



AGENDA

Technical Advisory Committee

1:30 – 2:30 PM

July 16, 2025

[Join the meeting now](#)

Meeting ID: 212 111 581 612 8

Passcode: 6BU9CP2y

In-Person

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).

TECHNICAL ADVISORY COMMITTEE MEMBERS

- ☐ Michelle McNulty, City of Flagstaff Planning Director, Chair
- ☐ Nate Reisner, Coconino County Engineer, Vice-Chair
- ☐ Anne Dunno, Mountain Line Capital Development Manager
- ☐ Paul Mood, City of Flagstaff Engineer
- ☐ Jeff Bauman, City of Flagstaff Transportation Manager
- ☐ Jess McNeely, Coconino County Community Development Assistant Director
- ☐ Ruth Garcia, ADOT Regional Planning
- ☐ Jeremy DeGeyter, ADOT Assistant District Engineer
- ☐ VACANT, Federal Highway Administration
- ☐ Stephanie Santana, City of Flagstaff Senior Transportation Engineer (*Alternate for JBauman*)
- ☐ Jason James, ADOT Regional Planning Manager (*Alternate for RGarcia*)
- ☐ Ryan Wolff, ADOT Transportation Engineer (*Alternate for JDeGeyter*)
- ☐ Charlie Wilson, Coconino County Lead Design Engineer (*Alternate for NReisner*)
- ☐ VACANT, Northern Arizona University

METROPLAN STAFF

- ☐ Kate Morley, Executive Director
- ☐ David Wessel, Planning Manager
- ☐ Tami Suchowiejko, Business Manager & Clerk of the Board
- ☐ Mandia Gonzales, Transportation Planner
- ☐ VACANT, Transportation Planner
- ☐ Kim Austin, Transportation Demand Manager
- ☐ Corey Cooper, Safe Routes to School Coordinator
- ☐ Melanie Nagel, Montoya Fellow

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.

4. APPROVAL OF MINUTES

(Pages 4-9)

Technical Advisory Committee Regular Meeting Minutes of May 21, 2025.

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. GENERAL BUSINESS

1. CONSIDERATION AND POSSIBLE ACTIONS REGARDING FY2026 GREATER ARIZONA FUNDING INITIATIVES - RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) BILL

(Pages 10-17)

MetroPlan Staff: Kate Morley

Recommendation: The TAC select and recommend to the Board a package of projects for inclusion in the next Rural Transportation Advocacy Council Projects Bill.

2. SAFE STREETS MASTER PLAN UPDATE

(Pages 18-19)

MetroPlan Staff: David Wessel

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

3. METROPLAN IN-KIND POLICY AND PROCEDURES

(Pages 20-24)

MetroPlan Staff: Kate Morley

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

4. HAPPENINGS

(Pages 25-26)

MetroPlan Staff: Kate Morley

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

D. CLOSING BUSINESS

1. ITEMS FROM THE TAC

Board members may make general announcements, raise items of concern, or report on current topics of interest to the Technical Advisory Committee. Items are not on the agenda, so discussion is limited, and action not allowed.

2. NEXT SCHEDULED TECHNICAL ADVISORY COMMITTEE

September 24, 2025

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 at www.metroplanflg.org on July 7, 2025, at 12:00 pm.

Tami Suchowiejko

Tami Suchowiejko, Business Manager & Clerk of the Board

Dated this 7th day of July 2025.



Meeting Minutes

Technical Advisory Committee

1:30 – 3:30 PM

May 21, 2025

[Join the meeting now](#)

Meeting ID: 237 424 121 882

Passcode: e297uD6E

In-Person

Flagstaff City Hall

211 W Aspen Ave, Flagstaff, AZ 86001

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TECHNICAL ADVISORY COMMITTEE MEMBERS

- ☐ Michelle McNulty, City of Flagstaff Planning Director, Chair
- ☒ Nate Reisner, Coconino County Engineer, Vice-Chair
- ☒ Anne Dunno, Mountain Line Capital Development Manager – [Joined at 2:15pm](#)
- ☒ Paul Mood, City of Flagstaff Engineer
- ☐ Jeff Bauman, City of Flagstaff Transportation Manager
- ☒ Jess McNeely, Coconino County Community Development Assistant Director
- ☒ Ruth Garcia, ADOT Regional Planning
- ☒ Jeremy DeGeyter, ADOT Assistant District Engineer
- ☐ ~~Romare Truely, Federal Highway Administration~~
- ☐ Stephanie Santana, City of Flagstaff Senior Transportation Engineer (*Alternate for JBauman*)
- ☐ Jason James, ADOT Regional Planning Manager (*Alternate for RGarcia*)
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- ☐ Kate Morley, Executive Director
- ☒ David Wessel, Planning Manager
- ☒ Tami Suchowiejko, Business Manager & Clerk of the Board
- ☒ Mandia Gonzales, Transportation Planner
- ☒ Sandra Tavel, Transportation Planner
- ☒ Kim Austin, Transportation Demand Manager
- ☒ Corey Cooper, Safe Routes to School Coordinator
- ☒ Melanie Nagel, Montoya Fellow

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

Vice-Chair Reisner called the meeting to order at 1:33 pm.

2. ROLL CALL

See above.

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.

None provided.

4. APPROVAL OF MINUTES

Technical Advisory Committee Regular Meeting Minutes of April 23, 2025.

Motion: Member Mood made a motion to approve the April 23, 2025, meeting minutes. Member DeGeyter seconded the motion. Approved 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.

Vice Chair Reisner asked if there were any consent items the Committee would like to remove for discussion.

Motion: Member Mood made a motion to approve the consent agenda as presented. Member Garcia seconded the motion. Approved unanimously.

1) FY2026 Title VI and Civil Rights Plan:

Staff recommend the TAC recommend the Board adopt the FY26 Title VI Plan.

2) FY26 and FY27 Unified Planning Work Program (UPWP):

Staff recommend the TAC recommend the Board adopt the FY2026 and FY2027 Unified Planning Work Program (UPWP).

C. GENERAL BUSINESS

1. CONSIDER FY2026 BUDGET

MetroPlan Staff: Kate Morley (David Wessel, in place of Morley)

Recommendation: Staff recommend the TAC recommend the Board adopt the FY2026 Budget as drafted.

Planning Manager Wessel provided information on the FY2026 and 5-Year budgets, including projected revenues and expenses.

Motion: Member Mood made a motion to recommend the Board adopt the FY2026 Budget as drafted). Member DeGeyter seconded the motion. Approved unanimously.

2. W. ROUTE OPERATIONAL ASSESSMENT (OA) UPDATE

MetroPlan Staff: Mandia Gonzales

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

Transportation Planner Gonzales provided a presentation and update from the Project Advisory Group (PAG) meeting on May 5, 2025. MetroPlan convened the Project Advisory Group on May 5th to consider partnerships and grants and to solidify project recommendations. The PAG recommended the next steps related to engineering and design, elevating the project as regional priority and a review of the 419 fund balance.

3. FY2026 GREATER ARIZONA FUNDING INITIATIVES - RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) BILL

MetroPlan Staff: Sandra Tavel

Recommendation: Recommend the Board adopt US180 Corridor Improvements and West Route 66 for the FY2026 RTAC Bill projects.

Motion: Member DeGeyter made a motion to table this item. Member Mood seconded the motion. Approved unanimously.

Transportation Planner Tavel provided a presentation about the request from RTAC that each organization provide priority projects for the RTAC Policy Summit in October. Ms. Tavel requested discussion and input for the TAC recommendation.

TAC Discussion:

Vice Chair Reisner expressed concern that if US180 and West Route 66 are recommended, the Burris Lane Intersection Project will fall off the RTAC list. He would like the Burris Lane Intersection Project to be considered.

Member Mood commented that the City nominated the Lonetree overpass the current years RTAC. He asked when the decision will be made about the current year's recommendations. Planning Manager Tavel advised that we do not have that information.

Planning Manager Wessel followed up about the projects nominated for the current year – Burris and Lonetree – if they are not funded, how do they rank priority-wise with the two projects proposed for FY26, US 180 and West Route 66?

Member Mood commented that cost increases for the Lonetree overpass are depleting the prop 419 funding. He would like it to be considered. He stated that the Lonetree overpass for FY24 was nominated and not selected, and the outcome for FY25 nominations is not yet known. He asked if nominating the Lonetree overpass again for FY26 would carry weight with

RTAC. Planning Manager Tavel responded that what carries weight is follow up with the legislators.

Planning Manager Wessel asked for clarification from Member Mood, if Lonetree is not funded will it remain a priority over US180? Member Mood said that he assumes it will remain a priority. He asked if US180 carries more weight than Lonetree with the State Legislature?

Planning Manager Tavel asked what is more important to the TAC the US180 corridor or Lonetree? Member Mood states that he supports splitting the funding, so that everyone gets some funding.

Vice Chair Reisner added that the Strategic Advance identified US180 as the priority for the region for ADOT's P2P funding. He suggested the TAC should identify a single project overall and put all support behind one project, rather than splitting up the funds for various projects. We need a unified priority and a unified voice for the region and support a singular priority. That is how the 4th street bridge was accomplished.

Planning Manager Wessel reviewed the schedule for creating the list for RTAC list of recommendations is due in early October. More discussion is needed about priorities, and there is more information to gather. He proposed that follow up discussion is needed regarding current projects and funding gaps. Member DeGeyter requested that funding options be presented for each of the proposed projects.

Vice Chair Reisner requested that the TAC table this item and have further discussions about projects and discretionary funding so the TAC may present a unified voice from a regional standpoint. **Planning Manager Wessel recognized guest speakers Tiffany Antol, Zoning Code Manager, City of Flagstaff and Elizabeth (Bizzy) Collins, Strategic Performance Planner, Mountain Line., and suggested reordering the agenda, and presenting item 5 ahead of item 4. Vice Chair Reisner and TAC Members were in agreement.**

4. NORTHERN ARIZONA UNIVERSITY SUBRECIPIENT PERFORMANCE REVIEW

MetroPlan Staff: Dave Wessel

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

Planning Manager Wessel provided a presentation about the NAU Subrecipient Performance Review. The agreement with NAU is working well. Mr. Wessel shared the lessons learned from working with the NAU students: scoping task certainty and complexity, scheduling, in terms of both time requirements and time availability, and evaluation criteria. Staff recommend that we continue this subrecipient agreement with NAU, not only with traffic engineering, but we can also work with the planning, economics and communication departments.

5. LAND AVAILABILITY AND SITE SUITABILITY STUDY, CODE ANALYSIS PROJECT UPDATE

Guests: Elizabeth (Bizzy) Collins and ~~Michelle McNulty~~ Michelle McNulty

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

Tiffany Antol, Zoning Code Manager, City of Flagstaff, on behalf of Michelle McNulty, provided a presentation on the Land Availability and Site Suitability Study (LASS) and Code Analysis

Project. The LASS is complete, and more information is available on the City of Flagstaff website. The project website can be found at <https://www.flagstaff.az.gov/4888/Land-Availability-Suitability-Study>. They are in the second phase of the Code Analysis Project, which is the Code Concepts Report, highlighting high level ideas for future code. The Code Analysis Project focuses on climate and housing goals. The next public outreach community session is scheduled for Friday, June 13 at Lowell Observatory.

Bizzy Collins, Strategic Performance Planner, Mountain Line, presented information about the transit concept. Mountain Line is partnering with the City on this project to look at transit barriers. Improving transit access in Flagstaff is central to achieving housing and carbon neutrality goals. The focus of the transit-related codes assessment is on infill development and compact land use patterns, sustainable transportation networks and neighborhoods, and electric mobility, including on-route bus charging locations.

6. SAFE STREETS MASTER PLAN UPDATE

MetroPlan Staff: Dave Wessel

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

Planning Manager Wessel presented an update on the SSMP project. The Scoping Team developed a draft and is now in the process of amending. The deliverables document is 70% complete. We are still debating whether we will go with a request for proposals or a request for statement of qualifications. We have 22 interested parties with diverse array of skills represented. We will move the procurement release to early June. It is still possible to complete the review over the summer month. Staff expect to have an award in December.

7. METROPLAN HAPPENINGS

MetroPlan Staff: Kate Morley (David Wessel, in place of Morley)

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

Planning Manager Wessel provided an overview of recent and future events for MetroPlan.

D. CLOSING BUSINESS

1. ITEMS FROM THE TAC

Board members may make general announcements, raise items of concern, or report on current topics of interest to the Technical Advisory Committee. Items are not on the agenda, so discussion is limited, and action not allowed.

Member DeGeyter provided an update from ADOT. They hope to fill the District Administrator vacancy in the north central district in June. In the interim, Member DeGeyter and Steven Craver are splitting the assignments within the district.

Vice Chair Reisner commented that the draft ADOT 5-year Program is drafted. Mr. Reisner stated that the plan includes the widening I-40 between I-17 and Country Club. The I-40 widening project is an example of how P2P works. This project started back in 2017.

Member DeGeyter commented that the ADOT 5-year plan will be reviewed on June 5th, with final adoption taking place on June 20th. There are number of projects for the north central district. The draft is open for comments until May 23rd.

Member Dunno commented that the Mountain Line Downtown Connection Center opens on Monday, June 9th. Ms. Dunno also requested a future agenda item to discuss the Lockett roundabout project. She stated that as the City rebuilds or completes major road repairs along Cedar Avenue, there is an opportunity to catch up on bus stop improvements.

2. NEXT SCHEDULED TECHNICAL ADVISORY COMMITTEE

September 24, 2025

3. ADJOURN

Vice Chair Reisner called for a motion to adjourn the meeting. The motion was made by Member Mood and seconded by Member DeGeyter. The meeting was adjourned at 3:29pm.

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.



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GREATER † FLAGSTAFF

STAFF REPORT

REPORT DATE: June 23, 2025

MEETING DATE: July 16, 2025

TO: Honorable Chair and Members of the Technical Advisory Committee

FROM: Kate Morley, Executive Director

SUBJECT: Consider FY2026 Greater Arizona Funding Initiatives - Rural Transportation Advocacy Council (RTAC) Bill Regional Projects

1. STAFF RECOMMENDATION:

The TAC select and recommend to the Board a package of projects for inclusion in the next Rural Transportation Advocacy Council Projects Bill.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs

Objective 1.3: Coordinate partners' legislative priorities related to transportation

3. BACKGROUND:

Process

The Rural Transportation Advocacy Council (RTAC) represents 11 small Councils of Government (COGs) and Metropolitan Planning Organizations (MPOs) around the State; Bullhead City recently formed an MPO. The mission of RTAC is to protect and promote rural and small metropolitan transportation interests, as well as to create a stronger and more effective rural transportation advocacy network in Arizona. Supervisor Jeronimo Vasquez serves on the RTAC Board, and Vice-Mayor Miranda Sweet is the Alternate. For the last three years, RTAC has put forward pieces of legislation to fund transportation projects across the state, called the RTAC Bill.

The RTAC bill pursues funding from the State as a special budget appropriation. A funding proposal is allocated to each Council of Governments (COG) or Metropolitan Planning Organization (MPO) region by population. The MetroPlan region is allocated \$26,649,600 of the \$480,000,000 bill.

The major benefit of this statewide approach is that it amplifies MetroPlan's request and enlists additional champions. Our request will be packaged with the requests of 11 other COGs and MPOs. For example, rather than MetroPlan submitting a standalone request and soliciting support, we will partner



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with 11 other organizations that all want to be successful. A key advocacy component: *MetroPlan and each local agency should also advocate for their projects separately to increase the likelihood of inclusion in the final budget.*

Selecting projects:

Projects the State finds compelling should be considered for inclusion since the State would provide the funding. Advantageous project attributes include:

- Local match percentage and any other partnership funding
- Timeliness/shovel-ready
- Projects of statewide impact, such as those on the state highway system, which the legislature is more likely to see as their responsibility over local roadways.
- Size of the request(s) relative to the size of the benefit and size of the surplus

Staff have reviewed projects in the current draft Arizona House and Senate Budgets (attached) and found that most were less than \$2 million, with only a handful of appropriations over \$2 million. This may be a continuing trend because, at times, surplus funds are given out as earmarks to members with limited dollar figure. Maintenance and intersection improvements were the most common project types. Funding for projects in the MetroPlan region includes a signal at Woody Mountain and W. Route 66. MetroPlan did not submit as a part of its RTAC project list (see draft transportation projects attached).

Options for packages:

With needs far outweighing funding, there is no perfect project package. Considering legislative interest and the ability to go to the Capitol to speak out about projects is the key to getting funding. Staff have developed several options for the TAC to consider. Item a) is considered to be the most pragmatic approach to getting a project funded.

a) Include US180 improvements for \$2million and split the remaining \$24 million

- a. City of Flagstaff: \$6 million
- b. Coconino County: \$6 million
- c. Mountain Line: \$6 million

This option rallies members behind a single project of a scale that is likely to be funded and buys members more time and autonomy to select their projects. Projects would need to be identified by mid-August for the September 5th Board meeting. However, the lack of collaboration may be contrary to the benefits of partnering on the bill.

b) US 180 and West Route 66



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Including these projects elevates the US180 project that was selected as the top project in the MetroPlan region on the state highway system, the estimated cost is \$8 million. The remaining \$18 million available to us in the bill could be put into West Route 66. West Route 66 has a total of \$31,855,431 in recommendations for full build in the Operational Assessment. The City has approximately \$11 million for priority improvements.

Strengths include the location on the high-injury network, ADOT-owned roadway, and financial support from the City. However, the scale of these projects may be unlikely to be funded, and they are not yet shovel-ready.

- c) Continue to include Lone Tree Corridor, Burris Roundabout and a Mountain Line project
These projects were previously selected, Lone Tree for all 3 years of the bill's existence and Burris for 1 year and were not funded. Partners could continue to include them in the bill.
- d) Flood control for US 89
Due to delay in grant awards and new grant provisions, it could be advantageous to ask the state to fund the project awarded under the PROTECT grant.
- e) Provide direction to split the entire \$26M in other ways.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

Pending

5. FISCAL IMPACT:

There is no cost to pursue this funding, however, support of our legislative liaison will be critical for funding to be included in the final state budget. MetroPlan budgeted \$19,992 in local funds for legislative services for fiscal year 2026.

6. ALTERNATIVES:

- 1) **Recommended:** Select and recommend to the Board a package of projects for inclusion in the next Rural Transportation Advocacy Council Projects Bill. The action allows the TAC to make a recommendation to the Board ahead of their September meeting, which is the deadline for project selection.
- 2) **Not recommended:** Do not select and recommend a package of projects to the Board. The TAC can weigh in with their Management Committee and Executive Board members individually ahead of the September Board meeting.



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7. ATTACHMENTS:

FY2025 RTAC Project One-Pagers

Lone Tree Overpass and Corridor: Phase 2



Project Overview

MetroPlan requests \$18,268,353 in support of **Lone Tree Overpass and Corridor: Phase 2**.

The Lone Tree Overpass and Corridor will connect to improvements currently under construction and will create a new north-south roadway connection that extends Lone Tree Road between O'Leary Street to the south and Route 66 (ADOT) to the north. The roadway will be on a grade-separated bridge that will go over the BNSF Railway main line corridor and the United States Army Corps of Engineers' future Rio de Flag Channel. This new overpass and corridor improvements will provide connectivity, traffic congestion relief on streets like Milton Road (ADOT), San Francisco Street, and Beaver Street, and improved mobility to surrounding neighborhoods. The overpass connection will also complement the community's need for multi-modal options with bicycle and pedestrian access points connecting to the Flagstaff Urban Trail System (FUTS).

Lone Tree benefits to Flagstaff and the region:

- Access to future growth areas
- Improves north/south access to Northern Arizona University (NAU) and the downtown business district
- Improves pedestrian and bicycle mobility and safety
- Provides more effective evacuation routes
- Lessens congestion on Milton Rd. (ADOT) and in the core of the City

Project roadway and bridge design is complete. BNSF Railway design completion is anticipated for summer 2024. South segment construction will start fall of 2024.



Project Lead

City of Flagstaff, Arizona



Project Schedule

Construction begins in 2025

Est. Completion in 2027



Project Cost

Total Project Cost: \$73,850,000

State Funding Request: \$18,268,353

Local Contribution: \$55,581,647 (75%)



Contact Info

Paul Mood

City Engineer, City of Flagstaff

928-213-2675

paul.mood@flagstaffaz.gov



Location



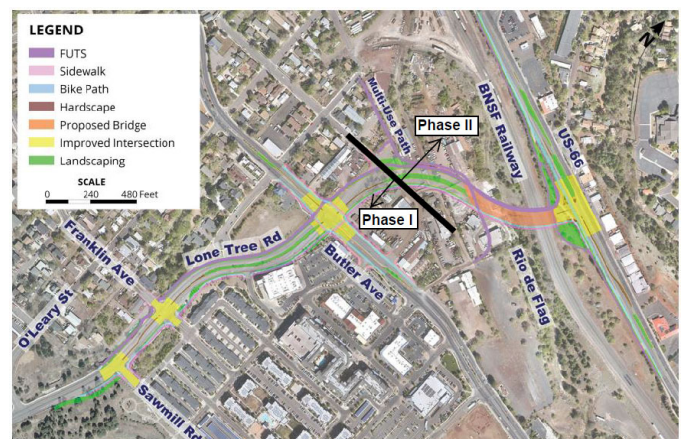
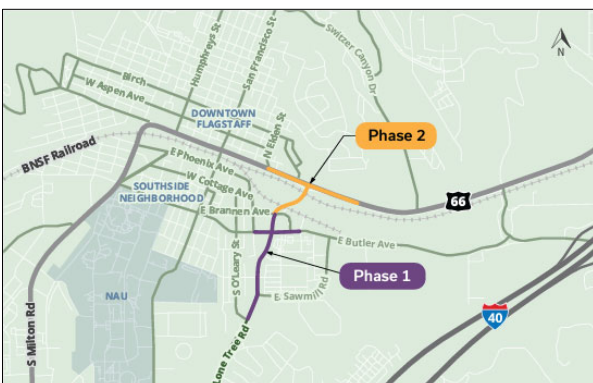
City of Flagstaff
Coconino County
AZ Legislative District 6
Flagstaff Region



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Project Site

Vicinity Map



Match: Four Electric Buses



Project Overview

Funding supports contribution of match funding for four electric buses. Mountain Line is proactive about maintaining state of good repair for vehicles, exemplified by the fact that Mountain Line has never had a finding related to maintenance in an FTA Triennial Review. Recent investment in a state-of-the-art indoor bus storage facility prolongs vehicle life and allows Mountain Line to maintain exceptional on-time performance. Routine vehicle maintenance is done in-house, allowing close oversight and high standards of care. Funding this project will ensure transit continues to play a vital role in a functioning transportation system.

Project benefits:

- Improves Mountain Line's overall state of good repair and modernizes our fleet
- Ensures reliable transit service
- Reduces an unexpected mechanical failure, resulting in reduced costs and increased reliability
- Reduce the number of fixed route breakdowns, saving fleet staff time and money to rescue vehicles in the field



Project Lead

Mountain Line



Project Schedule

Est. Completion Summer 2026



Project Cost

Total Project Cost: \$4,793,063

State Funding Request: \$958,613

Federal Contribution: \$3,834,450 (80%)



Contact Info

Jeremiah McVicker

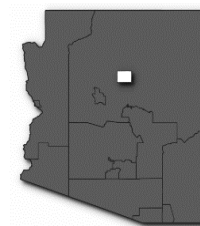
Maintenance Manager

928-679-8939

jmcvicker@mountainline.az.gov



Location



City of Flagstaff
Coconino County
AZ Legislative District 6
Flagstaff Region



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Photo



Match: Maintenance Facility Improvements



Project Overview

Funding supports contribution of match funding for the construction of a new bus maintenance facility at Mountain Line's headquarters in Flagstaff, AZ. The existing maintenance facility was built prior to Mountain Line receiving six 60 foot articulated buses in 2012. The facility is not long enough to accommodate articulated buses, causing issues during inclement weather since half of the vehicle is outdoors, and not tall enough to safely perform work on batteries.

This funding will improve the condition of the transit system by providing the necessary space and upgrades to safely perform work on articulated and electric buses, enable growth, and enhance workflow efficiencies which will modernize Mountain Line's headquarters.

Project benefits:

- Prepare Mountain Line for system and vehicle expansion to meet community transit needs
- Improve bus reliability and transit system condition by having adequate maintenance space
- Extend the life of buses and get them back on the road faster
- Improve safety and efficiencies for staff
- Maintain a state of good repair and ensure reliable services



Project Lead

Mountain Line



Project Schedule

Est. Completion Summer 2026



Project Cost

Total Project Cost: \$20,447,500

State Funding Request: \$2,044,750

Federal & Local Contribution: \$18,402,750



Contact Info

Anne Dunno

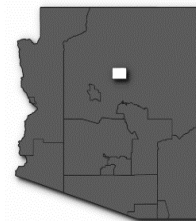
Capital Development Manager

928-679-8942

adunno@mountainline.az.gov



Location



City of Flagstaff
Coconino County
AZ Legislative District 6
Flagstaff Region



Site Photo



Project Overview

The Arizona Department of Transportation (ADOT) completed a Roadway Safety Audit in October of 2023 as requested by Coconino County and recommended a two-lane roundabout at the intersection of US89A and Burris Lane.

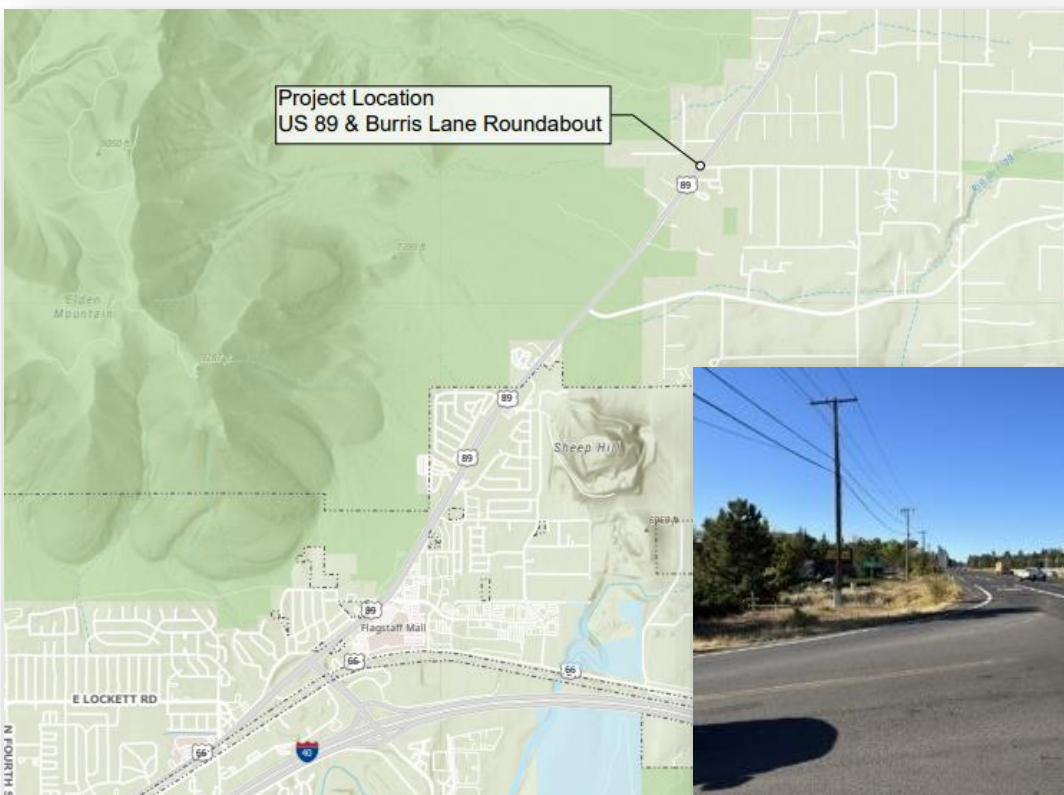
Between 2018 and 2022, 105 crashes that include 5 fatal and high severity left-turn crashes occurred in this area. Speeding was also identified as a problem. The recommended counter measure to reduce the high severity left turn crashes at the intersection and provide traffic calming within the corridor, is to install a roundabout at the intersection.

The project improves safety for the community and overall traveling public. This corridor is key for tourism to the Grand Canyon and other recreational sites that significantly contribute to the greater Arizona economy.

The project includes:

- Design | March 2028
- Construction | Spring 2030

Vicinity Map & Site Photo



2025-07-16 TAC Special Meeting



Project Lead

Coconino County



Project Schedule

Est. Completion in 2030



Project Cost

Total Project Cost: \$6,500,000
State Funding Request: \$5,650,000
Local Contribution: \$850,000



Contact Info

Christopher Tressler

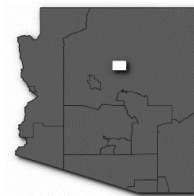
Director, Public Works

928-679-8317

ctressler@coconino.az.gov



Location



Doney Park
Coconino County
AZ Legislative District 6
Flagstaff Region





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STAFF REPORT

REPORT DATE: July 1, 2025

MEETING DATE: July 16, 2025

TO: Honorable Chair and Members of the Technical Advisory Committee

FROM: David Wessel, Planning Manager

SUBJECT: Safe Streets Master Plan Update

1. RECOMMENDATION:

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:

Grant Award

MetroPlan was awarded a Safe Streets and Roads for All (SS4A) Grant. The project total is \$2,675,000. The grant-awarded project scope includes complete street guidelines, a master plan, an interactive mapping tool, and revisions to codes and standards. The project also identifies projects and strategies that reflect a particular emphasis on safety. The scope is proposed to take four years to complete.

Scoping Process

An internal scoping document – akin to a charter – has been circulated and signed by a majority of the stakeholders. A project scope for procurement was approved by a scoping team, attached to a procurement document and released on May 30, 2025. Submittal is scheduled for noon, July 16, 2025. A pre-proposal meeting held on June 11 was attended by 22 people from numerous firms and a response to their questions has been posted to www.metroplanflg.org/rfp.

Procurement Choice



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Last month several procurement options were presented. It has been decided to use a request for proposal with a task order contract. The RFP will provide a firmer indication of price and the task order more control and flexibility over production quality.

Next Steps

Upon receipt of the proposals a multi-agency review team will make short list proposals to those from three teams that will be scheduled for interviews in mid-August. Negotiations with a finalist are expected to be completed in September and an award by MetroPlan Executive Board in early November. The list of firms submitting proposals will be provided to the TAC at the meeting.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

Pending

5. FISCAL IMPACT:

The grant allows MetroPlan staff time on the project to be recovered over the four-year timeframe of the plan.

6. ALTERNATIVES:

None. The item is for discussion only.

7. ATTACHMENTS:

The RFP, addenda, and answers to consultant questions may be reviewed at www.metroplanflg.org/rfp



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STAFF REPORT

REPORT DATE: June 23, 2025

MEETING DATE: July 16, 2025

TO: Honorable Chair and Members of the Technical Advisory Committee

FROM: Kate Morley, Executive Director

SUBJECT: MetroPlan In-Kind Policy and Procedures

1. STAFF 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 1.3: Coordinate partners' legislative priorities related to transportation

3. BACKGROUND:

MetroPlan's federal funds require either a 5.7% or 20% match on all federal funds expended. These funds must come from either local fund sources, local in-kind or cash match, or other donations. MetroPlan members agree to pay annual dues and grant matching funds that contribute to the local cash match required, although those funds may not completely account for the match required. Therefore, in-kind match is required. This is captured by tracking partner time spent on MetroPlan Unified Planning Work Program (UPWP) projects or activities, or for competitive grant awards.

MetroPlan's policy is to record partner time spent at each known event. No less than quarterly, MPO staff will send out a timesheet with those recorded hours. Partner staff should review this timesheet and add any additional time spent for the time period requested. This time should be modified to include hours NOT recorded by the MPO, as MPO staff does not have access to partner staff calendars. Partner staff should work with their accounting staff to ensure that their time is not funded with federal funds, to ensure in-kind time is valid.

With the increase in in-kind requirements, diligent reporting of time spent on MetroPlan-related activities is going to be key. Staff will facilitate a discussion on how to best collect it.



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4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

Pending

5. FISCAL IMPACT:

The FY2026 budget estimates that \$118,126 in in-kind will be needed to match awarded grants. For reference, \$105,337 was required for FY2025.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

MetroPlan In-Kind Policy



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Document: **Local Match and In-Kind Policy**

Adopted: **February 5, 2020**

Effective: **July 1, 2020**

Purpose:

MetroPlan's federal funds require either a 5.7% or 20% match on all federal funds expended. These funds must come from either local fund sources, local in-kind or cash match, or other donations. MetroPlan members agree to pay annual dues and grant matching funds that contribute to the local cash match required, although those funds may not completely account for the match required. Therefore in-kind match is required. This is captured by tracking partner time spent on MetroPlan Unified Planning Work Program (UPWP) projects or activities. The most consistent activities would include time spent preparing for, travelling to and attending Technical Advisory and Management Committee meetings.

Definitions:

Cash Match: Member Dues as determined by the Executive Board each year.

In-Kind Match: Staff time and related expenses, such as mileage, of partner agencies spent to benefit the projects of the Metropolitan Planning Area

In-Kind Donations: Supplies, Material, Equipment given to the MPO to support operations or projects at no cost.

Member Agency: Member agencies are those agencies that have voting members on the MetroPlan Executive Board and include the City of Flagstaff, Coconino County, Mountain Line Transportation (NAIPTA), and the Arizona Department of Transportation.

Partner Agency: Are those agencies that have voting members on the TAC or Management Committee and/or are stakeholders in the plans of the MPO because they represent the population or agencies that are impacted by MPO's plans. Partner agencies may also be known as Member agencies or Third Parties.

Third party: A third party is an entity (other than a recipient, subrecipient, or Federal agency) that is not party to a Federal-aid project agreement, but who may derive a benefit associated with the completion of the project. As a recipient, a State cannot be considered a third party.

Third Party In-kind Contribution: means the value of non-cash contributions (i.e., property or services) that—

- (a) Benefits a federally assisted project or program; and
- (b) Are contributed by non-Federal third parties, without charge, to a non-Federal entity under a Federal award. [2 CFR 200.96]

Governing Regulations:

Uniform Guidance

Federal Uniform Guidance (2 CFR 200.306) address Federal Cost Sharing or matching. Shared costs or matching funding may be included as part of match funds when contributions meet the following requirements:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under Subpart E— Cost Principles of this part;
- (5) Are not paid by the Federal government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

Volunteer services provided by third-parties (such as partner agencies) may be counted as cost sharing or matching if the service is an integral and necessary part of an approved project or program. Rates for third-party volunteer services must be consistent with those paid for similar work by the non-Federal entity, at the employee's regular rate of pay and benefits including indirect costs, or they must be consistent with those paid for similar work in the labor market. Additionally, paid fringe benefits that are reasonable, necessary, allocable, and otherwise allowable may be included in the valuation.

Donated property from third parties may also be counted as match or in-kind, and may include such items as equipment, office supplies, laboratory supplies, or workshop and classroom supplies. Value assessed to donated property included in the cost sharing or matching share must not exceed the fair market value of the property at the time of the donation.

Eligible Donations and Credits (FHWA)

In accordance with 23 U.S.C. §323, as amended by section 1902 of SAFETEA-LU, private donations of right-of-way, funds, materials, or services may be used toward the non-Federal share on any eligible Title 23, U.S.C. project. Also, local government donations of right-of-way,

funds, materials, or services performed by local government employees may be used toward the non-Federal share on any eligible title 23, U.S.C. project.

Any right-of-way donated at any time during the development of a project in accordance with the requirements of 23 U.S.C. §323, may be applied to the matching share. Other costs, including eligible donated services and materials, incurred prior to FHWA authorization of the project, cannot be applied to the non-Federal matching share of the project.

Partner Staff Roles and Responsibilities:

MetroPlan's policy is to record partner time spent at each known event. No less than quarterly, MPO staff will send out a timesheet with those recorded hours. Partner staff should review this timesheet and add any additional time spent for the time period requested. This time should be modified to include hours NOT recorded by the MPO, as MPO staff does not have access to partner staff calendars. Partner staff should work with their accounting staff to ensure that their time is not funded with federal funds, to ensure in-kind time is valid.

City of Flagstaff, Coconino County, NAU, and NAIPTA are Third Party members that derive benefit from the completion of projects funded through FMPO. Third Party staff time provides non-cash contribution of skills and knowledge that benefit the federally assisted projects (such as Milton Corridor). There is the expectation that ALL Third Party time benefits their own agency. Only the portions of their time spent on MPO projects that have joint benefit to the Metropolitan Planning Area should be counted as match. It should be noted that the benefit is NOT to the MPO, as the MPO only serves as liaison to benefit the represented partner agencies.

Additionally, when member agencies directly receive MPO federal funding or derive direct benefit from them, the member must provide appropriate cash or in-kind match to draw down funds.



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STAFF REPORT

REPORT DATE: June 23, 2025

MEETING DATE: July 16, 2025

TO: Honorable Chair and Members of the Technical Advisory Committee

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

The State Transportation Board will meet in Flagstaff on July 18th at 9am at City Hall. MetroPlan will host a reception for the Board at the Downtown Connection Center at 5 pm on July 17th. The TAC, Management Committee and Executive Board are encouraged to attend. The event will be a casual setting, allowing for MetroPlan to thank members for the award of over \$10M in AZ SMART Funds to the region and educate the Board on the need for investment in US180, which was identified as our top priority for state investment.

Staff compiled comments from members on ADOT pavement preservation plans for Route 66 through the City. The project allows for the incorporation of minor improvements that can improve accessibility and safety in the region.

AECOM has been contracted to complete the Creative Local Match Plan. The Plan needs to be completed by September 30th for grant purposes. This work is being done with salary savings.

Kim will be attending the Association of Commuter Transportation conference in the first week of August. The event is the leading forum on transportation demand management activities in the country. She recently assisted the City of Flagstaff Planning Department in completing their Bike Friendly Community application and has taken over ADOT Technical Advisory Committee (TAC) duties. Those



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duties currently include scoring the Transportation Alternatives applications submitted for FY26. The State Transportation Board will be voting on which applications to fund at their August 15th meeting.

Tami attended Title VI civil rights training in Phoenix. She serves as MetroPlan's Title VI Coordinator.

Corey has been developing a draft Safe Routes to School Plan that includes findings from school observations, interviews with principals, infrastructure analysis, and parent surveys. The document will outline priority activities for our programmatic activities over the next two years.

4) TAC AND MANAGEMENT COMMITTEE DISCUSSION:

Pending.

5) FISCAL IMPACT:

None. These items are updates only.

6) ALTERNATIVES:

None. This item is for information and discussion only.

7) ATTACHMENTS:

None.