



# Meeting Minutes Executive Board Meeting

1:00 – 3:00 PM

APRIL 2, 2026

## Teams Virtual Meeting

Join on your computer, mobile app or room device.

[Click here to Join the meeting](#)

Meeting ID: 289 217 343 654 1

Passcode: CF9Q5cm6

## 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

- X Miranda Sweet, Vice Mayor of Flagstaff, Chair
- Judy Begay, Chair Coconino County Board of Supervisors, Vice-Chair
- Austin Aslan, Flagstaff City Council
- X Tony Williams, Mountain Line Board of Directors
- X Becky Daggett, Mayor of Flagstaff
- Jamescita Peshlakai, Arizona State Transportation Board Member
- X 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

- X Kate Morley, Executive Director
- X David Wessel, Transportation Planning Manager
- X Tami Suchowiejko, Business Manager
- X Mandia Gonzales, Transportation Planner
- X Kim Austin, Transportation Demand Management Planner
- Hailey Bishop, Transportation Education AmeriCorps Member

Also in attendance: Jeff McKay, Vice President of Capital Planning and Campus Operations, Northern Arizona University

## **A. PRELIMINARY GENERAL BUSINESS**

### **1. CALL TO ORDER**

Chair Sweet called the meeting to order at 1:00 p.m.

### **2. ROLL CALL**

See page above.

### **3. PUBLIC COMMENT**

No public comments were received.

### **4. APPROVAL OF MINUTES**

Executive Board Regular Meeting Minutes of March 5, 2026

Motion: Member Williams made a motion to approve the Executive Board Meeting minutes of March 5, 2026. Member Vasquez seconded the motion. The motion passed unanimously.

## **B. CONSENT AGENDA**

There were no items on the Consent Agenda.

## **C. ACTION ITEMS**

### **1. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ROUTE 66 CENTENNIAL PROCLAMATION**

MetroPlan Staff: Mandia Gonzales, Transportation Planner

Recommendation: Staff recommend the Board approve the proclamation celebrating the 100<sup>th</sup> anniversary of historic U.S. Route 66.

Transportation Planner Gonzales presented the proclamation recognizing the importance of Route 66 and celebrating the 100<sup>th</sup> anniversary.

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

Public Comment: There were no comments from the public.

Motion: Member Vasquez made a motion to approve the proclamation celebrating the 100<sup>th</sup> anniversary of historic U.S. Route 66. Member Williams seconded the motion. The motion passed unanimously.

Chair Sweet read the proclamation.

2. CONSIDERATION AND POSSIBLE ACTION TO APPROVE LETTER TO CONGRESSIONAL DELEGATION ON SURFACE TRANSPORTATION REAUTHORIZATION

MetroPlan Staff: Kate Morley, Executive Director

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

Executive Director Morley presented the draft letter on Surface Transportation Reauthorization.

Board Discussion: Member Vasquez commented that he sits on the national board. He offered to provide support when or if there is an opportunity to go to D.C. or write additional letters.

Public Comment: There were no comments from the public.

Motion: Member Vasquez made a motion to approve and submit Letter to Congressional Delegation on Surface Transportation Reauthorization. Member Daggett seconded the motion. The motion passed unanimously.

3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AND SUBMIT COMMENT LETTER ON ARIZONA DEPARTMENT OF TRANSPORTATION TENTATIVE 5-YEAR CONSTRUCTION PROGRAM TO STATE TRANSPORTATION BOARD

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Board approve and submit Comment Letter on Arizona Department of Transportation Tentative 5-Year Construction Program to the State Transportation Board.

Board Discussion: Chair Sweet asked if ADOT gave a reason the US-180 project did not make it into the 5-year construction program. Executive Director Morley explained that the project has the support of ADOT's Northcentral Division Director Jeremy DeGeyter. However, all projects go through a state-wide formulaic process, and the project did not rank high enough to be included in the 5-year construction program.

Member Daggett asked if safety is a component of scoring. Executive Director Morley explained that there is a safety category, however, it is reactive rather than proactive.

Public Comment: There were no comments from the public.

Motion: Member Daggett made a motion to approve and submit Comment Letter on Arizona Department of Transportation Tentative 5-Year Construction Program to the State Transportation Board. Member Vasquez seconded the motion. The motion passed unanimously.

**D. DISCUSSION ITEMS**

1. DISCUSSION ON METROPLAN BYLAWS AND OPERATING PROCEDURES

MetroPlan Staff: Kate Morley, Executive Director

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

Executive Director Morley presented information about updates to the bylaws. MetroPlan will update the bylaws to include NAU as a participating member. There is also an opportunity to include an attendance requirement for Board members.

Board Discussion: Member Daggett stated that she appreciates the flexibility to attend virtually and agrees that attendance and engagement is important.

Member Vasquez commented that of the ten meetings per year, with one meeting being the strategic advance, it should be a requirement that a Board member attend five meetings in person.

Member Daggett asked if it would be difficult to track attendance. Executive Morley advised that it would not be difficult, as we have roll call at the beginning of each meeting.

Member Williams commented that at the last Board meeting, there were only two Board members in the room. He stated that in-person attendance is helpful and valuable. He also noted the difficulties we may encounter if we need to conduct a virtual executive session.

Chair Sweet expressed frustration and her desire to run a good meeting. She would like to see faces and body language because it contributes to engagement and understanding. She suggested that we try out the requirement of attending 50% of meeting in person. She asked for input from the attorney about adding the attendance requirement.

Executive Director Morley summarized that Metroplan will work with attorney to include language encouraging in person attendance in the update to the bylaws.

Public Comment: Jeff McKay commented that having an alternative form of attendance is helpful to achieve quorum.

## 2. UPDATE ON ARIZONA DEPARTMENT OF PUBLIC SAFETY LISTENING TOUR

MetroPlan Staff: David Wessel, Transportation Planning Manager

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

Transportation Planning Manager Wessel provided a summary of the ADOT Listening Tour information and asked for input for additional comments.

Board Discussion: Mayor Daggett commented that safety is the most important factor and suggested that calling out safety components for all modes is an important comment to share with ADOT.

Public Comment: There were no comments from the public.

## 3. DISCUSSION ON ARIZONA DEPARTMENT OF TRANSPORTATION LIGHTING STANDARDS

MetroPlan Staff: David Wessel, Transportation Planning Manager

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

Transportation Planning Manager Wessel shared information about ADOT's lighting standards and sought direction from the Board about how they would like us to proceed.

Board Discussion: Member Williams commented that it would be in our best interest to continue advocating for standards that are dark sky compliant. The dark sky designation is critically important to the community. Even if we do a study and it takes five years to get that study done, collaborating to make it happen is worthwhile. The Flagstaff community would be proud that we are continuing to advocate for dark sky lighting standards.

Member Vasquez commented that we are celebrating the 25-year anniversary this year of dark skies. Both the City and the County have ordinances around dark skies and the fact that we have had them for 25 years, yet ADOT still has not changed its policy on lights, means we still have some work to do. I think that this group would be a good group to be advocating the Flagstaff metro area to improve lighting issue. The lights are disrupting some of the dark sky economy and may be impacting opportunities for dark sky communities. I think Metro plan should take a position and actively advocate for dark sky lighting standards.

Member Daggett commented that we have a lot of scientific knowledge in the community and that NAU could contribute. She also suggested that we get the Dark Skies Code Compliance person involved.

Chair Sweet asked if we have the staff time available to move this forward. Executive Director Morley advised that MetroPlan has the capacity to continue conversations about lighting standards, and that a study requiring funding would be more involved.

Member Vasquez requested talking points about dark sky light standards.

Public Comment: There were no comments from the public.

#### 4. [SAFE ROUTES TO SCHOOL UPDATE](#)

MetroPlan Staff: Kim Austin, Transportation Demand Management Planner

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

TDM Planner Austin provided an update on the Safe Routes to School program and infrastructure project.

Board Discussion: Member Vasquez asked if there is funding for the proposed school improvements. TDM Planner Austin explained that we are in phase 2 of the project which includes developing concepts, and in phase 3 we will seek funding.

Member Daggett commented that although funding is not yet identified, these are exciting changes for the schools identified in the project. Executive Director Morley stated that the City had \$10M in the capital 5-year plan and may consider using some of that \$10M as matching funds for grants to complete the improvements.

Member Vasquez followed up to Mr. McKay's comment about electric scooter charging, suggesting that perhaps the City and County can enact ordinances to help with regulation.

Public Comment: Jeff McKay commented that NAU is dealing with a problem related to electric mobility. He stated there are safety concerns about electric scooters charging indoors and possibly banning them from charging inside buildings on campus. He asked if Flagstaff schools are having problems with scooters. TDM Planner Austin confirmed that some schools are having issues with electric motorcycles and scooters. She added that some cities are enacting laws and ordinances to regulate ownership and require driver's licenses to operate.

## 5. RIDE YOUR BIKE WEEK 2026 UPDATE

MetroPlan Staff: Kim Austin, Transportation Demand Management Planner

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

TDM Planner Austin gave a report on the upcoming activities for Ride Your Bike Week, May 10-16, 2026. She encouraged the Board to join us for the Kick-Off Ride on Monday, May 17 at 7:00am at City Hall.

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

Public Comment: There were no comments from the public.

## 6. UPDATE ON THE ARIZONA TRANSPORTATION POLICY SUMMIT IN FLAGSTAFF

MetroPlan Staff: Executive Director Kate Morley

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

Executive Director Morley provided an update on the upcoming AZ Transportation Policy Summit co-hosted by MetroPlan and NACOG October 14-16, 2026.

Board Discussion: Member Vasquez commented that the County will host the County Supervisors Association October 18-20, 2026. Executive Director Morley added that the statewide planning conference will also be held in Flagstaff, November 4-5, 2026.

Member Daggett asked if there was a tour or activity planned for Friday to encourage conference attendees to stay over. Executive Director Morley explained that we could organize tours of transportation projects like the Downtown Mile or the County Protect Grant. MetroPlan is also working with Discover Flagstaff to promote local activities and attractions.

Public Comment: There were no comments from the public.

## 7. METROPLAN HAPPENINGS

MetroPlan Staff: Executive Director Kate Morley

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

Executive Director Morley reported on MetroPlan's recent activities and accomplishments.

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

Public Comment: There were no comments from the public.

## E. CLOSING BUSINESS

### 1. ITEMS FROM THE BOARD

There were no items from the Board.

### 2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

May 7, 2026 – Meeting will be held at City Hall in Council Chambers

### 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.*