



6 E Aspen Avenue, Suite 200  
Flagstaff, AZ 86001  
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[www.metroplanflg.org](http://www.metroplanflg.org)

## MINUTES

### Executive Board Meeting

1:00 PM

October 6, 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:**

Mountain Line

3773 N. Kaspar Dr

VERA room

Flagstaff, AZ 86004

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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](mailto:rosie.wear@metroplanflg.org) or by phone at 928-266-1293. 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 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 MetroPlan's Technical Advisory Committee present; however, no formal discussion/action will be taken by members in their role as MetroPlan Technical Advisory Committee.

***Public Questions and Comments must be emailed to [rosie.wear@metroplanflg.org](mailto:rosie.wear@metroplanflg.org) prior to the meeting or presented during the public call for comment.***

#### **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*)
- Jeronimo Vasquez, Coconino County Board of Supervisors, Vice-Chair (*Excused*)
- Patrice Horstman, Coconino County Board of Supervisors (*Excused*)
- Austin Aslan, Flagstaff City Council (*Zoom*)
- Tony Williams, Mountain Line Board of Directors (*Zoom*)
- Regina Salas, Flagstaff City Council (*Zoom*)
- Jesse Thompson, Arizona State Transportation Board Member (*Excused*)
- 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: Ed Stillings (FHWA), Myrna Bondoc (ADOT)

## **I. PRELIMINARY GENERAL BUSINESS**

### **A. CALL TO ORDER**

Chair Jim McCarthy called the meeting to order at 1:07pm.

### **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.)*

There was no public comment presented.

### **D. APPROVAL OF MINUTES**

Minutes of Regular Meeting: September 1, 2022

Motion: Board member Tony Williams made a motion to adopt the September 1, 2022 meeting minutes with no changes. Board member Regina Salas seconded the motion. Voted 4-0 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.)*

There were no items on the consent agenda.

## **III. GENERAL BUSINESS**

### **A. Federal and State Funding Update**



MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: This item is for information only.

Jeff “Miles” Meilbeck presented a federal and state funding update. There was no action taken on this item.

## **B. Transportation Improvement Program (TIP) Amendment**

MetroPlan Staff: [David Wessel](#)

Recommendation: Staff recommends amending the FY2021-2025 TIP to confirm recent City of Flagstaff INFRA grant award and schedule obligation in FY2023 and to confirm the recent Mountain Line award for the NAU Campus Bus Storage and CDL course to be obligated in FY2022.

**Motion:** Chair McCarthy made a motion to amend the FY2021-2025 TIP to confirm recent City of Flagstaff INFRA grant award and schedule obligation in FY2023 and to confirm the recent Mountain Line award for the NAU Campus Bus Storage and CDL course to be obligated in FY2022. Board member Williams seconded the motion. Voted 4-0 to approve.

## **C. Stride Forward Updates**

MetroPlan Staff: Jeff “Miles” Meilbeck/David Wessel

Recommendation: This item is for information purposes only. Staff will provide a report and request feedback on the virtual public meetings which will be presented next week.

Jeff “Miles” Meilbeck and David Wessel presented an update on Stride Forward. There was no action taken on this item.

## **D. City Subrecipient IGA**

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends that the Boards approve a Sub-Recipient Grant Agreement with the City of Flagstaff to provide the City with \$490,000 for the Downtown Mile Project.



**Motion:** Chair McCarthy made a motion to approve a Sub-Recipient Grant Agreement with the City of Flagstaff to provide the City with \$490,000 for the Downtown Mile Project. Board member Williams seconded the motion. Voted 4-0 to approve.

#### **E. November 3 Meeting and Public Hearing**

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board hold a Public Hearing on the Stride Forward Regional Transportation Plan on November 3, 2022.

**Discussion:** Board members agreed to go with Alternative 1: to hold the Virtual Public Hearing at 12:00pm on November 3, 2022.

#### **F. Executive Director Performance Measures**

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board approve Performance Measures for the Executive Director’s FY 2023 contract period.

**Motion:** Board member Williams made a motion to approve Performance Measures for the Executive Director’s FY 2023 contract period. Board member Salas seconded the motion. Voted 4-0 to approve.

#### **G. Items from MetroPlan Staff**

MetroPlan Staff: Jeff “Miles” Meilbeck

- Safe Streets for All (SS4A)
- [Moving staff office space to Mountain Line by the end of the year](#)

Recommendation: This item is for information only.

#### **H. Future Agenda Items**

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Discuss items for future MetroPlan agendas.

- December 2022 – Consideration and possible adoption of Stride Forward



#### Regional Transportation Plan

- January 2023 –Executive Board & TAC Annual Orientation and Title VI training
- [ADOT’s Milton & 180 Master Plans](#)
- [ADOT’s Performance Measures](#)

### 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 Williams commented on MetroPlan/Mountain Line planning to share space and expressed support of the synergy and improved relationship between the organizations. Board member Salas mentioned her time and presentation at the RTAC Summit on September 14-16. Also, she mentioned discussions with other board members regarding synergistic/expanded transit from Flagstaff to/from the reservations as far as New Mexico border.

#### B. NEXT SCHEDULED EXECUTIVE BOARD MEETING

1. November 3, 2022
  - a) [12:00pm for Public Hearing](#)
  - b) 1:00 PM for regular meeting

#### 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 2:22pm.](#)