



METROPLAN

GREATER † FLAGSTAFF

MINUTES

Executive Board Meeting

1:00 – 3:00 PM

October 3, 2024

Teams Virtual Meeting

Join on your computer, mobile app or room device.

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Meeting ID: 278 344 575 57

Passcode: wRauVK

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

- X Jeronimo Vasquez, Coconino County Board of Supervisors, Chair **Left at 1:57 p.m.**
- X Miranda Sweet, Flagstaff City Council, Vice-Chair
- X Judy Begay, Coconino County Board of Supervisors
- X Austin Aslan, Vice Mayor of Flagstaff **Arrived at 1:02 p.m.**
- X Tony Williams, Mountain Line Board of Directors
- X Jim McCarthy, Flagstaff City Council
- X Jamescita Peshlakai, Arizona State Transportation Board Member **Arrived at 1:13 p.m.**
- Patrice Horstman, Coconino County Board of Supervisors (*alternate*)
- Becky Dagget, Mayor of Flagstaff (*alternate*)

METROPLAN STAFF

- X Kate Morley, Executive Director
- David Wessel, Planning Manager **Excused**
- X Mandia Gonzales, Transportation Planner
- X Sandra Tavel, Transportation Planner
- X Kim Austin, Transportation Planner
- X Corey Cooper, Safe Routes to School Coordinator
- X Karen Moeller, Admin. Assistant & Clerk of the Board
- Ty Holliday, Montoya Fellow **Excused**
- X Aubree Flores, AmeriCorp Fellow

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

Vice-Chair Sweet called the meeting to order at 1:00 p.m.

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.

There was no public comment.

4. APPROVAL OF MINUTES

Executive Board Regular Meeting Minutes of September 5, 2024

Member McCarthy made the motion to approve the Executive Board Regular Meeting Minutes of September 5, 2024. The motion was seconded by Member Begay . 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.

a. CONSIDER TITLE VI POLICY UPDATE

MetroPlan Staff: Karen Moeller

Recommendation: Staff recommends the Board adopt the updated Title VI Policy as presented

Member McCarthy asked that this item be pulled from the consent agenda for discussion.

b. CONSIDER METROPLAN SUBRECIPIENT RISK ASSESSMENT TOOL UPDATE

MetroPlan Staff: Kate Morley

Recommendation: Staff recommends the Board adopt updated MetroPlan Subrecipient Risk Assessment Tool.

Member Mc Carthy made the motion to approve the Consent Agenda item b. as presented. The motion was seconded by Member Begay. The motion passed unanimously.

Member McCarthy asked about the date on the original Title VI Policy. It was confirmed that this policy was updated and approved at the May Executive Board Meeting on May 2, 2024, and after this is approved today the date on the report will be changed. Further member McCarthy asked that we reformat the one page that has only one word.

Member McCarthy made the motion to approve Consent Agenda item a. with requested changes. The motion was seconded by member Begay. The motion passed unanimously.

B. GENERAL BUSINESS

1. ADOT PLANNING TO PROGRAMMING (P2P) PROJECT PRIORITIZATION AND SCORING CRITERIA, PROCESS AND TIMELINE

MetroPlan Staff: Sandra Tavel

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

Transportation Planner Tavel presented the ADOT P2P Project Prioritization and Scoring Criteria, Process, and Timeline. There were no comments or questions from the Board.

2. CONSIDER LEGISLATIVE AGENDA

MetroPlan Staff: Sandra Tavel

Recommendation: Staff recommendation the Board consider adopting the proposed legislative agenda.

Transportation Planner Tavel presented the draft FY25 Legislative Agenda.

Member Aslan stated MetroPlan is committed to partnering with the Dark Sky Coalition. He wondered if there is a way to work education on the importance of dark sky lighting into the agenda. In addition, Member Aslan asked that support for wildlife crossings be included in the request as well.

Executive Directory Morley said that the motion could be made with the requested additions.

Member McCarthy stated he is supportive of the wildlife crossing and dark sky changes as is Vice-Chair Sweet.

Member Peshlakai was pleased the items were placed on the agenda.

Member Aslan made the motion to adopt the proposed legislative agenda with the addition of education on the need for dark sky standards and support the funding of wildlife crossings. The motion was seconded by Member McCarthy. The motion passed unanimously.

3. MICROMOBILITY SHARE PROGRAM UPDATE

MetroPlan Staff: Kim Austin

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

Transportation Planner Austin presented the Micromobility Share Program update.

Member Aslan said the plan makes sense with overall goals and fits into Active Transportation Master Plan and “Big Shift” priorities. He stated the City of Flagstaff has had extensive conversations about micromobility which was resource heavy and took much time to talk about the idea. He said that he supports such a program and believes we should move forward. Further, Member Aslan wondered how the use on sidewalks will be addressed.

Member Williams said he is supportive of the concept as well. He appreciates the research that has been done. He said safety needs to be addressed and suggested staff think about how people be educated to use such devices?

Member McCarthy recommended that experiences from other areas should be incorporated.

Jenny Niemann, Climate Action Section Director, City of Flagstaff Sustainability Office was invited to speak by the Chair. She provided background on previous micromobility programs in the City.

Member McCarthy recommended that experiences from other areas much be incorporated.

Member Peshlakai stated that there is an increase in the elderly population and micromobility devices are not safe for that population. She asked that this issue be investigated in the study.

Member Begay said that the research should include site visits for areas where such devices are in use and the research should share safety concerns.

Member Aslan asked what NAU’s involvement in this process might be.

Executive Director Morley explained that NAU recognizes these devices will be on campus and she noted that ADOT realizes that these devices will also be on ADOT roads. She noted that the interagency impacts are one of the reasons that MetroPlan is looking at this.

Member Aslan asked about winter impacts and how these devices will be used. Executive Director Morley said many places will have a policy to “hibernate” the devices.

Jenny Niemann said we would be having a 3rd party company operating the program and would know they would do their best to properly operate. The scooters and bikes are meant to be out 365 days a year.

Member McCarthy wondered if these devices would reduce the number of bicycle and pedestrian trips. Jenny Niemann said that one estimate that 25-30% of all trips replaced a car trip. She has also seen that it might mean that some do not need to walk for various reasons and as more research is done, there should be information on walking and bicycling.

The Board was supportive of the study and seeing recommendations from it.

4. FINAL REPORT ON BLOOMBERG CHESHIRE SLOW STREET ASPHALT ART PROJECT

MetroPlan Staff: Aubree Flores

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

AmeriCorp Fellow Flores presented the Final Report on Bloomberg Cheshire Slow Street Asphalt Art Project.

Vice-Chair Sweet asked if this could become a permanent situation. Staff indicated the Transportation Commission heard this presentation and recommended keeping this project in place through the winter as long as it looks good.

5. METROPLAN HAPPENINGS

MetroPlan Staff: Kate Morley

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

Executive Director Morley presented MetroPlan Happenings.

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.

No items from the Board.

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

November 7, 2024

3. ADJOURN

Vice-Chair Sweet adjourned the meeting at 2:13 p.m.

