Flagstaff Metropolitan

Planning Organization

City of Flagstaff ⬩ Coconino County ⬩ Arizona DOT

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## MINUTES

## FMPO Executive Board Meeting

### 10:00am to 12:00pm

### October 2, 2019

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Flagstaff City Council Chambers

211 W. Aspen Avenue, Flagstaff, AZ 86001

Regular meetings and work sessions are open to the public. Persons with a disability may request a reasonable accommodation by contacting the City of Flagstaff City Clerk’s Office at 928-779-7607.  The FMPO 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 by contacting the FMPO at 928-213-2651 as early as possible to allow time to arrange the accommodation.   ***A quorum of the TAC may be present.***

**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 FMPO Executive Board and to the general public that, at this regular meeting, the FMPO Executive Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the FMPO Executive Board’s attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A).*

**EXECUTIVE BOARD MEMBERS**

[x] Art Babbott, Coconino County Board of Supervisors, Chair

[x] Coral Evans, Mayor, Flagstaff City Council Vice-Chair

[x] Jesse Thompson, Arizona State Transportation Board Member

[x] Matt Ryan, Coconino County Board of Supervisors

[x] Jim McCarthy, Flagstaff City Council

[x] Charlie Odegaard, Flagstaff City Council

[x] Regina Salas, Flagstaff City Council (alternate)

**FMPO STAFF**

[x] Jeff Meilbeck, Executive Director

[x] David Wessel, FMPO Manager

[ ] Martin Ince, Multimodal Planner

[x] Rosie Wear, FMPO Specialist

Others in attendance: Erika Mazza, Ed Stillings, Alison Eckert, Heidi Hansen

1. **PRELIMINARY GENERAL BUSINESS**
	1. **CALL TO ORDER**

Chairperson Art Babbott called the meeting to order at 10:02am.

* 1. **ROLL CALL**

See above, page 1

* 1. **PUBLIC COMMENT**- NONE

(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.)

* 1. **APPROVAL OF MINUTES**
* Minutes of Regular Meeting: August 7, 2019
* Minutes of Executive Session: August 7, 2019

MOTION: Board member Jim McCarthy moved to approve the Executive Board meeting and Executive Session minutes without edits. Board member Matt Ryan seconded. The motion was passed unanimously.

1. **CONSENT AGENDA**

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

*No consent items*

1. **GENERAL BUSINESS**
2. **Executive Director Contract**

FMPO Staff: Jeff Meilbeck

 Recommendation: No recommendation is being made but the Board may take action to extend the Executive Director’s contract for service beyond November 8, 2019

This item was taken out of order so Interim Human Resources Director Alison Eckert would be present for discussion.

MOTION: Board member Jim McCarthy moved to approve the Executive Director contract. Board member Charlie Odegaard seconded. The motion was passed unanimously.

1. **Strategic Advance**

FMPO Staff: Jeff Meilbeck

Recommendation: Staff recommends the Board discuss and approve an approach and timing for an annual FMPO Strategic Advance.

MOTION: None at this time. Direction was given to hold Strategic Advance on January 8th prior to the Board meeting with no outside facilitation.

1. **Board and Committee Packet Practice**

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Staff recommends the Board adopt a packet distribution practice to meet member needs and set clear expectations.

MOTION: Board member Thompson moved to adopt the packet practice. Vice-Chair Coral Evans seconded the motion. The motion was passed unanimously.

1. **Transition to Metroplan Identity Update**

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: None

MOTION: None at this time.

1. **Technical Advisory Committee (TAC) Agenda and Structure**

FMPO Staff: Jeff Meilbeck

Recommendation: No recommendation is being made.

MOTION: None at this time.

1. **Fourth Street Widening**

FMPO Staff: Jeff Meilbeck

Recommendation: This item is for information only and no recommendation is being made.

MOTION: None at this time.

1. **Letter of Support for Amtrak – Southwest Chief**

MOTION: Board member McCarthy moved to approve letter with minor changes and to send to additional legislators, Board member Ryan seconded the motion to approve. The motion was passed unanimously.

1. **NAIPTA on FMPO Executive Board**

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Staff recommends consideration of NAIPTA’s request to be added to the FMPO Executive Board.

MOTION: No motion at this time.

1. **Items from the Executive Director**
	1. Port Authority
	2. BNSF Discussions
	3. FMPO Office Space
	4. NAU/NAIPTA McConnell Project
2. **Future Agenda Items**

Recommendation: Discuss items for future FMPO agendas.

1. **RECESS INTO EXECUTIVE SESSION – FMPO Executive Director Contract**

*(Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting, pursuant to A.R.S. Section 38-431.03(A)(1).)*

1. **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**. ADJOURN –**

Chairperson Art Babbott adjourned the meeting at 11:36am.