



6 E Aspen Avenue, Suite 200
Flagstaff, AZ 86001
928-266-1293
www.metroplanflg.org

MINUTES

Executive Board Meeting

1:00 PM

June 2, 2022

Join Zoom Meeting:

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

Meeting ID: 791 9911 5652

Dial-in: +1 408 638 0968US

In-Person Option available:

6 E Aspen Ave, Suite 200

Hopi Building – 2nd Floor

Flagstaff, AZ 86004

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 rosie.wear@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 by contacting the MetroPlan at 928-266-1293 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 the Flagstaff City Council and/or the Coconino County Board of Supervisors present; however, no formal discussion/action will be taken by members in their role as the Flagstaff City Council and/or Coconino County Board of Supervisors.

Public Questions and Comments must be emailed to Rosie.Wear@metroplanflg.org prior to the meeting or presented in person at the start of the meeting.

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

- Jim McCarthy, Flagstaff City Council, Chair
- Jeronimo Vasquez, Coconino County Board of Supervisors, Vice-Chair (Joined at 1:05 pm)
- Patrice Horstman, Coconino County Board of Supervisors
- Austin Aslan, Flagstaff City Council
- Tony Williams, Mountain Line Board of Directors (Joined at 1:09 pm)
- Regina Salas, Flagstaff City Council



- Jesse Thompson, Arizona State Transportation Board Member
- Judy Begay, Coconino County Board of Supervisors (alternate)
- VACANT, Flagstaff City Council (alternate)

METROPLAN STAFF

- Jeff “Miles” Meilbeck, Executive Director
- David Wessel, Planning Manager
- Rosie Wear, Business Manager
- Mandia Gonzales, Transportation Planner

OTHERS IN ATTENDANCE: Kevin Adam (RTAC) joined the meeting at 1:27 pm. Rhonda Cashman joined at 2:03pm

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

Chair Jim McCarthy called the meeting to order at 1:02 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.)

D. APPROVAL OF MINUTES

Minutes of Regular Meeting: May 5, 2022

(Pages 5-9)

Motion: Chair McCarthy made a motion to approve the May 5, 2022 meeting minutes. Board member Patrice Horstman seconded the motion. Voted 5-0 to approve.

II. CONSENT AGENDA

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

A. FY23-27 Transportation Improvement Program (TIP) Adoption

(Pages 50-52)

MetroPlan Staff: David Wessel



Recommendation: Staff recommends the Board adopt the FY23-27 TIP.

B. FY22-23 Unified Planning Work Program (UPWP) Amendment #3 (Pages 50-52)

MetroPlan Staff: Rosie Wear

Recommendation: Staff recommends the Board amend the UPWP.

Motion: Chair McCarthy made a motion to approve all items on the consent agenda. Board member Horstman seconded the motion. Voted 5-0 to approve.

III. GENERAL BUSINESS

A. Executive Board Meeting Locations (Pages 50-52)

MetroPlan Staff: Jeff "Miles" Meilbeck

Recommendation: Staff recommends that the MetroPlan Executive Board choose a location and approach for FY 2023 Board Meetings.

Discussion: Board members and staff discussed the different meeting options, including in-person and hybrid, and location for in-person meetings. Board members agreed that meetings will continue to be hybrid meetings and MetroPlan staff will have the discretion to choose in-person portion of the meeting at Mountain Line or MetroPlan.

B. Federal and State Funding Update (Pages 50-52)

MetroPlan Staff: Jeff "Miles" Meilbeck

Recommendation: This item is for discussion only. No recommendation is being made.

Jeff "Miles" Meilbeck presented a Federal and State funding update. No action was taken.

C. FY23 Budget (Pages 32)

MetroPlan Staff: Jeff "Miles" Meilbeck

Recommendation: Staff recommends the Board consider adopting the FY23 Budget.

Motion: Board member Tony Williams made a motion to adopt the FY23 Budget as presented. Board member Regina Salas seconded the motion. Voted 5-0 to approve.



D. 2022-2023 Strategic Workplan Review

(Pages 50-52)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board adopt the 2022-2023 Strategic Workplan.

Motion: Board member Salas made a motion to adopt the 2022-2023 Strategic Workplan. Vice-Chair Jeronimo Vasquez seconded the motion. Voted 6-0 to approve.

E. Stride Forward - Regional Transportation Plan (RTP) update

(Pages 32)

MetroPlan Staff: Jeff “Miles” Meilbeck

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

Jeff “Miles” Meilbeck presented an update on Stride ForwardJesse. No action was taken.

F. Safe Streets and Roads for All (SS4A) Grant Program

(Pages 32)

MetroPlan Staff: Mandia Gonzales

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

This item was taken out of order before Item C.

Mania Gonzales presented information about the Safe Streets and Roads for All (SS4A) grant program. No action was taken.

G. Items from MetroPlan Staff

MetroPlan Staff: Jeff “Miles” Meilbeck

- Rick Barrett retirement
- Downtown Mile Update
- Lone Tree Planning & Environmental Review (PEL)

Recommendation: This item is for discussion only.

Jeff “Miles” Meilbeck presented general updates. No action was taken.



H. Executive Director Contract Discussion and Renewal

Councilmember McCarthy

Recommendation: Discussion and possible action to approve new contract for Executive Director for FY2022-23

The Board may vote to go into executive session pursuant to ARS §38-431.03(A)(3) for legal advice or (A)(4) for contract negotiations.

Motion: Chair McCarthy made a motion to go into an A4 Executive Session. Board member Patrice Horstman seconded the motion. Voted 6-0 to approve.

The Board resumed regular session at 2:40pm.

Chair McCarthy moved to approve the draft contract with Jeff “Miles” Meilbeck as presented to the Board in Executive Session, with option B. Board member Horstman seconded the motion. Voted 6-0 to approve.

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. NEXT SCHEDULED EXECUTIVE BOARD MEETING

1. September 1, 2022 at 1:00 PM

C. ADJOURN

Chair McCarthy adjourned the meeting at 2:50 pm.

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.