

MINUTES

Executive Board Meeting 10:00 AM to Noon December 2, 2020

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

- Coral Evans, Mayor, Flagstaff City Council, Chair
- Charlie Odegaard, Flagstaff City Council, Vice-Chair
- Jesse Thompson, Arizona State Transportation Board Member
- Matt Ryan, Coconino County Board of Supervisors (*Joined at 10:11am*)
- Art Babbott, Coconino County Board of Supervisors
- Jim McCarthy, Flagstaff City Council
- Steve Peru, Mountain Line Board of Directors (*Left at 11:03am*)
- Regina Salas, Flagstaff City Council (alternate)
- Jim Parks, Coconino County Board of Supervisors (alternate)

METROPLAN STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, Manager



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☒ Rosie Wear, Business Manager

Others in attendance: Dan Okoli (NAU), Dan Folke, Kevin Adam (RTAC) joined at 10:34am, Ed Stilling (FHWA) joined at 10:39am

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

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

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.)

None

D. APPROVAL OF MINUTES

- Minutes of Regular Meeting: October 7, 2020

Motion: Board member Steve Peru made a motion to approve the October 7, 2020 minutes. Board member Jim McCarthy seconded the motion. The motion 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. Acknowledgement of departing board members

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

B. Election of Officers



MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends that the MetroPlan Board appoint a temporary Chair and Vice Chair until new Executive Board members are seated.

Motion: Board member Evans nominated Board member Jim McCarthy to be the MetroPlan Chair and Board member Matt Ryan to be Vice-Chair on an interim basis effective December 16th through February 3rd, 2021. Board member Steve Peru seconded the motion. The motion passed unanimously.

C. Strategic Advance

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion and the Board may change the date of the Strategic Advance to March 3, 2020 or another date.

Discussion: The Board provided direction to hold January and February meetings as scheduled and ask the new board to adopt a calendar and Strategic Advance date at the February 3rd, 2021 meeting. A majority of the Board agreed to postpone.

D. FY21 Draft Public Calendar

MetroPlan Staff: Rosie Wear

Recommendation: Staff recommends the Board consider adopting a CY21 Board planning calendar.

Discussion: Postponed until February at the direction of the Board discussion in Item C.

E. Regional Transportation Plan Update

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

F. Financial Management Policy – Grant Pursuit

MetroPlan Staff: Jeff Meilbeck



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Recommendation: Staff recommends the Board adopt criteria for MetroPlan pursuit of grant funding.

Motion: Board member Jim McCarthy made a motion to adopt the Financial Management Policy – Grant Pursuit. Board member Matt Ryan seconded the motion. The motion passed unanimously.

G. FY21 1st Quarter Budget Report

MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

H. TIP Amendment for Bicycle and Pedestrian Funding

MetroPlan Staff: Jeff Meilbeck

Recommendation: Staff recommends that the Executive Board award a \$50,000 competitive mini-grant to the City of Flagstaff for Bicycle and Pedestrian projects and support the related Transportation Improvement Program amendment.

Motion: Board member Jim McCarthy made a motion to adopt the TIP Amendment as presented. Board member Jesse Thompson seconded the motion. The motion passed unanimously.

I. FY21-22 TIP and UPWP Adoption Schedule

MetroPlan Staff: Dave Wessel

Recommendation: Staff recommends the Executive Board adopt a TIP and UPWP adoption schedule.

Discussion: Board member Matt Ryan requested that the pending steering committee members names be emailed to the Executive Board.

Motion: Board member Matt Ryan made a motion to approve the TIP and UPWP adoption schedule with noted corrections to dates. Board member Jim McCarthy seconded the motion. The motion passed unanimously.

J. Milton/180 Update



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MetroPlan Staff: Jeff Meilbeck

Recommendation: None. This item is for discussion only.

K. Items from the Executive Director

MetroPlan Staff: Jeff Meilbeck

1. Federal Funding Update
2. Next Executive Board meeting – January 6, 2021

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.)

Board Member Thompson shared that the next State Transportation Board meeting is December 18th.

B. ADJOURN

Chair Evans adjourned the meeting at 11:24am