

## MINUTES

### Executive Board Meeting

1:00 PM

May 5, 2022

**Join Zoom Meeting:**

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

Meeting ID: 791 9911 5652

Dial-in: +1 408 638 0968US

**In-Person Option available:**

6 E Aspen Ave, Suite 200

Hopi Building – 2<sup>nd</sup> 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](mailto: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](mailto:Rosie.Wear@metroplanflg.org) prior to the meeting or presented in person at the start of the meeting.**

#### **NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION**

*Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the MetroPlan Executive Board and to the general public that, at this regular meeting, the MetroPlan Executive Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the MetroPlan Executive Board's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A).*

#### **EXECUTIVE BOARD MEMBERS**

- Jim McCarthy, Flagstaff City Council, Chair
- Jeronimo Vasquez, Coconino County Board of Supervisors, Vice-Chair **EXCUSED**
- Patrice Horstman, Coconino County Board of Supervisors **EXCUSED**
- Austin Aslan, Flagstaff City Council
- Tony Williams, Mountain Line Board of Directors **EXCUSED**
- Regina Salas, Flagstaff City Council



# METROPLAN

GREATER † FLAGSTAFF

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

## METROPLAN STAFF

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

OTHERS IN ATTENDANCE: Michele James (Friends of Flagstaff’s Future), Jeff Bauman (City of Flagstaff), Christine Cameron (City of Flagstaff), Kevin Adam (RTAC)

## I. PRELIMINARY GENERAL BUSINESS

### A. CALL TO ORDER

Chair Jim McCarthy called the meeting to order at 1:03PM.

### 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: April 7, 2022

(Pages 5-9)

Motion: Chair Jim McCarthy made a motion to approve the April 7, 2022 meeting minutes. Board member Jesse Thompson 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

(Pages 10-12)

MetroPlan Staff: Jeff “Miles” Meilbeck, Executive Director

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

Jeff “Miles” Meilbeck presented an update on federal and state funding. No action was taken.

#### B. FY22 Q3 Report & FY23 Budget

(Pages 13-23)

MetroPlan Staff: Jeff “Miles” Meilbeck, Executive Director

Recommendation: This item is for discussion only, but the Board may provide direction to staff on a FY 2023 budget.

Jeff “Miles” Meilbeck presented the Q3 financial report and the preliminary FY23 budget. No action was taken.

#### C. 2022-2023 Strategic Workplan Review

(Pages 24-42)

MetroPlan Staff: Jeff “Miles” Meilbeck, Executive Director

Recommendation: Staff recommends the Board review and endorse a Strategic Workplan for July 1, 2022 through December 31, 2023.

Jeff “Miles” Meilbeck presented a review the draft Strategic Plan. No action was taken.

#### D. Stride Forward - Regional Transportation Plan (RTP) update

(Pages 43-44)

MetroPlan Staff: David Wessel

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



# METROPLAN

GREATER † FLAGSTAFF

David Wessel presented an update on the Regional Transportation Plan. No action was taken.

## E. Downtown Mile Update

(Pages 45-48)

MetroPlan Staff: Jeff “Miles” Meilbeck, Executive Director

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

Jeff Meilbeck & Christine Cameron (City of Flagstaff) presented an update on the Downtown Mile Project. No action was taken.

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

(Pages 49-51)

MetroPlan Staff: David Wessel, Planning Manager

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

Mandia Gonzales presented about the Safe Streets and Roads for All grant. No action was taken.

## G. Items from MetroPlan Staff

MetroPlan Staff: Jeff “Miles” Meilbeck, Executive Director

- Amtrak Update
- P2P Nominations

Recommendation: This item is for discussion only.

Staff presented general updates regarding Amtrak and P2P nominations. No action was taken.

## H. Executive Director Contract Discussion and Renewal

Councilmember Jim McCarthy

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



# METROPLAN

GREATER † FLAGSTAFF

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

Motion: Chair Jim McCarthy made a motion to go into Executive Session. Board member Regina Salas seconded the motion. Voted 4-0 to approve.

Regular session resumed at 2:48 pm.

Chair McCarthy has requested that this item be included again as an executive session at the next meeting.

## **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.)*

In the interest of the public, this item was taken out of order before item IV. H.

Board member Regina Salas expressed gratitude to MetroPlan staff and Kevin Adam at RTAC in their work to bring additional funding to Northern Arizona.

### **B. NEXT SCHEDULED EXECUTIVE BOARD MEETING**

1. June 2, 2022 at 1:00 PM

### **C. ADJOURN**

Chair McCarthy adjourned the meeting at 2:50 pm.

*The Transportation Improvement Program (TIP) includes Northern Arizona Intergovernmental Public Transportation Authority final program of projects for Sections 5307 and 5339 funding under the Federal Transit Administration, unless amended. Public notice for the TIP also satisfies FTA public notice requirements for the final program of projects.*