



MINUTES

Technical Advisory Committee

1:30 – 3:30 PM
SEPTEMBER 27, 2023

Teams Virtual Meeting

Join on your computer, mobile app or room device.

[Click here to join the meeting](#)

Meeting ID: 289 780 741 569

Passcode: arQnGU

In-Person Location

Flagstaff City Hall

CR-Staff Room

211 W Aspen Ave

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

- Michelle McNulty, City of Flagstaff Planning Director, Chair
- Nate Reisner, Coconino County Assistant Engineer, Vice-chair
- Anne Dunno, Mountain Line Capital Development Manager
- Brenden Foley, ADOT North Central District Administrator
- Jess McNeely, Coconino County Community Development Assistant Director [left at 2:57 pm](#)
- Myrna Bondoc, ADOT Regional Planner
- Paul Mood, City of Flagstaff Engineer [joined at 1:40 pm](#)
- Jeff Bauman, City of Flagstaff, Transportation Manager
- Stephanie Santana, City of Flagstaff, Senior Transportation Engineer (*Alternate*)
- Romare Truely, Federal Highways Administration (FHWA)
- VACANT, Northern Arizona University

METROPLAN STAFF

- ☒ Kate Morley, Executive Director
 - ☒ David Wessel, Planning Manager [joined at 1:33 PM, left at 2 :57 pm](#)
 - ☒ Mandia Gonzales, Transportation Planner
 - ☒ Sandra Tavel, Transportation Planner [left at 2 :57 pm](#)
 - ☒ Karen Moeller, Administrative Assistant & Clerk of the Board
 - ☒ Ty Holliday, Montoya Fellow
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A. PRELIMINARY GENERAL BUSINESS

A CALL TO ORDER

CHAIR MCNULTY CALLED THE MEETING TO ORDER AT 1:30 PM

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

TAC Meeting Minutes of August 23, 2023 (Pages 5-13)
NO DISCUSSION. MEMBER DUNNO MOVED TO APPROVE THE MINUTES OF THE 8/23/2023 MEETING. MEMBER BAUMAN SECONDED. THE MOTION CARRIED 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

A CONSIDER THE APPROVAL OF W. ROUTE 66 OPERATIONAL ASSESSMENT GUIDANCE DOCUMENTS (Pages 14-39)

MetroPlan Staff: Mandia Gonzales

Recommendation: The TAC approves the W. Route 66 Operational Assessment Project Advisory Group (PAG) and Escalation Process.

Staff member Mandia Gonzales presented the W. Route 66 Operational assessment. The

members of the newly formed Project Advisory Committee (PAG) were introduced. Myrna Bondoc confirmed that she was willing to serve on the PAG. The document did receive one comment related to the ground rules on consensus for the PAG. It is item number 1 and everyone is equal.

Member Foley suggested that the timeline on the 3rd level of the escalation process timeline be as soon as possible, and the second level be 4-6 weeks.

A recommendation for approval of the W. Route 66 Operational Assessment Project Advisory Group (PAG) and Escalation Process amended with the above suggested changes to the timeline was made by Member Foley and Member Bauman seconded the motion. The motion carried unanimously.

B CONSIDER REGIONAL TRANSPORTATION SAFETY PLAN EMPHASIS AREAS AND PRIORITY PROJECT LOCATIONS

(Pages 40-54)

MetroPlan Staff: David Wessel

Recommendation: The TAC endorses 1. The Safety Emphasis Areas as presented for strategy development; and 2. The Priority Project Locations as presented for solution development.

Staff Member Wessel presented the progress made on the Transportation Safety Plan and the next steps which are in line for the plan and priority projects.

David Wessel suggested that nighttime and Weather be two areas that warrant more discussion. The three top areas will be the ones sent to Greenlight Engineering for emphasis areas.

David Wessel questioned if weather and nighttime are areas that should be left for business as usual or further addressed. Member Dunno stated that weather was an area where individual entities could address the ability to work from home or otherwise change their ability to avoid commuting. Possibly a coordinated policy around the weather work policies would be an element to consider.

Staff Member Wessel stated that as further discussion took place, this could be a strategy, however, maybe not part of the focused efforts.

Member Bauman asked if the areas of Emphasis are limited to the presented areas. David Wessel stated it was somewhat subjective. The main reason for choosing the specific areas was to not spread the effort thin trying to focus on all areas. Member Bauman noted that weather and nighttime were 1 and 2 on the rankings yet are other areas which might be further discussed to determine the best focus.

David Wessel summarized that what he heard was weather struck two members as important and wanted to add weather to the list and find the support of the entire group.

The motion was made to endorse the Emphasis area with the addition of weather as one of the Emphasis areas by Member Bauman and seconded by Member Mood. The motion

carried unanimously.

Project locations for the Emphasis areas were presented. Some discussion and input were asked for as well as David Wessel stated a follow-up of TAC members' thoughts would be solicited. Staff Member Gonzales stated that Greenlight asked for input on the project locations as well as any other areas that might need to be added to the list.

Member Dunno asked for a definition of the crash types and the prioritization of selection. The rating was accomplished by rating Agency Comment, Public Comment, and Top Crash Hotspot. It was confirmed these ratings did not specifically deal with specific bike/ped crashes. Member Bauman will give feedback when David Wessel reaches out for individual comments. Comments are needed by David Wessel by October 6 per Greenlight's request for MetroPlan to present any comments.

Project is scheduled to end by December 2023. A proposal is being made to form a PAG to see this project through and bring recommendations back to the TAC on January 24, 2024. At this point, volunteers and appointees are asked for to serve on the PAG. This PAG will be appointed for a Safety Plan PAG and roll into the Vulnerable Road Users PAG. Member Bauman recommended David Lehman and Chris Phair from his office to serve on the PAG. Member Bauman suggested reaching out to Ryan Turley for possible membership on the PAG.

The subconsultant has put out a report which is available at metroplanflg.org/safety. David Wessel suggested no action be taken on Priority Project Locations at this time.

C CONSIDER LEGISLATIVE AGENDA

(Pages 55-57)

MetroPlan Staff: Kate Morley

Recommendation: Staff recommends the TAC recommend the Board adopt proposed legislative priorities.

Executive Director Morley presented a potential legislative agenda to the TAC to recommend to the Executive Board for approval. Such an agenda would increase focus and allow to bring in other agencies. The state and federal priorities for the agenda were presented.

Member Bondoc commented on the reopening of Parks and Christensen Rest areas. These rest areas are in a design-build project which will convert them to truck parking only. She stated that in the future it would be difficult to change from truck parking only to mixed use parking. Executive Director Morley stated this was a County request and she will follow up with the County regarding this request. Director Morley stated these requests would be prioritized by the respects departments.

The motion was made that the TAC recommend the Board adopt legislative priorities as presented by Member Dunno and seconded by Member McNeely. The motion carried unanimously.

D STRATEGIC GRANTS PROCESS

(Pages 58-60)

MetroPlan Staff: Sandra Tavel

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

Staff Member Tavel stated this item originated from the Annual Strategic Advance in May and presented the process that would be used to seek areas of desired projects from all stakeholders.

The objectives were developed to best allow the MetroPlan area to plan for fund seeking of the Federal funds available through pre-planning rather than reactive planning.

Member Dunno stated that getting high-level people and groups on board and getting approval is the greatest challenge of any project. She suggested that the critical moments in the grant approval process be worked on in a timely manner.

Member Bondoc stated that selecting projects that a feasibility study has been completed on is a key consideration, so the information is already available or do a feasibility study prior to producing a grant.

Chair McNulty noted that project readiness is having the studies completed ahead of time and asked Staff member Tavel what the process is for project readiness. Sandra Tavel stated she would meet the requirements of the NOFO and what they are asking for in each individual grant seeking opportunity. The process is developed individually by each grant seeking opportunity.

E CREATIVE LOCAL MATCH OPTION-TRANSPORTATION REINVESTMENT ZONE (TRZ)

(Pages 61-62)

MetroPlan Staff: Sandra Tavel

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

Staff Member Tavel presented all aspects of a Transportation Reinvestment Zone (TRZ) including what it is, does and the differences between a TRZ and Tax Increment Financing (TIF) project. She stated that the TIF is the foundation upon which a TRZ would sit.

Member Bondoc stated the only difference she saw between the TRZ and TIF and what Maricopa County is doing with the \$.05 sales tax is the additional money. She asked if a TRZ would be presented to the voting public or who would be approached to carve out the taxes for the funding source? Staff Member Tavel stated that her understanding is that there are no new taxes—there are already sales and property taxes are already imbedded. The taxes need to be decided upon to delegate the taxes to the project. Sandra stated she is trying to gauge the involvement and it would be brought to a vote.

Staff Member Wessel clarified that this would be an investment in a transportation area and how

the area would be funded. It would basically be a tax-increment financing.

Member Dunno said she saw from a TIA perspective; how would you determine how the priorities of where the money would go for specific projects? How do other communities get by with these? Also, how would it work with City approve of such projects? Director Morley said that the investment might result in a TOD and the transportation project would be what spurred a particular project generated.

Staff Member Wessel said a development would not occur without the investment. There is a proportional share from a developer and the TIF approach (with risk) would be the contribution to the project.

Director Morley said John Wesley Powell does not have a lot of development now, yet the development of John Wesley Powell (JWP) would spur development and therefore tax revenue.

Chair McNulty shared that part of the issue with the TIF is the gift clause. If a legislature would need to analyze this gift clause before proceeding with such finance. Flagstaff is conservative in their evaluation of such programs. TIF and other tax incentives are used for property many times and there are other groups outside of transportation that might get behind advocating for TIF's. One such project is a MAPs program in Oklahoma City, OK which identified quality of life projects as well as other social programs and taxes 1% to allow for projects when funding was in place. Some similar model might be used for road projects.

F CONSIDER MISSION, VISION, AND VALUES

(Pages 63-65)

MetroPlan Staff: Kate Morley

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

Executive Director Morley stated that over the past few years, the Strategic Plan looked at defining what the finest or premier transportation system is in her listening tour there was a need for clarification of MetroPlan's role as well as a clear definition of values.

Chair McNulty asked does environment mean natural or built? Director Morley stated we could clarify that in our aspirations. Member Dunno stated these values got to the heart of the issue—why?

Chair McNulty wondered if it would be good to clarify a multi-model transportation system added to Vision-Future Aspirations #1.

Chair McNulty suggested adding "options" to #1 on the Mission making it better transportation options for clarity.

Member Foley stated that principled planning might be different for each person and organization. Chair McNulty said it could be professional planning.

G METROPLAN HAPPENINGS

(Pages 66-68)

MetroPlan Staff: Kate Morley

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

Executive Director Morley highlighted National Week without Driving, the Rural Transportation Summit, and the concurrence of the move to four TAC meetings per year and the use of PAG groups. An FYI that the W Route 66 is changed to accommodate holidays between now and the end of the year.

D. 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 NEXT SCHEDULED EXECUTIVE BOARD MEETING

Meeting date January 24, 2024

C ADJOURN

CHAIR MCNULTY ADJOURNED THE MEETING AT 3:20.

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 September 25, at 12:00 pm.

Dated this 25th day of September, 2023.

Karen Moeller
Administrative Assistant & Clerk of the Board