

MINUTES

Executive Board Meeting

10:00 AM to Noon

September 1, 2021

Join Zoom Meeting: <https://us02web.zoom.us/j/79199115652>
Meeting ID: 791 9911 5652
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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 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.

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 (*In-person*)
- Patrice Horstman, Coconino County Board of Supervisors, Vice-Chair (*Zoom*)
- Jeronimo Vasquez, Coconino County Board of Supervisors (*In-person*)
- Austin Aslan, Flagstaff City Council (*Zoom*)
- Dan Okoli, Mountain Line Board of Directors (*In-person*)
- Regina Salas, Flagstaff City Council (*Zoom*)
- Jesse Thompson, Arizona State Transportation Board Member (*Zoom*)
- Judy Begay, Coconino County Board of Supervisors (alternate)
- Becky Daggett, Flagstaff City Council (alternate)

METROPLAN STAFF

- Jeff Meilbeck, Executive Director (*In-person*)



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- ☒ David Wessel, Manager ([Zoom](#))
- ☒ Rosie Wear, Business Manager ([Zoom](#))

OTHERS IN ATTENDANCE: Jason James (ADOT), Ed Stillings (FHWA), Kevin Adam (RTAC), Dana Biscan (Burgess & Niple), Joe Galli (Flagstaff Chamber of Conference), Steve Eiss & Chris Lininger with Northern Arizona Healthcare joined around 11:00am

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

Chair Jim McCarthy called the meeting to order at 10:02 am.

B. ROLL CALL - [See above](#)

C. 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.)

D. APPROVAL OF MINUTES

Minutes of Regular Meeting: June 2, 2021

(Pages 6-11)

Motion: Board member Patrice Horstman made a motion to approve the June 2, 2021 Regular Meeting Minutes as revised. Board member Jesse Thompson seconded the motion. Voted 6-0 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.)

III. GENERAL BUSINESS

A. FY21 Year End Financial Report

(Pages 21-28)

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

[Jeff Meilbeck presented the FY21 Year End Report. No action was taken.](#)

B. Project Priorities Matrix (Pages 21-28)

MetroPlan Staff: Dave Wessel

Recommendation: None. This item is for discussion only.

[Dave Wessel presented the updated Project Priorities Matrix. No action was taken.](#)

C. RTAC Funding Project Priorities

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends the Board approve the Lone Tree Corridor project for pursuit of \$2.6M of State funding through the Rural Transportation Advocacy Council (RTAC) Statewide initiative.

[Jeff Meilbeck presented a revised staff report with additional projects details.](#)

[Direction: Chair McCarthy and Board members came to consensus to proceed with Alternative 2: Lone Tree Corridor. No formal vote was taken.](#)

D. Mini-Grant (Pages 53-55)

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends that the Board consider and adopt criteria for a competitive MetroPlan mini-grant to member agencies of up to \$210,000.

[Motion: Board member Patrice Horstman made a motion to adopt criteria for a competitive MetroPlan mini-grant to member agencies of up to \\$210,000. Board member Jeronimo Vasquez seconded the motion. Voted 7-0 to approve.](#)

E. West Route 66 Planning Process (Pages 53-55)

MetroPlan Staff: Dave Wessel

Recommendation: Staff recommend the Board support launching the West Route 66 Planning effort at a cost of \$100,000.



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Motion: Board member Jeronimo Vasquez made a motion to approve the West Route 66 Planning effort at a cost of \$100,000. Board member Dan Okoli seconded the motion. Voted 7-0 to approve.

F. Issue Resolution Process (Pages 38-41)

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends Board members have an open discussion related to MetroPlan's role in the resolution of issues between MetroPlan member agencies.

In the interest of time, discussion of this item was postponed to the next meeting.

G. Regional Transportation Plan Update (Pages 50-52)

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

Dana Biscan of Burgess & Niple presented an update on the Regional Transportation Plan. No action was taken.

H. Northern Arizona Healthcare Hospital Relocation (Pages 33-34)

MetroPlan Staff: Dave Wessel

Recommendation: None. This item is for discussion only.

Steve Eiss of Northern Arizona Healthcare presented an update on the Northern Arizona Healthcare Hospital Relocation. No action was taken.

I. Items from the Executive Director

MetroPlan Staff: Jeff Meilbeck

1. FY2022 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application
2. Advanced Transportation and Congestion Management Technology Deployment (ATCMTD) grant application
3. Intelligent Transportation System (ITS) Strategy
4. Milton Corridor



5. Transportation Planner

Jeff Meilbeck presented updates on ongoing items listed. No action was taken.

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. October 6th, 2021 at 10:00 am - Zoom

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 11:55 am.