation's (ADOT) Transportation Alternatives (TA) program for the Santa Fe and Milton bikeways. After further consideration, the City of Flagstaff would like to apply for planning, scoping, and design of missing sidewalks on the Fort Valley Road/US180 Corridor due to complications in having ADOT administer



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projects through the TA program. In keeping with MetroPlan's Strategic Grants Plan FY25-28 and its guidance on the process when member jurisdictions deviate from projects programmed into the plan, the Board must approve a letter of support for the City's new project for the TA program.

The next round of TA applications/call for projects begins on March 24, 2025. Applications are due on May 5, 2025.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee made no comments.

5. FISCAL IMPACT:

None. However, winning a TA award for the project would leverage City funding for other projects.

6. ALTERNATIVES:

Recommended: The Board approve the support letter for Transportation Alternatives Application: Missing Sidewalks on Fort Valley Road/ US 180

Not Recommended: The Board does not approve the support letter for Transportation Alternatives Application: Missing Sidewalks on Fort Valley Road/ US 180. This would pose a barrier for the City to submit a full TA application.

7. ATTACHMENTS:

TA Support Letter

April 3, 2025

ARIZONA DEPARTMENT OF
TRANSPORTATION (ADOT)
CITY OF FLAGSTAFF
COCONINO COUNTY
MOUNTAIN LINE
NORTHERN ARIZONA
UNIVERSITY (NAU)

EXECUTIVE BOARD

Chair

Miranda Sweet
Vice-Mayor
City of Flagstaff

Vice-Chair

Judy Begay
Supervisor District 3
Coconino County

Austin Aslan
Councilmember
City of Flagstaff

Becky Daggett
Mayor
City of Flagstaff

Jeronimo Vasquez
Supervisor District 2
Coconino County

Tony Williams
Mountain Line Board of
Directors

Jamescita Peshlakai
Arizona State
Transportation Board

Dear Transportation Alternatives Grant Review Committee:

On behalf of the MetroPlan Executive Board, we approve the City of Flagstaff's US180 Missing Sidewalks, Planning and Design project application for the Transportation Alternatives (TA) program. We consider this project to be an excellent fit for the TA program that funds smaller-scale alternative transportation projects that achieve safer, connected road networks for all users. The US180 corridor in the Flagstaff region is highly used by locals and tourists alike via all modes, as this roadway is a gateway to notable and highly used recreational areas and is adjacent to myriad residential neighborhoods, activity centers and schools.

The US180 corridor in the Flagstaff Metropolitan Planning Organization's region is outlined as follows in the US180 Corridor Master Plan which was published in 2022:

The US 180 corridor strives to provide travel options for alternative modes of travel for those who walk, bike, or take public transit, but the current infrastructure to support multimodal travel options is insufficient with long stretches of no sidewalks and with narrow sidewalks where they exist.

Additionally, recommended improvements as outlined in the Corridor Master Plan for US180 are MetroPlan's top priority project on the Arizona Department of Transportation (ADOT) system. The missing sidewalks aspect of the corridor improvements are one part of a larger system of recommended improvements, and we see this as a wise way to leverage TA funding. This project is in MetroPlan's TIP, Number MFP-25-29.

We offer our approval and strong support for the City of Flagstaff's US180 Missing Sidewalks, Planning and Design application for the TA program.

Best regards,

Miranda Sweet
MetroPlan Executive Board Chair



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GREATER † FLAGSTAFF

STAFF REPORT

REPORT DATE: March 12, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Executive Board

FROM: Corey Cooper, Safe Routes to School Coordinator

SUBJECT: Safe Routes to School Program Activities Update

1. RECOMMENDATION:

None. This is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 4: Implement Programs that Encourage Mode Shift

Objective 4.2: Implement programs at K-12 schools to reduce parent pick-up and drop off.

3. BACKGROUND:

In 2024, MetroPlan was awarded a grant for Safe Routes to School (SRTS) programming through the Transportation Alternatives Program, an FHWA grant program administered by the Arizona Department of Transportation. The 6 E's of a SRTS program summarize the key components of a comprehensive, integrated approach: Education, Encouragement, Equity, Engagement, Evaluation and Engineering. The SRTS Coordinator continues school observations to collect data on the following:

- Number of students who walk, bicycle, and ride school transportation and public transit.
- Car drop-off and pickup
- Infrastructure
- Behaviors

In addition, the SRTS Coordinator has completed the following:

1. Education:
 - a. Provided guidance on Crossing Guard training to Flagstaff Unified School District
 - b. Creating an infographic highlighting "existing conditions" for each school with recommendations on improvement strategies
2. Encouragement:
 - a. Planning a public transit encouragement incentive program



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3. Equity:
 - a. No specific activities to date
4. Evaluation:
 - a. Baseline observational data has been compiled and is being evaluated for recommendations
5. Engineering:
 - a. Procured and entered into a contract with Nelson/Nygaard
 - b. Conducted the project kickoff meeting with staff from the City of Flagstaff, Mountain Line, Metroplan, and Nelson/ Nygaard staff including a site tour
6. Engagement:
 - a. School administrator and stakeholder interviews to gather input on each school's transportation challenges and how they could benefit from the SRTS Program
 - b. Survey has been created and broadcast via social media to collect parent feedback

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee made no comments.

5. FISCAL IMPACT:

The Safe Routes to School (SRTS) Program is funded through the Transportation Alternatives (TA) grant from the Arizona Department of Transportation (ADOT) and the Federal Highway Administration (FHWA). The awarded grant pays for the SRTS Coordinator position and SRTS programming and infrastructure.

6. ALTERNATIVES:

This item is for information and discussion only.

7. ATTACHMENTS:

No attachments



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GREATER † FLAGSTAFF

STAFF REPORT

REPORT DATE: March 11, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Executive Board

FROM: Sandra Tavel, Transportation Planner, Grants, Research and Writing

SUBJECT: Creative Local Match Plan Update

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs.

Objective 1.2: Expand match and revenue generating options.

3. BACKGROUND:

In 2022, MetroPlan was awarded a 5305e planning grant from the Federal Transit Administration (FTA) via the Arizona Department of Transportation (ADOT) in collaboration with Mountain Line, to develop a statewide, Creative Local Match Plan (CLM) Plan. The CLM Plan identifies local match mechanisms, particularly for rural and smaller jurisdictions in Arizona, to generate local (non-federal) match dollars for transit projects. The mechanisms listed may also be employed to fund surface transportation projects. Local match dollars are necessary to apply for federal discretionary grant programs, as most of them require local matching funds between 5.7% and 20% of the project total. Matching funds are also required to draw down certain formula funds from the FTA such as 5307, Urbanized Area Formula Program and 5311, Formula Grants for Rural Areas. Having access to local, matching funds directly impacts an agency's ability to leverage federal dollars to fund necessary projects and programs that do not make good grant applications but are necessary to offer communities full transit and/or transportation programs and projects.

MetroPlan staff will request feedback on public acceptance for each mechanism from elected officials/MetroPlan Board members. Next steps are to finalize the draft for TAC to review and recommend for Board adoption.



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MetroPlan staff seek Board feedback through a statewide lens and perspective on the following, long-term Creative Local Match mechanisms that require enabling legislation or policy change:

- LTAF2 | Local Transportation Assistance Fund
- DIF | Developer Impact Fee
- TRZ | Transportation Reinvestment Zone
 - Sub-mechanism: TIF | Tax Increment Financing
- Short Term Rental Fee or Tax
- TUF | Transportation Utility Fee
- HURF (Highway User Revenue Fund) Exchange policy reform

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not brought to the TAC. Management Committee commentary includes Josh Maher from NAU and Heather Dalmolin from Mountain Line weighing in on the following:

Mechanism	NAU Josh Maher	Mountain Line Heather Dalmolin
LTAF2 Reinstatement	Supports in theory as a viable fund source but thinks MAG (Maricopa County Association of Governments) beneficiary distribution will be a barrier.	Supports this mechanism. Advises there is solid momentum and interest among transit systems and AZTA (AZ Transit Association) to educate legislators on fund viability and restoring LTAF2 funds as they were prior to when they were swept.
DIF	Does not support. Concurs with Heather.	Does not support. Too heavy of a lift. Too much focus on developer contribution which may appear is if they are getting targeted.
TRZ and TIF	Likes these as concepts. Concerned with a municipality's overextension of revenue prediction related to forecasting growth. Thinks these mechanisms would be better suited for new developments in Phoenix. Does not think the mechanisms are as relevant in the FMPO region, as growth is not large or consistent enough.	Concurs with Josh.
Short Term Rental Fee or Tax	Supports. Thinks regulation of short-term rentals through local ordinances for property owners may pose barriers that may limit revenue collection.	Supports. Likes this mechanism because it can be framed as an innovative, bipartisan mechanism



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		that has little competition since it would be a new fee or tax.
HURF policy reform to include funding for transit	Although likes this as a concept but considers this a heavy lift. HURF distribution seems culturally untouchable and would be a hard sell for vehicle users that pay into the fund since they do not use transit.	Makes sense in theory but it is unlikely to happen. Concurs with Josh.

Lastly, Heather Dalmolin from Mountain Line suggested electrification fee structures for funding transit and advised that this was a topic of interest at the 2024 AZ Rural Transportation Summit and for AZTA. Electrification fee structure may be a good way to garner bipartisan support to fund transit.

5. FISCAL IMPACT:

The Creative Local Match plan is funded by a \$200,000 (80/20 split) Federal Transit Administration 5305e grant. The \$40,000 local match is provided by Mountain Line.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None.



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STAFF REPORT

REPORT DATE: March 14, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Executive Board

FROM: Kim Austin, Transportation Demand Management Planner

SUBJECT: TRANSPORTATION DEMAND MANAGEMENT (TDM) SPRING EVENTS UPDATE

1. RECOMMENDATION:

None. This item is for information and discussion purposes only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 3: Build MetroPlan's Visibility Within the Community

Goal 4: Implement Programs to Encourage Mode Shift

3. BACKGROUND:

Below are the upcoming outreach events staff related to the Transportation Demand Management Program. The Board is invited to join staff for any events they wish to attend.

- **Earth Day celebration:** MetroPlan staff will be hosting a table at the City of Flagstaff Earth Day celebration on Saturday, April 19th. The event will be held at Bushmaster Park. MetroPlan will be bringing the "Cone of Vision" activity to highlight how speeding can negatively affect our Vulnerable Road Users.
- **First Friday Artwalk:** MetroPlan staff will be participating in the first Friday ArtWalk event on May 2nd.
- **Ride Your Bike Week!** MetroPlan will be partnering with Flagstaff Biking Organization for Ride Your Bike Week, formerly Bike to Work/School Week/Month. This is an annual event to highlight the benefits of riding your bike. This event will be held May 12-18, 2025. There will be daily events throughout the week including:
 - 5/12 (Monday) Kick Off ride from City Hall
 - 5/13 Bike to Dine
 - 5/14 (Wednesday-am) Bike to Breakfast
 - 5/14 (Wednesday-pm) Kidical Mass ride and Ice Cream Social
 - 5/15 (Thursday) Bike to School Day



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- 5/17 Bike to Shop
- 5/18 (Sunday) Bike to Fun. The Bike Bazaar will not be at Heritage Square but rather moved to a tabling event at the Farmer's Market to encourage riding to this event.
- A community bicycle safety/education component is being planned
- **Infrastructure opening events:** MetroPlan TDM staff is working with city staff to educate on new infrastructure

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee made no comments.

5. FISCAL IMPACT:

There is no direct fiscal impact to hosting the events outside of staffing and planned public outreach budgets.

6. ALTERNATIVES:

No alternatives to discuss

7. ATTACHMENTS:

None



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STAFF REPORT

REPORT DATE: March 13, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Arizona Transportation Policy Summit Update

1) RECOMMENDATION:

None. This item is for information and discussion only.

2) RELATED STRATEGIC WORKPLAN ITEM:

Goal 3: Maximize Funding for Transportation Projects and Programs

Objective 3.3: Coordinate partner's legislative priorities related to transportation

3) BACKGROUND

The First Arizona Rural Transportation Summit occurred 26 years ago to ensure rural Arizona received its fair share of funding as the population in the greater Phoenix area grew. Since 1999, when the existing four Council of Governments (COGs) and two rural Metropolitan Planning Organizations (MPOs) initiated the Summit, the event has evolved to meet changing needs. In recent years, the event has grown from a Summit of less than 40 people to nearly 400. Throughout its evolution, the event has remained a product of the rural COGs and MPOs. These entities have rotated the summit location over the years.

The October 2026 Summit is slated to be held in Flagstaff and hosted by MetroPlan and NACOG. The Summit typically occurs in coordination with the State Transportation Board meeting so is scheduled for October 14-15, 2026. Staff and NACOG met with the High Country Conference Center to discuss reserving space and have placed a tentative hold on the location. Reserving the conference center and rooms must occur about 18 months in advance, while other items such as developing an agenda, managing sponsors, and registering typically occur about 9 months out.

Staff are bringing this item to the Board to raise two items to the Board's attention. First, is the significant staff the event requires and efforts to mitigate impacts on other activities of the organization. Second is to recognize the financial needs of the conference and the potential risk to the organization as the host.



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Managing Summit Impacts on Staffing

Unlike many conferences, there is no formal organization that acts as the host of the Summit. It's a collection of rural COGs and MPOs around the state. Hosting the summit requires hundreds of hours of effort from the entity hosting that year.

At a recent meeting of the Directors of the COGs and MPOs of the organization, they agreed to take several steps to ease the burden of hosting future events, including:

1. Hiring an event planner to assist with the event year after year. This is anticipated to be in place to help with the Flagstaff conference.
2. Reducing the rotation of the conference so that only one or two locations host, reducing the burden of finding and contracting with new venues on an annual basis. This will not occur ahead of the Flagstaff conference and is anticipated to begin in 2027.
3. Reducing the breadth of the agenda to focus on the newly adopted mission and goal for the Summit, including removing general professional development meetings from the agenda.
 - *Mission: The mission of the Arizona Transportation Policy Summit is to educate and inform state legislators and local elected officials on rural, state, and federal transportation policy needs.*
 - *Goal: Our goal is to build long-term relationships and create advocates for transportation policies throughout the state.*
4. Removing expectations of hosting business meetings such as the tribal summit, mobility manager meetings, or other ancillary meetings.
5. Reducing the length of the Summit to Wednesday afternoon through Thursday afternoon instead of a full day Wednesday. This reduces the need for Tuesday night hotels, Wednesday breakfast and lunch options, and Wednesday morning programming.

While these changes should significantly reduce the effort to host the conference, it should be expected that a significant amount of staff time will still go to the event in 2026.

Financial Risks

Because there is no entity that owns the Summit, there is some financial risk to MetroPlan in being the host. This is unlike most conferences which have an association or organization putting the event on, and are often intending to generate revenue for an organization. In this case, NACOG is the fiscal agent for the event and will most likely manage most major invoices and sign contracts. However, some invoices may be paid by MetroPlan and submitted to NACOG for reimbursement. As the Board is aware, MetroPlan has limited cash flow so cannot front major costs such as reserving hotel blocks or a conference at our expense. The funding and billing for the Summit to date have successfully managed cash flow for the event. However, the host agency is at risk if a major issue like cancellation arises.



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4) TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee had no concerns.

5) FISCAL IMPACT:

There is some risk to the organization as the host of the Arizona Transportation Policy Summit.

6) ALTERNATIVES:

None. This item is for information and discussion only.

7) ATTACHMENTS:

None.



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STAFF REPORT

REPORT DATE: March 13, 2025

MEETING DATE: April 3, 2025

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: MetroPlan Happenings

1) RECOMMENDATION:

None. This item is for information and discussion only.

2) RELATED STRATEGIC WORKPLAN ITEM:

Goal 3: Build MetroPlan's Visibility in the Community

Objective 3.3: Promote the value MetroPlan brings to the Community

3) BACKGROUND

The State Transportation Board will meet in Flagstaff on July 18. Traditionally, the region will hold a dinner for the Board and ADOT leadership the evening beforehand. Last year, MetroPlan partnered with Mountain Line to highlight the new CDL course on campus. This year, staff are looking at holding the event at the new Downtown Connection Center as a happy hour type function and conducting a regional needs overview. Staff are requesting the Board hold the date in their calendars and let staff know if they have particular regional needs they want to highlight.

Executive Director Morley facilitated the City Capital Retreat on March 27. The retreat highlighted the many projects underway within the City and began to set the stage for Council input on the next round of projects to be prioritized.

Mountain Line applied for and was awarded AZ SMART funds to partially match their new maintenance bay project. This funding is a hard-won effort, including lobbying the legislature to expand eligibility to include transit, and waiting for funding to be available in the cities with population over 10,000 category before being awarded the funds.

Planner Austin led the MetroPlan/ Mountain Chili Cookoff as a part of employee wellness activities. The event had many submissions and winners for best tasting and healthiest recipes.



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Chair Sweet and Vice Chair Begay have kicked off the annual review of the Executive Director. The review will mimic last year's review process with Mountain Line Human Resources conducting surveys of staff, Technical Advisory Committee Members, and Management Committee members. The survey results will be presented at the May meeting along with a presentation on the status of Board adopted goals for the Director and new goals for the Board's consideration.

4) TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee made no comments.

5) FISCAL IMPACT:

None. These items are updates only.

6) ALTERNATIVES:

None. This item is for information and discussion only.

7) ATTACHMENTS:

None.