



## AGENDA

### Executive Board Meeting

1:00 – 3:00 PM

JANUARY 8, 2026

#### Teams Virtual Meeting

Join on your computer, mobile app or room device.

[Click here to join the meeting](#)

Meeting ID: 273 318 116 564 6

Passcode: S2EA2Tj6

#### 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](mailto: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](mailto: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
- 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
- Melanie Nagel, Montoya Fellow
- Hailey Bishop, Transportation Education AmeriCorps 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 December 4, 2025 (Pages 4-11)

Executive Board Regular Meeting Minutes of November 6, 2025 (Pages 12-18)  
Amend Action Item # 1, Motion Second and Passage

**B. CONSENT AGENDA**

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

**C. ACTION ITEMS****1. CONSIDERATION AND POSSIBLE ACTION TO REGARDING SUPPORT LETTER FOR TOWN OF TUSAYAN BUILD GRANT APPLICATION (Pages 19-21)**

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Board approve the support letter for the Town of Tusayan BUILD grant application.

**2. CONSIDERATION AND POSSIBLE ACTION REGARDING LETTER OF SUPPORT FOR JOHN WESLEY POWELL BOULEVARD EXTENSION (Pages 22-23)**

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Board authorize the Executive Director to issue support letters.

**3. CONSIDERATION AND POSSIBLE ACTION REGARDING LETTER TO NORTHERN ARIZONA UNIVERSITY PRESIDENT CRUZ RIVERA (Pages 24-32)**

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Board approve the letter dated January 8, 2025 to Northern Arizona University President Cruz Rivera to inform NAU of MetroPlan's intent to

remove NAU from its bylaws and organizational branding unless NAU fully joins MetroPlan.

#### D. DISCUSSION ITEMS

1. TITLE VI CIVIL RIGHTS TRAINING (Pages 33-34)

MetroPlan Staff: Tami Suchowiejko, Business Manager

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

2. TRANSPORTATION DEMAND MANAGEMENT UPDATE (Pages 35-36)

MetroPlan Staff: Kim Austin, Transportation Demand Management Planning Manager

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

3. METROPLAN HAPPENINGS (Pages 37-38)

MetroPlan Staff:

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

*Annual Strategic Advance – IN PERSON  
Wednesday, February 4, 2026 – 9:00am to 12:00pm*

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](http://www.metroplanflg.org) on December 30, 2026, at 11:30 a.m.

Dated this 30<sup>th</sup> day of December 2025.

*Tami Suchowiejko*

Tami Suchowiejko  
Business Manager



# METROPLAN

GREATER FLAGSTAFF

## Meeting Minutes Executive Board Meeting

1:00 – 3:00 PM

DECEMBER 4, 2025

### Teams Virtual Meeting

Join on your computer, mobile app or room device.

[Click to join the meeting](#)

Meeting ID: 269 719 623 380

Passcode: 4M9WD34u

### In-Person Location

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### EXECUTIVE BOARD MEMBERS

- Miranda Sweet, Vice Mayor of Flagstaff, Chair
- Judy Begay, Chair Coconino County Board of Supervisors, Vice-Chair (left the meeting at 1:50 p.m.)
- 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
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- Kim Austin, Transportation Demand Management Planner
- Melanie Nagel, Montoya Fellow
- Hailey Bishop, Transportation Education AmeriCorps Member

## A. PRELIMINARY GENERAL BUSINESS

### 1. CALL TO ORDER

Chair Sweet called the meeting to order at 1:07 p.m.

### 2. ROLL CALL

See above.

### 3. PUBLIC COMMENT

No public comments were received.

### 4. APPROVAL OF MINUTES

Executive Board Regular Meeting Minutes of November 6, 2025

Motion: Member Peshlakai made a motion to approve the Executive Board Meeting Minutes from November 6, 2025. Member Aslan seconded the motion. The motion passed unanimously.

## 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 were no items for the Consent Agenda.

## C. ACTION ITEMS

### 1. CONSIDERATION AND POSSIBLE ACTION REGARDING THE VULNERABLE ROAD USERS SAFETY ACTION PLAN

MetroPlan Staff: Mandia Gonzales, Transportation Planner

Recommendation: Staff recommend that the Board adopt the Vulnerable Road Users Safety Action Plan

Transportation Planner Gonzales gave a presentation on the Vulnerable Road Users Safety Action Plan.

Board Discussion:

Member Vasquez asked that the links to the report be provided to the Board members, so that he can share the information in his newsletter. He is excited to educate the community. He is very aware of bicycle accidents and expressed the importance of including multimodal in future planning. He is encouraged that we can use this data to educate the community and our legislators, so we can get the infrastructure needed to ensure that all modes of transportation are safe.

Transportation Planner Gonzales will send out an updated link after the plan is adopted. She also shared that the draft plan is available online on the MetroPlan website.

Member Peshlakai asked for clarification about the grant funding, and what year did the grant begin. The plan includes a lot of data and information, and this was a great presentation. She also asked if crashes involving scooters and skateboarding were incorporated into the data?

Planning Manager Gonzales stated that the grant funding began in fiscal year 2022. All the work was done in-house. She expressed appreciation for the opportunity to work on this project. Regarding scooters and skateboards, it subjective to how the officer [completing the report] classifies the person, if someone is on a scooter, they are likely included in the bicycle category.

Chair Sweet commented that she was surprised by the number of injuries in bike lanes.

Planning Manager Gonzales explained that the info received from ADOT does not include the cause of the injuries. There is general that some drivers do not yield for crossings and right turns.

Planning Manager Wessel explained that we can review video capture date to get more information. He also shared that more incidents related to bikes occur in the bike lanes, because that is where the bikes are.

#### Public Comment:

Andre "Dapper Dre" Adauto made the following comments:

*"It was great to see [this presentation]. Thank you. The interactive map data is going to be super cool and dynamic. I would also be very interested in the intersections being checked for crossings specifically. Again, I think a major dark spot on all this data is how many people use these intersections. Walking approximates, biking approximates and where those overlap with said crash data. I think I've heard from several folks on this Board that proactive is better than reactive, right? I feel like this data is very reactive. You're only looking at what is captured, right? Where, where the light is, where the better light is. So, getting some data about where the expectation of these things are going to happen. Where are these people? Where? Why are there so many pedestrians in that certain area that are getting hit? How many crossings are at your super used crosswalks and intersections to again be proactive in what gets developed in matching up that data as far as where things have been. Showing different incidences, but also like you're saying, the capture of the circle of projects that are supposed to be used in that area. And then one more overlap of a map of where people use these things, where are people trying to get to, where the connection points. Why are there so many pedestrians in a certain area, like the Milton corridor, makes sense that a lot of people go to the university and through that corridor we have the underpass now, which I think is a very valuable asset. And 60% of people getting hit not in intersections makes a lot of sense, right? Because none of the cars are expecting to see somebody running across the street. But that makes sense on Route 66 because the gaps in where you can actually cross are just so big. Of course, you're going to try to run it in between if you can't cross the street from Ponderosa Parkway to to Arrowhead. What if I want to get to that one place that I know are shortcuts from? So, I'm going to have to run that. So, following that data, I think using all this data to really implement to what people gain in the future. I think it's going to be awesome. So, thank you*

*for that. But I am really looking forward to seeing more information as far as multimodality where that actually happens to retrofit and reinforce the use of said multimodality because I think automatically works into your CMP better than most new implementations or education for the public. Thank you."*

Sam Meyer made the following comments:

*"Mandia, thank you for that presentation and MetroPlan plan for all your work on this. My name's Sam Meyer. I'm a resident of Flagstaff. I'm also a vulnerable road user as is Dre. I don't drive in the city of Flagstaff and neither does my father. I want to share that my dad's probably one of those crash data points. In 2008, he was struck by a car that failed to yield while he was biking down Cherry Hill, flipped over the hood, broke his femur, was hospitalized, you know, the whole thing. So, this work really matters to people in the community, avoiding crashes and injuries. That's huge. I think unfortunately, many of us know people who have been hurt by a vehicle, whether they're friends, family, or other loved ones. So, I really want to thank you for all your work on this and emphasize that it does really matter. I agree with what Dre said about the data collection. I'm very excited about that. It's been an issue for a long time to not know beyond the existing crash data that's captured by police officers who respond to a scene where people are almost getting hurt, where crashes are minor and therefore not being reported, and therefore where there are unsafe conditions that might not show up in just rate crash data. So, I'm really, really pleased to see the risk exposure assessments and looking at the infrastructure and the ways in which the infrastructure itself is unsafe. And to hear that you're doing more data collection, that's awesome. And again, I just want to thank you all because it does really, really matter to people in this community. So, thank you."*

Motion: Member Vasquez made a motion to adopt the Vulnerable Road Users Safety Action Plan. Member Peshlakai seconded the motion. The motion passed unanimously.

2. CONSIDERATION AND POSSIBLE ACTION REGARDING SAFE STREETS  
MASTER PLAN CONTRACT #2026-03 TASK ORDER #2 WITH  
KITTELESON & ASSOCIATES

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend that the Board authorize the Executive Director to execute Safe Streets Master Plan Contract #2026-03 Task Order #2 in the amount of \$202,770.

Executive Director Morley presented information about Task Order #2 for the project prioritization process. MetroPlan will fund this project with Carbon Reduction Program funds. ADOT has signed off on the use of the funds. There are over 600 projects in the region, in many different plans. Step one of the project prioritization process will be to bring all those projects together in one GIS platform. Next, the projects will be ranked based on the MetroPlan values. This prioritized ranking of projects will simplify the strategic grants planning process. The GIS platform of prioritized projects will be available to our partners.

Board Discussion: There was no discussion by the Board about this topic.

Public Comment: There were no public comments on this item.

Motion: Member Vasquez made a motion to authorize the Executive Director to execute Safe Streets Master Plan Contract #2026-03 Task Order #2 in the amount of \$202,779. Member Peshlakai seconded the motion. The motion passed unanimously.

## D. DISCUSSION ITEMS

### 1. UPDATE ON LEGISLATIVE AGENDA

MetroPlan Staff: Kate Morley, Executive Director

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

Executive Director Morley provided an update on the State and Federal priorities in the legislative agenda approved back in October.

Board Discussion:

Member Vasquez encouraged the Board members to complete the RTAC survey to provide direction to RTAC about the long-term funding gas tax issue. RTAC has positioned itself to be in the middle of this issue and at the forefront of the conversation. He stated that there is a unique opportunity to create some energy around this issue and would like to see RTAC take on this issue. He also expressed appreciation for all the work being done on these issues.

Public Comment: There were no public comments on this item.

### 2. SAFE STREETS MASTER PLAN KICKOFF MEETING UPDATE

MetroPlan Staff: David Wessel, Planning Manager

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

Planning Manager Wessel provided an update on the Safe Streets Master Plan Kickoff Meeting.

Board Discussion: There was no discussion by the Board about this item.

Public Comment: There were no public comments on this item.

### 3. STRONG TOWNS PRESENTATION BRIEFING

MetroPlan Staff: David Wessel, Planning Manager

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

Planning Manager Wessel provided a summary of the information from two presentations given on November 13 & 14.

Board Discussion:

Chair Sweet commented that she attended both events and had been following Strong Towns since she was elected five years ago. They have a great website and social media, so

state she would recommend following them on social media. She felt that the community really valued the two presentations. There was a lot of great discussion, a lot of good questions, and believe that we need more of that. She stated that she thinks Strong Towns was an asset, and it is here to stay. She felt it be helpful to engage the local chapter and keep the conversation going.

Member Vasquez commented that he had not followed Strong Towns previously. The information they presented was new for me and there are some interesting points. He shared that presentation also raised some questions for him and commented that we may want to consider having Strong Towns present to the Board, so we can engage with them and the rest of the community on those topics moving forward.

Public Comment:

Andre "Dapper Dre" Adauto gave comments:

*"Thank you folks for the presentation and reminder on this. Yeah, I think it was a huge success, all the people being there. I mean, I come to a lot of meetings, you guys see me. I come to a lot of things that are outside of just city things and to have that many people in the room at Trinity Heights was impressive because we all know sometimes it's crickets for a lot of these bigger decisions. I think strong towns a framework is a good thing. If you folks haven't listened to the audio book or read the book, I think it's valuable just for kind of general expanse of what we value in communities and how we build those. And I think the big thing that is brought up is that incrementalism, those small tries and trying to get the data from those small tries and not only doing them once, but doing them over and over again and then also presenting that to the community in either the form of strong towns or showing people that they might not inherently understand why they like something, but that it falls under the rubric that is community building. Instead of seeing a street shut down as an inconvenience, remind people that we all celebrate the 4th of July parade and New Year's Eve. And what are those? Those are street closures. Those are the first thing. What do we value every Sunday during the prime time of weather? A huge parking lot getting shut down and a street getting shut down for the farmers market and people value that and it's incremental and trying to get a little bit more data collection from some of these incremental street closures like they were just doing road work down where the buses usually go in front of the [transfer center]. Was there data being taken as far as delays in the service or complaints from people who couldn't access the bus? Can we try more, where, I don't know, you might shut down Beaver Street for maintenance, and can you run data on how people react to that to see if allowing for streets to be strategically closed help with some of the community building instead of always thinking in car centric terms that allow for messaging to cars saying, oh, we beg you 1000 pardons. Instead, we're trying to invite people to say, actually, this is your street, you pay for it. Let's use it when it strategically makes sense. And I think Strong Towns has a good strategic overview of why and how we do things and not just caught up in more of the bureaucracy of why and how we do things, but what people actually value and go off of that instead of sometimes getting lost in the sauce with planning and zoning and what's legal or what's not. Sometimes, again, those incremental tries of what we can do to hopefully build up what we want to see as induced demand works both ways. If you induce demand for walking and riding bikes, that's the same as doing it for cars. Thank you."*

#### 4. METROPLAN HAPPENINGS

MetroPlan Staff: Kate Morley, Executive Director

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

Executive Director Morley highlighted MetroPlan's recent activities for the Board.

Board Discussion: There was no Board discussion about this item.

Public Comment:

Andre "Dapper Dre" Adauto gave the following comment:

*"I just wanted to comment on the ADOT transportation vision. This opportunity was super awesome. It was really great to have the ear of ADOT because that's probably one of the hardest things to do in general. It was nice to see not only their proactiveness, but also MetroPlan and the City being proactiveness to talk about that. I think we're in a unique place where Route 66 and Milton are ADOT purview and you hear so much from the general public in commentary and critique of our roads, and oftentimes those are ADOT thoroughfares. So, educating the public more into the realm of knowing what can be addressed by the city and what needs to be addressed by ADOT, I think helps to quell some of the more outspoken or frustrations on the realm of some. The general public and how they interact with roadways and their expectations. If more people are educated on how roads work, it might give some grace not only to all multimodality but also give a little bit more perspective on patience. You know your 5 seconds to get somewhere faster [versus] making my life actually continue, [safety] is more important than necessarily solving traffic, which I think is what the general public often thinks. This is a traffic problem. This is something that needs to be solved when it can't be, it's just a force unto its own. It's a situation and it's a dynamic, and the more people understand that, the less it is a black and white discussion and more of a OK, how do we make this as best we can? Because the only way you're going to free up traffic is getting multimodal and the general public needs to start understanding that more and more, so they understand why certain decisions get made on a broader level for safety. Thanks."*

## **E. CLOSING BUSINESS**

### **1. ITEMS FROM THE BOARD**

Member Vasquez shared information with Board about the upcoming Dragon Bravo Fire long-term recovery listening session on Wednesday, December 10<sup>th</sup> from 3:00pm to 5:00pm at NACET. This is an opportunity for those businesses in Flagstaff who have been impacted by the Dragon Bravo Fire, particularly the dip in the tourism industry. Community members and local businesses will learn about the resources that part of the recovery plan. More information can be found on the Coconino County website.

Member Peshlakai shared information with the Board that the next Arizona State Transportation Board Meeting will be held in Queen Creek on Friday December 21<sup>st</sup>. She also shared that Historic and Geographic Names Board for the State of Arizona formally named the bridge in Cameron as the Navajo Code Talker Jimmy Preston Memorial Bridge. ADOT is working on new signage for the bridge. We will let everyone know the date for the dedication ceremony.

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

*Thursday, January 8, 2026 – 1:00 p.m. – 3:00 p.m.*

### 3. ADJOURN

Chair Sweet adjourned the meeting at 1:44 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.*

DRAFT



# METROPLAN

GREATER FLAGSTAFF

## Meeting Minutes- Amended 1/8/2026

### Executive Board Meeting

1:15 – 3:00 PM NOVEMBER 6, 2025

#### Teams Virtual Meeting

Join on your computer, mobile app, or room device.

[Click here join the meeting](#)

Meeting ID: 262 249 552 957 5

Passcode: Lr2f7ja2

#### In-Person Location

Downtown Connection Center

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- Tami Suchowiejko, Business Manager
- Mandia Gonzales, Transportation Planner
- Kim Austin, Transportation Demand Management Planner
- Melanie Nagel, Montoya Fellow
- Hailey Bishop, Safe Routes to School AmeriCorps Member

## A. PRELIMINARY GENERAL BUSINESS

### 1. CALL TO ORDER

Chair Sweet called the meeting to order at 1:18 p.m.

### 2. ROLL CALL

See above.

### 3. PUBLIC COMMENT

Chair Sweet made a call to the public for comment.

Andres "Dapper Dre" Adauto spoke: *"Since I'm here, I'll do public comment. Dapper Dre, most of you know me from at least several of them. I think it's really cool to get to be a part of the listening session. I think everybody could agree that when you get the ear of ADOT, you take it as best you can because we all know that it's mostly crickets from them a lot of the time. So, I would echo what you have given to them as a task or feedback is communication and general to your constituents, to the public, to your interest groups. I feel like one of our greatest assets, of course, is education, and that I feel it is often lacking in some of these plans when they get rolled out, how they get rolled out, or why they get rolled out. The general public just doesn't know. Right. They and they also don't know certain forces that not only are budgetary, but also like a simple we have these new roundabout videos, which I think are great. You know, again, education, education, education. But some of the underlying things that the public doesn't know, it's like the general public has no idea what induced demand is. Is there a way to educate people to say, hey, we can add that other lane, but in two years it's going to be worse than you started at. So just so you know where your investment is going. Oftentimes it's just adding rope to your own, you know, hanging noose. So clear communication, not only how, why, but also sticking to our guns in the sense that if we're going to say it's for safety, being OK with saying it's for safety, being decisive. And not always, that might not go in the favor of cards sometimes, which is I think oftentimes where we get a default vision is level of service for cars is above every single thing and dialing that back to community character and again, Education, education, education, because it's a lot. We of course put in awesome infrastructure that will make the baseline safer, but at the same time, if nobody's going to listen or care, then they're going to use it or abuse it however they default to. So clear lines of communication and education I think are also a paramount for MetroPlan or the city to just the general public because I feel like sometimes that doesn't happen and maybe that is a little bit more budget in the realm of commercials or programming that gets into schools, because I think that's a huge one. We have safe routes to school as a consideration, but do we have continuing education about why you could not pick a car, how easy it is to take transit, what is actually happening to our roads when they're overused, a certain amount of education outreach helps the general public understand a little bit more either why they could get something done or why it won't absolutely happen ever, just because of the constraints that we're all underneath. Thank you.*

### 4. APPROVAL OF MINUTES

Executive Board Regular Meeting Minutes of October 8, 2025

Motion: Member Williams made a motion to approve the Executive Board Meeting Minutes from October 8, 2025. Member Vasquez

seconded the motion. The motion passed unanimously.

## **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 SAFE STREETS MASTER PLAN CONTRACT**

MetroPlan Staff: David Wessel, Planning Manager, with Vamshi Yellisetty and Phyllis Davis from Kittleson & Associates, and Chris Phair Transportation Planner with City of Flagstaff

Recommendation: Staff recommends that the Board move to 1) approve Master Contract with Kittleson & Associates, Inc. for the Safe Streets Master Plan; and 2) authorize the Executive Director to execute Task Order #1 in the amount of \$2,038,847 inclusive of a 15% contingency; and 3) delegate authority to the Executive Director to shift funds between components and use the 15% contingency pool with approval from project partners as outline in the project IGA.

Planning Manager Wessel presented information regarding the Safe Streets Master Plan project. The project is a partnership with the City of Flagstaff, who will contribute most of the match required for the grant. Coconino County and Mountain Line are also contributing to the project. The project includes four major components: complete street guidelines, engineering standards and codes, online mapping tool, and project planning. There are two deliverables that will result from this project: 1) an update to the MetroPlan Regional Transportation Plan, and 2) a City master plan. Extensive scoping was completed before the request for proposal process was released. This included over thirty interviews with stakeholders. MetroPlan received six proposals from highly qualified firms. The multi-disciplinary review team interviewed two firms. Kittleson and Associates were unanimously selected. Chris Phair expressed thanks to MetroPlan for the work they have put into development of this important City topic. He is excited to move this project forward.

#### **Board Discussion:**

Chair Sweet commented that Flagstaff is unique because our community wants to be involved in these discussions. How are we planning to make sure we are bringing our community along with us as we go through this process. Phyllis Huegel with Kittleson & Associates described that Kittleson is developing a robust community engagement plan. We want this to be a plan that is representative of the variety of voice within the Flagstaff region. We are creating a community advisory group, as well as a stakeholder advisory group. There will be a lot of touch points with the public. Chair Sweet pointed out that there are many commissions and community organizations, like the FBO, that will want to be a part of this. In addition to reaching out the broad community and the focused groups as well. She expressed appreciation to Planner Wessel for his thorough presentation.

Vice Chair Begay commented that the open house format has been successful for the

County in reaching out to the community. She also said that a newsletter to share updates about the project would be useful.

Motion: Member Vasquez made a motion to 1) approve Master Contract with Kittelson & Associates, Inc. for the Safe Streets Master Plan; and 2) authorize the Executive Director to execute Task Order #1 in the amount of \$2,038,847 inclusive of a 15% contingency; and 3) delegate authority to the Executive Director to shift funds between components and use the 15% contingency pool with approval from project partners as outline in the project IGA.

***Member Peshlakai seconded the motion. The motion passed unanimously.***

## 2. CONSIDERATION AND POSSIBLE ACTION REGARDING ELECTION OF CHAIR AND VICE-CHAIR FOR METROPLAN EXECUTIVE BOARD

MetroPlan Staff: Tami Suchowiejko, Business Manager

Recommendation: Staff recommend the Board elect a Chair and Vice-Chair for the term January 1, 2026, to December 31, 2026.

Business Manager Suchowiejko informed the Board of the need to elect a Chair and Vice Chair for the next calendar year. Per the bylaws, the current Chair and Vice Chair are eligible to serve another term if nominated. Executive Director Morely informed the Board that current Chair and Vice Chair have expressed interest in continuing to serve in their roles.

Board Discussion:

Chair Sweet stated that it has been an honor to be Chair and would like to continue.

Vice Chair Begay stated that she would also like to continue and expressed the importance of having both the City and County represented in the Chair and Vice Chair positions.

Motion: Member Peshlakai made a motion to nominate Chair Sweet to continue to serve as Chair for another year. Member Vasquez seconded the motion. The motion passed unanimously.

Motion: Member Peshlakai made a motion to nominate Vice Chair Begay to continue to serve as Vice Chair for another year. Member Williams seconded the motion. The motion passed unanimously.

## D. DISCUSSION ITEMS

### 1. UPDATE ON KEY PERFORMANCE INDICATORS

MetroPlan Staff: Kate Morley, Executive Director; Transportation Manager David Wessel; Transportation Planner Mandia Gonzales; Transportation Demand Management Planner Kim Austin  
Recommendation: None. This item is for information and discussion only.

MetroPlan Staff provided an update on key performance indicators for the first quarter of fiscal year 2026, July through September.

**Board Discussion:**

Chair Sweet commented regarding public outreach that the city will close Aspen Street frequently for First Friday Artwalk and other events. This is a good opportunity to show the community that we do not always have to drive to our destination. There are also opportunities to reach out to the neighborhood organizations. There is a lot of good community input there, and the opportunity to educate them about MetroPlan.

Member Begay asked for elaboration about website traffic. Transportation Planner Gonzales explained that our social media posts direct people to our website for more information. Traffic was down because we did not have any major projects where we were gathering public input. Business Manager Suchowiejko shared that the website was down for a week during this measurement period and we could not capture website visits.

**Public Comment:**

Dre asked how and where the pedestrian bicycle data was collected. Planning Manager explained that it was a video capture. They review all the videos to capture counts. The data was collected for the Vulnerable Road Users and Safe Routes to Schools programs. We focused in and around schools on a variety of facility types, both local roads, as well. arterials, and a handful of trails.

## **2. STRATEGIC PLAN UPDATE**

MetroPlan Staff: Kate Morley, Executive Director

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

Executive Director Morley presented information to the Board about the Strategic Plan. The plan was created in June 2023 and was intended to serve a 1–3-year timeline. The plan sets goals and objectives with measurements for the MetroPlan team. We will send out to the Executive Board, and to the Technical Advisory and Management Committees. The feedback received from the survey will be the subject of the Strategic Advance in February.

Board Discussion: There was no discussion by the Board on this item.

## **3. TRANSPORTATION DEMAND MANAGEMENT UPDATE**

MetroPlan Staff: Kim Austin, TDM Planner

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

Transportation Demand Management (TDM) Planner Austin provided updates on the Safe Routes to School Program (SRTS), Micromobility, and the Safer Peoples Campaign. The SRTS infrastructure component is currently conducting a survey of 4<sup>th</sup> Street neighborhood schools. The survey is open until November 20<sup>th</sup>. The SRTS programming component is working on roundabout education. We are producing videos for students and community education some of which were presented.

**Board Discussion:**

Chair Sweet asked how the survey is being distributed. TDM Planner Austin described Nelson Nygaard's engagement plan to get the information and survey out to the community. Chair Sweet complimented the videos and asked if we can share them with

Sarah Langley at the City so we can continue to share them with the community.

Member Vasquez shared positive feedback about the roundabout. The flow is much better than expected. He shared one criticism, that the center of the roundabout is cement. TDM Planner Austin shared that city beautification has a plan for that space.

Member Begay also shared comments that the roundabout was easy to navigate. She noticed that speeds through the roundabout seemed to be too fast. The roundabout is a benefit to the community.

Member Peshlakai shared observations about traveling on Lockett Road. She shared an example of the safe and unsafe activities she observed. She asked how it was decided to use an English accent for the voice over and commented that it takes away from the identity and culture of Flagstaff. TDM Planner explained that the accent was used to capture attention. It is an accent we do not hear often and is meant to grab audience attention.

**Public Comment:**

Dre asked if incidents and collisions are being tracked? This could be an important part of public education. TDM Planner shared that we are tracking and will share the information. He asked why pedestrians must press the button again in the middle of the road, on the island. Planner Wessel explained that this is intentional, that pedestrians should pause on the island to ensure that traffic has stopped and it is safe to cross.

**4. FY2026 QUARTER 1 FINANCIAL REPORT**

MetroPlan Staff: Tami Suchowiejko, Business Manager

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

Business Manager Suchowiejko provided a presentation on fiscal year quarter one financials for MetroPlan reporting all was tracking appropriately. There was no discussion by the Executive Board.

Board Discussion: There was no discussion by the Board about this item.

**5. METROPLAN HAPPENINGS**

MetroPlan Staff: Kate Morely, Executive Director

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

**The Board did not address this item.**

**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.*

Member Peshlakai advised the board that she will run for election to the state legislature. She has also informed the Arizona State Transportation Board (ATSB) and ADOT Director Toth. She has not yet been notified when she will need to step down from the ATSB. She will continue to serve on the ASTB until she is asked to step down.

Chair Sweet expressed her appreciation to Member Peshlakai for her service on the Board.

Member Vasquez gave a shout out to the MetroPlan team. Two weeks ago, he attended the AZ Transportation Policy Summit in Sierra Vista. It was well done. He expressed appreciation to the MetroPlan Team for the work that went into preparation for the Summit. He reminded the Board that we are co-hosting the conference in Flagstaff next year.

Member Begay announced that the County is accepting food donations at the Stuff the bus event on Saturday, November 9<sup>th</sup> and Sunday, November 10<sup>th</sup>.

## 2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

*December 4, 2025*

## 3. ADJOURN

Chair Sweet adjourned the meeting at 3:01 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:** December 19, 2025

**MEETING DATE:** January 8, 2026

**TO:** Honorable Chair and Members of the Executive Board

**FROM:** Kate Morley, Executive Director

**SUBJECT:** Consider Support Letter for Town of Tusayan BUILD Grant Application

---

### **1. RECOMMENDATION:**

Staff recommend the Board approve the support letter for the Town of Tusayan BUILD grant application.

### **2. RELATED STRATEGIC WORKPLAN ITEM:**

**Goal 1:** Maximize Funding for Transportation Projects and Programs

**Objective 1.2:** Expand match and revenue generating options.

### **3. BACKGROUND:**

MetroPlan developed the Strategic Grants Plan (SGP) to help partners prepare for grant applications in advance of their openings and maximize the ability to be awarded projects in the region by having applications that are strong fits and supported by all members. The SGP states that the Executive Director can automatically submit support letters for grants for projects that are identified in the SGP and that support letters for projects that deviate from the SGP will be brought to the Board for consideration.

USDOT's Better Utilizing Investments to Leverage Development (BUILD) grant, formerly known as RAISE, recently opened for applications. The SGP suggested the County apply for the interchange at Bellemont, but new cost estimates put the project over the \$25 million maximum award allowed in the program. MetroPlan reached out to partners to suggest other projects be submitted but no projects were ready to make application. MetroPlan then looked at projects that benefit the region but are not within the region to see if there was an application that could be supported.

The Coconino County Flood Control District and Town of Tusayan were poised to make an application to resolve flooding on Hwy 64 leading into Grand Canyon National Park. Award of this project would have positive impact on MetroPlan members.



# METROPLAN

GREATER FLAGSTAFF

## **4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:**

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

## **5. FISCAL IMPACT:**

There is no direct fiscal impact from sending the support letter. However, finding opportunities for northern Arizona projects that are not in conflict with regional applications can have benefits to the region.

## **6. ALTERNATIVES:**

- a. **Recommended:** Approve the Town of Tusayan BUILD grant application support letter.
- b. **Not Recommended:** Do not approve the Town of Tusayan BUILD grant application support letter.

## **7. ATTACHMENTS:**

Draft Support Letter for Tusayan BUILD application

January 8, 2025

*ARIZONA DEPARTMENT OF  
TRANSPORTATION (ADOT)*

*CITY OF FLAGSTAFF*

*COCONINO COUNTY*

*MOUNTAIN LINE*

*NORTHERN ARIZONA  
UNIVERSITY (NAU)*

#### **EXECUTIVE BOARD**

**Chair**  
Miranda Sweet  
Vice-Mayor  
*City of Flagstaff*

**Vice-Chair**  
Judy Begay  
Supervisor District 3  
*Coconino County*

Austin Aslan  
Councilmember  
*City of Flagstaff*

Becky Daggett  
Mayor  
*City of Flagstaff*

Jeronimo Vasquez  
Supervisor District 2  
*Coconino County*

Tony Williams  
*Mountain Line Board of  
Directors*

Jamescita Peshlakai  
*Arizona State  
Transportation Board*

The Honorable Sean Duffy  
Secretary  
U.S. Department of Transportation  
1200 New Jersey Ave., SE  
Washington, DC 20590

Dear Secretary Duffy,

MetroPlan strongly supports the Town of Tusayan's BUILD grant application for its Ensuring Grand Canyon National Park Visitor Access Project. Grand Canyon National Park is of vital importance to the economy of the MetroPlan region, driving over \$1 billion in visitor spending and supporting thousands of jobs in lodging, restaurants, retail, and recreation.

Situated just one mile from the South Rim entrance to Grand Canyon National Park, the Town of Tusayan is the primary access point for about five million visitors each year, yet reliable access is increasingly at risk. Flooding on the Coconino Wash threatens State Route 64 and key town infrastructure. In August 2023, a 10-year rainfall event closed the highway for a full day, disrupting access to the Park, and affecting local businesses and residents. A larger storm could destroy the highway and severely damage the Tusayan Sanitary District wastewater treatment/reclaimed water facility, which also supplies up to 85 percent of the community's summer water.

We strongly support the Town of Tusayan's grant request and urge you to fund these important improvements for public safety and economic development.

Sincerely,

Miranda Sweet  
Chair, MetroPlan



## STAFF REPORT

**REPORT DATE:** December 19, 2025

**MEETING DATE:** January 8, 2026

**TO:** Honorable Chair and Members of the Executive Board

**FROM:** Kate Morley, Executive Director

**SUBJECT:** Consider Authorizing the Executive Director to Issue Support Letters for grants for the extension of John Wesley Powell Boulevard Lake between Mary Road and I-17

---

### **1. RECOMMENDATION:**

Staff recommend the Board authorize the Executive Director to issue support letters for grants for the extension of John Wesley Powell (JWP) Boulevard between Lake Mary Road and I-17.

### **2. RELATED STRATEGIC WORKPLAN ITEM:**

**Goal 1:** Maximize Funding for Transportation Projects and Programs

**Objective 1.2:** Expand match and revenue generating options.

### **3. BACKGROUND:**

MetroPlan developed the Strategic Grants Plan (SGP) to help partners prepare for grant applications in advance of their openings. The SGP states that the Executive Director can automatically submit support letters for grants for projects that are identified in the SGP and that support letters for any project that deviates from the SGP will be brought to the Board for consideration.

The City is seeking an application for AZ SMART Funds for design for the extension of JWP Boulevard with a plan to apply for \$23 million grant in FY27 or FY28. This would potentially replace another project's application and so staff are seeking Board support. The SGP is updated annually and, if this is approved, it is suggested the SGP update include this future application when it comes to the Board later this spring.

The AZ SMART Program requires a letter from the MPO so, without MetroPlan's support, an application cannot be made.



# METROPLAN

GREATER FLAGSTAFF

## **4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:**

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

## **5. FISCAL IMPACT:**

There is no direct fiscal impact to MetroPlan.

## **6. ALTERNATIVES:**

- a. **Recommended:** Authorize the Executive Director to issue support letters for grants for the extension of John Wesley Powell Boulevard between Lake Mary Road and I-17.
- b. **Not Recommended:** Do not authorize the Executive Director to issue support letters for grants for the extension of John Wesley Powell Boulevard between Lake Mary Road and I-17.

## **7. ATTACHMENTS:**

None



## STAFF REPORT

**REPORT DATE:** December 17, 2025

**MEETING DATE:** January 8, 2026

**TO:** Honorable Chair and Members of the Executive Board

**FROM:** Kate Morley, Executive Director

**SUBJECT:** Consider Letter to Northern Arizona University President Cruz Rivera

---

### **1. RECOMMENDATION:**

Staff recommends that the Board approve the letter dated January 8, 2025, to Northern Arizona University President Cruz Rivera to inform NAU of MetroPlan's intent to remove NAU from its bylaws and organizational branding unless NAU fully joins MetroPlan.

### **2. RELATED STRATEGIC WORKPLAN ITEM:**

**Goal 2:** Deliver Plans that Meet Partner and Community Needs

**Objective 2.2:** Expand inclusion of transportation disadvantaged community members and organizations in the planning process from setting planning priorities to implementing outcomes.

### **3. BACKGROUND:**

NAU is a major land holder in Flagstaff and its road, transit, bike and pedestrian network and operations are a key part of the overall transportation system within the greater Flagstaff region. Ensuring these systems all work together is key to the success of MetroPlan. Additionally, NAU can benefit from the transportation planning occurring at MetroPlan and benefit from access to grants. Having policy direction from the President's Office at NAU on the Metro Plan Board can help ensure the mutual benefit of both organizations. The invitation letter to NAU to join MetroPlan currently suggests the President be invited to sit on the Executive Board; however, the Board could allow the President to designate a member of his office.

MetroPlan sent the letter to NAU inviting them to fully join the MetroPlan Board in November 2023. NAU has not indicated intent to join as requested. Staff now recommends that the Board notify NAU of its intent to remove NAU from its bylaws and organizational branding, since NAU is not currently a member, while still being open to NAU's consideration of formally joining MetroPlan.



# METROPLAN

GREATER FLAGSTAFF

MetroPlan's bylaws and operating procedures establish the Executive Board, which acts as a policy body and manages the business and affairs of the organization. The Executive Board includes three seats from the City of Flagstaff, two seats from Coconino County, a seat from the State Transportation Board, and a seat from Mountain Line.

The Management Committee is established to advise the Executive Director and MetroPlan Board. The primary area of emphasis is on the policy direction of the respective jurisdictions and any bearing that direction has on MetroPlan's work program or implementation. Seats are held by the leadership of the agencies represented on the MetroPlan Board; however, the Management Committee also includes a member of the President's office of NAU. The seat is currently held by Josh Maher, Associate VP for Community Relations, even though NAU has not joined MetroPlan.

The Technical Advisory Committee (TAC) is made up of technical and/or managerial staff of participating agencies and currently includes one (1) voting seat for NAU that is vacant and has been for more than a year.

NAU is the only agency that does not have parallel structure within the MetroPlan organization as NAU does not have representation on the MetroPlan Board but holds positions on Management Committee and TAC. The parallel TAC, Management Committee, and Board structure is intentional to ensure that technical analysis, resources, and policy of the organization are aligned at all levels.

#### **4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:**

This item was not brought to the TAC. Management Committee will discuss this item at their next meeting on January 5th.

#### **5. FISCAL IMPACT:**

None.

#### **6. ALTERNATIVES:**

- a. Recommended:** Approve the attached letter dated January 8, 2025, to Northern Arizona University President Cruz Rivera to inform NAU of MetroPlan's intent to remove NAU from its bylaws and organizational branding unless NAU fully joins MetroPlan.

This action cleans up MetroPlan's bylaws to create parallel structures for its member agencies. It also ensures MetroPlan does not represent NAU in its communications without NAU's participation.

- b. Not Recommended:** Do not send the attached letter.



# METROPLAN

GREATER FLAGSTAFF

The Board could provide staff with further direction.

## **7. ATTACHMENTS:**

Letter to NAU President Cruz Rivera dated January 8, 2025

Staff report from November 2, 2023 Executive Board Meeting

Original letter inviting NAU to participate in MetroPlan as a full member

ARIZONA DEPARTMENT OF  
TRANSPORTATION (ADOT)  
CITY OF FLAGSTAFF  
COCONINO COUNTY  
MOUNTAIN LINE  
NORTHERN ARIZONA  
UNIVERSITY (NAU)

#### EXECUTIVE BOARD

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Supervisor District 2  
Coconino County

Tony Williams  
Mountain Line Board of  
Directors

Jamescita Peshlakai  
Arizona State  
Transportation Board

January 8, 2025

President José Luis Cruz Rivera  
Office of the President, Northern Arizona University  
1900 S. Knoles Drive  
Flagstaff, AZ 86011

Dear President Cruz Rivera,

On behalf of the MetroPlan Board, I am writing to follow up on our November 2023 letter inviting Northern Arizona University to consider becoming a full member of the MetroPlan organization by joining the Executive Board. As we did not receive a response, the Board would like to share an important organizational update and reiterate our continued respect for and interest in NAU's participation.

At its upcoming February meeting, the MetroPlan Board intends to take action to remove Northern Arizona University from the MetroPlan Management Committee, and Technical Advisory Committee, and to update organizational branding to reflect current member agencies, removing NAU. This step is to ensure clarity and alignment between MetroPlan's governance structure and its formally participating member organizations.

This decision should not be interpreted as a reflection of NAU's value or importance to the regional transportation system. To the contrary, MetroPlan continues to recognize NAU as a critical transportation partner and a major contributor to the mobility, sustainability, and economic vitality of the greater Flagstaff area. We greatly appreciate NAU's past participation and collaboration.

Consistent with our prior letter, MetroPlan warmly welcomes Northern Arizona University to consider becoming a MetroPlan member agency. We believe NAU's leadership and perspective would strengthen regional transportation planning and help advance shared goals related to access, climate action, and multimodal transportation.

Please feel free to contact me or MetroPlan's Executive Director, Kate Morley, should you have any questions or wish to explore future engagement. Thank you for your time and consideration.

Miranda Sweet  
Flagstaff Vice Mayor and MetroPlan Board Chair  
[miranda.sweet@flagstaffaz.gov](mailto:miranda.sweet@flagstaffaz.gov)

Attached: November 2023 Letter

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



# METROPLAN

GREATER FLAGSTAFF

## STAFF REPORT

**REPORT DATE:** October 9, 2023

**MEETING DATE:** November 2, 2023

**TO:** Honorable Chair and Members of the Executive Board

**FROM:** Kate Morley, Executive Director

**SUBJECT:** Approve Invitation Letter to Northern Arizona University (NAU)

---

### **1. RECOMMENDATION:**

Staff recommends the Board approve the letter inviting Northern Arizona University (NAU) to participate in MetroPlan as a full member.

### **2. RELATED STRATEGIC WORKPLAN ITEM:**

**Goal 2:** Deliver Plans that Meet Partner and Community Needs

**Objective 2.2:** Expand inclusion of transportation disadvantaged community members and organizations in the planning process from setting planning priorities to implementing outcomes.

### **3. BACKGROUND**

MetroPlan's bylaws and operating procedures establish the Executive Board which acts as a policy body and manages the business and affairs of the organization. The Executive Board includes three seats from the City of Flagstaff, two seats from Coconino County, a State Transportation Board member, and Mountain Line member.

The Management Committee is established to advise the Executive Director and Executive Board. The primary area of emphasis is on the policy direction of the respective jurisdictions and any bearing that direction has on Metroplan's work program or implementation. Seats are held by the leadership of the agencies represented on the Executive Board; however, the Management Committee also includes a member of the President's office of NAU. The seat is currently held by Josh Maher, Associate VP for Community Relations.



# METROPLAN

GREATER ♣ FLAGSTAFF

The Technical Advisory Committee (TAC) is made of technical and/or managerial staff of participating agencies and includes one (1) voting seat for NAU that is currently vacant and has been for more than a year.

NAU is the only agency that does not have parallel structure within the MetroPlan organization by not having representation on the Board but enjoying positions on Management Committee and TAC. The parallel TAC, Management Committee and Board structure is intentional in ensuring that technical analysis, resources, and policy of the organization are aligned at all levels.

NAU is a major land holder in Flagstaff and its road, transit, bike and pedestrian network and operations are a key part of the overall transportation system within the greater Flagstaff region. Ensuring these systems all work together is key to the success of MetroPlan. Additionally, NAU can benefit from the transportation planning occurring at MetroPlan and benefit from access to grants. Having policy direction from the President's Office at NAU on the Board can help ensure the mutual benefit of both organizations. The draft invitation letter currently suggests the President be invited to sit on the Executive Board, however, the Board could allow the President to designate a member of his office.

#### **4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:**

This item was not brought to the TAC.

#### **5. FISCAL IMPACT:**

There is no direct expense associated with this decision. Membership on the Board of Directors is set at \$5,000 per seat for member agencies, excluding the State Transportation Board member seat which does not have a fee.

#### **6. ALTERNATIVES:**

**Recommended:** Approve letter inviting Northern Arizona University to participate in MetroPlan as a full member. This option invites NAU to become a full, participating member of MetroPlan and will support the representation and engagement of NAU. If accepted, MetroPlan will need to update the bylaws at a future meeting.

**Recommended:** Approve letter inviting Northern Arizona University modifying the letter to allow a designee from the President's office. It is recommended the Board ensure any appointee to the Executive Board has authority to represent the high level, policies of the organization as other Executive Board members have. If accepted, MetroPlan will need to update the bylaws at a future meeting.



# METROPLAN

GREATER FLAGSTAFF

**Not Recommended:** Do not send a letter. The Board may wish to decline sending a letter of invitation to NAU. The Board could choose whether to continue to have NAU fill seats on Management Committee and Technical Advisory Committee. Changes to the bylaws would need to occur if changes were to be made.

## **7. ATTACHMENTS:**

Draft Letter to NAU

(Link) [MetroPlan Bylaws](#)

President Jose' Luis Cruz Rivera  
Office of the President, Northern Arizona University  
1900 S Knoles Dr  
Flagstaff, AZ 86011

Dear President Cruz Rivera,

The Executive Board of MetroPlan encourages NAU to become a full member of MetroPlan by inviting you to join the MetroPlan Executive Board. MetroPlan leads in transportation planning in the greater Flagstaff region and has been instrumental in related policy and funding decisions made over the past three decades. MetroPlan Executive Board membership consists of three elected officials from the City of Flagstaff, two from Coconino County, a Mountain Line representative, for which each agency pays \$5,000 per seat, and one representative of the Arizona State Transportation Board.

NAU currently holds seats on two committees of the organization. Josh Maher serves on the Management Committee and there is a vacant seat on the Technical Advisory Committee that the Board would also like to see filled.

NAU is a key transportation partner with a significant regional role. NAU runs its own shuttle service, owns roadways, collaborates with adjacent roadway owners, is a major trip generator and attractor, and has critical multimodal connections through its campus. Fully participating in MetroPlan's processes will help the regions' transportation system be more cohesive.

MetroPlan's current Strategic Plan, attached, has four goals that benefit NAU. The first is to maximize funding for transportation projects and programs. MetroPlan can serve NAU in this fashion by fully understanding needs and seeking federal and state grants for transportation projects on and adjacent to campus. In the last six months, MetroPlan has written over \$45 million in applications on behalf of our partner organizations.

The second goal is to deliver plans that meet partner and community needs. NAU is a key component of the greater Flagstaff transportation system. Connections within campus but also to and from campus are important for the function of the entire transportation system. NAU is also a major trip generator within the community. NAU's participation in the planning and direction of the greater transportation system can ensure equitable access to higher education, lessen NAU's climate impacts, and ensure regional projects meet NAU's needs.

The third goal of the Strategic Plan is to build MetroPlan's visibility in the community. As a member agency, NAU will receive this recognition as well, building a positive

reputation in the community and showing the community NAU is fully committed to participating in the larger planning and transportation conversation occurring within the community.

Finally, the fourth goal is to implement programs that encourage mode shift. NAU is the leader in mode shift in the region and can benefit greatly from additional programs and investment that support a multimodal approach. MetroPlan's programs support NAU's Climate Action Plan and policies to expand transportation demand management.

We hope you will accept our offer to become a full member agency of MetroPlan by joining the Executive Board.

Please reach out to myself or our Executive Director, Kate Morley if you have any questions.

Sincerely,

Jim McCarthy  
Flagstaff City Council and MetroPlan Board Chair  
[Jmccarthy@flagstaffaz.gov](mailto:Jmccarthy@flagstaffaz.gov)  
928-864-8510



# METROPLAN

GREATER FLAGSTAFF

## STAFF REPORT

**REPORT DATE:** December 17, 2025

**MEETING DATE:** January 8, 2026

**TO:** Honorable Chair and Members of the Executive Board

**FROM:** Tami Suchowiejko, Business Manager

**SUBJECT:** Title VI Training and Presentation

---

### **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:** Ensure good standing with funders

### **BACKGROUND:**

Tami Suchowiejko, Business Manager and Title VI Coordinator, will present Title VI Civil Rights training for MetroPlan. The Title VI Plan requires annual Civil Rights training for the MetroPlan Executive Board, Technical Advisory Committee, and staff.

### **3. TAC AND MANAGEMENT COMMITTEE DISCUSSION:**

This training will be presented to the TAC on January 28, 2025. The Management Committee was not presented this item.

### **4. FISCAL IMPACT:**

None.

### **5. ALTERNATIVES:**

None. This item is for information and discussion only.



# METROPLAN

GREATER◆ FLAGSTAFF

## 6. ATTACHMENTS:

None.



## STAFF REPORT

**REPORT DATE:** December 22, 2025

**MEETING DATE:** January 8, 2026

**TO:** Honorable Chair and Members of the Executive Board

**FROM:** Kim Austin, Transportation Demand Management Planner

**SUBJECT:** Transportation Demand Management Update

---

### **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 3.2:** Expand MetroPlan's visibility through branding and marketing-social media, print, and digital materials.

**Goal 4:** Implement Programs that Encourage Mode Shift

**Objective 4.3:** Educate the public about economic, health, congestion, climate, equity, and other benefits of multimodal transportation.

### **3. BACKGROUND:**

Staff are considering two new Safer People efforts. These outreach efforts align with MetroPlan's goals to build our visibility within the community through branded marketing and implement programs that encourage mode shift. Key components of the campaign include:

- a. Safe Routes to School campaign: create educational resources for Flagstaff Unified School District (FUSD) and charter schools. Mountain Mojo will assist with the production of a bound educational booklet for Physical Education (PE) teachers with instructions for implementing the recommended programming outlined in the existing Conditions Report, and accompanied by a toolkit for PE teachers to implement lesson plans
- b. MetroPlan's website, specifically transportation safety, will consolidate a variety of safety information and resources on the MetroPlan website into a singular safety page with key



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information on all plans, links to GIS tools and data, Safe Routes to School information, and a platform for all Safer Journeys Together information.

## **4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:**

This item was not presented to the Technical Advisory Committee or the Management Committee.

## **5. FISCAL IMPACT:**

Funding for the Safe Routes to School toolkit and website updates is included in MetroPlan's FY26 budget, supported by revenue from the Carbon Reduction Program and the Transportation Alternatives program. The total cost of this campaign and website update is approximately \$15,000.

Future considerations for the Executive Board include a contract amendment through September 2027 for Safer Crossings videos, media buys, and the Safe Routes to School recommended education and encouragement campaign.

## **6. ALTERNATIVES:**

None. This is a discussion item only.

## **7. ATTACHMENTS:**

None. There are no attachments.



## STAFF REPORT

**REPORT DATE:** December 12, 2025

**MEETING DATE:** January 8, 2026

**TO:** Honorable Chair and Members of the Executive Board

**FROM:** Kate Morley, Executive Director

**SUBJECT:** MetroPlan Happenings

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### **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:**

Member Vasquez spoke at the State Transportation Board meeting on December 19 to inform the Board of the need to fund improvements on US180.

MetroPlan helped celebrate the retirement of multimodal planner Martin Ince. Martin was an employee of the MPO as a joint position with City until the MPO separated from the City in 2020.

Staff kicked off the project prioritization process with Kittelson and Associates. The project is scheduled to be completed within one year.

Staff is working with Kittelson to gather data for the Safe Streets Master Plan and identify participants for the various working groups.

### **Grants**

Staff have helped the City with support letters for the Big Fill Lake rail project that will reduce flooding on the east side of town and allow for future rail expansion. The City is applying for two grants for the project, the Federal-State Partnership for Intercity Rail Program (FSP), and an AZ SMART application for match.



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Staff assisted the City of Flagstaff with an Off System Bridge Program application for the rehabilitation of the bridge over the Rio de Flag at Meade Lane. The award of funding would extend the useful life of the bridge and create safety improvements.

Staff are working with partners to draft an update of the Strategic Grants Plan for the Board consideration this spring.

#### **4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:**

This item was not brought to the TAC nor 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.