

MINUTES

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
- VACANT, 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
- Mandia Gonzales, Transportation Planner

OTHERS IN ATTENDANCE: Dana Biscan (Burgess & Niple), Ed Stillings (FHWA), Kevin Adam (RTAC) joined @ 10:33

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

Chair McCarthy called the meeting to order at 10:01 am.

B. ROLL CALL - See above.

C. PUBLIC COMMENT - None.

(At this time, any member of the public may address the Board on any subject within their jurisdiction that is not scheduled before the Board on that day. Due to Open Meeting Laws, the Board cannot discuss or act on items presented during this portion of the agenda. To address the Board on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.)

D. APPROVAL OF MINUTES

Minutes of Regular Meeting: November 3, 2021

Motion: Board member Patrice Horstman made a motion to approve the November 3, 2021 Regular Meeting Minutes as revised on November 29, 2021. Board member Jeronimo Vasquez seconded the motion. Voted 5-0 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. Election of Officers

MetroPlan Staff: Jeff “Miles” Meilbeck

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

Motion: Board member Patrice Horstman made a motion to appoint Jim McCarthy as Chair for 2022. Board member Austin Aslan seconded the motion. Voted 5-0 to approve.

Board member Patrice Horstman made a motion to appoint Jeronimo Vasquez as Vice-Chair for 2022. Board member Jim McCarthy seconded the motion. Voted 5-0 to approve.

B. Q1 Financial Report

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: None. This item is for discussion only.

Executive Director Jeff “Miles” Meilbeck presented the Q1 Financial Report. No action was taken.

C. Federal and State Funding Update

MetroPlan Staff: Jeff “Miles” Meilbeck

Recommendation: This item is for discussion only.

Executive Director Jeff “Miles” Meilbeck presented a federal and state funding update. No action was taken.

D. Regional Transportation Plan (RTP) from consulting team

MetroPlan Staff: David Wessel

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



Dave Wessel and Dana Biscan from Burgess & Niple presented an update on the RTP. No action was taken.

E. Milton/CMP Update

MetroPlan Staff: Jeff “Miles” Meilbeck

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

Executive Director Jeff “Miles” Meilbeck presented an update on Milton/CMP. No action was taken.

F. 2022 Meeting Venue

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.

Direction: Board members agreed to continue hybrid meetings as they have taken place in 2021, where meetings are “public” at MetroPlan’s office and have an open Zoom meeting.

G. 2022 Strategic Advance Planning

(Pages 50-52)

MetroPlan Staff: Jeff “Miles” Meilbeck

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

Motion: Chair Jim McCarthy made a motion to select April 6, 2021 as the Strategic Advance date and to hold this event virtually. Board member Patrice Horstman seconded the motion. Voted 5-0 to approve.

H. MetroPlan FY 22 Mini-Grant Award

(Pages 50-52)

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.

Motion: Board member Jim McCarthy made a motion to direct the mini-grant funds to an intergovernmental agreement with the City of Flagstaff sustainability program for an amount not to exceed \$100,000. Board member Patrice Horstman seconded the motion. Voted 5-0 to approve.

I. Items from the MetroPlan Staff

1. State Freight Update

Executive Director Jeff “Miles” Meilbeck shared that Chair McCarthy will be attending an All Aboard Arizona conference this week. Executive Director Jeff “Miles” Meilbeck also provided a brief update on his 360-evaluation process. Dave Wessel shared an update on state freight.

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 Regina Salas shared about a recent meeting with Arizona State Senator Sonny Borrelli and U.S. House Representative O’Halloran’s staff where she was able to share about upcoming projects in our area.

B. NEXT SCHEDULED EXECUTIVE BOARD MEETING

1. January 5, 2021

C. ADJOURN

Chair McCarthy adjourned the meeting at 11:53 am.