AGENDA

Executive Board Meeting

1:00 – 3:00 PM
THURSDAY, SEPTEMBER 3, 2026

Teams Virtual Meeting
Join on your computer, mobile app or room device.
[Click here to join the meeting]
Meeting ID: 237 056 704 894 5
Passcode: gv6mN9vu

In-Person Location
Downtown Connection Center
216 W Phoenix Ave, Flagstaff, AZ 86001

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 planning@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 as early as possible to allow time to arrange the accommodation.

PURSUANT TO A.R.S. §38-431.02, as amended, NOTICE IS HEREBY GIVEN to the general public that the following Notice of Possible Quorum is given because there may be a quorum of MetroPlan's Technical Advisory Committee present; however, no formal discussion/action will be taken by members in their role as MetroPlan Technical Advisory Committee.

Public Questions and Comments must be emailed to planning@metroplanflg.org prior to the meeting or presented during the public call for comment.

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the MetroPlan Executive Board and to the general public that, at this regular meeting, the MetroPlan Executive Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the MetroPlan Executive Board's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

EXECUTIVE BOARD MEMBERS

- ☐ Miranda Sweet, Vice Mayor of Flagstaff, Chair
- ☐ Judy Begay, Chair Coconino County Board of Supervisors, Vice-Chair
- ☐ Austin Aslan, Flagstaff City Council
- ☐ Tony Williams, Mountain Line Board of Directors
- ☐ Becky Daggett, Mayor of Flagstaff
- ☐ Jamescita Peshlakai, Arizona State Transportation Board Member
- ☐ Jeronimo Vasquez, Coconino County Board of Supervisors
- ☐ Jeff McKay, Northern Arizona University
- ☐ Patrice Horstman, Coconino County Board of Supervisors (*alternate for Coconino County)*
- ☐ Anthony Garcia, Flagstaff City Council (*alternate for City of Flagstaff*)

METROPLAN STAFF

- ☐ Kate Morley, Executive Director
- ☐ David Wessel, Planning Manager
- ☐ Tami Suchowiejko, Business Manager
- ☐ Mandia Gonzales, Transportation Planner
- ☐ Kim Austin, Transportation Demand Management Planner
- ☐ Ava Elia, Montoya Fellow
- ☐ Brendan Smith, AmeriCorp Member

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

2. ROLL CALL

3. 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. Individuals are limited to three (3) minutes for comment. Members of the public who wish to make a comment are asked to raise their hand to be recognized.

4. APPROVAL OF MINUTES

Executive Board Regular Meeting Minutes of Juen 4, 2026 (Pages 5-14)

B. CONSENT AGENDA

Items on the consent agenda are routine in nature and/or have already been budgeted or discussed by the Executive Board.

There are no items on the Consent Agenda.

C. ACTION ITEMS

1. CONSIDERATION AND POSSIBLE ACTION REGARDING LETTER TO CONGRESSIONAL DELEGATION ON SURFACE TRANSPORTATION REAUTHORIZATION (Pages 15-20)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Board approve and submit Letter to the Congressional Delegation on Surface Transportation Reauthorization.

2. CONSIDERATION AND POSSIBLE ACTION REGARDING JUSTIFICATION FOR MOUNTAIN LINE ELIGIBLITY FOR SUBRECIPIENT STATUS (Pages 21-30)

MetroPlan Staff: Tami Suchowiejko, Business Manager

Recommendation: Staff recommend that the Executive Board approve the justification for Mountain Line eligibility for subrecipient status for 5305e Transit Planning funding.

3. CONSIDERATION AND POSSIBLE ACTION REGARDING TRANSPORTATION IMPORVEMENT PROGRAM AMENDMENT #F27-FMPO-01 (Pages 31-37)

MetroPlan Staff: Tami Suchowiejko, Business Manager

Recommendation: Staff recommend that the Executive Board adopt Transportation Improvement Program amendment # 26-F27-FMPO-01.

4. CONSIDERATION AND POSSIBLE ACTION REGARDING CALENDAR YEAR 2027 (CY27) EXECUTIVE BOARD MEETING CALENDAR (Pages 38-40)

MetroPlan Staff: Tami Suchowiejko, Business Manager

Recommendation: Staff recommend the Executive Board adopt the Calendar Year 2027 (CY27) Executive Board meeting calendar as presented.

D. DISCUSSION ITEMS

1. FY26 Q4 FINANCIAL REPORT (Pages 41-43)

MetroPlan Staff: Tami Suchowiejko, Business Manager Recommendation:

None. This item is for information and discussion only.

2. UPDATE ON KEY PERFORMANCE INDICATORS (Pages 44-56)

MetroPlan Staff: All Staff

Recommendation: None. This item is for information and discussion only.

3. DISCUSSION ON TRANSPORTATION RELATED PROPOSITIONS ON ARIZONA BALLOT (Pages 57-58)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: None. This item is for information and discussion only.

4. ARIZONA DEPARTMENT OF TRANSPORTATION LIGHTING STANDARDS UPDATE (Pages 59-60)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: None. This item is for information and discussion only.

5. SAFE STREETS MASTER PLAN UPDATE (Pages 61-63)

MetroPlan Staff: David Wessel, Planning Manager

Recommendation: None. This item is for information and discussion only.

6. SAFE ROUTES TO SCHOOL TASK ORDER 3 UPDATE (Pages 64-65)

MetroPlan Staff: Kim Austin, Transportation Demand Management Planner

Recommendation: None. This item is for information and discussion only.

7. NORTHERN ARIZONA UNIVERSITY REVENUE PROJECTIONS PROJECT (Pages 66-67)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: None. This item is for information and discussion only.

8. HAPPENINGS AT METROPLAN (Pages 68-69)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: None. This item is for information and discussion only.

E. CLOSING BUSINESS

1. 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.

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

November 6, 2026 – 1:00 p.m., Downtown Connection Center

Note: there is no meeting in October – We hope to see everyone at the Arizona Transportation Policy Summit October 14-16, 2026, at the High Country Conference Center

3. ADJOURN

The Transportation Improvement Program (TIP) includes the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) 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. The MetroPlan Public Participation Plan (PPP) provides public participation notices and processes for NAIPTA as required to meet federal and state requirements for public participation and open meetings.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted in the lobby of the Downtown Connection Center, located at 216 W Phoenix Avenue and at www.metroplanflg.org on August 31, 2026, at 12:00 p.m.

Dated this 31st day of August 2026.

Tami Suchowiejko

Tami Suchowiejko
Business Manager

Meeting Minutes
Executive Board Meeting

1:00 – 3:00 PM
THURSDAY, JUNE 4, 2026

Teams Virtual Meeting
Join on your computer, mobile app or room device.
Click here to join the meeting
Meeting ID: 288 375 032 839 8
Passcode: mc9RK9cx

In-Person Location
Downtown Connection Center
216 W Phoenix Ave, Flagstaff, AZ 86001

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☒ David Wessel, Planning Manager
☒ Tami Suchowiejko, Business Manager
☒ Mandia Gonzales, Transportation Planner
☒ Kim Austin, Transportation Demand Management Planner

☒ Ava Elia, Montoya Fellow

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

Chair Sweet called the meeting to order at 1:01 p.m.

2. ROLL CALL

See list above.

3. PUBLIC COMMENT

No public comments were received.

4. APPROVAL OF MINUTES

Executive Board Regular Meeting Minutes of May 7, 2026
Executive Board Special Meeting Minutes of May 27, 2026

Motion: Member Williams made a motion to approve the Executive Board Meeting minutes of May 7th and May 27th. Member Begay seconded the motion. The motion passed unanimously.

B. CONSENT AGENDA

No consent items.

C. ACTION ITEMS

Chair Sweet requested to reorder the actions items, to move item number 4 regarding MetroPlan Bylaws and Operating Procedures up to item number 1 with remaining action items to follow.

1. CONSIDERATION AND POSSIBLE ACTION REGARDING METROPLAN BYLAWS AND OPERATING PROCEDURES

MetroPlan Staff: Kate Morley Executive Director

Recommendation: Staff recommend the Executive Board adopt proposed updates to the MetroPlan bylaws
and operating procedures.

Executive Director Morley presented the proposed changes to bylaws and operating procedures.

Board Discussion: Member Begay commented that in-person attendance may be difficult for some. She lives two hours away. She can join virtually, and sometimes her internet bandwidth does not support having her camera on. Chair Sweet acknowledged the challenge and expressed understanding and appreciates her attending online.

Public Comment: There were no comments from the public.

Motion: Member Williams made a motion to adopt the proposed changes to the MetroPlan Bylaws and Operating Procedures as presented. Member Begay seconded the motion. The motion passed unanimously.

With this motion, Member Jeff McKay is recognized as the voting member for Northern Arizona University. Mr. McKay may vote on the remaining action items.

2. CONSIDERATION AND POSSIBLE ACTION TO APPROVE INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT WITH MOUNTAIN LINE FOR KATE MORLEY TO SERVE TEMPORARILY AS INTERIM CEO/GM OF MOUNTAIN LINE WHILE ALSO SERVING AS EXCUTIVE DIRECTOR OF METROPLAN

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Consider approving the IGA amendment with Mountain Line for Kate Morley to serve temporarily as Interim CEO/GM of Mountain Line while also serving as Executive Director of MetroPlan.

Executive Director Morley presented information about the request from Mountain Line for interim leadership which was the subject of the MetroPlan Executive Board Meeting on May 27, 2026. The IGA amendment grants permission for Executive Director Morley to serve in both roles, and for her salary to be split between the two organizations.

Board Discussion: Member Vasquez asked if any consideration has been given to how to use the savings for the salary paid by Mountain Line. Executive Director Morley explained that a use has not been identified for the savings. We have the option to identify and expense for it for this year or carry it forward.

Member McKay asked if the IGA amendment affects Executive Director Morley's ability to maintain one job or the other. Executive Director Morley explained that the IGA amendment maintains her ability to remain the MetroPlan Executive Director. If she chooses to be considered for the Mountain Line CEO position, she would compete in the national search.

Public Comment: There were no comments from the public.

Motion: Member Vasquez made a motion to approve the intergovernmental agreement amendment with Mountain Line for Kate Morley to serve temporarily as interim CEO/GM of mountain line while also serving as Executive Director of MetroPlan. Member Williams seconded the motion. The motion passed unanimously.

3. CONSIDERATION AND POSSIBLE ACTION REGARDING THE FY2027 BUDGET

MetroPlan Staff: Tami Suchowiejko, Business Manager

Recommendation: Staff recommend the Executive Board adopt the FY2027 Budget as presented.

Business Manager Suchowiejko presented the draft FY27 budget. The draft was also presented to the Technical Advisory Committee, who recommended that the Board adopt the draft budget.

Board Discussion: No discussion.

Public Comment: There were no comments from the public.

Motion: Member Begay made a motion to adopt the FY27 Budget as presented. Member McKay seconded the motion. The motion passed unanimously.

4. CONSIDERATION AND POSSIBLE ACTION REGARDING UPDATE TO FY2026 AND FY2027 UNIFIED PLANNING WORK PROGRAM (UPWP)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Executive Board adopt the update to the FY2026 and FY2027 Unified Planning Work Program (UPWP).

Executive Director Morley presented the proposed change to the Unified Planning Work Program to include the newly adopted FY27 budget. We also updated the UPWP to include NAU as a member.

Board Discussion: No discussion.

Public Comment: There were no comments from the public.

Motion: Member McKay made a motion to adopt the update to the FY2026 and FY2027 Unified Planning Work Program. Member Daggett seconded the motion. The motion passed unanimously.

5. CONSIDERATION AND POSSIBLE ACTION REGARDING FY2027 GREATER ARIZONA FUNDING INITITATIVES – RURAL TRANSPORATION ADVOCACY COUNCIL (RTAC) BILL REGIONAL PROJECTS

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommends the Executive Board adopt US180 Corridor Improvements and West Route 66 for the FY2027 RTAC Bill projects.

Executive Director Morley presented information about the Rural Transportation Advisory Council (RTAC) and the RTAC Bill. This is an opportunity to identify priority projects for the Arizona Legislature to consider for funding. We are proposing that we include improvements on Highway 180 as the region's first priority and West Route 66 as the second priority. The Technical Advisory Committee agreed and recommended that the Board adopt US180 improvements and West Route 66 for the FY27 RTAC bill.

Board Discussion: Member Williams commented on the importance of staying committed and consistent messaging and branding. Chair Sweet also expressed support for these two projects and recognized the work that has been done to move these projects forward. Member Vasquez commented that we are making progress on these two projects, and more work is needed. We need to keep pushing forward. Member Peshlakai expressed the difficulty the State Transportation Board faced when trying to fund all of the projects requested. She expressed the importance for safety of drivers on US180. She expressed appreciation for all the public comments presented to the State Transportation Board.

Public Comment: There were no comments from the public.

Motion: Member Begay made a motion to adopt US180 Corridor Improvements and West Route 66 for the FY2027 RTAC Bill projects. Member Vasquez seconded the motion. The motion passed unanimously.

6. CONSIDERATION AND POSSIBLE ACTION REGARDING THE FISCAL YEAR 2027-2031 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

MetroPlan Staff: Mandia Gonzales, Transportation Planner

Recommendation: Staff recommend the Executive Board adopt the Fiscal Year 2027-2031 Transportation Improvement Program (TIP).

Transportation Planner Gonzales presented information about the adoption of the TIP, which is required for federal funding. The purpose of the TIP is regional coordination, implementation of long-range goals and fiscal constraint. The TIP adoption process includes a public comment period. We received two comments about West Route 66. These comments were passed on to ADOT and City of Flagstaff staff, as West Route 66 is a locally funded project. If the Board adopts the TIP, it will be submitted to ADOT. After summer recess, there will be additional discussions about the TIP amendment process.

Board Discussion: No discussion.

Public Comment: There were no comments from the public.

Motion: Member McKay made a motion to adopt the fiscal year 2027-2031 Transportation Improvement Program. Member Peshlakai seconded the motion. The motion passed unanimously.

7. CONSIDERATION AND POSSIBLE ACTION REGARDING AWARD FOR TRAFFIC COUNTS

MetroPlan Staff: David Wessel, Transportation Planning Manager

Recommendation: Staff recommend the Board award the Traffic Count contract to All Traffic Data Services, Inc. (ATDS) in the amount of $80,900 and authorize the Executive Director to execute the contract.

Transportation Planning Manager Wessel presented information related to the traffic counts contract. As members of the Arizona State Procurement Program, MetroPlan requested quotes from four vendors who are already under contract with the State. We received three quotes, with All Traffic Data Services submitting the lowest quote.

Board Discussion: Chair Sweet asked about the different count types. Transportation Planning Manager Wessel provided a description of the count types. Turn movement counts record left turns and right turns during A.M., mid-day and P.M. time periods and are used for traffic signal timing. Bike-ped counts record video of bicycle and pedestrian movement and location (sidewalk, bike lane, road). Volume-class-speed counts gather traffic volume and classification of trucks and how fast they are going. Traffic volume is just the number of vehicles on the road.

Member McKay asked if the cameras were already in place. Mr. Wessel explained that cameras are placed temporarily. Member McKay asked if there was any pushback like the Flock camera situation. Mr. Wessel stated that we have not heard of any concerns regarding traffic count cameras.

Public Comments: Andres Adauto asked if bike-ped counts had been done before by another company or has MetroPlan recently started collecting this data. Mr. Wessel stated that we have completed bike-ped counts over the past four years. We use these counts to support programs like safe routes to school and maintain our ability to calibrate the model. Mr. Adauto then asked if MetroPlan has condensed the data into quantifiable tables to identify arterial, collector, high arterial for bicycles and pedestrians, because I know you have that for cars, but there never seems to be any for bikes and pedestrians, like where they walk the most, where they cross the most, but we have that for cars. Chair Sweet stated that Mr. Aduato’s questions are appreciated and she directed MetroPlan staff to follow up with him after the Board meeting.

Motion: Member Williams made a motion to award the traffic count contract to All Traffic Data Services, Inc. (ATDS) in the amount of $80,900 and authorize the Executive Director to execute the contract. Member McKay seconded the motion. The motion passed unanimously.

8. CONSIDERATION AND POSSIBLE ACTION REGARDING SAFER PEOPLE SAFETY CAMPAIGN CONTRACT AMENDMENT

MetroPlan Staff: Kim Austin, Transportation Demand Management Planner

Recommendation: Staff recommend the Executive Board approve the contract amendment in the amount of $162,000 and give MetroPlan’s Executive Director authority to execute the contract amendment with Mountain Mojo Group.

Transportation Demand Management Planner Austin presented

Board Discussion: Chair Sweet asked if the same narrator will be used for the new videos, and commented that this should be a consideration, and that the previous safety videos were attention-grabbing. She also commented that this type of campaign is very valuable in educating the public, and that she often refers citizens to the MetroPlan website to learn how to use the beacon crossing on West Route 66.

Member McKay asked if the funding for this is one-time. Executive Director Morley explained that this funding is one-time Carbon Reduction Program funding. The videos created will continue to be used in future years.

Member Williams identified that there is a typographical error in the letter.

Public Comment: Andres Adauto asked if there is funding available to put a representative into schools to do safety presentations. He stated that this form of messaging is not necessarily education. He commented that education requires give and take, you have to ask questions, you have to be challenged. He added that putting money into creating films is very one-sided, and that the audience has to go and find the information themselves to take it in. Mr. Adauto added that if we can get some actual people to present, especially in front of school-age children, it would be an important part of the safety campaign, and that education requires question and discussion and not just messaging. He closed by thanking the Board. Chair Sweet directed staff to follow up with Mr. Adauto about his comment.

Motion: Member Williams made a motion to approve the contract amendment in the amount of $162,000 and give MetroPlan's Executive Director authority to execute the contract amendment with Mountain Mojo Group. Member McKay seconded the motion. The motion passed unanimously.

8. CONSIDERATION AND POSSIBLE ACTION REGARDING FISCAL YEAR 2027 TITLE VI IMPLEMENTATION PLAN

MetroPlan Staff: Tami Suchowiejko, Business Manager/Title VI Coordinator

Recommendation: Staff recommend the Executive Board adopt the FY27 Title VI Implementation Plan.

Business Manager and Title VI Coordinator Suchowiejko presented updates to the FY2027 Title VI Implementation Plan. The plan was reordered to align with ADOT requirements to simplify the review process. Northern Arizona University was added as a partner. The demographic information and maps were updated with current data from the American Community Survey.

Board Discussion: No discussion.

Public Comment: There were no comments from the public.

Motion: Member Begay made a motion to adopt the FY2027 Title VI Implementation Plan. Member Peshlakai seconded the motion. The motion passed unanimously.

D. DISCUSSION ITEMS

1. 2026 CRASH DATA REPORT

MetroPlan Staff: Mandia Gonzales, Transportation Planner

Recommendation: None. This item is for information and discussion only.

Transportation Planner Gonzales presented the 2026 crash data report. The report is part of the MetroPlan's Vision Zero goal and is an accountability tool, as we work toward a 40% reduction in serious crashes by the year 2041. Ms. Gonzales reported that region experienced a total of 9, 831 crashes resulting in 63 fatalities and 191 serious injuries. Overall, fatalities declined by 43%, and serious injuries increased by 15%. Flagstaff is well below the state average. Ms. Gonzales also presented information about the high injury network. The high injury network methodology identified 93.7 miles of roadway that represent only 3% of the region, but 70% of the fatal and serious crashes in the region. The screening identified segments of road, as well as intersections, that are high risk.
Board Discussion: Member Williams asked for clarification about data sets, is it just city limits, and does it include I-40. Transportation Planner Gonzales explained that the data set includes all roads, regardless of ownership, and includes crashes occurring on the interstate and other roads.

Chair Sweet asked if ADOT used the info to determine where to put traffic lights or safety improvements. Ms. Gonzales explained that ADOT conducts their own statewide crash analysis. Mr. Wessel added that ADOTS reports down to the County level in their annual report. He added that pull our crash data from the same source as ADOT, so we are using the same data.

Public Comment: Andres Adauto gave the following statement:
Thank you for that presentation. I've been to a lot of the crash data presentations. I often feel like this happens in a vacuum. It's like, oh, there's crashes there. Oh, there's crashes there, and we put dots on them, and then there are some factors that are tangential that are taken into account. Where is the population density on that corridor? Are people crossing often because of, you name it, grocery stores, amenities, healthcare facilities, anything like that? And then sheer numbers and usage, and like you're saying, we're going to have to crunch the data for prioritization of what we need and where funding should go. Then it should follow where it overlaps in the sense that of the most usage, if you have a ton of pedestrians using an intersection and a ton of cars using an intersection, well then obviously you're going to have a lot more conflicts than some of these, probably more severe crashes because of loss of life or casualty. But again, numbers play a large role in how you build up the structure. Again, I'll bring up, because I harp on it all the time, is the intersection of Route 66 and San Francisco, which I know is ADOT. But you probably have the most pedestrian usage on that crossing, right to Crystal Magic and south to the train track. And that intersection for anybody that's not able-bodied is awful. If you're in a wheelchair, if you only have one leg, if you can't see well, you get spit out into a very busy intersection with a lot of space to do safety amenities, and yet nobody seems to want to address that because it's ADOT and we can't touch it. But if they're doing their listening tour of the state and they have a little bit more, you know, notice and focus on that, I feel like they should get called to improve on that. Again, doing more bike and pedestrian actual data. Where do people cross? Where do people walk? We have arterials, collectors, and everything for cars, and we never do that for humans and pedestrians. So where are we and where are those conflicts going to be and can we prevent them by putting in better infrastructure that does somewhat incapacitate or inconvenience cars. I think some of what we love to leave out of a lot of the situation of what we're doing is we still prioritize car travel no matter what. And in order to get mode shift, you are going to need to inconvenience cars at a certain point and promote more pedestrian and bike separation usage. Thank you very much.

2. METROPLAN CONNECT PROJECT PRIORITIZATION PROJECT

MetroPlan Staff: David Wessel, Transportation Planning Manager

Recommendation: None. This item is for information and discussion only.

Board Discussion: Chair Sweet asked about the two options for scoring, and if the city staff provided feedback. Transportation Planning Manager Wessel explained that we are seeking feedback from all our TAC members across all the agencies. We will have in-depth conversation with City staff to make sure we meet the City's needs.

Public Comment: Andres Adauto asked if it will be open to the public. Chair Sweet directed Transportation Planning Manger Wessel to follow up with Mr. Adauto after the meeting.

3. SAFE ROUTES TO SCHOOL CONSULTANT NELSON NYGAARD CONTRACT EXTENSION

MetroPlan Staff: Kim Austin, Transportation Demand Management Planner
Recommendation: None. This item is for information and discussion only.

Board Discussion: No discussion.

Public Comment: There were no comments from the public.

4. HAPPENINGS

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: None. This item is for information and discussion only.

Board Discussion: No discussion.

Public Comment: There were no comments from the public.

E. CLOSING BUSINESS

1. ITEMS FROM THE BOARD

Member Williams acknowledged Executive Directo Morley for taking on the additional role over the next few months. It is very important for both organizations to maintain stability. He is excited to see her step and wishes her the best in this endeavor. It is exciting to see how MetroPlan and Mountain Line continue to work together.

Chair Sweet also acknowledged Executive Director Morley this interim assignment and for her work with RTAC. Thank you for all you do.

Member Peshlakai advised the Board of the upcoming State Transportation Board meetings: June 19th in Santa Cruz County, July 17th in Chandler and August 21st in Prescott Valley.

Member Vasquez echoed the sentiments about Executive Director Morley and he has confidence that she will do a great job as interim CEO of Mountain Line. He also expressed appreciation for her work with RTAC and thanked her for all her hard work.

Member Begay expressed that she proud to have NAU on board as partner and is pleased to have the IGA completed. She also thanked Executive Director Morley for taking on the responsibilities of interim CEO of Mountain Line.

Member Peshlakai expressed her appreciation to Executive Director Morley for her ongoing work. She looks forward to continuing to work with everyone on transportation in Northern Arizona.

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

September 3, 2026

3. ADJOURN

Chair Sweet adjourned the meeting at 2:49 p.m.

The Transportation Improvement Program (TIP) includes the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) 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. The MetroPlan Public Participation Plan (PPP) provides public participation notices and processes for NAIPTA as required to meet federal and state requirements for public participation and open meetings.

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: August 21, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Consideration and Possible Action Regarding Letter to Congressional Delegation on Surface Transportation Reauthorization

1. RECOMMENDATION:

Staff recommend the Board approve and submit Letter to the Congressional Delegation on Surface Transportation Reauthorization.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs
Objective 1.1: Align capital and programmatic needs with priorities and fund sources.

3. BACKGROUND:

Surface transportation reauthorization is underway but is not anticipated to meet the September 30, 2026 deadline, and a continuing resolution is likely. The House Transportation and Infrastructure Committee has released a bill while the Senate is working on a draft. It is unlikely a new bill would be passed this fiscal year considering upcoming elections.

There is some concern with the Continuing Resolution (CR) regarding Division J, which withdraws advanced appropriations. After speaking with partners, we are unaware of direct impacts to the region of this. Of larger concern to members are overall drops in funding for transit, with the bus program dropping from $ 1 billion in revenue to $73million. While impacts in the short-term CR may be negligible, we do not want such drops to be carried forward into a future bill.

MetroPlan staff met with Nexxus Consulting to discuss reauthorization. Nexxus recommends sending a letter to our Congressional delegation reminding them of our regional priorities. The attached letter is a sample to Arizona's Senators and could also be sent to the Arizona Congressional delegation.

METROPLAN
GREATER FLAGSTAFF

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not directly presented to the TAC nor the Management Committee; however, both entities have supported MetroPlan's adopted federal priorities.

5. FISCAL IMPACT:

The impacts of surface transportation reauthorization will significantly impact on MetroPlan's budget but are unknown at this time. The availability of discretionary funds will further influence those impacts on MetroPlan and its member agencies.

6. ALTERNATIVES:

1) Recommended: Approve and submit Letter to Congressional Delegation on Surface Transportation Reauthorization. The attached letter is a sample to Arizona's Senators, but subsequent letters would be produced for additional members of the congressional delegation.

2) Not Recommended: Do not approve and submit Letter to Congressional Delegation on Surface Transportation Reauthorization. The Board could provide staff with additional direction.

7. ATTACHMENTS:

- Draft Letter to Congressional Delegation on Surface Transportation Reauthorization
- MetroPlan adopted Reauthorization Agenda

September 3, 2026

The Honorable Mark Kelly
United States Senate
516 Hart Senate Office Building
Washington, DC 20510

The Honorable Ruben Gallego
United States Senate
302 Hart Senate Office Building
Washington, DC 20510

Dear Senator Kelly and Senator Gallego:

We understand the Senate is drafting a surface transportation reauthorization bill in earnest and are writing to remind you of our regionally adopted priorities for the bill. Of particular importance are the discretionary grant programs that allow rural communities to access large pots of money needed to deliver major projects. Please see our entire list of priorities attached. We would be happy to meet with you and your staff at any point.

The reauthorization of surface transportation has a tremendous impact on our ability to deliver much-needed infrastructure to our communities. We appreciate your efforts to ensure it meets Arizona's needs.

Sincerely,

Miranda Sweet
Chair, MetroPlan

216 W Phoenix Avenue Flagstaff, Arizona 86001
www.metroplanflg.org ~ Phone:(928) 266-1293

"Visioning a transportation system that prioritizes the wellbeing of people and the environment."

Regional Priorities

Below are the region's top priorities for the bill.

Maintain Funding Levels and Flexibility for its Use

The Infrastructure Investment and Jobs Act has brought our region more than $100 million in federal transportation funding, working to improve safety, reduce congestion, support working families, and economic development. The IIJA has been an amazing tool for our communities with a variety of programs to fit our needs and historic investment, maintaining existing federal funding levels, and ensuring adequate flexibility for its use are the region's top priorities.

Based on the most recent long-range transportation plan from the Arizona Department of Transportation, the revenue-to-needs gap on the state highway system through 2050 is $111.6B, which averages out to roughly $4.5B a year every year in under-investment. Other areas where ADOT has some stewardship responsibilities, such as public airports and transit, bring the unfunded needs total to $162.3B. Comparable shortfalls also exist on local road networks, which comprise roughly 95% of Arizona's roadway lane miles. With the drastic level of unmet needs, we cannot afford to scale back any our federal funding.

A transportation system needs to be built to meet unique community needs, development, geography, etc. It's hard to say what works in one community should work in another. Continue to provide flexibility for funds to be used to meet local needs, and don't eliminate access to funding for any mode.

Ensure Equitable Distribution of Funding

The bulk of federal transportation funding is supposed to be distributed through statutory formula-based allocations to the states based on factors such as population. After 2009, rather than utilizing updated formula data, Congress started to allocate funding, including any increases, based on the proportion of funding that each state received the previous year. This has severely limited the increases of funding for high population growth states such as Arizona despite a surging demand for infrastructure. The Maricopa Association of Governments (MAG), estimates that Arizona lost out on an additional $198M in federal transportation funding in 2023 due to the lack of appropriate formulaic updating.

Preserve Discretionary Grant Funding

To complement the certainty and impact of formula grant programs, Congress should continue to provide discretionary funding opportunities that prioritize the needs of regions and local communities. Population-based formulas don't help rural areas build new roads or bridges because the formulas don't provide necessary funding levels. The IIJA has had a great mix of formula and discretionary, and we would like to see the existing mix maintained. Additionally, it can take years to set up programs and write new rules. Every change made adds new administration and takes extra time to get projects delivered. We suggest you renew much of the IIJA as is, so that funds can keep flowing smoothly.

Congress should also maximize the value of these programs by focusing on efficiencies and simplifying grant requirements that will expedite project delivery. The SS4A application is a great example of an application that can be done without the help of consultants or extensive hours. The region won a $12M project writing the grant in-house.

Increase Small Transit Intensive Cities Set-aside from 3% to 4%

Increase the Small Transit Intensive Communities (STIC) set aside for cities with populations under 200,000 from 3 percent to 4 percent. The STIC program rewards transit systems that achieve high benchmarks set by medium-sized urban communities between 200,000 to 1 million. Increasing the set-aside does not require additional funding and ensures that authorized funding is distributed to high-performing transit systems that prioritize performance.

Support for Other Requests

Below are other requests being proposed that we support, but our not our main priorities.

Direct More Focus on Rural Safety

43% of roadway fatalities and a disproportionate level of serious accidents occur on rural roads despite being home to only 20% of the population. The importance of transportation safety and the pursuit of zero roadway fatalities cannot be overstated. Although the volume of serious accidents and fatalities remains disproportionately high in rural America, the safety funding directed toward rural communities remains disproportionately low. Providing adequate resources to protect the traveling public's safety in all regions, both rural and urban, should be a top priority. To address this critical area of public safety, more targeted resources should be directed to rural and small metro communities.

Promote Metropolitan and Non-Metropolitan Transportation Planning

To maximize the ability to make the best investment choices with our federal transportation dollars, regional transportation planning organizations should have a more prominent role in determining how they are best used with more authority over how funding is used.

To improve their capacity, Metropolitan Planning (PL) funding should be increased and a minimum guaranteed funding level of $300,000 should be provided to each MPO annually. Despite their 50-year plus existence as regional transportation planning organizations, Councils of Government (COGs) have no formal federal status and limited opportunity to receive federal funding. A new federal funding source should be created to also provide regional transportation planning organizations with a minimum annual $300,000 for planning, comparable to the MPOs.

Create a CDL Category for Transit

The Commercial Driver's License (CDL) requirements were developed for the over-the-road trucking environment, and the requirements are not entirely applicable to the transit operator environment. Public transit agencies do not expect their drivers to perform maintenance duties, and find that completion of the under-the-hood testing requirement does not help document the ability of an individual to safely operate a transit vehicle. The Federal Motor Carrier Safety Administration (FMCSA) should make permanent its existing waiver of "under the hood" CDL testing for school bus drivers and should extend this same waiver to include public transit bus drivers.

Allow Carryover of Funds

Many of our members' projects, such as the Downtown Mile, require extensive coordination and span multiple fiscal years. Oftentimes, these critical efforts do not align neatly with the federal fiscal calendar. Allowing the carryover of federal funds from one fiscal year to the next ensures uninterrupted progress on essential long-term projects, promoting consistent infrastructure improvements that enhance safety, mobility, and economic vitality for residents.

STAFF REPORT

REPORT DATE: August 19, 2026

MEETING DATE: September 3, 20206

TO: Honorable Chair and Members of the Executive Board

FROM: Tami Suchowiejko, Business Manager

SUBJECT: Consideration and Possible Action Regarding Justification for Mountain Line Eligibility for Subrecipient Status for 5305e Transit Planning funding.

1. RECOMMENDATION:

Staff recommend the Executive Board approve the justification for Mountain Line eligibility for subrecipient status for 5305e Transit Planning funding.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs
Objective 1.4: Clean audits and reviews

3. BACKGROUND:

Background and Role of MetroPlan

The amended and restated intergovernmental agreement (IGA), dated November 1, 2024, states that "MetroPlan and Mountain Line mutually desire to have MetroPlan assist with other funding opportunities awarded through MetroPlan." Under this arrangement, MetroPlan serves as the funding recipient and passes 5305e transit planning funds through to Mountain Line as a subrecipient.

Subrecipient Oversight

As the pass-through entity, MetroPlan is responsible for ensuring that subrecipients comply with applicable federal regulations and requirements. MetroPlan's Subrecipient Management Policy, adopted by the Executive Board on October 5, 2023, establishes procedures for monitoring subrecipients and includes a risk assessment tool that is completed for each project.

Risk Assessment Process

The risk assessment tool is used during the pre-award process to evaluate the eligibility and compliance risk of potential federal funding subrecipients. Subrecipients deemed ineligible under the eligibility criteria may not receive an award from MetroPlan until eligibility is restored. For eligible subrecipients, the tool recommends a monitoring cadence based on the risk of noncompliance. The Executive Board may adjust eligibility outcomes with sufficient written justification.

Mountain Line Request and Eligibility Finding

Mountain Line informed MetroPlan that it would like to collaborate on an application for 5305e transit planning funds to hire a consultant to complete a five-year plan. MetroPlan completed the risk assessment tool, which resulted in an ineligible rating for Mountain Line. The rating was tied to one criterion: delinquent submission of the single audit report in 2025. Without the delinquent report issue, Mountain Line would be considered an eligible subrecipient.

Justification for Eligibility

MetroPlan offers the following justification to adjust the subrecipient eligibility outcome for Mountain Line:

- Mountain Line's Director of Finance has implemented corrective actions designed to ensure that future single audit reports are submitted on time.
- Mountain Line submitted the 2026 single audit report on time.
- Mountain Line would otherwise rank as low risk through the tool.
- MetroPlan and Mountain Line finance staff meet quarterly to support ongoing compliance.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC or the Management Committee.

5. FISCAL IMPACT:

There is minimal fiscal impact, as there are no on-going concerns related to risk of fraud or non-compliance. Additionally, grant funds are disbursed on a reimbursement basis, giving MetroPlan the opportunity to review and approve all expenses before payment is issued.

METROPLAN
GREATER FLAGSTAFF

6. ALTERNATIVES:

a. **Recommended:** Approve the justification for Mountain Line eligibility for subrecipient status for 5305e Transit Planning funding. Taking this action will allow MetroPlan to pass through the awarded transit planning funding to Mountain Line.

b. **Not Recommended:** Do not approve the justification for Mountain Line eligibility for subrecipient status for 5305e Transit Planning funding. MetroPlan could deliver the project directly; however, it will require an increased administrative burden on MetroPlan staff.

7. ATTACHMENTS:

Subrecipient Management Policy

Risk Assessment Tool

METROPLAN GREATER FLAGSTAFF	Document:	**Subrecipient Management Policy**
	Adopted: 10/05/2023	
	Effective: 10/05/2023	

Purpose:

The purpose of this policy is to establish procedures for monitoring subrecipients to ensure that federal funds passed through comply with Code of Federal Regulations, Title 2, Chapter 2, Part 200. It is the intent of this policy to document procedures to ensure that grants awarded are consistent with Federal, State and local priorities and that payments made to subrecipients are for associated costs that are allowable and eligible for reimbursement. This manual also provides procedures that MetroPlan will follow to exercise oversight of the Subrecipients and the procedures that the Subrecipients will follow to ensure compliance with Federal and State laws and regulations.

Section One: Risk Assessment

Purpose

A risk assessment tool shall be developed to minimize Metroplan's exposure to non-compliance with federal requirements for pass through funds. The tool will be applied to subrecipient organizations and to each individual project.

Federal requirements

Per 2 CFR 200.332(b), pass-through entities must evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward. Risk assessments consider the following factors:

a. The subrecipient's prior experience with the same or similar subawards.

b. The results of previous audits, including whether the subrecipient receives a Single Audit, and the extent to which the same or similar subaward has been previously audited.

c. Whether the subrecipient has new personnel or a new or substantially changed system.

d. The extent and results of Federal awarding agency monitoring (e.g. if the subrecipient also receives Federal awards directly from a Federal awarding agency).

Per 2 CFR 200.205, MetroPlan may consider other risk factors.

Risk Assessment Tool

The Risk Assessment Tool shall be adopted by the MetroPlan Board and will show the relevant metrics and scoring. A Risk Assessment will be completed for each subrecipient and each work element/ project. Completion of the Risk Assessment shall be completed by staff in collaboration with the subrecipient entity and final scoring shall be determined by MetroPlan staff. MetroPlan will then evaluate the results before proceeding with a subrecipient agency and for every unique project. If a subrecipient and/ or project is deemed to be high risk, justification for issuing an award shall be approved by the Board. The Board may choose to adjust eligibility criteria with sufficient justification in writing.

Section Two: Subrecipient Agreements

Master Subrecipient Agreement

To enter into a subrecipient relationship, a Master Subrecipient Agreement must be established between MetroPlan and the entity(s) receiving funding. A Master Subrecipient Agreement shall outline roles and responsibilities applicable to a variety of projects. Each workplan element shall be independently evaluated and added to the Master Subrecipient Agreement through an formal amendment to the agreement.

Schedules and Amendments

A Schedule 2.0, a section of the Master Subrecipient Agreement, shall be developed for each workplan item for which funds shall be passed through. Amendments shall be considered if new relationships require the addition of new parties to oversee requirements of the workplan element. Amendments and Schedule 2.0 changes require approval of the Board.

<u>Contents</u>

The Master Subrecipient Agreement and Schedule 2.0 shall cumulatively describe the scope of work and address and contain, at a minimum, all of the information listed below.

a. The subrecipient's name;
b. The subrecipient's Unique Entity ID (UEI) and Employer Identification Number (EIN); responsibility matrix for timed events
c. The Federal Award Identification Number;
d. The Federal award date;
e. The subaward period of performance start and end date;
f. The subaward budget period(s) start and end date;
g. Amount of Federal funds obligated to the subrecipient by Metroplan through the issuance of the subaward;

h. Total amount of Federal funds obligated to the subrecipient by MetroPlan including the current subaward;
j. Federal award project description;
k. Name of the Federal awarding agency (FHWA) and pass-through entity MetroPlan), and contact information for the awarding official;
l. Catalogue of Federal Domestic Assistance (CFDA) number and name; the dollar amount made available under each Federal award and the CFDA number at the time of disbursement;
m. Identification of whether the award is for Research & Development;
n. Indirect cost rate for the Federal award (if applicable);
o. All requirements imposed on the subrecipient by MetroPlan including but not limited to accounting and financial management, procurement, assets and travel requirements, Title VI and conflict of interests;
p. Requirements imposed on the subrecipient in order for MetroPlan to meet its own responsibilities to the Federal awarding agency, including any required financial and performance reports;
q. A requirement that the subrecipient permit MetroPlan's auditors to have access to the subrecipient's records and financial statements as necessary for MetroPlan to meet its audit requirements; and
r. Appropriate terms and conditions concerning closeout of the sub-award.

Section Three: Post Award Tasks

MetroPlan Responsibilities

Tasks

1. Encourage subrecipients to submit monthly invoices;
2. Verify that invoices include progress reports;
3. Review progress reports to ensure project is progressing appropriately and on schedule;
4. Review invoice to ensure supporting documentation is included and invoiced costs are within the scope of work for the project(s) being invoiced;
5. Obtain report, certification and supporting documentation of local (nonfederal)/ in-kind match work from the Subrecipient; and
6. Obtain a copy of annual audit and review for findings related to the subaward. MetroPlan will work with subrecipient to verify corrective actions are taken.

Subrecipient Responsibilities

Tasks

1. Share annual audits;
2. Provide project management and administration and designate a person as Subrecipient Project Manager who is primarily responsible for the execution of the grant;
3. Keep MetroPlan informed on the project progress and request prior approval of any changes when necessary;

4. Inform MetroPlan of any issues that arise with the projects, at the earliest possible time, to ensure that the projects are completed on schedule and within budget;
5. Submit accurate, timely and complete invoices. These invoices shall show the costs incurred, in detail;
6. Provide a report, certification and supporting documentation of local (nonfederal)/in-kind match;
7. Develop the scope of work for projects involving consultants, review any consultant's work products and providing progress reports, monitor the day-to-day activities of the consultant; and recommend approval of payment of invoices from the consultant, promptly;
8. Track, monitor and report on all of their MetroPlan projects, whether staff or consultant projects, through monthly progress report;
9. Provide estimates to complete projects and the estimated completion date; and
10. Subrecipients are also required to be cognizant of, and insure that their practices conform to, the administrative requirements referenced above in Section One when accepting Federal funds. The administrative requirements include: CFR 2, Title 2, Chapter 2, Part 200; Federal Transit Administration Circulars and the Federal Certifications and Assurances.

Subrecipient Pre-Award Risk Assessment Tool

Risk Rating
Ineligible

Version 1 - August 2023

Complete this tool as part of the pre-award risk assessment process to determine the eligibility and compliance risk of potential subrecipients of federal funding. Those that are deemed **ineligible** based on the eligibility criteria below may not receive an award from MetroPlan Greater Flagstaff until eligibility has been restored. For subrecipients deemed **eligible**, the tool produces a recommended monitoring cadence based on the risk of noncompliance.

Please enter a value or select from the options in the dropdown list for each highlighted cell.

Entity Name	Mountain Line (NAIPTA)
Entity Type	Public Agency
Grant Number	To Be Announced
Grant Title/Description	5305e Transit Planning- More info to follow

Eligibility			
Question		**Answer**	**Result**
A.	**Is the organization eligible to receive the grant funds per the NOFO?**	**Yes**	Eligible
1.	Has the organization been **suspended or debarred** by the Federal government?	No	Eligible
2.	Is the organization currently delinquent in submission of the **Subrecipient Annual Report** for any of the past three years?	No	Eligible
3.	Is the organization delinquent in submission of the **Single Audit Report** for any of the past three years?	Yes	Ineligible
4	Does the organzation have Title VI pretaining to transportation or abilty to implement prioir to spending?	Yes	Eligible
5	Does the organization have a **UEI**?	Yes	Eligible

Note: The Board may choose to adjust eligibility outcomes above with sufficient justification in writing.

Risk Assessment			
Program and Award		**Answer**	**Points Awarded**
5.	**Rate the size of the award.**	Medium	10
6.	**Rate the complexity of the program.**	Slightly Complex	10
7.	**Will the subrecipient purchase real property, equipment, or supplies for this program?**	No	0
Subrecipient Experience		**Answer**	**Points Awarded**
8.	**Is the subrecipient receiving a federal award for the first time?**	No	0
8a.	**Did the organization adhere to all terms and conditions of prior federal awards?**	Yes	0
9.	**Does the subrecipient have experience administering similar programs?**	Yes	0
9a	**Does the subrecipient have experience administering or complying with ADOT programs?**	Yes	0
10.	**Does the subrecipient have adequate and qualified staff to comply with the terms of the agreement and a documented training or hiring policy and process to assure qualification?**	Yes	0
11.	**How much has the subrecipient's key staff changed in the past year?**	Significant Changes	10

Single Audit Findings		Answer	Points Awarded
12.	Has the organization had a single audit?	Yes	
12a.	Did the subrecipient have one or more audit findings in any of their last three last single audits regarding program non-compliance?	No	0
12b.	Did the organization have one or more audit findings in any of their last three single audits regarding significant internal control deficiency?	Yes	20
12c.	Does the prime recipient believe that the corrective actions taken were sufficient?	Yes	0
Accounting		**Answer**	**Points Awarded**
13.	Does the subrecipient have a financial management system in place that can track and record program expenditures?	Yes	0
13a.	Is the financial management system able to identify the receipts and expenditures of program funds separately for each award?	Yes	0
13b.	Does your entity have and indirect cost rate that is approved and current? If "Yes", enter approving agency and date of approval Agency: Date:	No	
14.	If staff will be required to track their time associated with the award, does the subrecipient have a system in place that will account for 100% of each employee's time?	Yes	0
15.	Has your organization returned lapsed federal funds? Funds lapse when excessive time has passed and they are no longer available for obligation.	No	0
Policies and Procedures*		**Answer**	**Points Awarded**
16.	Does the subrecipient have written procedures to implement federal payment requirements and determine cost allowability?	Yes	0
17.	Does the subrecipient have a documented procurement policy that is compliant with state and federal regulations including processes to avoid purchase of unnecessary or duplicative items,	Yes	0
18.	Does the subrecipient have a conflict of interest policy and code of conduct with disciplinary action policy for non-governmental parent or subsidiary organization?	Yes	0
19.	Does the subrecipient have a record retention procedure that complies with all applicable state and federal guidelines?	Yes	0
20.	Does the subrecipient have standard operating procedures and/or administrative manuals that indicate strong internal controls?	Yes	0
21.	Does your entity have a written process or a certification statement approved by your governing	Yes	0
22.	Does your entity have a policy requiring compliance with the Uniform Act?	Yes	0
Project-based Risk Assessment		**Answer**	**Points Awarded**
23.	Does your entity have direct experience with the project scope as described?	Yes	0
24.	Do you have sufficient staff, including contingency plans, to complete the scope on schedule?	Yes	0
25.	Do you anticipate the need to hire outside expertise to complete the scope?	Yes	10

Risk Rating	Risk Score
Ineligible	60

Monitoring Requirements

Check-In Frequency	Additional Requirements

Missing Policies and Procedures

Follow up with the subrecipient to ensure they implement the following written policies to comply with the terms of the federal award.

Policy	Uniform Guidance Citation for Requirements
No missing policies and procedures.	

Note: All additional requirements imposed by the pass-through entity, including reporting frequency, check-in frequency, and other requirements listed above, must be specified in the grant award document. These monitoring levels will remain in effect until the granting agency feels it may be modified.

Pre-award risk assessment completed by

Tami Suchowiejko, Business Manager		
Assessor 1: Name, Date	**Assessor 2: Name, Date**	**Assessor 3: Name, Date**

STAFF REPORT

REPORT DATE: July 13, 2026

MEETING DATE: September 4, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Tami Suchowiejko, Business Manager

SUBJECT: Consideration and Possible Action Regarding Transportation Improvement Program (TIP) Amendment # F27-FMPO-01

1. RECOMMENDATION:

Staff recommend the Executive Board adopt Transportation Improvement Program (TIP) amendment # F27-FMPO-01.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 2: Deliver Plans that Meet Partner and Community Needs
Objective 2.2: Expand the inclusion of transportation-disadvantaged community members and organizations in planning processes from setting planning priorities to implementing outcomes.

3. BACKGROUND:

Staff is proposing an amendment to the 2027-2031 Transportation Improvement Program (TIP). The formal amendment includes the following requests to add new projects.

Mountain Line (FTA 5339 Funds) in the amount of $3,599,064
- Capital Transit Improvements

Mountain Line (FTA 5310 Funds) in the amount of $519,386
- ADA Plus
- Taxi Program
- Mobility Management

Mountain Line (FTA 5311 Funds) in the amount of $109,375
- Administration
- Vanpool Service

Flagstaff Pulliam Airport (Aviation Funds) in the amount of $10,319,257
- Snow removal equipment
- Aircraft rescue and fire fighting

Quality Connections (FTA 5339) in the amount of $548,846

- Capital Replacement Buses (3)

AZ Board of Regents, NAU (FTA 5310 Funds) in the amount of $24,660

- Senior Companion Door Through Door & More

In addition to the new projects listed above, this amendment will remove projects that are no longer active or have been completed. This includes the following:

- Pine Knoll Trail and Bike Lanes
    - Project is complete
- Lone Tree Corridor – JW Powell to Zuni Drive
    - Project is complete
- Southwest Infrastructure: Beulah Blvd from Woodlands Village to JW Powell Blvd
    - Added to support RAISE Grant. Was not awarded. Remove.
- Priority ITS Corridor Smart Signals
    - Added to support grant. Was not awarded. Remove.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the Technical Advisory Committee nor the Management Committee.

5. FISCAL IMPACT:

There is no direct fiscal impact on MetroPlan; however, projects must be included in the TIP to obligate funds in the region.

6. ALTERNATIVES:

1. **Recommended:** Adopt Transportation Improvement Program (TIP) amendment # F27-FMPO-01. This action supports the timely obligation of awarded grant funds.

2. **Not recommended:** Do not adopt the Transportation Improvement Program (TIP) amendment # F27-FMPO-01. This may delay project delivery and could result in the loss of awarded federal funds.

7. ATTACHMENTS:

Draft TIP Amendment Request Letter #F27-FMPO-01

June 15, 2026

Ruth Garcia | Regional Planner
Arizona Department of Transportation
206 S. 17th Ave, Mail Drop 310B
Phoenix, AZ 85007

RE: FY 2027 – 2031 Transportation Improvement Program (TIP) Formal Amendment
(Request #F27-FMPO-01)

Dear Ruth,

The FMPO, doing business as MetroPlan, respectfully requests this TIP amendment to the FY 2027-2031 Transportation Improvement Program. Attached you will find the updated TIP spreadsheet (Version 4) with these changes highlighted in yellow. Additional documentation is attached in the form of ADOT ESTIP Reports. Below is summary of MetroPlan's requests.

1) QUALITY CONNECTIONS | 5339

TIP ID	MMT-27-07		
ADOT ID	106494		
Project Name	**Quality Connections - Capital-Replacement Buses (3)**		
Amendment Request	New Project (Line 96)		
Fund/Grant	F5339 - B&BF(Statewide)		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Implementation	$466,519	$82,327	$548,846
Total	$466,519	$82,327	$548,846
FY Obligation	2027		

2) MOUNTAIN LINE | 5339

TIP ID	MMT-27-08		
ADOT ID	106493		
Project Name	**Northern Arizona Intergovernmental Public Transportation Authority -Capital-Transit Improvement**		
Amendment Request	New Project (Line 97)		
Fund/Grant	F5339 - B&BF(Statewide)		
Cost Breakdown	**Federal**	**Local Match**	**Total**
	$2,879,251	$719,813	$3,599,064

Total	$2,879,251	$719,813	$3,599,064
FY Obligation	2027		

3) AZ BOARD OF REGENTS, NAU | 5310

TIP ID	MMT-27-09		
ADOT ID	106379		
Project Name	**Senior Companion Door Through Door & More (FMPO- Year 2) | Arizona Board of Regents (NAU)**		
Amendment Request	New Project (Line 111) *NOTE: Preliminary award.*		
Fund/Grant	FTA: 5310 Small Urban		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Implementation	$12,330	$12,330	$24,660
Total	$12,330	$12,330	$24,660
FY Obligation	2027		

4) MOUNTAIN LINE | 5310

TIP ID	MMT-27-01		
ADOT ID	106423		
Project Name	**Northern Arizona Intergovernmental Public Transportation Authority – ADA Plus Year 2**		
Amendment Request	Updates include FY2027 award amount and ADOT Project ID (Line 113)		
Fund/Grant	FTA: 5310 Small Urban		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Implementation	$115,943	$115,943	$231,886
Total	$115,943	$115,943	$231,886
FY Obligation	2027		

5) MOUNTAIN LINE | 5310

TIP ID	MMT-27-02		
ADOT ID	106424		
Project Name	**Northern Arizona Intergovernmental Public Transportation Authority -Mountain Line Taxi Program Year 2**		
Amendment Request	Updates include FY2027 award amount and ADOT Project ID (Line 115)		
Fund/Grant	FTA: 5310 Small Urban		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Implementation	$75,000	$75,000	$150,000

Total	$75,000	$75,000	$150,000
FY Obligation	2027		

6) MOUNTAIN LINE | 5310

TIP ID	MMT-27-10		
ADOT ID	106466		
Project Name	**Northern Arizona Intergovernmental Public Transportation Authority -Mobility Management - Year 1**		
Amendment Request	New Project (Line 117)		
Fund/Grant	FTA: 5310 Small Urban		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Implementation	$110,000	$27,500	$137,500
Total	$110,000	$27,500	$137,500
FY Obligation	2027		

7) MOUNTAIN LINE | 5311

TIP ID	MMT-22-01		
ADOT ID	106548		
Project Name	**Administration**		
Amendment Request	Updated w/ADOT project ID and new award amount for FY 2027. (Line 124)		
Fund/Grant	FTA: 5311- Rural		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Implementation	$36,500	$9,125	$45,625
Total	$36,500	$9,125	$45,625
FY Obligation	2027		

8) MOUNTAIN LINE | 5311

TIP ID	MMT-22-02		
ADOT ID	106549		
Project Name	**Vanpool Service Contract**		
Amendment Request	Updated w/ADOT project ID and new award amount for FY 2027. (Line 125)		
Fund/Grant	FTA: 5311- Rural		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Implementation	$51,000	$12,750	$63,750
Total	$51,000	$12,750	$63,750

FY Obligation	2027		

The following projects are a new category in the MetroPlan TIP. Table 7: FMPO Aviation Projects (Line 261). With this addition, Table 7 "Illustrative Projects" has been renamed to table 8.

9) AVIATION

TIP ID	MAA-27-01		
ADOT ID	106253		
Project Name	**Flagstaff Pulliam Airport | Snow Removal Equipment**		
Amendment Request	New Project (Line 264)		
Fund/Grant	Aviation/SAF		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Aviation	$8,503,293	$223,711	$8,727,064
Aviation (SAF)	$223,711		$223,711
Total	$8,727,064	$8,727,064	$8,950,835
FY Obligation	2027		

10) AVIATION

TIP ID	MAA-27-02		
ADOT ID	106255		
Project Name	**Flagstaff Pulliam Airport | Aircraft Rescue and Fire Fighting**		
Amendment Request	New Project (Line 266)		
Fund/Grant	Aviation/SAF		
Cost Breakdown	**Federal**	**Local Match**	**Total**
Aviation	$1,300,000	$34,211	$1,334,211
Aviation (SAF)	$34,211		$34,211
Total	$1,334,211	$34,211	$1,368,422
FY Obligation	2027		

Lastly, below are projects that are no longer active or have been completed that are continuing to be reported in the ESTIP system and show funding in FY 2027. Please remove the following:

- 100152 | Pin Knoll Trail and Bike Lanes
    - Project is complete
- 100124 | Lone Tree Corridor – JW Powell to Zuni Drive
    - Project is complete

- 104042 | Southwest Infrastructure: Beulah Blvd from Woodlands Village to JW Powell Blvd
    - Added to support RAISE Grant. Was not awarded. Remove.
- 103561 | Priority ITS Corridor Smart Signals
    - Partners are unsure where this project came from in the first place. After confirming with the City and Mountain Line, please remove.

Please call me if you have questions.

Best regards,

Mandia Gonzales,
Transportation Planner
MetroPlan Flagstaff
707-330-8851 (mobile)
mandia.gonzales@metroplanflg.org

CC:
Kate Morely, Executive Director, MetroPlan
Jacki Lenners, Deputy General Manager, Mountain Line
Megan Coons, Finance Director, Mountain Line

STAFF REPORT

REPORT DATE: August 18, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Tami Suchowiejko, Business Manager

SUBJECT: Consideration and Possible Action Regarding the Calendar Year 2027 (CY27) Executive Board Meeting Calendar

1. RECOMMENDATION:

Staff recommend the Executive Board adopt the Calendar Year 2027 (CY27) Executive Board meeting calendar as presented.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 2: Deliver Plans that Meet Partner and Community Needs
Objective 2.4: Position partners for successful implementation of plans.

3. BACKGROUND:

The Executive Board meeting day and time is established as the first Thursday of each month from 1:00 p.m. to 3:00 p.m. with a recess in July and August. Deviations from this established schedule are proposed for the following:

- February 2026 - move the meeting from February 4, 2026, to February 11, 2026, 9:00 a.m. to 12:00 p.m. for the Annual Strategic Advance.

Section 4.5 of the MetroPlan bylaws include the following requirement, Regular Meetings of the Executive Board, state that, "in no event shall there be less than four meetings of the Executive Board in one year." This schedule aligns with requirements of the bylaws.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC nor the Management Committee.

5. FISCAL IMPACT:

There is no fiscal impact to adopting the Calendar Year 2027 Executive Board meeting calendar.

6. ALTERNATIVES:

1) **Recommended:** Adopt the Calendar Year 2027 Executive Board Meeting Calendar as presented. This action will allow Board members to reserve time on calendars to ensure a quorum can be met and allows the public to track meetings.
2) **Alternative Recommended:** Adopt the Calendar Year 2027 Executive Board Meeting Calendar with amended dates. This action will allow Board members to reserve time on calendars to ensure quorums can be met and allow the public to track meetings.
3) **Not Recommended:** Do not adopt the Calendar Year 2027 Executive Board Meeting Calendar as presented. This increases coordination of schedules and increases chances for cancelling meetings due to lack of quorum.

7. ATTACHMENTS:

Proposed CY27 Executive Board Meeting Calendar

Proposed CY26 Executive Board Meeting Schedule

January 7, 2027 – Regular Executive Board Meeting

February 11, 2027 – Annual Strategic Advance, 9:00 a.m. to 12:00 p.m.

March 4, 2027 - Regular Executive Board Meeting

April 1, 2027 - Regular Executive Board Meeting

May 6, 2027 – Regular Executive Board Meeting

June 3, 2027 - Regular Executive Board Meeting

July and August 2027 – Summer Recess

September 2, 2027 - Regular Executive Board Meeting

October 7, 2027 - Regular Executive Board Meeting

November 4, 2027 – Regular Executive Board Meeting

December 2, 2027 - Regular Executive Board Meeting

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STAFF REPORT

REPORT DATE: August 18, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Tami Suchowiejko, Business Manager

SUBJECT: FY2026 Quarter 4 Financial Report

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs
Objective 1.4: Clean audits and reviews

3. BACKGROUND:

This report provides a fourth quarter (Q4) update for the FY2026 budget. The total expenses for FY2026, as of June 30, 2026, were $1,893,073. This is 72% of the annual budget. As we look more deeply into budget categories, we see the following:

- Salary and Benefits**:** MetroPlan's annual budget is $919,723 and as of Q4 total expenses were $732,337, which is 80% of the annual budget. Savings were due to vacancies in positions that were not planned to be filled in FY26.

- Operations: MetroPlan's annual budget is $172,528 and as of Q4 total expenses were $182,347, which is 106% of the annual budget. Operations expenses exceeded budget by 6% due to higher than anticipated payroll processing and IT support expenses.

- Travel: MetroPlan budgeted $24,720 in FY26 and as of Q4 expended $20,963, which represents 85% of the annual budget.

- Projects: MetroPlan budgeted $1,512,050 for projects including $450,000 for Safe Routes Infrastructure, $500,000 for Safe Streets Master Plan, $35,500 for data collection, and $526,550 for a variety of transit planning activities. Special Project expenses totaled $957,426 for the fiscal year, which is 63% of the annual budget.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC or the Management Committee.

5. FISCAL IMPACT:

MetroPlan has a sustainable 5-year budget.

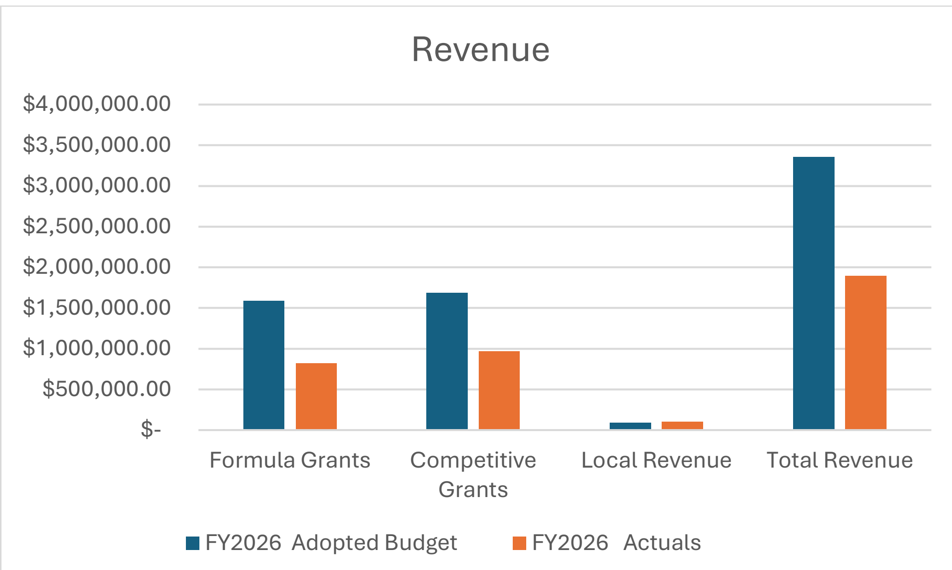
6. ALTERNATIVES:

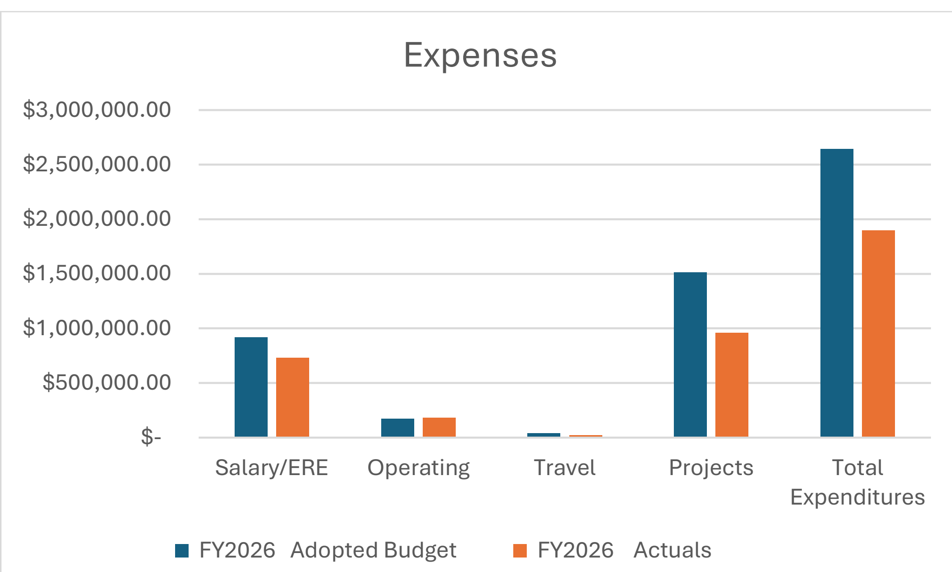
None. This item is for information and discussion only.

7. ATTACHMENTS:

FY2026 Q4 Financial Report

Revenue	FY2026	FY2026
	Adopted Budget	Actuals
Formula Grants	$ 1,585,293.40	$ 823,144.23
Competitive Grants	$ 1,682,154.63	$ 965,532.26
Local Revenue	$ 88,494.28	$ 104,558.53
Total Revenue	**$ 3,355,942.31**	**$ 1,893,235.02**
Expenses	**FY2026**	**FY2026**
	Adopted Budget	**Actuals**
Salary/ERE	$ 919,722.70	$ 732,336.80
Operating	$ 172,528.00	$ 182,346.84
Travel	$ 39,562.00	$ 20,963.26
Projects	$ 1,512,050.00	$ 957,425.65
Total Expenditures	**$ 2,643,862.70**	**$ 1,893,072.55**





STAFF REPORT

REPORT DATE: August 21, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Update on Key Performance Indicators

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

This item reports on the progress of all strategic work plan items.

3. BACKGROUND:

At its June 1, 2023, Board meeting, the Board adopted a Strategic Workplan that included key performance indicators (KPIs) to help measure progress on the goals and objectives that are shared with the Board quarterly. The Strategic Workplan and KPIs were updated at the May 7, 2026 Board meeting. This report provides KPIs through the fourth quarter (Q4) of FY2026.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC nor Management Committee.

5. FISCAL IMPACT:

None. However key performance indicators can provide useful information on the effectiveness of programs and budget resources.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

KPI Report

FY2026 Quarter 4
Key Performance Indicators (KPIs)

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1 Maximize Funding for Transportation Projects and Programs

OBJECTIVES

Objective 1.1: Align capital and programmatic needs with priorities and fund sources.
Objective 1.2: Expand match and revenue generating options.
Objective 1.3: Coordinate partners' legislative priorities related to transportation.
Objective 1.4: Ensure good standing with funders.

KEY PERFORMANCE INDICATORS

1. Number funding opportunities sought
2. Amount of funding obtained
3. Develop annual legislative agenda and workplan
4. Clean audits and reviews

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VISION:
The region is joined together by a transportation system that prioritizes the wellbeing of people and the environment

MISSION:
To facilitate improvements and programs for all transportation modes through collaborative priority setting, planning, and the strategic pursuit of funding.

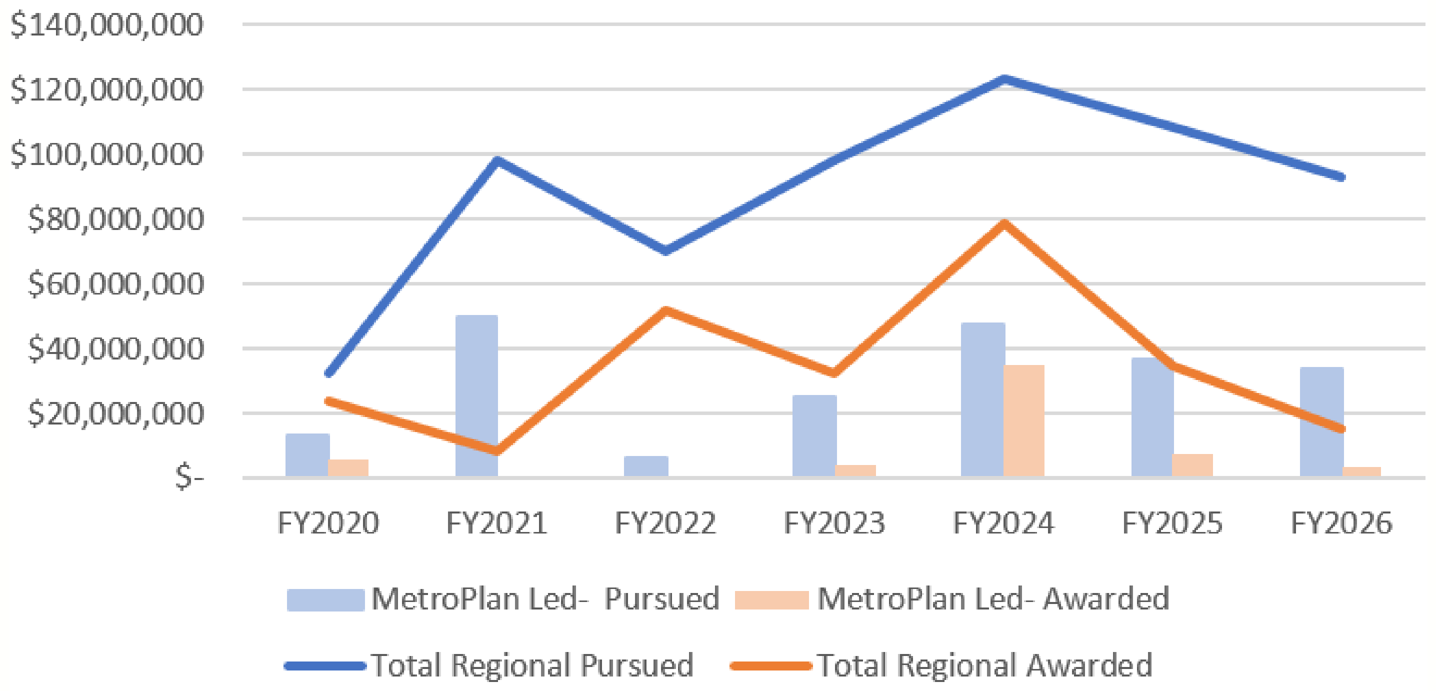
GOAL 1: MAXIMIZE FUNDING FOR TRANSPORTATION PROJECTS AND PROGRAMS

Total Pursued
$92,749,886

Total Awarded
$14,934,997

 # Grants Pursued: 19

 # Grants Awarded: 8



GOAL 1: LEGISLATIVE AGENDA | AUDITS

FY26 Legislative Agenda & Workplan

- **Adopted** October 2025
  - ✓ **Focus:** AZ SMART + RTAC Bill; IIJA Reauthorization

Clean audits and reviews

- Independent Single Audit
  - ✓ FY25 complete

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2 Deliver Plans that Meet Partner and Community Needs

OBJECTIVES

Objective 2.1: Maintain trust through reliable and transparent project management.
Objective 2.2: Expand inclusion of transportation disadvantaged community members and organizations in planning processes from setting planning priorities to implementing outcomes.
Objective 2.3: Fill gaps in transportation data and make data accessible.
Objective 2.4: Position partners for successful implementation of plans.

KEY PERFORMANCE INDICATORS

1. Involvement of stakeholders in scoping through final recommendations
2. Participant demographics reflect community demographics
3. Number of new data sets collected and available on the website
4. Number of policy, project or other recommendations implemented

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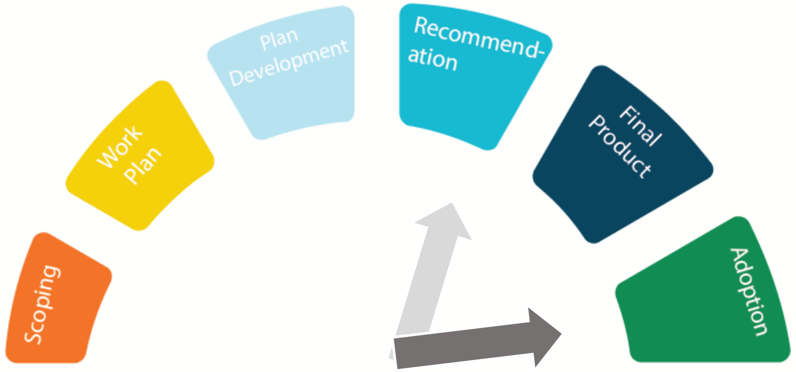
VISION:
The region is joined together by a transportation system that prioritizes the wellbeing of people and the environment

MISSION:
To facilitate improvements and programs for all transportation modes through collaborative priority setting, planning, and the strategic pursuit of funding.

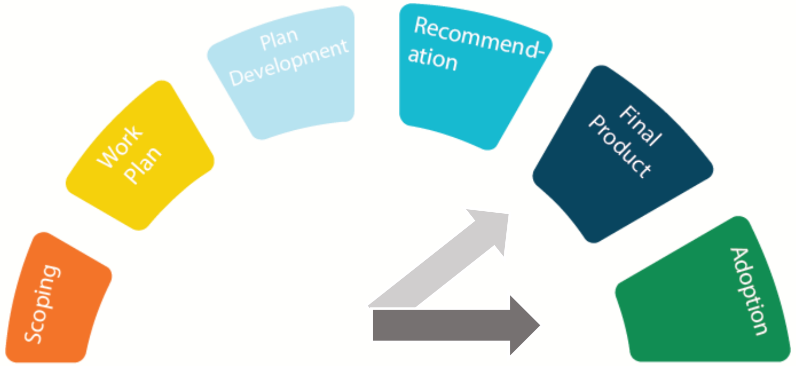
GOAL 2: DELIVER PLANS THAT MEET PARTNER AND COMMUNITY NEEDS

	Q1	Q2	Q3	Q4
1. Involvement of stakeholders in scoping through final recommendations (Plans / Engagements)	☑	☑	☑	☑
2. Participant demographics reflect community demographics	N/A	☑	☑	N/A
3. Number of new data sets collected and available on the website (year to date)	4 YTD	4 YTD	6 YTD	6 YTD
4. Number of policies, projects, or other recommendations implemented	0	0	0	1

PLANNING DASHBOARD

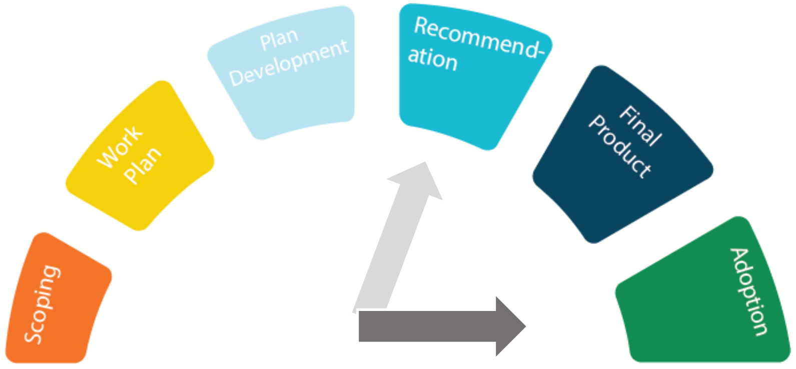


Creative Local Match Whitepaper

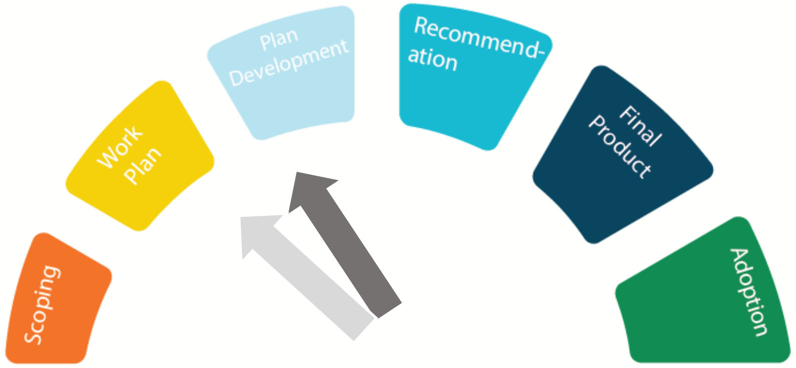


W. Route 66 Operational Assessment

Vulnerable Road Users Safety Plan



Safe Routes to School



Safe Streets Master Plan

3 Build MetroPlan's Visibility in the Community

OBJECTIVES

Objective 3.1: Educate, inspire, and empower individuals in the planning process through creative education opportunities, public events, and demonstrations.
Objective 3.2: Expand MetroPlan's visibility through branding and marketing - social media, print, and digital materials.
Objective 3.3: Promote the value MetroPlan brings to the community.

KEY PERFORMANCE INDICATORS

1. Number of public outreach events attended or organized
2. Number of people/organizations interacted with annually
3. Number of follower/ subscribers to social media and e-news sign-ups
4. Number of people reached through other media such as direct mailers, poster

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VISION:
The region is joined together by a transportation system that prioritizes the wellbeing of people and the environment

MISSION:
To facilitate improvements and programs for all transportation modes through collaborative priority setting, planning, and the strategic pursuit of funding.

GOAL 3: BUILD METROPLAN'S VISIBILITY IN THE COMMUNITY

METROPLAN
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	Q1	Q2	Q3	Q4
1. Number of public outreach events attended or organized	4	1	0	4
2. Number of people/organizations interacted with quarterly	109	150	20	190
3. Number of followers/ subscribers to social media and e-news sign-ups	824	135	138	98
4. Number of people reached through other media such as direct mailers, poster distribution, etc.	1230	410	410	0

GOAL 3: BUILD METROPLAN'S VISIBILITY IN THE COMMUNITY

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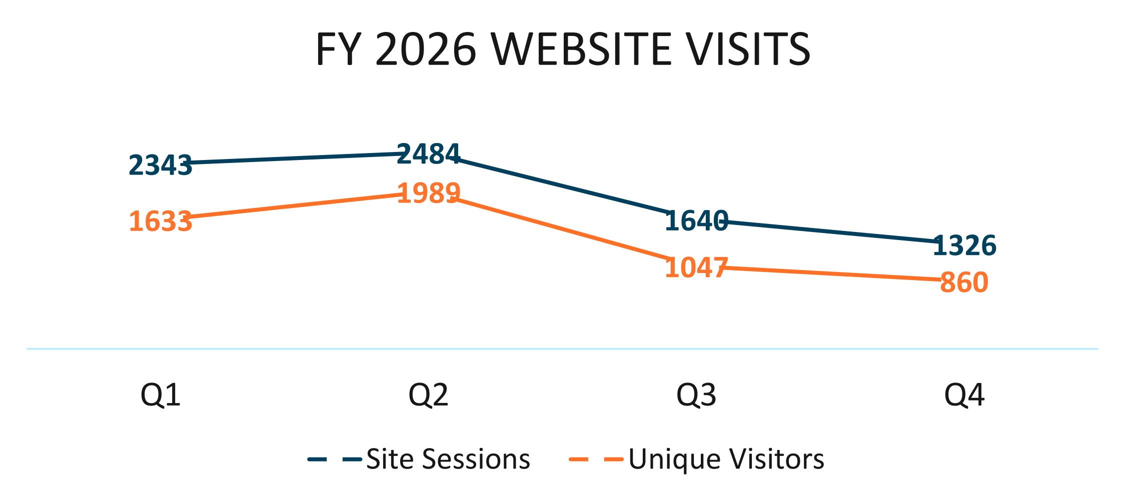
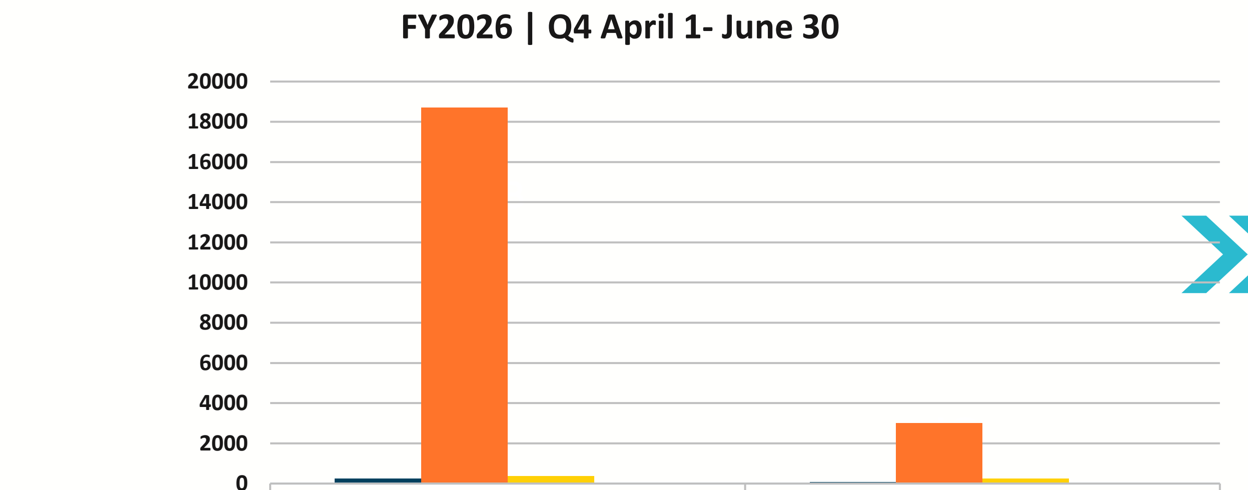
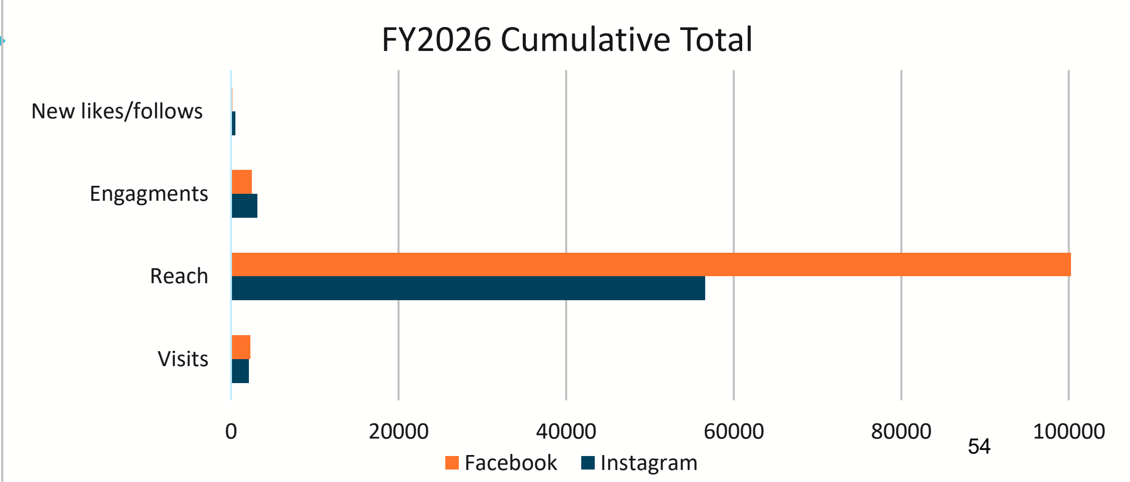
TOTAL OF SOCIAL MEDIA FOLLOWERS:

- Facebook 1014
- Instagram 945





	Q4 FB	Q4 IG
Visits	227	69
Reach	18700	3,000
Engagements	363	237
New likes/followers	17	



4 Implement Programs that Encourage Mode Shift

OBJECTIVES

Objective 4.1: Conduct community-oriented multimodal demonstration and pilot projects.
Objective 4.2: Implement programs at K-12 schools to reduce parent pick up and drop off.
Objective 4.3: Educate the public about economic, health, congestion, climate, equity and other benefits of multimodal transportation.

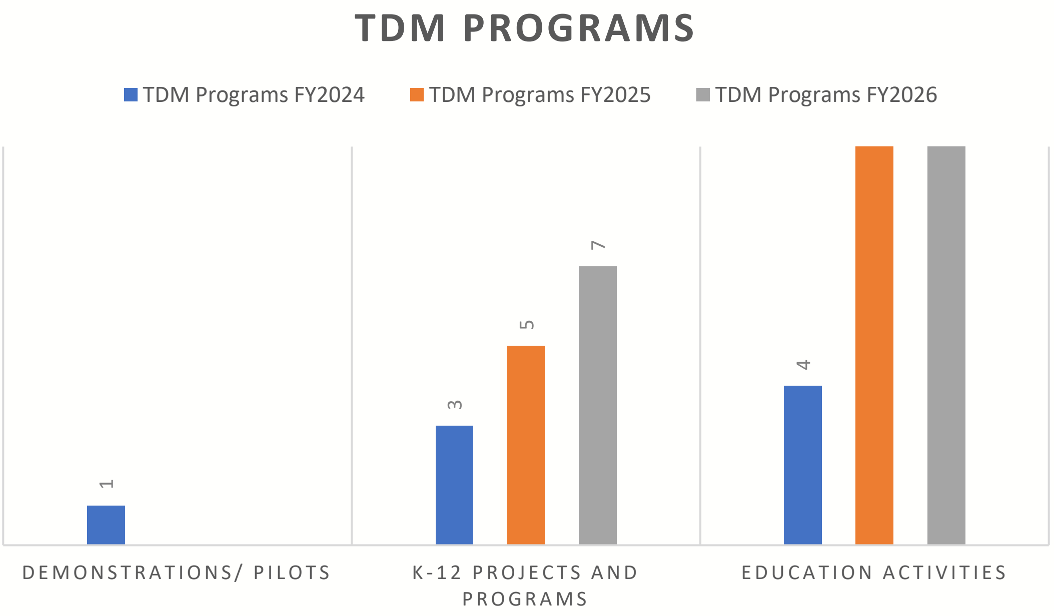
KEY PERFORMANCE INDICATORS

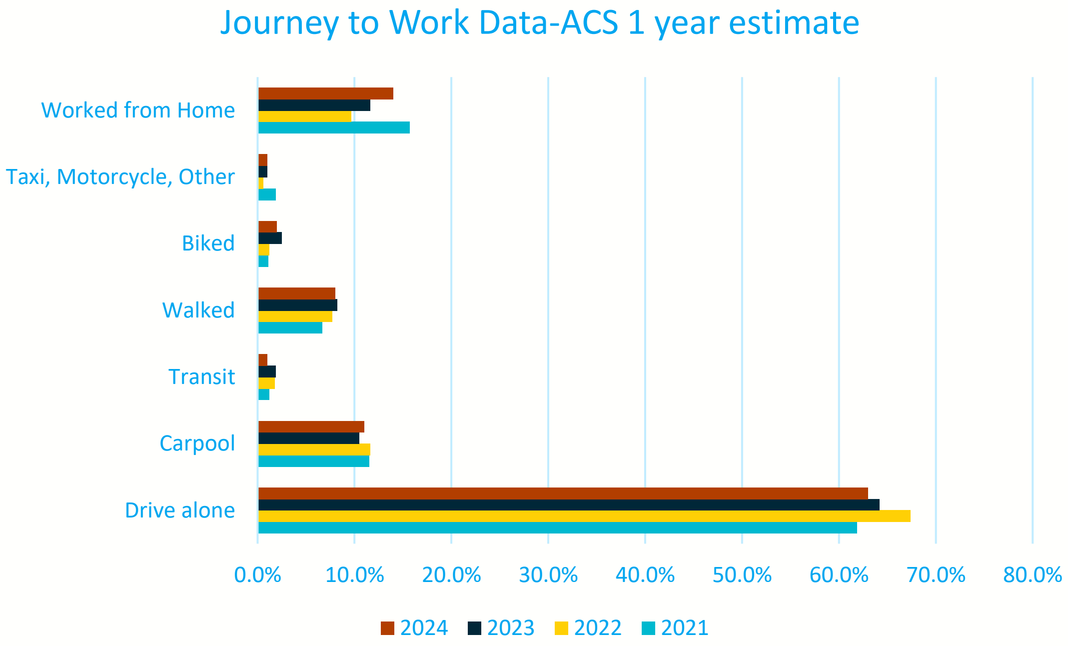
1. Increase % of trips made by walking, cycling, micro-mobility and public transit
2. Reduction in K-12 school traffic
3. Number of programs, pilots and demonstrations conducted

VISION:
The region is joined together by a transportation system that prioritizes the wellbeing of people and the environment

MISSION:
To facilitate improvements and programs for all transportation modes through collaborative priority setting, planning, and the strategic pursuit of funding.

GOAL 4: IMPLEMENT PROGRAMS THAT ENCOURAGE MODE SHIFT





Reduction in K-12 school traffic

- *SRTS infrastructure: execution phase of PM*
- *SRTS programming:*
  - *SRTS Programs Plan and toolkits are complete*
  - *SRTS conference Fall 2026*

STAFF REPORT

REPORT DATE: August 21, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Discussion on Transportation-Related Propositions on Arizona Ballot

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs
Objective 1.1: Align capital and programmatic needs with priorities and fund sources.

3. BACKGROUND:

There are two propositions on the Arizona ballot in November related to transportation. This presentation will discuss the impacts of each.

Arizona Proposition 319, Prohibit New Photo Traffic Enforcement Systems Measure

1. A "yes" vote supports prohibiting the state, and other government entities, from installing and using new photo enforcement systems to identify people who violate certain traffic ordinances, including traffic signs, markings, signals, and speed restrictions, and requiring local governments that have installed such systems to receive voter approval in order to continue using them.
2. A "no" vote opposes prohibiting the state, and other government entities, from installing and using new photo enforcement systems to identify people who violate certain traffic ordinances, including traffic signs, markings, signals, and speed restrictions, and requiring local governments that have installed such systems to receive voter approval in order to continue using them.

Arizona Proposition 141, Prohibit Taxes or Fees on Miles Traveled in Motor Vehicle Amendment

1. A "yes" vote supports this constitutional amendment which would prohibit the state and local governments from implementing any tax or fee based on vehicle miles traveled; and enacting any rule or law to monitor or limit vehicle miles traveled without the person's consent.
2. A "no" vote opposes this constitutional amendment, thus maintaining the legislature's ability to implement taxes or fees based on vehicle miles traveled and to enact rules to monitor or limit vehicle miles traveled without the person's consent.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not brought to the TAC nor the Management Committee.

5. FISCAL IMPACT:

There are no direct fiscal impacts to MetroPlan; however, limiting vehicle miles traveled as a revenue tool could limit future opportunities for the state or local jurisdictions to fund transportation.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None.

STAFF REPORT

REPORT DATE: Ausgust 21, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Arizona Department of Transportation Lighting Standards Update

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal: Deliver Plans that Meet Partner and Community Needs
Objective 2.4 Position partners for successful implementation of plans

3. BACKGROUND:

In June 2024, MetroPlan submitted a request to the Arizona Department of Transportation (ADOT) to review and establish a new streetlighting standard in support of dark skies. The MetroPlan region has numerous plans that support dark skies for the benefit of important observatories, health and wellbeing, preservation of natural environment and to support the economy. Both the City and the County have dark sky ordinances.

The request followed the advice of a regional consortium of dark sky experts. Specifically, the request is:

- Type: Phosphor-Converted Amber (PCA) LED
- Special Standard: S/P ratio of 0.50 of less
  The scotopic (nighttime)/photopic (daytime) ratio, or S/P ratio, is a multiplier that measures how much emitted light is useful to the human eye. These useful lumens are known as visually effective lumens (VELs).

Reference: City of Flagstaff Title 13 Engineering Design Standards and Specifications for New Infrastructure 13-12-003-0002.3; 13-12-005-0001

In a huge step towards meeting dark sky goals, ADOT installed a significant number of lights throughout Flagstaff and Tuba City that meet the dark sky community's requirements. However, subsequent to that installation, a new debate over color rendition requirements emerged. ADOT has said that a formal standard would have to have higher color rendition than the installed lights. In order to have higher color rendition, there would have to be more blue light than the dark sky community says they can tolerate.

Executive Director Morley sent a request to ADOT Director Toth asking her to review the discrepancy and weigh in. The Director has been responsive, and the standards are under review. The State Transportation Board Reception in October at Lowell Observatory will include discussion of the importance of dark sky lighting.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC nor the Management Committee, though both have been supportive of pushing ADOT to pursue a dark sky lighting standard in the past.

5. FISCAL IMPACT:

None.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None

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STAFF REPORT

REPORT DATE: August 15, 2026

MEETING DATE: September 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: David Wessel, Planning Manager

SUBJECT: Safe Streets Master Plan Update

1. RECOMMENDATION:

None. This item is for discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 2: Deliver Plans that Meet Partner and Community Needs
Objective 2.4: Position partners for successful implementation of plans.

3. BACKGROUND:

The Safe Streets Master Plan (SSMP) project will deliver a MetroPlan's next Regional Transportation Plan, a transportation master plan for City of Flagstaff supported by complete streets guidelines, and related code revisions by December 2028.

Since June 2026 the project team and consultant have been working through the review and approval of deliverables. Below is the status for several major tasks from over the summer:

- **Public Participation Plan –** this is a living document and will be updated as event information becomes available. This item has been approved by the Project Management Team (PMT).
- **Previous Plan Engagement Summary –** complete
- **Phase 1: Community Engagement –** project website, survey, and collateral are live.
- **Policy-Design Inconsistencies Audit** – Continuing to edit. Draft complete and under PMT review
- **State of the System Assessment -** Several mode assessments are in progress and near complete.

Public Participation Plan

Public Participation for the SSMP is provided in three unique phases.

1. Phase I: Listen and Learn (Summer – Fall 2026)

2. Phase II: Co-Create the Path Forward (Spring 2027)
3. Phase III: Present the Plan (Winter 2027-2028)

Phase 1 Objectives

- Build awareness of the Safe Streets Master Plan and opportunities to participate.
- Understand how people travel throughout the MetroPlan region today.
- Identify transportation challenges, barriers, and safety concerns.
- Gather input on community priorities and desired transportation outcomes.
- Reach a broad and diverse cross-section of the community.
- Establish relationships with stakeholders and community-based organizations that can support engagement throughout the project.

Phase I kicked off in mid-August with the launch of the project website, an online public survey (available until mid-October), and advertising materials in the form of transit ads, social media, notifications and handouts. Kittelson coordinated with Mountain Line's outreach efforts.

The public survey is based off the findings and themes from previous engagement across multiple plans and focuses on how the public would prioritize investments in the region based on these shared themes. Review and consolidation of previous survey results and public outreach identified the following themes:

- Safety is the community's highest transportation priority
- Strong support for walking, biking, and trails
- Improved transit service remains a community priority
- Transportation affordability and equity matters
- Managing growth while preserving community character
- Better regional connectivity

Stakeholder and Community Advisory Groups

The Stakeholder Advisory Group and Community Advisory Group (SCAG) will represent a broad cross-section of community interests and transportation system users. Members will help identify transportation needs, review findings, evaluate recommendations, and provide feedback throughout plan development

The Project Management Team has invited over 60 organizations, agencies, and community service providers to participate in the Stakeholder and Community Advisory Groups. The Project Management Team will rely on the City's citizen committees and commissions to make up the "core" group of SCAG members. The SCAG will meet three times over the project at integral moments to inform decision-making based on the community's needs.

So far, the PMT is pleased with Kittelson's performance and the deliverables received.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not brought to the TAC although several members are on the project management team and technical working groups. The Management Committee received an update about the SSMP and had no comments.

5. FISCAL IMPACT:

The total amount grant award is $2,675,000. The federal award is $2,140,000, and the City of Flagstaff is putting in cash and in-kind match valued at $500,000 with Mountain Line and Coconino County contributing a combined $35,000. Approximately $236,000 of the City match will be in-kind contributions. Approximately $400,000 of the grant funds are programmed for MetroPlan staff salary and benefits through 2028. A 15% contingency will be held back from the total contract price.

6. ALTERNATIVES:

None. This item is for discussion only.

7. ATTACHMENTS:

None

STAFF REPORT

REPORT DATE: August 19, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kim Austin, Transportation Demand Management Planner

SUBJECT: Safe Routes to School Task Order 3 Update

1. RECOMMENDATION:

None. This item is for discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 4: Implement Programs that Encourage Mode Shift
Objective 4.2: Implement programs at K-12 schools to reduce parent pick-up and drop-off.

3. BACKGROUND:

In 2024, MetroPlan was awarded Safe Routes to School (SRTS) funding through the Transportation Alternatives (TA) Program, a Federal Highway Administration (FHWA) grant program administered by the Arizona Department of Transportation (ADOT). MetroPlan's SRTS grant consists of two components: programming and infrastructure. Nelson/Nygaard continues the Safe Routes to School Infrastructure Study. This presentation will focus on Task Order 3 (TO3).

- TO3: Work is still in progress with specific alternatives for identified areas: Izabel, 6th Street, Cedar, and Fourth St. The overall goal is to slow traffic and make active transportation easier and safer for the Sunnyside Neighborhood Community.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

None. This item was not discussed with TAC or the Management Committee.

5. FISCAL IMPACT:

These activities are funded by the Transportation Alternatives grant, with a total project cost of $1,096,426. $650,000 is to assist partners in delivering preliminary engineering of priority safe routes to school infrastructure projects. The remaining $446,426 is available for programmatic activities. The grant is included in the current FY27 budget and the 5-year budget.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None.

STAFF REPORT

REPORT DATE: August 24, 2026

MEETING DATE: September 3, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Northern Arizona University Revenue Projections Project

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs
Objective 1.1: Align capital and programmatic needs with priorities and fund sources.

3. BACKGROUND:

The gas tax is the foundational revenue mechanism for statewide funding in Arizona at 18 cents per gallon but has not been increased since 1990. The gas tax has declining purchasing power while costs and growth in the state continue to rise.

Many people have ideas about what revenue mechanisms Arizona should enact to stabilize transportation funding; however, there are not easy-to-access projections for how much revenue, and how much of the needs gap we can fill, from those ideas. In an effort to bring data to those conversations, MetroPlan contracted NAU to develop a revenue estimator tool that looks at a wide array of potential revenue mechanisms and applies Arizona-based numbers to them to project revenue generation. The tool is formula-based, and each mechanism or package of mechanisms can be changed in real time to demonstrate potential revenue.

MetroPlan intends to highlight the tool at the upcoming transportation Policy Summit.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not brought to the TAC nor the Management Committee.

5. FISCAL IMPACT:

MetroPlan contracted the Economic Policy Institute at Northern Arizona for $9,999 for this effort.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None.

STAFF REPORT

REPORT DATE: August 21, 2026

MEETING DATE: September 6, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: MetroPlan Happenings

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 3: Build MetroPlan's Visibility in the Community
Objective 3.3: Promote the Value MetroPlan Brings to the Community

3. BACKGROUND:

We have another AmeriCorps member, Brendan Smith. Brendan graduated in 2024 from NAU with a degree in geography. Brendan will process and map employment data and research and update element of the project cost model.

Mandia Gonzales resigned to pursue work at Kittelsen and Associates. The Planning Manager position, currently held by Dave Wessel, has been posted to refill the position. This is to facilitate succession planning as Planning Manager Wessel intends to retire in the spring.

Staff is working on a micromobility education framework in preparation for our safety education campaign with Mountain Mojo. The framework will be vetted with the TAC before any messaging. Proposed topics include the following:

- Education on where to ride based on the speed of travel
- Children under 16 should not ride devices faster than 20 mph
- Promote good riding behavior, less reckless behavior, and following the rules of the road
- Educated on crash forces, common injuries, and wearing the appropriate helmet
- Parent education on the appropriate devices for children and "street legal devices"

Tami has been busy wrapping up the fiscal year and preparing for the FY2026 audit.

Transportation Alternative program awards were announced. The region had two applications: missing sidewalks near Cromer Elementary and support for the El Pueblo Hotel. Neither application was funded.

Kittleson and Associates will educate the community about the Safe Streets Master Plan at Science in the Park on September 26! Please come visit us.

Mountain Mojo is working on our first two campaigns of the year. Both campaigns will include a longer anchor story with mid-form and short-form videos for social media, and traditional print advertising. The Safer Journeys Together common crash types campaign called “Flagstaff is smaller than you think” includes the following: crossing the roadway, right hook, left cross, wrong-way riding, shared lanes, door zone avoidance, and right-on-red. The campaign will consider the perspectives and behaviors of drivers, pedestrians, and bicyclists, reinforcing the role all roadway users play in creating safer journeys. The second campaign, called “Reclaim your morning,” is focused on safe routes to school and encourages families to consider walking, biking, busing, or a combination of travel modes as safe, practical, and positive ways to get to and from school.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not brought to the TAC or the Management Committee.

5. FISCAL IMPACT:

None. This item is for updates only.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None.