

AGENDA

Executive Board Meeting

10:00 AM to Noon

December 1, 2021

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
- ☐ Patrice Horstman, Coconino County Board of Supervisors, Vice-Chair
- ☐ Jeronimo Vasquez, Coconino County Board of Supervisors
- ☐ Austin Aslan, Flagstaff City Council
- ☐ Dan Okoli, Mountain Line Board of Directors
- ☐ Regina Salas, Flagstaff City Council
- ☐ Jesse Thompson, Arizona State Transportation Board Member



METROPLAN

GREATER † FLAGSTAFF

- ☐ Judy Begay, Coconino County Board of Supervisors (alternate)
- ☐ Becky Daggett, Flagstaff City Council (alternate)

METROPLAN STAFF

- ☐ Jeff “Miles” Meilbeck, Executive Director
- ☐ David Wessel, Manager
- ☐ Rosie Wear, Business Manager

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

B. ROLL CALL

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: November 3, 2021](#)

(Pages 5-9)

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. [Election of Officers](#)

(Pages 10-11)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board appoint a Chair and Vice Chair as officers for the Board.

B. [Q1 Financial Report](#)

(Pages 12-16)

MetroPlan Staff: Jeff “Miles” Meilbeck

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

C. [Federal and State Funding Update](#) (Pages 17-22)

MetroPlan Staff: Jeff “Miles” Meilbeck

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

D. [Regional Transportation Plan \(RTP\) from consulting team](#) (Pages 23-25)

MetroPlan Staff: David Wessel

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

E. [Milton/CMP Update](#) (Pages 26-27)

MetroPlan Staff: Jeff “Miles” Meilbeck

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

F. [2022 Meeting Venue](#) (Pages 28-30)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board continue holding hybrid meetings using Zoom and the MetroPlan conference room through Fiscal Year 2022.

G. [2022 Strategic Advance Planning](#) (Pages 31-33)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Executive Board select April 6, 2021 for the Strategic Advance

H. [MetroPlan FY 22 Mini-Grant Award](#) (Pages 34-40)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends that the FY 2022 mini-grant funds be directed to an intergovernmental agreement or contract with the City of Flagstaff sustainability program for an amount not to exceed \$100,000.

I. Items from the MetroPlan Staff

1. State Freight Update

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. January 5, 2021

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.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at www.metroplanflg.org on November 29, 2021 at 9:30 am.

Dated this 29th Day of November 2021.

Rosie Wear, Business Manager

MINUTES

Executive Board Meeting

10:00 AM to Noon

November 3, 2021

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
- ☒ Patrice Horstman, Coconino County Board of Supervisors, Vice-Chair
- ☐ Jeronimo Vasquez, Coconino County Board of Supervisors (*Excused*)
- ☒ Austin Aslan, Flagstaff City Council
- ☒ Dan Okoli, Mountain Line Board of Directors
- ☒ Regina Salas, Flagstaff City Council
- ☒ Jesse Thompson, Arizona State Transportation Board Member



- ☐ Judy Begay, Coconino County Board of Supervisors (alternate)
- ☐ Becky Daggett, Flagstaff City Council (alternate)

METROPLAN STAFF

- ☒ Jeff Meilbeck, Executive Director
- ☒ David Wessel, Manager
- ☒ Rosie Wear, Business Manager
- ☒ Brandon Kavanagh, Legal Council at Mangum, Wall, Stoops & Warden

OTHERS IN ATTENDANCE:

John Mardirosian & Anthony Buffa with Sunshine Transport Solutions Corporation (STSC), Jason James (ADOT), Ed Stillings (FHWA),

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

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

A. ROLL CALL – See above.

B. 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.

C. APPROVAL OF MINUTES

Minutes of Regular Meeting: October 6, 2021

(Pages 5-9)

Motion: Board member Patrice Horstman made a motion to approve the October 6, 2021 Regular Meeting Minutes revised on November 2, 2021. Board member Austin Aslan 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.)

A. Adoption of ADOT Safety Targets

(Pages 32)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the MetroPlan Executive Board adopt the ADOT safety targets.

Motion: Vice-Chair Patrice Horstman made a motion to adopt the ADOT safety targets. Board member Regina Salas seconded the motion. Voted 6-0 to approve.

III. GENERAL BUSINESS

A. 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.

Executive Director Jeff Meilbeck presented an update on the Regional Transportation Plan. No action was taken.

B. Regional Transportation Plan (RTP) Public Information Program (PIP) (Pages 32)

MetroPlan Staff: David Wessel

Recommendation: Staff recommends the Board support the Public Information Plan (PIP) for the Regional Transportation Plan (RTP).

Discussion: Vice-Chair Horstman requested a presentation for the Coconino County Board of Supervisors on the status of the Regional Transportation Plan. Board member Salas requested a presentation to the City Council. The Executive Board supported the plan as presented.

C. Sunshine Transport Corporation Solutions (STSC) Steering Committee

(Pages 50-52)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board support the Executive Director’s role on a pending STSC steering committee as seems appropriate to the Executive Director.

Discussion: Board members expressed unanimous support for participation in a steering committee. No formal vote was taken.

D. Milton Discussion/Update (Pages 28-29)

MetroPlan Staff: Jeff “Miles” Meilbeck

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

Executive Director Meilbeck and ADOT’s Jason James presented an update on Milton. No action was taken.

E. 2022 Calendar Consideration (Pages 28-29)

MetroPlan Staff: Rosie Wear

Recommendation: Staff recommends the Board review and adopt the 2022 Meeting Calendar for the 2022 Executive Board meetings.

This item was taken out of order after Item F.

Discussion: The Board supported maintaining the meeting date and time. The Board requested to continue the conversation of hybrid meetings at the next board meeting.

F. 2022 Strategic Advance Planning (Pages 50-52)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board discuss and approve an approach for an annual MetroPlan Strategic Advance.

This item was taken out of order before Item E.

Discussion: The Board supported both inside and outside facilitation of the advance, with direction for it to be facilitated by Executive Director Meilbeck.

G. Executive Director Evaluation (Pages 50-52)

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: Staff recommends the Board approve an evaluation process for the Executive Director that is lead by the Board Chair or a sub-committee of the Board.

The Board may vote to go into executive session pursuant to ARS §38-431.03(A)(3) for legal advice or (A)(1) for employment matters.

Direction: Executive Board unanimously agreed to support a 360-degree third party review with Lancaster Consulting with full board involvement.

H. Items from the Executive Director

MetroPlan Staff: Jeff “Miles” Meilbeck

1. Transportation Planner
2. December 2021 Agenda:
 - a) 2022 Election of Officers
 - b) Federal and State Funding Update
 - c) Mini-Grant
3. Recognition: Association of Metropolitan Planning Organizations (AMPO)

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.)

Discussion: Dan Okoli is transitioning out of his role at NAU. Regina Salas reminded everyone of the City Housing Policy Initiative and Strategy Prioritization Survey. Patrice Horstman recommended Jeronimo Vasquez for the role of chair and noted she was not up to the role of Chair with her other commitments.

B. NEXT SCHEDULED EXECUTIVE BOARD MEETING

1. December 1, 2021

C. ADJOURN

Chair McCarthy adjourned the meeting at 11:54am.



METROPLAN

GREATER ↑ FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021
MEETING DATE: December 1, 2021
TO: Honorable Chair and Members of the Executive Board
FROM: Jeff “Miles” Meilbeck, Executive Director
SUBJECT: Election of Officers

1. Recommendation:

i Staff recommends the Board appoint a Chair and Vice Chair as officers for the Board.

2. Related Strategic Workplan Item

i MetroPlan is fair and equally representative

3. Background

i As per section 6.1 of MetroPlan’s Bylaws, the Board elects a Chairperson and Vice Chairperson annually. The Bylaws provide additional guidance as follows and potentially relevant sections to Board discussion are **bolded and underlined** below:

6.1 Executive Board Officers

6.1.1 The members of the FMPO Executive Board shall elect a Chairperson and a Vice Chairperson. In the absence of the Executive Board Chair, or upon her/his inability to act or serve, the Vice Chairperson shall have the powers of the Chairperson. The Chairperson and Vice Chairperson will serve without compensation and shall serve for a period of one year. **The Executive Board may reappoint members to additional terms as Chairperson or Vice Chairperson, except that a person may not serve in these positions for more than three consecutive years.**

6.1.2 The Executive Board Chairperson shall be able to vote on all matters before the FMPO Executive Board. She/he shall sign, on behalf of the FMPO, all documents



METROPLAN

GREATER † FLAGSTAFF

requiring signatures. The FMPO Executive Board may delegate to the FMPO Executive Director such signatures it deems appropriate and/or necessary.

6.1.3 Officers will be seated in the first month of the fiscal year or as soon thereafter as practical. When the Chairperson position is vacated, the Vice Chairperson assumes the position of Chairperson and the Executive Board must then elect another Vice Chairperson.

6.1.4 It is generally preferred, but not required, for the Chairperson and Vice Chairperson to be from two different jurisdictions.

4. TAC and Management Committee Discussion

i Pending

5. Fiscal Impact

i There is no fiscal impact related to this decision.

6. Alternatives

- i**
- 1) Appoint an annual Chair and Vice Chair effective January 1, 2022.
 - 2) Hold a special meeting prior to January 1, 2022 to appoint a Chair and Vice Chair.

7. Attachments

i [MetroPlan Bylaws](#)



METROPLAN

GREATER FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021
MEETING DATE: December 1, 2021
TO: Honorable Chair and Members of the Board
FROM: Jeff “Miles” Meilbeck, Executive Director
SUBJECT: Financial Report Through September 30, 2021 – 1st Quarter

1. Recommendation:

i This item is for discussion only. No recommendation is being made.

2. Related Strategic Workplan Item

i MetroPlan builds trust and credibility.

3. Background

i MetroPlan provides financial updates to the Executive Board approximately quarterly and more often as needed. The purpose of the financial report is to keep the Board apprised of MetroPlan’s financial situation, particularly how revenue and expense budgets are tracking to actual activity. The financial report is also an opportunity for the Board to ask questions about the current budget and prepare for future budgets.

For Fiscal Year 2022 MetroPlan’s financial performance in main budget categories is as follows:

- **Salary and Benefits:** MetroPlan budgeted \$492,408.88 and is projected to spend \$458,834.77. We are underspent because of the delay in hiring the new transportation planner position and resultant vacancy savings.
- **Operations:** MetroPlan budgeted \$81,364.40 and is projected to spend the entire amount. We spent about 30% of the operating budget in the first 25% of the year because of front loaded liability insurance.



METROPLAN

GREATER † FLAGSTAFF

- *Travel: MetroPlan travel expenses are tracking to budget and we anticipate spending the entire budget in FY 2022.*
- *Capital Projects: MetroPlan is on track with our Regional Transportation Plan and Transit related expenses. However, no expenses were incurred in the first quarter for the West Route 66, Lone Tree Traffic Interchange and Milton Underpass projects.*

4. TAC and Management Committee Discussion

- i** *The Management Committee had no input on this item and this item was not discussed with the TAC.*

5. Fiscal Impact

- i** *Overall, MetroPlan is projected to be underspent. Grant funding not expended in FY2022 will be carried forward to FY 2023.*

6. Alternatives

- i** *No recommendation is being made, so no alternatives are being provided.*

7. Attachments

- i** *Financial Report Through September 30, 2021*



Financial Report

Quarter 1 FY2022 Budget to Actuals Summary

Revenue

Formula Grants	1,719,197.68
Competitive Grants	-
Local Revenue	171,571.88
Transfer (to)/from Fund Balance	(28,876.04)

Total Revenue

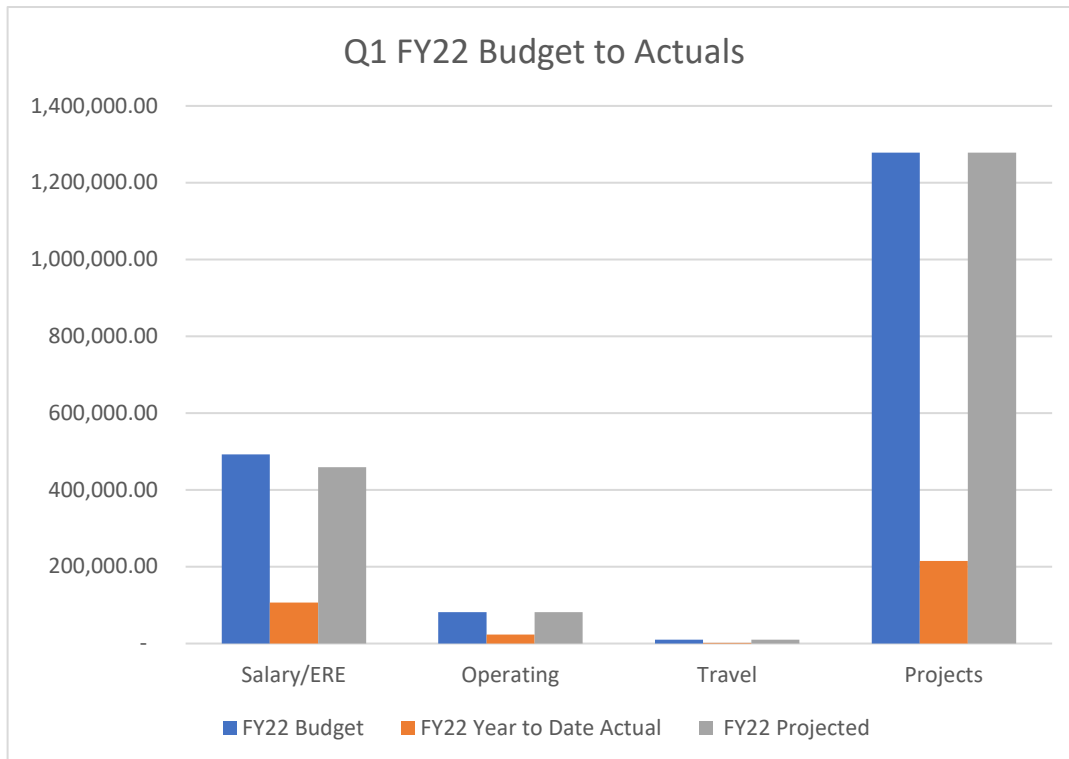
Expenses

Salary/ERE	492,408.88
Operating	81,364.40
Travel	10,100.00
Projects	1,278,020.24

Total Expenditures

Revenue less Expenses

FY2022		
Budget	Year to Date	Year End Estimates
1,719,197.68	302,266.88	1,691,280.26
-	-	-
171,571.88	74,292.81	166,258.17
(28,876.04)		(29,219.03)
1,861,893.52	376,559.69	1,828,319.41
FY2022		
Budget	Year to Date Actual	Year End Projected
492,408.88	106,756.63	458,834.77
81,364.40	23,021.47	81,364.40
10,100.00	2,026.47	10,100.00
1,278,020.24	214,742.90	1,278,020.24
1,861,893.52	346,547.47	1,828,319.41
0.00		-





FY22 Detailed Budget to Actuals
Quarter 1 FY2022 Detailed Report

		FY2022 7/1/21-9/30/21		
	<i>Updated</i>	FY 2022 Budget 10/7/2020	Year to Date Actuals	FY22 Year End Estimates
Revenue:				
Federal Grants				
STBG	5.70%	870,843.17	91,809.49	871,146.92
PL	5.70%	217,348.03	26,264.11	210,860.17
SPR	20%	310,125.62	42,718.15	289,891.01
5305d	20%	102,480.86	9,352.42	100,982.16
5305e	20%	218,400.00	132,122.71	218,400.00
Federal Revenue:		1,719,197.68	302,266.88	1,691,280.26
Member Dues		30,000.00	30,000.00	30,000.00
Interest Income		100.00	17.28	34.56
Mountain Line 5305e Local Match		54,600.00	33,030.69	54,600.00
Trsf From Transit Fund		86,871.88	11,244.84	81,623.61
Local Revenue:		171,571.88	74,292.81	166,258.17
Total Revenue:		1,890,769.56	376,559.69	1,857,538.44
Expenditures:				
Salaries		376,618.53	85,500.38	359,574.08
Benefits		115,790.35	21,256.25	99,260.69
Salary/ERE:		492,408.88	106,756.63	458,834.77
Phone & Internet		6,428.77	1,232.79	6,428.78
Rental Expense		23,404.68	5,916.00	23,404.68
Postage and Freight		26.00	-	26.00
Memberships		1,224.00	444.69	1,224.00
Legal Services		12,000.00	240.00	12,000.00
Other Professional Services		1,500.00	392.29	1,500.00
Computer Equipment		4,035.29	-	4,035.29
Office Equipment Under \$5,000		429.24	504.42	504.42
Copying and Printing		504.41	-	504.42
Office Supplies		1,513.22	119.95	1,513.23
Computer Software		2,522.05	589.18	2,522.05
Subscription		-	26.00	26.00
Food		1,224.00	-	1,224.00
Payroll Processing		10,088.22	3,177.70	9,822.39
Insurance (Liability/Auto/Property)		9,890.41	9,357.44	10,767.62
Financial Services (CPA/Audit		1,529.99	130.00	1,020.51
IT Expense		5,044.11	790.00	4,740.00
Bank Fees			101.01	101.01



FY22 Detailed Budget to Actuals
Quarter 1 FY2022 Detailed Report

		FY2022 7/1/21-9/30/21		
		FY 2022 Budget	Year to Date Actuals	FY22 Year End Estimates
Operations:		81,364.40	23,021.47	81,364.40
Travel, Lodging and Meals		5,500.00	431.47	5,500.00
Registration		1,000.00	1,595.00	1,000.00
Education and Training		3,600.00	-	3,600.00
Travel and Training:		10,100.00	2,026.47	10,100.00
Consultant Fees		31,638.20	-	31,638.20
Advertising		5,200.00	-	5,200.00
Burgess and Niple Inc		-		
Streetlight Data (NAIPTA)		36,182.04		36,182.04
Milton Underpass (15% planning)		180,000.00		180,000.00
Small Local Projects		260,000.00		260,000.00
Lone Tree TI		100,000.00		100,000.00
W Route 66 CMP		100,000.00		100,000.00
Regional Transportation Plan (SPR)		292,000.00	49,589.50	292,000.00
McConnell Connector CMP		-		-
Projects		-		-
Mountain Line 5305e Projects		273,000.00	165,153.40	273,000.00
Projects:		1,278,020.24	214,742.90	1,278,020.24
Total Expenditures:		1,861,893.52	346,547.47	1,828,319.41



METROPLAN

GREATER ↑ FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021
MEETING DATE: December 1, 2021
TO: Honorable Chair and Members of the Executive Board
FROM: Jeff “Miles” Meilbeck, Executive Director
SUBJECT: Federal and State Funding Update

1. Recommendation:

i *This item is for discussion only. No recommendation is being made.*

2. Related Strategic Workplan Item

i *Secure \$2 Million in additional resources, including Signal Technology, by 12-31-2022.*

3. Background

i *There are many developing items related to state and federal funding. The Infrastructure Investment and Jobs Act (IIJA) was signed by President Biden, and as of this writing, the Build Back Better Plan is advancing to the Senate for consideration. Staff are pouring through the legislation and attending trainings with peers and partners to understand and maximize the opportunities that exist. Further, the RTAC State Funding Initiative continues to advance and staff will provide an update on that effort.*

4. TAC and Management Committee Discussion

i *None*



METROPLAN

GREATER † FLAGSTAFF

5. Attachments

i *Bi-partisan Infrastructure Law – Arizona*

[Senate Bill Analysis \(Link only\)](#)



The Bipartisan Infrastructure Law Will Deliver for Arizona

President Biden and Vice President Harris's Bipartisan Infrastructure Law is the largest long-term investment in our infrastructure and competitiveness in nearly a century. **The need for action in Arizona is clear, and recently released state-level data demonstrates that the Bipartisan Infrastructure Law will deliver for Arizona.** For decades, infrastructure in Arizona has suffered from a systemic lack of investment. In fact, the American Society of Civil Engineers gave Arizona a C on its infrastructure report card. The historic Bipartisan Infrastructure Law will make life better for millions of Arizona residents, create a generation of good-paying union jobs and economic growth, and position the United States to win the 21st century.

Specifically, with regard to transportation, the Bipartisan Infrastructure Law will:

Repair and rebuild our roads and bridges with a focus on climate change mitigation, resilience, equity, and safety for all users, including cyclists and pedestrians. In Arizona there are 132 bridges and over 3,193 miles of highway in poor condition. Since 2011, commute times have increased by 11.1% in Arizona, and on average, each driver pays \$614 per year in costs due to driving on roads in need of repair. The Bipartisan Infrastructure Law is the single largest dedicated bridge investment since the construction of the interstate highway system. **Based on formula funding alone, Arizona would expect to receive approximately \$5.3 billion over five years in Federal highway formula funding for highways and bridges.** On an average annual basis, this is about 28.4% more than the State's Federal-aid highway formula funding under current law (1). Arizona can also compete for the \$12.5 billion Bridge Investment Program for economically significant bridges and \$15 billion of national funding in the law dedicated to megaprojects that will deliver substantial economic benefits to communities. Arizona can also expect to receive approximately \$117 million over five years in formula funding to reduce transportation-related emissions, in addition to about \$133 million over five years to increase the resilience of its transportation system (2). States may also apply federal aid dollars towards climate resilience and safety projects.

Improve the safety of our transportation system. The Bipartisan Infrastructure Law invests \$13 billion over the Fixing America's Surface Transportation (FAST) Act levels directly into improving roadway safety. Over five years, Arizona will receive approximately \$36 million in 402 formula funding for highway safety traffic programs, which help states to improve driver behavior and reduce deaths and injuries from motor vehicle-related crashes. On an average annual basis, this represents about a 29% increase over FAST Act levels (3). Local and tribal governments in Arizona will also be eligible to compete for \$6 billion in funding for a new **Safe Streets for All program** which will provide funding directly to these entities to support their efforts to advance "vision zero" plans and other improvements to reduce

crashes and fatalities, especially for cyclists and pedestrians. In addition, Arizona can expect to receive approximately \$78.9 million over five years in funding to augment their commercial motor vehicle (CMV) safety efforts to reduce CMV crashes through the Federal Motor Carrier Safety Administration's Motor Carrier Safety Assistance Program (MCSAP) formula grant. This represents about a 43% increase in funding compared to FAST Act levels (4). Arizona will be able to apply for funds to modernize data collection systems to collect near real time data on all reported crashes, including fatal ones, to enhance safety and to allow the Department to understand and address trends as they are identified.

Improve healthy, sustainable transportation options for millions of Americans. Arizonans who take public transportation spend an extra 90.2% of their time commuting and non-White households are two times more likely to commute via public transportation. 4% of transit vehicles in the state are past useful life. **Based on formula funding alone, Arizona would expect to receive about \$903 million over five years under the Bipartisan Infrastructure Law to improve public transportation options across the state (5). In the first year, this represents about a 32% increase over 2021 FAST Act formula transit funding levels.**

Build a network of EV chargers to facilitate long-distance travel and provide convenient charging options. The U.S. market share of plug-in electric vehicle (EV) sales is only one-third the size of the Chinese EV market – in 2020, plug-in electric vehicles made up only 2.3% of new car sales in the U.S., compared to 6.2% in China. The President believes that must change. The law invests \$7.5 billion to build out the first-ever national network of EV chargers in the United States and is a critical element in the Biden-Harris Administration's plan to accelerate the adoption of EVs to address the climate crisis and support domestic manufacturing jobs. **Under the Bipartisan Infrastructure Law, Arizona would expect to receive about \$76 million over five years to support the expansion of an EV charging network in the state (6). Arizona will also have the opportunity to apply for grants out of the \$2.5 billion available for EV charging.**

Modernize and expand passenger rail and improve freight rail efficiency and safety. The Bipartisan Infrastructure Law includes \$66 billion above baseline to eliminate the Amtrak maintenance backlog, modernize the Northeast Corridor, and bring world-class rail service to areas outside the northeast and mid-Atlantic. Within these totals, \$22 billion would be provided as grants to Amtrak, \$24 billion as federal-state partnership grants for Northeast Corridor modernization, and \$12 billion for partnership grants for intercity rail service, including high-speed rail. On top of this, Arizona will be eligible to compete for \$5 billion for rail improvement and safety grants and \$3 billion for grade crossing safety improvements.

Improve our nation's airports. The United States built modern aviation, but our airports lag far behind our competitors. **Under the Bipartisan Infrastructure Law, airports in Arizona would receive approximately \$348 million for infrastructure development for airports over five years (7).** This funding will address airside and landside needs at airports, such as improving runways, taxiways and airport-owned towers, terminal development projects, and noise reduction projects. In addition, \$5 billion in discretionary funding is available over five years for airport terminal development projects that address the aging infrastructure of our nation's airports, including projects that expand accessibility for persons with disabilities, improve access for historically disadvantaged populations, improve energy efficiency, and improve airfield safety.

State and local governments can look forward to these new & expanded competitive grant programs in the Bipartisan Infrastructure Law (BIL) anticipated to launch over the course of the next year:

- **Safe Streets for All (\$6B, new)** – This program will provide funding directly to local and tribal governments to support their efforts to advance “vision zero” plans and other improvements to reduce crashes and fatalities, especially for cyclists and pedestrians.
- **Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grants (\$15B, expanded)** – RAISE grants support surface transportation projects of local and/or regional significance.
- **Infrastructure for Rebuilding America (INFRA) Grants (\$14B, expanded)** – INFRA grants will offer needed aid to freight infrastructure by providing funding to state and local government for projects of regional or national significance. The BIL also raises the cap on multimodal projects to 30% of program funds.
- **Federal Transit Administration (FTA) Low and No Emission Bus Programs (\$5.6B, expanded)** – BIL expands this competitive program which provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses as well as acquisition, construction, and leasing of required supporting facilities.
- **FTA Buses + Bus Facilities Competitive Program (\$2.0B, expanded)** – This program provides competitive funding to states and direct recipients to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities.
- **Capital Investment Grants (CIG) Program (\$23B, expanded)** – The BIL guarantees \$8 billion, and authorizes \$15 billion more in future appropriations, to invest in new high-capacity transit projects communities choose to build. The BIL provides funds that may support the 25 projects included in FTA's Annual Report on Funding Recommendations for FY22 as well as additional projects across the country seeking CIG funding over the next five years. Projects must meet CIG program requirements to receive funding. In Arizona, such recommended projects include the South Central/Downtown Hub Light Rail and Northwest Extension Phase II Light Rail projects in Phoenix.
- **Federal Aviation Administration (FAA) Terminal Program (\$5B, new)** – This discretionary grant program will provide funding for airport terminal development and other landside projects.
- **MEGA Projects (\$15B, new)** – This new National Infrastructure Project Assistance grant program will support multi-modal, multi-jurisdictional projects of national or regional significance.
- **Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) Program (\$8.7B, new)** – PROTECT will provide \$7.3 billion in formula funding to states and \$1.4 billion in competitive grants to eligible entities to increase the resilience of our transportation system. This includes funding for evacuation routes, coastal resilience, making existing infrastructure more resilient, or efforts to move infrastructure to nearby locations not continuously impacted by extreme weather and natural disasters.
- **5307 Ferry Program (\$150M, existing)** – BIL retains the \$30 million per year passenger ferry program for ferries that serve urbanized areas.
- **Electric or Low Emitting Ferry Program (\$500M, new)** – This competitive grant program will support the transition of passenger ferries to low or zero emission technologies.

- **Rural Ferry Program (\$2B, new)** – This competitive grant program will ensure that basic essential ferry service continues to be provided to rural areas by providing funds to States to support this service.
- **Federal Highway Administration (FHWA) competitive grants for nationally significant bridges and other bridges (\$12.5B, new)** – This new competitive grant program will assist state, local, federal, and tribal entities in rehabilitating or replacing bridges, including culverts. Large projects and bundling of smaller bridge projects will be eligible for funding.
- **FTA All Station Accessibility Program (\$1.75B, new)** – This competitive grant program will provide funding to legacy transit and commuter rail authorities to upgrade existing stations to meet or exceed accessibility standards under the Americans with Disabilities Act.
- **Charging and fueling infrastructure discretionary grants (Up to \$2.5B, new)** – This discretionary grant program will provide up to \$2.5 billion in funding to provide convenient charging where people live, work, and shop.
- **Reconnecting Communities Pilot Program (\$1B, new)** – This new competitive program will provide dedicated funding to state, local, MPO, and tribal governments for planning, design, demolition, and reconstruction of street grids, parks, or other infrastructure.
- **FHWA Nationally Significant Federal Lands and Tribal Projects (\$1.5B, expanded)** – This discretionary program provides funding for the construction, reconstruction, and rehabilitation of nationally-significant projects within, adjacent to, or accessing Federal and tribal lands. BIL amends this program to allow smaller projects to qualify for funding and allows 100% federal share for tribal projects.
- **Strengthening Mobility and Revolutionizing Transportation (SMART) Grant Program (\$1B, new)** – The SMART Grant program will be a programmed competition that will deliver competitive grants to states, local governments, and tribes for projects that improve transportation safety and efficiency.
- **Rural Surface Transportation Grant Program (\$2B, new)** – This new competitive grant program will improve and expand surface transportation infrastructure in rural areas, increasing connectivity, improving safety and reliability of the movement of people and freight, and generate regional economic growth.

- (1) *These values are estimates and may change based on updated factor data each fiscal year.*
- (2) *These values are estimates and may change based on updated factor data each fiscal year.*
- (3) *These values are estimates based on the 2020 FHWA public road mileage data for FYs 2022-2026. Formula funding amounts in FYs 2023-2026 are subject to change as a result of the annual public road mile data certified by FHWA. The 402 amounts do not include redistribution of unawarded 405 balances per 23 USC § 405(a)(8) as that information is unknown at this time. The Bipartisan Infrastructure Law specifies NHTSA must distribute the supplemental appropriations for Section 402 in “equal amounts for each fiscal year 2022 through 2026”. This analysis is subject to provisions of FY 2022-FY2026 appropriations acts.*
- (4) *These values are estimates and may change based on updated factor data each fiscal year.*
- (5) *Transit formula funding amounts are subject to changes resulting from the 2020 census or from annual transit service data reported to FTA’s National Transit Database.*
- (6) *These values are estimates and may change based on updated factor data each fiscal year.*
- (7) *Precise allocations would change each year because the formulas use current passenger boarding and cargo data, and this estimate is based on 2019 data.*



METROPLAN

GREATER ↑ FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021

MEETING DATE: December 1, 2021

TO: Honorable Chair and Members of the Executive Board

FROM: David Wessel, Planning Manager

SUBJECT: Regional Transportation Plan (RTP) Update

1. Recommendation:

i This item is for information only. No recommendation is being made.

2. Related Strategic Workplan Item

i Complete MetroPlan's long range Regional Transportation Plan and have it adopted by the Board by 12-31-2022

3. Background

i The RTP is moving on several fronts and the Burgess & Niple team will present an update. This report is an update on Task Status including feedback from the RTP Advisory Group (RTPAG).

Task 1. Project Management/Overall Status: The project is on schedule and budget.

Task 2. Literature Review/Trend Analysis: The Literature Review is complete. The RTP Team is contributing to production of papers and presentations on Economic Sectors and Transportation. These "Regional Snapshots" are recorded presentations and papers and are part of 30+ such papers being produced for the Regional Plan.

Task 3. Regional Model Update: The recently completed 2017 model is being updated to 2019. Virtually all the inputs are in hand and the 2019 model will be complete near the end of November.



METROPLAN

GREATER † FLAGSTAFF

Task 4. Scenario Development: This begins in earnest next month. Staff worked with B&N, the City and County and have agreed to a development methodology. Projections and models for 2040 are in hand, the current RTP, Scenario 1, and the most dense scenario from the last Regional Plan for Scenario 2. State population mid-level projections for 2040 to 2045 show low growth. These relatively few households and employees will be distributed and added to the RTP based on consultation with local experts as opposed to a more mathematical model. A similar process will be employed for Scenario 2.

Task 5. Public Participation: The random sample survey is underway and field work will be complete or nearly so by the meeting date. Analysis will be complete by the end of December. Stakeholder outreach initiated with an email to over 200 individuals and organizations seeking “Champions” to promote the process. Stakeholder interviews and surveys are being drafted.

Task 6. Policy Development: not initiated

Task 7. Equity Analysis: not formerly initiated. Discussions and research on methodology have taken place and will be tested on the 2019 Model to create a baseline. The primary emphasis will be on the two future scenarios.

RTPAG: *Staff, with endorsement from the MetroPlan Board and committees, convened an advisory group to provide broader input on the planning effort. This advisory group includes economic development, sustainability, road maintenance, citizen-at-large and member agency interests.*

During September and October discussions with three (3) members of the Advisory Group, a request was made to develop Scenario 1 in the most “climate friendly, equitable and fiscally responsible manner”. While staff do not object to this approach, we feel our highest priority and responsibility is to develop a plan that is consistent with what voters were promised. Specifically, this means using the ballot language, education material and related budget from the public education process to be accountable. MetroPlan’s intention is to build and extrapolate Scenario 1 based on those public outreach documents. To the extent that Scenario 1 can also be climate friendly and equitable, MetroPlan supports those efforts. However, accountability to voter approved initiatives seems the highest priority to staff in Scenario 1. Furthermore, MetroPlan is obligated by federal regulation to create a fiscally constrained plan. Staff maintain that failing to create a fiscally constrained Scenario 1 in the RTP process would be a violation of MetroPlan responsibilities. Scenario 2 will be used to push ourselves to explore equity, access and carbon reductions. The Board endorsed continuing this approach.



METROPLAN

GREATER † FLAGSTAFF

4. TAC and Management Committee Discussion

- i** *The Management Committee expressed a desire that the RTP reflect the City of Flagstaff design and implementation decisions regarding the Lone Tree Overpass. The Committee is more comfortable with flexibility being exercised for Proposition 419 projects.*

5. Fiscal Impact

- i** *The RTP is a major work product in the FY2022 work program and all of the activities described above have either been budgeted or absorbed by staff within existing budgets.*

6. Alternatives

- i** *No action is being recommended and therefore no alternatives are being provided.*

7. Attachments

- i** *None*



METROPLAN

GREATER ↑ FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021
MEETING DATE: December 1, 2021
TO: Honorable Chair and Members of the Executive Board
FROM: Jeff “Miles” Meilbeck, Executive Director
SUBJECT: Milton Corridor Master Plan (CMP) Update

1. Recommendation:

i This item is for discussion only. No recommendation is being made.

2. Related Strategic Workplan Item

i Participate in, review, and take formal action in support of -- or recommending adjustments to-- ADOT's Milton/Hwy 180 plan by 12-31-2021.

3. Background

i The Milton Corridor Master Plan was initiated by ADOT in 2017 and is nearing completion. ADOT is finalizing the report and MetroPlan staff anticipate that ADOT will be presenting it within the next several weeks.

MetroPlan has been involved in the process with member agencies from the beginning and has maintained that the Milton corridor needs a plan as well as a vision. Clearly, the transportation management issues on Milton are complex and not easily remedied. For example, the project was delayed in Fall 2021 because the partners could not come to agreement on how to handle pedestrian crossings on Milton. Specifically, some of the member agencies wanted pedestrian crossings on Milton which ADOT was unable to support. The issue was escalated and a meeting with top managers was held on November 22, 2021. At of this writing, ADOT is taking the conclusions



METROPLAN

GREATER † FLAGSTAFF

from that discussion under advisement and is likely to finalize their plan within the next several weeks. Looking forward, we can anticipate the following steps:

- *The CMP Final Reports will be updated per the pedestrian crossing decision.*
- *ADOT will update the websites with the Final Reports and notify the Project Partners.*
- *ADOT requests that each Project Partner adopt the Milton Rd CMP as our respective processes deem fit and continue collaborating on implementation.*
- *ADOT will provide presentations summarizing the CMP Final Report for partner agency use.*



METROPLAN

GREATER FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021
MEETING DATE: December 1, 2021
TO: Honorable Chair and Members of the Executive Board
FROM: Jeff “Miles” Meilbeck, Executive Director
SUBJECT: Board Meeting Venue

1. Recommendation:

i Staff recommends the Board continue holding hybrid meetings using Zoom and the MetroPlan conference room through Fiscal Year 2022.

2. Related Strategic Workplan Item

i Not applicable

3. Background

i On November 3, 2021, the Board discussed the proper venue for MetroPlan Board meetings and asked staff to bring back options. Historically, MetroPlan Board meetings were held virtually from April 2020 to September 2021. In September 2021 and November 2021 we held hybrid meetings with some Board members participating virtually and some participating in person from the MetroPlan conference room. All meetings have been successful with only minor technical or logistical issues experienced.

Prior to MetroPlan’s independence, when MetroPlan was still hosted by the City of Flagstaff, Board meetings were held in the City Council chambers. However, the intergovernmental agreement signed with the City made no provision for the City to continue hosting MetroPlan Board meetings. While this option could be pursued, it would have an associated expense and would require additional, albeit modest, time and staff resources from both MetroPlan staff and City staff. Further, since it is not entirely clear how the City’s Covid response will play out in the future, moving back to City hosted meetings creates some uncertainty at this time.



METROPLAN

GREATER † FLAGSTAFF

Staff suggest that MetroPlan continue holding hybrid meetings using Zoom and the MetroPlan Conference Room through Fiscal Year 2022. This approach has advantages and disadvantages.

Advantages:

- *Convenience for the public, Board members, consultants, staff and other participants. Virtual meetings allow the public to join and participate without requiring the public to locate a physical address. Virtual meetings are also efficient for Board members who are often running between meetings and consultants who are paid for their time to travel to meetings.*
- *Expense. MetroPlan has invested in technology to be able to host Hybrid meetings. There is no additional expense to continue hosting hybrid meetings.*
- *Values Based Action. MetroPlan is responsible for an efficient and effective transportation system. When people work remotely, less physical trips are required, and less capacity is used. While this impact may be imperceptibly small, such as the environmental impact of recycling a plastic bottle rather than sending it to a landfill, it is consistent with MetroPlan's values.*
- *Flexibility. By holding a hybrid meeting, Board members can be physically present at the MetroPlan office if they choose.*
- *Uncertainty: It is still unclear how the pandemic will play out so making changes may be unwarranted*

Disadvantages:

- *Capacity. Although the MetroPlan conference room can fit all 7 Board members, we would not be able to accommodate social distancing due to the size. As such, Board meetings would need to be hybrid with some Board members committing to participate virtually.*

4. TAC and Management Committee Discussion

i Pending

5. Fiscal Impact

i There is no additional expense to continue holding Hybrid meetings using Zoom and the MetroPlan Conference room.



METROPLAN

GREATER FLAGSTAFF

6. Alternatives

- i** 1) **Hybrid:** Continue holding hybrid meetings using Zoom and the MetroPlan Conference Room through Fiscal Year 2022 (Recommended). This alternative is recommended because it has the most flexibility, does not require additional expense, and postpones a change in procedure until the future is more clear.
- 2) **New Venue:** Locate a venue so that all Board members can have a physical presence at Board meetings while still maintaining social distancing. These venues could include City Hall, the facilities of another member agency, or another facility in town. This alternative would incur time and expense but would accommodate the full Board being while maintaining 6 feet of distance.
- 3) **100% Virtual.** Hold meetings 100% virtually. This alternative would be a return to how MetroPlan Board meetings were held during the peak of the pandemic response.
- 4) **100% Physical.** Hold meetings 100% physically without a virtual presence. This alternative is not recommended because of the inconvenience and expense associated with holding meetings in this manner.

7. Attachments

- i** None



METROPLAN

GREATER ↑ FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021
MEETING DATE: December 1, 2021
TO: Honorable Chair and Members of the Executive Board
FROM: Jeff “Miles” Meilbeck, Executive Director
SUBJECT: Strategic Advance Schedule

1. Recommendation:

i Staff recommends the Executive Board select April 6, 2021 for the Strategic Advance

2. Related Strategic Workplan Item

i This discussion relates to the entire Strategic Workplan because we will be creating a new Strategic Workplan.

3. Background

i MetroPlan has a tradition of developing a focused Strategic Workplan with measurable objectives. The purpose of the Workplan is to establish a clear direction for MetroPlan so that staff, Board, Technical Advisory Committee and the Management Committee are all in alignment.

A draft agenda is attached. As per Board discussion in November, the process initiated 2 years ago will continue. Specifically, the advance will be approximately 3 hours duration, will be held virtually and will be facilitated by the MetroPlan executive director. A draft agenda is attached.

4. TAC and Management Committee Discussion

i The TAC and Management Committee were made aware of the Strategic Advance and provided support for the virtual approach and condensed timeframe.



METROPLAN

GREATER † FLAGSTAFF

5. Fiscal Impact

i *The Advance will be facilitated by staff and there will be minimal costs.*

6. Alternatives

- i**
- 1) *Conduct a Strategic Advance on April 6, 2022. This alternative is expedient and keeps the organization moving forward. Further, this alternative uses the first Wednesday of the month at 10:00 AM, a time slot that has traditionally been used by the MetroPlan Board.*
 - 2) *Conduct a Strategic Advance on another date, either specific or tentative.*
 - 3) *Discuss and update Strategic WorkPlan in regular meetings over the next few months rather than taking time for a formal Strategic advance. This alternative would allow staff to bring material to the TAC, Management Committee and Board for discussion over time. However, this alternative would not provide for the same kind of open exchange of ideas that bringing the TAC, Management Committee and Board together all at once would provide.*

7. Attachments

i *Draft Agenda*

Metroplan Strategic Advance

Date: April 6, 2022

Time: 10:00 AM to 1:00 PM

Location: Zoom Meeting

Goal:

To evaluate the success of our 2021 - 2022 strategic workplan and apply those lessons to crafting a 2022 - 2023 workplan.

Approach:

Discussion and Survey: TAC, Management Committee and Board Members will develop an agenda for the Advance at regular meetings. A brief survey identifying issues and opportunities will be sent to Board, Management Committee and TAC Members.

3 Hour Zoom Event: A 3-hour Strategic Advance with TAC, Management Committee and Board members for review, discussion and capturing core themes and direction.

Adoption: A 2022 - 2023 workplan will be brought back to the TAC, Board and Management Committee for adoption.

Facilitation: The Advance will be facilitated by staff with limited vendor support.

Agenda:

- 10:00: Welcome and Introductions
- 10:15: Review progress on existing workplan. Where did we succeed, where did we fall short, and why?
- 11:00: Review main issues and opportunities identified in meetings and in surveys
- 12:00: Develop measurable objectives for the next 18 months
- 12:45: Recap
- 1:00: Adjournment



METROPLAN

GREATER ↑ FLAGSTAFF

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

STAFF REPORT

REPORT DATE: November 22, 2021
MEETING DATE: December 1, 2021
TO: Honorable Chair and Members of the Executive Board
FROM: Jeff “Miles” Meilbeck, Executive Director
SUBJECT: MetroPlan FY 22 Mini-Grant Award

1. Recommendation:

i Staff recommends that the FY 2022 mini-grant funds be directed to an intergovernmental agreement or contract with the City of Flagstaff sustainability program for an amount not to exceed \$100,000.

2. Related Strategic Workplan Item (s)

i Continue mini grant program and award a project that has multi-agency benefit by 12-31-21.

Develop a regional approach to maintaining vehicle miles at 2019 levels by 12/31/2022.

3. Background

i MetroPlan initiated its second year of the mini-grant program in October 2021. The purpose of the mini-grant program is to “support transportation projects of MetroPlan member agencies so that a small project can be more readily completed”. A Notice of Funding Opportunity (NOFO) is attached that contains details about program structure. MetroPlan received one application for funding from the City of Flagstaff sustainability program.

Sustainability’s project proposal ties closely to the vehicle miles traveled measurable objective in MetroPlan’s Strategic Workplan and provides opportunity to create synergy between both organizations. For example, MetroPlan has an objective to “develop a regional approach to maintaining vehicle miles traveled at 2019 levels” and sustainability’s



METROPLAN

GREATER † FLAGSTAFF

project has a goal of “reducing vehicle miles traveled”. Further, sustainability wants to provide tools for analyzing the impacts of transportation policies and projects on “vehicle miles traveled (VMT) and other relevant metrics”. These goals are in significant alignment and working on them in partnership has the potential to increase the effectiveness of both efforts.

The sustainability project also proposes to educate transportation staff from all MetroPlan partner agencies about emerging trends and innovative tools. This approach ties directly to one of the elements of MetroPlan’s 5-year Horizon. Specifically, MetroPlan is committed to being an organization that “shares innovative practices that enhance member agency’s abilities to deliver transportation improvements”. While MetroPlan is already working on funding innovations (such as statewide collaborations) and technology innovations (such as smart signals), the sustainability project represents another dimension of innovation that could be brought to bear.

Finally, MetroPlan is in the midst of updating our Regional Transportation Plan (RTP). We are developing and will be launching a robust public information program which will include input from member agency transportation and technical staff. By collaborating with the interests and abilities of the sustainability program, we can have a more comprehensive and impactful education program.

Given the close connection to MetroPlan’s ongoing efforts, staff suggest a contract with the sustainability program to provide specific deliverables. This contract approach will help clarify expectations, reduce the risk of redundancy, allow for flexibility as the project unfolds, and support MetroPlan’s ability to keep all efforts in alignment.

Assuming there is support for this approach, next steps will be to assess administrative tools for contracting between MetroPlan and the sustainability program. Those tools may include an intergovernmental agreement, a memorandum of understanding or some other mechanism.

4. TAC and Management Committee Discussion

i *The TAC and Management Committee were both supportive of the staff recommendation.*



METROPLAN

GREATER † FLAGSTAFF

5. Fiscal Impact

- i** *The sustainability proposal was for \$79,500. MetroPlan proposes a contract not to exceed \$100,000 with the details to be worked out in the negotiation process. MetroPlan has adequate funding in the FY22 budget for this effort.*

6. Alternatives

- i**
 - 1) *Direct MetroPlan funds to an intergovernmental agreement or contract with the sustainability program (**Recommended**). As detailed in this staff report, a contract approach is the best way to maximize synergy and keep closely connected efforts between MetroPlan and sustainability in alignment.*
 - 2) *Award the funding as a grant (**Not Recommended**). The deliverables in the sustainability project are closely tied to efforts MetroPlan has underway. A grant structure would reduce MetroPlan's ability to manage the effort for synergy and alignment.*
 - 3) *Do not award the funding and reopen the grant process. MetroPlan only received one application for this year's round of funding. MetroPlan could choose to reopen the grant process to solicit more competition.*

7. Attachments

- i** *Mini-grant NOFO
Sustainability proposal*

MetroPlan Mini-Grant FY 2022 Notice of Funding Opportunity

Purpose:

The purpose of this mini-grant is to support transportation projects of MetroPlan member agencies so that a small project can be more readily completed.

Eligibility:

MetroPlan Member agencies are eligible to apply for funds including the City of Flagstaff, Coconino County, ADOT, NAU and Mountain Line.

Criteria:

MetroPlan seeks to fund small projects that need additional money to be successful. Criteria for evaluating projects are as follows:

- 1) Timeliness.
 - a. Funding should be encumbered by March 31, 2022
 - b. Projects should be completed by December 31, 2022.
- 2) Multi-Modal. Projects should have a multi-modal element.
- 3) Local Match. 5.7% local match is required.
- 4) Readiness: Project should be eligible for a categorical exclusion or already have National Environmental Policy Act (NEPA) clearance.
- 5) Social Equity. Project preference for those that meet the needs of Title VI populations in traditionally underserved neighborhoods.

Considerations and Preferences:

- 1) If an exchange for Highway User Revenue Funds (HURF) are used there will be a 10% surcharge.
- 2) Projects should be consistent with adopted neighborhood plans
- 3) Small construction or capital projects are preferred, and planning projects will be considered.

Review Panel and award:

Projects will be evaluated by MetroPlan staff. A staff recommendation will be made to the MetroPlan Technical Advisory Committee, Management Committee and Executive Board with a request for endorsement from each group.

Timeframe:

September 2021: Adopt revised project criteria
October 2021: Competitive process opened
December 2021: Grant Awarded

Application Process:

MetroPlan member agencies are asked to submit a PDF file via e-mail of no more than 2 pages that provides a project description, project timeframe, project map or schematic, and project budget. Letters of support can be included but are not required.

Applications should be submitted to Rosie Wear, MetroPlan Business Manager at rosie.wear@metroplanflg.org by Friday, October 29, 2021.

METROPLAN Mini-Grant Proposal: **Climate-Transportation Decision Toolbox**

This project will launch the development of a strategic toolbox to incorporate climate impacts and climate action into transportation decision-making at the staff and policy-maker levels across greater Flagstaff.

Project Goals

- Provide tools to METROPLAN partner agencies that will facilitate the incorporation of climate impacts and climate action into transportation policies, planning and decisions.
- Reduce the growth of vehicle miles traveled in Flagstaff, an established target of the Flagstaff Carbon Neutrality Plan, adopted by the Flagstaff City Council in June 2021.
- Support staff and policy makers with climate impact analysis for long-term planning, capital infrastructure projects, and large developments, using vehicle miles traveled (VMT) and other relevant metrics.

Project Description

The project is composed of three distinct elements, which are detailed below.

1. Best practices and emerging trends workshop:

A workshop will be led by nationwide experts in transportation planning and will be designed for transportation staff from all METROPLAN partner agencies. The workshop will provide a space for learning, brainstorming, and collaboration on the following topics: 1) best practices and emerging trends from aspirational communities; and 2) tools for incorporating climate impacts and goals into transportation planning, engineering and implementation.

2. Climate impact incorporation tools for infrastructure planning

Consulting support will be used to develop tools that allow staff to easily incorporate climate impacts into infrastructure planning using VMT and other relevant metrics. These tools will incorporate VMT analysis, unlocking the ability to work to analyze VMT across different scenarios. These tools will be available to City transportation, planning, and engineering staff, and if possible, will be shared with METROPLAN partner agencies.

3. Transportation impacts calculator

A calculator will be developed to allow the incorporation of VMT metrics into the analysis of new large developments in Flagstaff. This calculator and its resulting VMT information will enable staff to analyze VMT, study the impacts of multi-modal facilities and transportation demand management ([TDM](#)), and work with projects to reduce VMT. This will support staff in the development review process by more accurately portraying the impacts of large projects and enabling the analysis of the alternative ways to mitigate those impacts. This tool will be available to City transportation, planning, and engineering staff, and if possible will be shared with METROPLAN partner agencies.

Creating a more balanced transportation system, reducing greenhouse gas emissions and protecting our clean air status requires education, technology advancements and transportation policies and planning changes. The City is well-situated to lead this regional effort, leverage resources and build capacity with regional transportation partners and policy makers. After tool develop has been completed, the City will host a second workshop with staff from all METROPLAN partner agencies to introduce these tools, provide training, and discuss the benefits of application.

This framework will be scalable and made available to statewide partners, including all Arizona State University Global Institute of Sustainability Sustainable Cities Network Arizona jurisdictions, Arizona Forward partners, and the Western Adaptation Alliance, which represents more than 40 government agencies in the Intermountain West.

Project Benefits

Furthering an equitable transportation system

By helping Flagstaff decision-makers better understand the climate impacts of transportation choices and increasing multi-modalism in Flagstaff, this project will benefit Title VI populations in underserved neighborhoods by 1) reducing the impacts of climate change and 2) providing more affordable travel options. Climate change will disproportionately affect individuals that are racial or ethnic minorities, are elderly, low-income, or disabled, or have limited education ([EPA 2021](#); [UNEP 2019](#)). Reducing emissions from transportation can reduce the impacts felt by these groups. Secondly, a more balanced transportation system that provides more options is better for underserved Title VI populations, because it is more affordable, accessible and equitable ([Sanchez 2003](#), [Litman 2021](#), [APHA 2015](#)).

Advancing multi-modal travel in Flagstaff

This project will launch the evolution of our transportation planning and engineering to better support multi-modal travel. Currently, most transportation analysis that we conduct is linked to vehicular travel and the travel benefits or delay for people driving cars. VMT analysis, TDM, and multi-modalism are all interconnected: analyzing climate impacts will lead to a better understanding of how projects lead to changes in VMT. VMT data can then support the consideration of alternatives that reduce vehicular travel demand and switch trips to walking, biking, and transit.

METROPLAN Agency Benefits

This project can serve all METROPLAN agencies, most of which have their own climate goals and all of which will benefit from a more balanced transportation system and a more resilient Flagstaff.

- NAU's Climate Action Plan is expected to specify a goal for carbon neutrality by 2030 or 2035, and is strongly supported by NAU President Cruz Rivera.
- Mountain Line's 5-year plan notes the importance of reducing emissions through reduced driving and greater transit ridership.
- On October 26, 2021, the Coconino County Board of Supervisors directed staff to develop the County's first climate goals.
- The Blueprint 2040 Regional Transportation Plan calls for a renewed commitment to multimodalism, protecting the environment, and greater investments in managing transportation demand.
- This project furthers the vision of key City of Flagstaff plans, including the Flagstaff Regional Plan 2030, the Flagstaff Carbon Neutrality Plan and the proposed Active Transportation Master Plan, as well as the goals of Flagstaff's many supplemental plans that call for a balanced, comprehensive transportation system.

This project will help realize the vision of these plans by incorporating climate analysis into transportation planning.

Project Timeframe

Consultant selection, contract signing and funding encumbrance	February 28 2022
Best practices and emerging trends workshop	April 2022
Start development of climate impact tools and calculator	April 2022
Finalization of climate impact tools and calculator	September 2022

Note: this project will support the City's existing (and time-bound) climate goals and direction from the Flagstaff City Council. While the new Regional Transportation Plan is being developed and the conclusions are unknown, these tools are nimble enough to support the implementation of the ultimate goals of the RTP, regardless of its direction.

Project budget

Project total	\$79,500
Grant-funded	\$75,000
City of Flagstaff match	\$4,500

Project Components

Best Practices and Emerging Trends Workshop	\$9,500
Climate impact incorporation tools	\$35,000
Transportation impacts calculator	\$35,000

Note: This project *can* proceed if only partial funding were awarded via the MetroPlan mini-grant. While the disparate portions of the grant are designed to work together and complement each other, partial funding would still be an effective investment towards advancing transportation in Flagstaff.

Project Schematic

The VMT calculator to the right is used in [Los Angeles](#), and is an example of one possible result of this project.

The screenshot displays the VMT calculator interface. The 'Project Information' section includes fields for Project, Scenario, and Address, along with a map. The 'TDM Strategies' section lists various strategies like Reduce Transit Headways, Implement Neighborhood Shuttle, Transit Subsidies, Education & Encouragement, Commute Trip Reductions, Shared Mobility, Bicycle Infrastructure, and Neighborhood Enhancement. The 'Analysis Results' section compares 'Proposed Project' and 'With Mitigation' scenarios across metrics like Daily Vehicle Trips, Household VMT per Capita, and Work VMT per Employee. A 'Significant VMT Impact?' section shows thresholds for Household and Work VMT.

Metric	Proposed Project	With Mitigation
Daily Vehicle Trips	279	223
Household VMT per Capita	7.5	6.0
Work VMT per Employee	0.0	0.0

Significant VMT Impact?

Category	Household: Yes	Household: No
Work: No	Threshold = 6.0 15% Below APC	Threshold = 6.0 15% Below APC
Work: Yes	Threshold = 7.6 15% Below APC	Threshold = 7.6 15% Below APC

- Input the project address, use, and intensity
- If a project is found to have impacts, a list of VMT reducing mitigation measures is provided.
- The analysis results report if the project has significant VMT impacts, compared to the local thresholds.

FMPO Funding Sources & Eligible Applicants Matrix

Prepared February 2020

Annual Funding									
Source	Program	Abbreviation	Range / Amount	Eligible Applicants					
				MetroPlan	City of Flagstaff	Coconino County	Mountain Line	ADOT	NAU
Federal Highway Administration	Metropolitan Planning	PL	\$122,000	✓					
FHWA-ADOT	State Planning & Research	SPR	\$125,000	✓					
FHWA	Surface Transportation Block Grant	STBG	\$466,000	✓	✓	✓	✓	✓	✓
Federal Transit Administration	Metropolitan & Statewide Planning	5305d	\$38,000	✓					

In-State Competitive Grants									
Source	Program	Abbreviation	Range / Amount	Eligible Applicants					
				MetroPlan	City of Flagstaff	Coconino County	Mountain Line	ADOT	NAU
FHWA	Highway Safety Improvement Program	HSIP	\$5,000,000	✓	✓	✓		✓	✓
FHWA	Transportation Alternative Program	TAP	\$1,000,000		✓	✓	✓	✓	✓
FTA-ADOT	Metropolitan & Statewide Planning	5305e	\$300,000	✓			✓		✓
FHWA	Railway Highway Crossings Program				✓	✓		✓	
FHWA	Federal Lands Access Program	FLAP	\$250,000 - \$30,000,000		✓	✓		✓	
State of Arizona	Special Appropriation		\$3,000,000 - \$20,000,000	✓	✓	✓	✓	✓	✓














In-State Partnership Opportunity									
Source	Program	Abbreviation	Range / Amount	Eligible Applicants					
				MetroPlan	City of Flagstaff	Coconino County	Mountain Line	ADOT	NAU
FHWA	Surface Transportation Block Grant	STBG, etc.	Varies	✓	✓	✓	✓	✓	✓









National Competitive Grants									
Source	Program	Abbreviation	Range / Amount	Eligible Applicants					
				MetroPlan	City of Flagstaff	Coconino County	Mountain Line	ADOT	NAU
USDOT	Better Utilizing Investments to Leverage Development	BUILD	\$5,000,000-\$200,000,000	✓	✓	✓	✓	✓	✓
FHWA	Infrastructure for Rebuilding America	INFRA	\$5,000,000 - \$100,000,000		✓	✓	✓	✓	✓
FHWA	Advanced Transportation and Congestion Management Technologies Deployment	ATCMTD	\$60,000,000 nationwide		✓	✓	✓	✓	✓
FRA	Consolidated Rail Infrastructure and Safety Improvements	CRISI	\$250,000,000 nationwide		✓	✓		✓	
U.S. Congress	Special Appropriation		varies	✓	✓	✓	✓	✓	✓


FMPO Funding Sources & Eligible Uses Matrix










Prepared February 2020

Confidence or Probability Level  High  Medium  Low

Annual Funding									
				Eligible Uses					
Source	Program	Abbreviation	Amount	Staff	Overhead	Planning / Data	Construction	Match	Non-eligible Activity
Federal Highway Administration	Metropolitan Planning	PL	\$122,000						
FHWA-ADOT	State Planning & Research	SPR	\$125,000						
FHWA	Surface Transportation Block Grant	STBG	\$466,000						
Federal Transit Administration	Metropolitan & Statewide Planning	5305	\$38,000						

In-State Competitive Grants									
				Eligible Uses					
Source	Program	Abbreviation	Range Amount	Staff	Overhead	Planning	Construction	Match	Non-eligible Activity
FHWA	Highway Safety Improvement Program	HSIP	\$5,000,000						
FHWA	Transportation Alternative Program	TAP	\$1,000,000						
FTA-ADOT	Metropolitan & Statewide Planning	5305	\$300,000						
FHWA	Railway Highway Crossings Program								
FHWA	Federal Lands Access Program	FLAP	\$250,000 - \$30,000,000						
State of Arizona	Special Appropriation		\$3,000,000 - \$20,000,000						

In-State Partnership Opportunity									
				Eligible Uses					
Source	Program	Abbreviation	Range Amount	Staff	Overhead	Planning	Construction	Match	Non-eligible Activity
FHWA	Surface Transportation Block Grant	STBG, etc.	Varies						

National Competitive Grants									
				Eligible Uses					
Source	Program	Abbreviation	Range Amount	Staff	Overhead	Planning	Construction	Match	Non-eligible Activity
USDOT	Better Utilizing Investments to Leverage Development	BUILD	\$5,000,000-\$200,000,000						
FHWA	Infrastructure for Rebuilding America	INFRA	\$5,000,000 - \$100,000,000						
FHWA	Advanced Transportation and Congestion Management Technologies Deployment	ACTMTD	\$60,000,000 nationwide						
FRA	Consolidated Rail Infrastructure and Safety Improvements	CRISI	\$250,000,000 nationwide						
U.S. Congress	Special Appropriation		varies						

Strategic Workplan

June 30, 2021 to December 31, 2022

Vision:

To create the finest transportation system in the country.

Mission:

Leverage cooperation to maximize financial and political resources for a premier transportation system.

Guiding Principles

- MetroPlan is focused:
 - Adopts clearly delineated objectives
 - Provides ambitious and credible solutions
 - Strategically plans for political and financial realities and possibilities
- MetroPlan leads regional partners:
 - Provides targeted, effective and prolific communication to “speak with one voice”
 - Advocates for implementation, coordination and commitment
 - Provides collaborative leadership among and through its partners
 - Accountable for leveraging plans that lead to successful construction and services
- MetroPlan leverages resources:
 - Strategically leverages project champions and other plans
 - Writes and secures competitive grants
- MetroPlan plans for resiliency:
 - Invests time and resources to expand mode choice
- MetroPlan is fair and equally representative
- MetroPlan builds trust and credibility
 - Exhibits integrity in its work products
 - Exercises openness and transparency
 - Delivers on its promises

5 Year Horizon:

- Convenes local, state and federal policy discussions to influence policy makers for transportation funding purposes.
- Facilitates communication and planning between member agencies to identify shared priorities, align goals and advance projects with one consolidated regional voice.
- Creates a climate of synergy and collaboration and maximizes resources by leading planning efforts on multijurisdictional projects that are shared member agency priorities or that member agencies and community partners cannot complete on their own.
- Informs outside and surrounding regional communities of what resources Metro Plan offers.
- Shares innovative practices that enhance member agencies ability to deliver transportation improvements.

Measurable Objectives

Technical

1. Complete MetroPlan's long range Regional Transportation Plan and have it adopted by the Board by 12-31-2022
2. Initiate the West Route 66 planning process by 12/31/2021
3. Develop a plan to support electrification of public and private vehicle fleets by 12/31/2022
4. Develop a regional approach to maintaining vehicle miles at 2019 levels by 12/31/2022
5. Define what it means to be "the finest transportation system in the Country".
6. Investigate opportunities to promote multimodal transportation offerings and routes via mobile app by December 31, 2022.
7. Update the project prioritization matrix by June 2021, run all projects through the matrix by October 2021 including the possibility of three (3) I-40 pedestrian underpass locations.

Relational

8. Develop a feedback loop to keep the Board, TAC and Management Committee apprised of changes to priorities and the reasons for those changes and have adopted by 10-31-2021.
9. Develop a structured, transparent process to bring issues to the table in a timely way to enhance communication and understanding between member agencies by June 30, 2021

Financial and Funding

10. Continue mini grant program and award a project that has multi-agency benefit by 12-31-21.
11. Explore traditional and creative funding mechanisms and provide a report on how to establish a diverse and stable funding strategy for transportation construction and maintenance by 6-30-2022.
12. Educate State Leadership about the value of indexing the gas tax for inflation with goal of State action by June 30, 2022.
13. Identify and scope projects for federal and state earmarks by 12-31-2021
14. Secure \$2 Million in additional resources, including Signal Technology, by 12-31-2022.
15. Evaluate and determine need for additional staff to achieve strategic goals by 10-31-2021.
16. Evaluate how MetroPlan can best support the Milton Railroad underpass through design, funding, environmental work or other approaches by 12-31-2021. Scope will include consideration of the Downtown Connection Center, Rio De Flag project and other "Downtown Mile" projects.
17. Participate in, review, and take formal action in support of -- or recommending adjustments to -- ADOT's Milton/Hwy 180 plan by 12-31-2021.
18. Support member agency broadband efforts by writing letters of support and including broadband funding in grant requests and planning documents by 12-31-2022.
19. Participate in City-led outreach and design efforts on the Lone Tree Corridor (JWP to Butler) and Lone Tree Railroad Overpass through 12-31-2022
20. Consider pursuing an additional \$300,000 for the Lone Tree TI design by 12-31-2022