



3773 N Kaspar Dr.  
Flagstaff, AZ 86004  
928-266-1293  
[www.metroplanflg.org](http://www.metroplanflg.org)

## MEETING MINUTES

### Executive Board Meeting

1:00 PM

April 6, 2023

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/79199115652>

Meeting ID: 791 9911 5652

Dial-in: +1 408 638 0968US

**In-Person Option available:**

Mountain Line

3773 N. Kaspar Dr

VERA room

Flagstaff, AZ 86004

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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 [mandia.gonzales@metroplanflg.org](mailto:mandia.gonzales@metroplanflg.org) or by phone at 928-266-1293. 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 [mandia.gonzales@metroplanflg.org](mailto:mandia.gonzales@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**

- Jim McCarthy, Flagstaff City Council, Chair
- Jeronimo Vasquez, Coconino County Board of Supervisors, Vice-Chair – **Excused**
- Patrice Horstman, Coconino County Board of Supervisors – **Excused**
- Austin Aslan, Vice Mayor of Flagstaff
- Tony Williams, Mountain Line Board of Directors
- Miranda Sweet, Flagstaff City Council
- Vacant*, Arizona State Transportation Board Member
- Judy Begay, Coconino County Board of Supervisors (*alternate*)
- Becky Daggett, Mayor of Flagstaff (*alternate*)



#### **METROPLAN STAFF**

- Kate Morley, Interim Executive Director
- David Wessel, Planning Manager
- Mandia Gonzales, Transportation Planner
- Sandra Tavel, Transportation Planner

**OTHERS IN ATTENDANCE:** Jeff Gagnon (Arizona Game & Fish Department), Paul Mood (City of Flagstaff), Ed Stillings (Federal Highway Administration)

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#### **A. PRELIMINARY GENERAL BUSINESS**

##### **A. CALL TO ORDER**

Chair McCarthy called the meeting to order at 1:04 pm

##### **B. ROLL CALL – See above**

##### **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.)*

Emails were received from 4 individuals regarding *Free Mountain Line*. These letters were provided to the Board in advance of the meeting for review and consideration.

##### **D. APPROVAL OF MINUTES**

Meeting Minutes of March 2, 2023

Motion: Board Member Tony William made a motion to adopt the March 2, 2023 meeting minutes. Board member Miranda Sweet seconded the motion. Voted 4-0 to approve.

#### **B. CONSENT AGENDA**

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

None.



## C. GENERAL BUSINESS

### A. Coordinated Public Transit & Human Services Transportation Plan

MetroPlan Staff: David Wessel

Recommendation: Staff recommends the adoption of the 2023 MetroPlan-Mountain Line Coordinated Public Transit – Human Services Transportation Plan update.

Motion: Chair Jim McCarthy made a motion to adopt the 2023 MetroPlan-Mountain Line Coordinated Public Transit - Human Services Transportation Plan update. Board member Miranda Sweet seconded the motion. Voted 4-0 to approve.

### B. Stride Forward | Regional Transportation Plan

MetroPlan Staff: David Wessel

Recommendation: Staff recommends that MetroPlan action on the Stride Forward: Regional Transportation Plan be tabled to the next Executive Board meeting.

The Technical Advisory Committee (TAC) has asked to table this adoption until the next Executive Board Meeting to continue reviewing the plan and collecting public comments.

### C. Arizona Legislative Update

MetroPlan Staff: Kate Morley

Recommendation: Staff recommends approval of letters to be sent to four members representing Flagstaff in the Arizona State Legislature, and House of Representatives in opposition to SB 1312, SB 1313, and SB 1314.

Motion: Board member Tony Williams made a motion to approve the intent of the letters with minor corrections. These letters are to be sent to the House of Representatives, Legislative Representatives Districts 6 and 7, and Governor Hobbs. Board member Miranda Sweet seconded the motion. Voted 4-0 to approve.

### D. Fiscal Year 2022 Audit

MetroPlan Staff: Kate Morley

Recommendation: None. This item is for discussion only.

Kate Morley provided a verbal update on MetroPlan's Fiscal Year 2022 Audit.



#### **E. Wildlife Corridors**

MetroPlan Staff: Kate Morley

Recommendation: None. This item is for discussion only.

[Jeff Gagnon from Arizona Game & Fish Department provided a PowerPoint presentation on Wildlife Corridor projects along I-40 and I-17.](#)

#### **F. Items from MetroPlan Staff**

MetroPlan Staff: Kate Morley

- W Route 66 Corridor Masterplan
- SS4A Action Planning Grant
- Regional Transportation Safety Plan
- [National Association of City Transportation Officials \(NACTO\) Membership](#)

Recommendation: None. This item is for information only.

[Staff provided verbal updates on the items listed above.](#)

#### **G. Happening at MetroPlan**

MetroPlan Staff: Kate Morley

Recommendation: None. This item is for discussion only.

[Kate Morley provided a verbal update on the Happenings at MetroPlan.](#)

#### **H. Future Agenda Items**

MetroPlan Staff: Kate Morley

Recommendation: Discuss items for future MetroPlan agendas.

[None requested.](#)



**I. Executive Session | Review of applications for the position of MetroPlan Executive Director**

Board Chair: Jim McCarthy

Recommendation: Determine which applicants will be selected to have interviews for the position of MetroPlan executive director.

*The Board may vote to go into executive session pursuant to ARS §38-431.03(A)(1) to determine which applicants will be selected to have interviews for the position of MetroPlan executive director.*

Motion: Board member Miranda Sweet made a motion to go into executive session at 2:15 PM. Board member Williams seconded the motion. Voted 4-0 to approve.

Executive Session concluded at 2:42 pm

**V: 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 is not allowed.*

May 4<sup>th</sup> Executive Board Meeting has been canceled to accommodate the May 24<sup>th</sup> Strategic Advance.

**B. NEXT SCHEDULED EXECUTIVE BOARD MEETING**

1. May 24, 2023, Strategic Advance | 1:00 – 4:00 pm | Flagstaff Public Works Building

**C. ADJOURN**

*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.*

Chair McCarthy adjourned the meeting at 2:43 pm