



# FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION

CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT

211 West Aspen Avenue ♦ Flagstaff, Arizona 86001

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## MINUTES FMPO Executive Board Meeting 10:00am to 12:00pm June 5, 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

- Art Babbott, Coconino County Board of Supervisors, Chair
- Coral Evans, Mayor, Flagstaff City Council Vice-Chair
- Jesse Thompson, Arizona State Transportation Board Member
- Matt Ryan, Coconino County Board of Supervisors
- Jim McCarthy, Flagstaff City Council
- Charlie Odegaard, Flagstaff City Council
- Regina Salas, Flagstaff City Council (alternate) (joined at 10:11am)

### FMPO STAFF

- Jeff Meilbeck, Executive Director (via phone)
- David Wessel, FMPO Manager
- Martin Ince, Multimodal Planner
- Sara Jansen, Administration Specialist

Others in attendance: Joe Shannon, Kevin Adam and Kate Morley.

**I. PRELIMINARY GENERAL BUSINESS**

**A. CALL TO ORDER**

Chairperson Art Babbott called the meeting to order at 10:03am

**B. ROLL CALL**

(See above, page 1)

**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.)*

Joe Shannon (Chair of the Sierra Club) is asking that the FMPO consider taking into account “Complete Streets” with regard to all future construction due to safety concerns with current roadways.

Chairman Babbott asks that David Wessel prepare information on “Complete Streets” for the public’s consumption.

**D. ITEMS FROM THE EXECUTIVE DIRECTOR**

- Workplan Agreement between City of Flagstaff and FMPO

**E. APPROVAL OF MINUTES**

- Minutes of Regular Meeting: June 5, 2019  
MOTION: Board member Jim McCarthy moved to approve the regular executive minutes without edits. Board member Charlie Odegaard seconded. The motion was passed unanimously.
- Minutes of Executive Session: June 5, 2019 Chairman Art Babbott recommended the Minutes of the Executive Session be table due to Board Members not able to review. Item tabled until Executive Board meeting on August 7<sup>th</sup>, 2019.

**II. CONSENT AGENDA -NONE**

*(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. Transportation Improvement Program (TIP) Release for Public Comment**

FMPO Staff: David Wessel, FMPO Manager

Recommendation: Staff recommends the Board release the draft TIP for public comment.

MOTION: Board member Charlie Odegaard moved to release the draft TIP for public comment. Board member Matt Ryan seconded. Motion passed unanimously.

**B. Unified Planning Work Program (UPWP) Adopt the Unified Planning Work Program (UPWP)**

FMPO Staff: Jeff Meilbeck, Executive Director

Recommendation: Staff recommends the Board adopt the Unified Planning Work Program (UPWP) for FY 2020 and FY 2021

MOTION: Board member Jim McCarthy moved to adopt the Unified Planning Work Program with one edit to page iv (Barbara Goodrich be listed correctly as City of Flagstaff Manager, not interim Manger). Board member Matt Ryan seconded. Motion passed unanimously.

**C. FMPO Rebranding and Public Presence**

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Executive Board consider an approach to rebranding the FMPO and enhancing our public presence.

MOTION: Board member Matt Ryan moved to adopt the new logo which included the five multimodal bubbles, Verbiage 'Metro Plan' and 'Greater Flagstaff' with the tree. Board member Charlie Odegaard seconded. Motion passed unanimously.

**D. FMPO Operating Procedures**

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Executive Board: 1) adopt operating procedures for the FMPO, and 2) direct staff to bring back options for adding NAU and NAIPTA to the Executive Board in June 2019.

MOTION: Board member Jim McCarthy moved to 1) adopt operating procedures for the FMPO, and 2) direct staff to bring back options for adding NAU and NAIPTA to the Executive Board in the following months. Board member Charlie Odegaard seconded. Motion passed unanimously.

**E. Legislative Update**

FMPO Staff: Jeff Meilbeck, Executive Director

Update provided by Kevin Adam.

**F. Future Agenda Items**

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Discuss items for future FMPO agendas.

**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**

*(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 (11:31 adjourned to Executive Session)**

*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.*