



METROPLAN

GREATER † FLAGSTAFF

MINUTES

Technical Advisory Committee

1:30 – 3:30 PM

May 22, 2024

Teams Virtual Meeting

Join on your computer, mobile app
or room device.

[Click here to join the meeting](#)

Meeting ID: 274 307 552 03

Passcode: LcjeF8

In-Person Location

City Hall

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).

TECHNICAL ADVISORY COMMITTEE MEMBERS

- X Michelle McNulty, City of Flagstaff Planning Director, Chair
- X Nate Reisner, Coconino County Assistant Engineer, Vice-Chair
- X Estella Hollander, Mountain Line Planning Manager
- X Jess McNeely, Coconino County Community Development Assistant Director [Arrived at 1:35 p.m.](#)
- X Ruth Garcia, ADOT Regional Planning [Arrived @ 1:34 p.m.](#)
- X Jeremy DeGeyter, ADOT Assistant District Engineer
- X Paul Mood, City of Flagstaff Engineer [Left at 3:13 p.m.](#)
- X Jeff Bauman, City of Flagstaff Transportation Manager
- Romare Truely, Federal Highway Administration Absent
- Stephanie Santana, City of Flagstaff Senior Transportation Engineer (Alternate)
- Anne Dunno, Mountain Line, Capital Development Manager (Alternate)
- Jason James, ADOT Regional Planning Manager (Alternate for RGarcia)
- Ryan Wolff, ADOT Transportation Engineer (Alternate for JDeGeyter)
- VACANT, Northern Arizona University

METROPLAN STAFF

- Kate Morley, Executive Director [Excused](#)
- X David Wessel, Planning Manager
- X Mandia Gonzales, Transportation Planner
- X Sandra Tavel, Transportation Planner
- X Kim Austin, Transportation Planner
- X Karen Moeller, Administrative Assistant & Clerk of the Board
- X Ty Holliday, Montoya Fellow

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

Meeting was called to order at 1:31 p.m. by Chair McNulty

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

(Pages X-X)

Technical Advisory Committee Regular Meeting Minutes of April 24, 2024

A motion was made to approve the Technical Advisory Committee Regular Meeting Minutes of April 24, 2024 by Vice-Chair Reisner. The motion was seconded by Member Bauman. The motion passed unanimously.

B. CONSENT AGENDA

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

C. GENERAL BUSINESS

1. ADOT's STATE HIGHWAY-RAIL GRADE CROSSING ACTION PLAN (SHRAP)

(Pages X-X)

Guest Presenter: Heidi Yaqub, ADOT; Jane Gauger ADOT

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

The guest presenters from ADOT Shared the scope and study of the SHRAP as well as the Action Plan Document.

Transportation Manager Wessel asked if Section 130 projects are typically in the Transportation Improvement Program (TIP). Jane Gauger stated that these projects at Fanning and Ponderosa will be put in the E-STIP (State Transportation Improvement Program) and at that point in the near future, MetroPlan will be notified to put the project in the TIP.

Member Hollander asked if the Section 130, the Railway-Highway Crossings Program, projects were simpler fixes and wondered if they addressed the problems and reduced fatalities. Jane Gauger said the Section 130 focuses on what improvements can be done on a crossing that are manageable and cost effective because they do have such improvements in the budget. Section 130 looks at what can be done to reduce incidences that are cost effective. She stated since Section 130 started there has been an 80% reduction in injuries and incidences at the rail crossings.

Member Bauman asked if there was federal documentation on counter measures and effectiveness specifically regarding the Fanning project. The Federal Rail Association (FRA) keeps track of incidences at crossings and SHRAP uses these reports for analysis and reports to FHWA. SHRAP looks at the incidences, determines the best improvement and then tracks results of the reduction of incidences. Heidi stated the barrier fencing at Fanning will help greatly with pedestrian incidences. The pre-signal at Ponderosa Parkway will help, as has been shown in other projects.

The presenters left the meeting at the conclusion of their presentation at 1:57 p.m.

2. CONSIDER FY2025 BUDGET (Pages X-X)

MetroPlan Staff: Kate Morley

Recommendation: Staff recommends the TAC recommend the Board adopt the FY2025 Budget.

Planning Manager Wessel presented the changes to the elements of the FY2025 budget on behalf of Executive Director Morley.

A motion was made for the TAC to recommend the Board adopt the FY2025 budget by Vice-Chair Reisner. The motion was seconded by Member Bauman. The motion passed unanimously.

3. CONSIDER FY2025-2029 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (Pages X-X)

MetroPlan Staff: David Wessel

Recommendation: Staff recommends the TAC recommend the Board adopt the FY2025-2029 Transportation Improvement Program (TIP)

Transportation Planner Wessel presented the TIP adoption to the TAC. David Wessel let everyone know that one of the projects, the CDL course, has its grand opening today at 3:30 p.m.

Vice-Chair Reisner asked what the Townsend-Winona Auxiliary Lanes encompassed. Transportation Manager Wessel stated he believed this was shoulder widening and auxiliary lanes from Hwy. 89 to Koch Field Road will confirm what is involved in this project and the timeline for the project. Vice-Chair Reisner stated for the Rural Transportation Advocacy Council project, they will be presenting the roundabout for Burris Lane.

The motion was made for the TAC to recommend the Board adopt the FY2025-2029 Transportation Improvement Program permitting technical corrections by the time of the Executive Board meeting by Member Hollander. The motion was seconded by Vice-Chair Reisner.

Discussion by Member Bauman. Member Bauman stated he had many questions about the tables specifically relating to Table 7, the Safety Table. The links which were forwarded to the TAC did not match and the tables will be updated. These form technical corrections and were noted by Planning Manager Wessel to be corrected. Planning Manager Wessel wondered if the links were updated on the presentation slides and the tables in the attachments and he will confirm with Member Bauman regarding all presented tables.

The motion to recommend the Board adopt the FY2025-2029 Transportation Improvement Program permitting technical corrections by the time of the Executive Board meeting was confirmed. All differences were determined to be technical corrections. The motion passed unanimously.

4. CONSIDER STRATEGIC GRANTS PLAN, FY2025-2027 (Pages X-X)

MetroPlan Staff: Sandra Tavel

Recommendation: Staff recommends the TAC recommend the Board adopt the Strategic Grants Plan for FY2025-2027

Transportation Planner Tavel presented the Strategic Grants Plan for FY2025-2027.

Transportation Manager Wessel said the FTA is an important addition. There may be transit grants that achieve critical roadway improvements.

Member Hollander stated Mountain Line has applied for Bike/Ped connections to transit grants with FTA dollars and there are always opportunities.

Planning Manager Wessel said you can rarely match federal dollars with federal dollars, but you can bring money in to strengthen the grant.

The motion was made that the TAC recommend the Board adopt the Strategic Grants Plan for FY2025-2027 by Member Hollander. The motion was seconded by Vice-Chair Reisner. The motion passed unanimously.

5. CONSIDER W. ROUTE 66 OPERATIONAL ASSESSMENT (OA) CURRENT CONDITIONS AND FUTURE CONDITIONS REPORT (Pages X-X)

MetroPlan Staff: Mandia Gonzales

Recommendation: Staff recommends the TAC approve the W. Route 66 OA Current Conditions and Future Report.

Transportation Planner Gonzales provided some reminders about the Operational Assessment for W. Route 66 and how the assessment is viewed, as well as the desired results of the study. Further Planner Gonzales shared the current and future conditions report.

Chair McNulty shared that in the future the local Preservation Officer could be contacted. This is good for feedback on possible historic structures.

Chair McNulty asked what reducing land use meant. Transportation Planner Gonzales stated it could be related to zoning. All presentation items are ideas for possible future scenarios.

Member Mood asked for clarity about a new I-40 North/South Connection. Planning Manager Wessel said that was in reference to the Woody Mountain Traffic Exchange which may be in the plan in the future.

Member Bauman asked about the reports and if there has been a PAG meeting to go over the first round of information? Transportation Planner Gonzales stated this information has been passed along to the PAG for review.

Member DeGeyter asked for a clarification on the Woodlands Village slide about through lanes which stated it was East of the intersection. Transportation Planner Gonzales said this was a copy and paste error which can be fixed and should be West of the intersection.

The motion was made that the TAC approve the W. Route 66 OA Current Conditions and Future Report by Member Mood. The second was made by Member Hollander. The motion passed unanimously.

6. CONSIDER ADOT PERFORMANCE MEASURES AND TARGETS (Pages X-X)

MetroPlan Staff: David Wessel

Recommendation: Staff recommends the TAC recommend the Board adopt a policy authorizing MetroPlan Staff to accept on the Board's behalf all federally mandated performance targets adopted by ADOT, except for transit.

Transportation Manager Wessel presented the ADOT performance measures and targets and the time limit by MPO's to adopt the targets or present targets of their own. MetroPlan has historically adopted ADOT's measures and targets.

Chair McNulty asked if MetroPlan has measures and targets would MetroPlan be liable for monitoring their own targets. Transportation Manager Wessel said this is true.

Member Hollander asked if the City of Flagstaff had some measures they track and would it be appropriate to adopt the City's? Planning Manager Wessel said the City does have measures and targets yet they do not appropriately mesh for MetroPlan.

The motion was made that the TAC recommend the Board adopt a policy authorizing MetroPlan Staff to accept on the Board's behalf all federally mandated performance targets adopted by ADOT, except for transit by Vice-Chair Reisner. The motion was seconded by Member Hollander. The motion passed unanimously.

7. GREATER ARIZONA FUNDING INITIATIVE, (RTAC BILL) PROJECTS (Pages X-X)

MetroPlan Staff: Sandra Tavel

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

Transportation Planner Tavel presented the Greater Arizona Funding Initiative (RTAC BILL) Projects.

Vice-Chair Reisner asked about how definite the time deadline is for projects in early June. Staff Member Tavel said that a ballpark figure and projects elements including what it is and why it is important need to be submitted then. She needs this information for a one-pager for legislature.

Planning Manager Wessel clarified all the projects nominated by the rural MPO's and COG's go into this bill. It goes through a committee process rather than going to the governor for signature. This is an advocacy tool.

Member Hollander asked if these RTAC projects have ever been funded. David Wessel said yes, these have been successful. In addition, it serves to keep transportation needs in front of the legislature.

Vice-Chair Reisner asked about the August deadline in a previous email. Transportation Planner Tavel said she would clarify all the dates and needs off-line for him.

8. UPDATE ON KEY PERFORMANCE INDICATORS (KPIs) (Pages X-X)

MetroPlan Staff: All Staff

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

Staff Members Wessel, Gonzales, Tavel and Austin presented the Updates on Key Performance Indicators for MetroPlan.

Micro-mobility was confirmed as scooters, skateboards and such.

9. FINAL UPDATE ON BLOOMBERG CHESHIRE SLOW STREET ASPHALT ART PROJECT (Pages X-X)

MetroPlan Staff: Aubree Flores

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

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

Vice-Chair Reisner asked if the City of Flagstaff had any plans for maintenance. Aubree Flores stated that possibly up to a year of maintenance depending on many factors including snowplowing and longevity of paint.

Transportation Planner Austin reminded everyone this is a temporary project and it will be evaluated.

10. TRIP DIARY SURVEY SCOPE OF WORK

(Pages X-X)

MetroPlan Staff: David Wessel

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

Transportation Manager Wessel shared the elements of the Trip Diary Survey and timeline and development of the survey.

11. DISCUSSION ON ADOT LIGHTING STANDARDS

(Pages X-X)

MetroPlan Staff: David Wessel

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

Transportation Manager Wessel presented the ADOT Lighting Standards. He stated this presentation was prompted by one of the ADOT lighting projects along I-40.

Chair McNulty asked about the consideration for changes in headlights for car? The perfection of the technology for new headlights makes these lights shine down rather than directly at the road.

Transportation Planner Wessel will investigate.

Vice-Chair Reisner asked what ADOT's receptiveness has been toward moving to Dark Skies.

Transportation Planner Wessel stated there has been some consideration of the amber shaded LED lighting.

Member DeGeyter stated that there is an on-going conversation which will continue to evolve about the types of lighting used on ADOT roads meeting ADOT's standards.

Member McNeely said the if it is helpful to MetroPlan and ADOT, the City and County partnered with Camp Navajo and the Observatory on the Joint Land Use Study(JLUS) study a few years back. This was a federally funded grant project which is now an adopted amendment to the County Comprehensive Plan and possibly to the Flagstaff Regional Plan. There was a follow-up project called the Military Installation Study (MIS) and are available at the County's website. These studies will provide good background information on the Dark Skies and Lighting information.

Member Hollander said MetroPlan has many conversations with ADOT and does not want this topic to supersede any current conversation with corridor studies. She stated if MetroPlan believes this would not interfere with any other project of corridor studies and road improvements which she believes would take precedence.

12. METROPLAN HAPPENINGS

(Pages X-X)

MetroPlan Staff: Kate Morley

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

Planning Manager Wessel presented MetroPlan happenings on behalf of Executive Director Morley.

Small Presentations were also given by Chair McNulty and Member Hollander who attended the NACTO. Transportation Planner Tavel shared about the AMPO conference.

CLOSING BUSINESS

13. ITEMS FROM THE BOARD

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

14. NEXT SCHEDULED TECHNICAL ADVISORY COMMITTEE

September 25, 2024

15. ADJOURN

The meeting was adjourned at 3:31 p.m. by Chair McNulty

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 www.metroplanflg.org on May 17, 2024 at 12:00 pm.

Karen Moeller, Clerk of the Board/Admin. Assistant

Dated this 17th day of May, 2024.