

MINUTES

Executive Board Meeting

10:00 AM to Noon

May 6, 2020

Zoom join URL: <https://us02web.zoom.us/j/79199115652>

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 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).

EXECUTIVE BOARD MEMBERS

- Coral Evans, Mayor, Flagstaff City Council, Chair (Left the meeting at 12:06 pm)
- Charlie Odegaard, Flagstaff City Council, Vice-Chair
- Jesse Thompson, Arizona State Transportation Board Member (Joined the meeting at 10:14am)
- Matt Ryan, Coconino County Board of Supervisors
- Art Babbott, Coconino County Board of Supervisors
- Jim McCarthy, Flagstaff City Council
- Steve Peru, Mountain Line Board of Directors
- Regina Salas, Flagstaff City Council (alternate)
- Jim Parks, Coconino County Board of Supervisors (alternate)

METROPLAN STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, Manager
- Martin Ince, Multi-Modal Planner
- Rosie Wear, Business Manager

OTHERS IN ATTENDANCE:

Brandon Kavanaugh, MWSW – Legal Council
Andrew Iacona – NAU
Greg Clifton – City of Flagstaff (left at 10:28am)
Ed Stillings – FWHA
Kevin Adam – RTAC
Dan Folke – City of Flagstaff (joined at 10:20am)
John Wennes – ADOT (joined at 10:26am)
Anne Dunno – Mountain Line (joined at 10:34am)

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

Chair Coral Evans called the meeting to order at 10:00am.

B. ROLL CALL - See above.

C. PUBLIC COMMENT – None.

D. APPROVAL OF MINUTES

- Minutes of Regular Meeting: April 1, 2020 (Page 5-10)

Board member Charlie Odegaard made a motion to approve the April 1, 2020 meeting minutes without changes. Board member Jim McCarthy seconded the motion. The motion was passed unanimously.

II. CONSENT AGENDA

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

III. GENERAL BUSINESS

A. FY2021 Budget (Page 5-10)

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends the Board review and adopt a budget for Fiscal Year 2021.

Discussion: Board member Odegaard inquired about presenting the budget to the TAC before bringing it to the Executive Board. Jeff Meilbeck remarked that while this

budget format was not explicitly discussed with the TAC, it was shared with them and is provided in the format of the UPWP which is approved by the TAC each two year period.

Motion: Board member Charlie Odegaard made a motion to adopt the FY21 budget. Board member Jim McCarthy seconded the motion. The motion passed unanimously.

B. Coordinated Public Transit-Human Services Transportation Plan (Page 11-19)

MetroPlan Staff: David Wessel

Recommendation: Staff recommends adoption of the 2020 MetroPlan-Mountain Line Coordinated Public Transit – Human Services Transportation Plan

Discussion: None

Motion: Board member Charlie Odegaard made a motion to adopt the 2020 MetroPlan-Mountain Line Coordinated Public Transit – Human Services Transportation Plan. Board member Matt Ryan seconded the motion. The motion passed unanimously.

C. Project Prioritization Update (Page 20-22)

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

Discussion: Chair Evans – Milton underpass requires close coordination with City staff, BNSF, ADOT and Army Corps of Engineers, because of current Rio de Flag work. Member Ryan – Inquiry about JW Powell & 4th Street. Member McCarthy – pedestrians requesting assistance (crossing) at 180/Forest. Meilbeck - \$50k in budget could be passed on to City or ADOT through competitive process to help fund this type of design/construction project. Wessel – ADOT 180 corridor master plan is discussing spot improvements. Plan should come before Council in the near future. McCarthy – public comment is when letters of support will be helpful.

D. Federal Funding Update (Page 23-26)

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends that the Executive Board support the Transportation Business Partners group in support of increased federal infrastructure funding.

Discussion: McCarthy stated it was a good idea to sign letter of support for funding, and that he had concerns about federal strings attached to funding when a project is federalized.

Motion: Board member Odegaard made a motion to join the Transportation Business Partners (TRB) coalition in support of increased transportation funding. Board member Ryan seconded the motion. The motion passed unanimously.

E. Strategic Plan Update (Page 27-38)

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff will provide an update on progress towards completion of the current Strategic Workplan.

Discussion: Odegaard – Thanks.

F. Executive Director Review and Contract Consideration (Page 39-40)

Presenter: Mayor Coral Evans, MetroPlan Chair

Recommendation: Board Chair recommends the Executive Board: 1) update the Executive Director's contract to reflect MetroPlan's independence and 2) consider adjustments to the terms, salary and benefits of the contract.

Discussion:

Chair Evans is requesting the Board to allow Chair to sign contract amendment. Update contract language to combine allowances into salary. Consider sick leave and other benefits, such as severance package. Finally, have board consider one-time bonus in lieu of salary increase.

Motion: Board member Jim McCarthy made a motion to go into Executive Session at 11:16am. Board member Odegaard seconded the motion. All in favor.

Meeting participants other than the Executive Board and legal counsel were put in the "waiting room" until the meeting resumed at 11: 54.



After the meeting resumed, no action was taken on this item.

G. NAU Capital Projects Update

(Page 41-42)

MetroPlan Staff: Jeff Meilbeck

Recommendation: No recommendation is being made. Staff from NAU will present NAU Capital projects including an update on the McConnell Improvement Project.

Discussion: Odegaard requested this presentation be shown again to City staff.

H. Draft FY 2021-2025 Transportation Improvement Program Overview (Page 43-44)

MetroPlan Staff: David Wessel

Recommendation: No recommendation is being made. Staff will present the maps from the draft TIP to familiarize Board members with its content and seek general direction.

To be postponed to a future meeting.

I. Items from the Executive Director

MetroPlan Staff: Jeff Meilbeck

Discussion: Build grant to be submitted May 18th.

IV: 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).)

V: CLOSING BUSINESS

A. ITEMS FROM THE BOARD



Vice Chair Odegaard asked the Executive Director to invite County and Mountain Line MetroPlan Board representatives to speak at the May 15th State Transportation Board meeting in support of restoring the Rio De Flag funding.

B. ADJOURN

Vice-Chair Odegaard adjourned the meeting at 12:29 pm.