AGENDA

Executive Board Meeting

1:00 – 3:00 PM

THURSDAY, NOVEMBER 5, 2026

Teams Virtual Meeting

Join on your computer, mobile app or room device.

Click here to join the meeting

Meeting ID: 287 270 559 730 4

Passcode: tu2JQ2J6

In-Person Location

Downtown Connection Center

216 W Phoenix Ave, Flagstaff, AZ 86001

Regular meetings and work sessions are open to the public. Persons with a disability may request a reasonable accommodation by contacting MetroPlan via email at planning@metroplanflg.org. The MetroPlan complies with Title VI of the Civil Rights Act of 1964 to involve and assist underrepresented and underserved populations (age, gender, color, income status, race, national origin, and LEP – Limited English Proficiency.) Requests should be made as early as possible to allow time to arrange the accommodation.

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

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

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

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

EXECUTIVE BOARD MEMBERS

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

METROPLAN STAFF

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

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 September 3, 2026 (Pages 5-11)

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 REGARDING LEGISLATIVE AGENDA (Pages 12-16)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Board adopt the proposed legislative agenda.

2. CONSIDERATION AND POSSIBLE ACTION REGARDING TRANSPORTATION ALTERNATIVES GRANT AND INTERGOVERNMENTAL AGREEMENT FOR MT. ELDEN LOOKOUT ROAD TO US-89 TRAIL PROJECT (Pages 17-22)

MetroPlan Staff: Kate Morley, Executive Director

Recommendation: Staff recommend the Board delegate authority the Executive Director to execute the Transportation Alternatives grant agreement and corresponding intergovernmental agreement with the Arizona Department of Transportation for the Mt. Elden Lookout Road to US-89 Trail Connection Scoping Project, subject to legal review.

3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AMENDED AND RESTATED METROPLAN MOUNTAIN LINE INTERGOVERNMENTAL AGREEMENT (Pages 23-35)

MetroPlan Staff: Tami Suchowiejko, Administrative Director

Recommendation: Staff recommend that the Board approve the Amended and Restated MetroPlan Mountain Line Intergovernmental Agreement.

4. CONSIDERATION AND POSSIBLE ACTION TO ELECT CHAIR AND VICE CHAIR FOR METROPLAN EXECUTIVE BOARD (Pages 36-37)

MetroPlan Staff: Tami Suchowiejko, Administrative Director

Recommendation: Staff recommend the Executive Board elect a Chair and Vice Chair for the term January 1, 2027, to December 31, 2027.

D. DISCUSSION ITEMS

1. ARIZONA TRANSPORTATION POLICY SUMMIT UPDATE (Pages 38-39)

MetroPlan Staff: Kate Morley, Executive Director

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

2. RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) UPDATE (Pages 40-41)

MetroPlan Staff: Kate Morley, Executive Director

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

3. SAFE STREETS MASTER PLAN UPDATE (Pages 42-45)

MetroPlan Staff: David Wessel, Planning Manager

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

4. METROPLAN CONNECT PROJECT PRIORITIZATION PROJECT (Pages 46-47)

MetroPlan Staff: David Wessel, Planning Manager

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

5. SAFER PEOPLE SAFETY CAMPAIGN UPDATE (Pages 48-49)

MetroPlan Staff: Kim Austin, Transportation Demand Management Planner

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

6. UPDATE ON KEY PERFORMANCE INDICATORS (Pages 50-60)

MetroPlan Staff: Kate Morley, Executive Director

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

7. FY27 QUARTER 1 FINANCIAL REPORT (Pages 61-63)

MetroPlan Staff: Tami Suchowiejko, Administrative Director

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

8. HAPPENINGS AT METROPLAN (Pages 64-65)

MetroPlan Staff: Kate Morley, Executive Director

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

E. CLOSING BUSINESS

1. ITEMS FROM THE BOARD

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

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

December 3, 2026

3. ADJOURN

The Transportation Improvement Program (TIP) includes the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) final program of projects for Sections 5307 and 5339 funding under the Federal Transit Administration unless amended. Public notice for the TIP also satisfies FTA public notice requirements for the final program of projects. The MetroPlan Public Participation Plan (PPP) provides public participation notices and processes for NAIPTA as required to meet federal and state requirements for public participation and open meetings.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted in the lobby of the Downtown Connection Center, located at 216 W Phoenix Avenue and at www.metroplanflg.org on November 2, 2026, at 11:15 a.m.

Dated this 2nd day of November 2026.

Tami Suchowiejko

Tami Suchowiejko
Administrative Director

Meeting Minutes
Executive Board Meeting

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

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

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

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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 - *Joined meeting at approximately 2:10pm*
- ☒ Jamescita Peshlakai, Arizona State Transportation Board Member
- ☒ Jeronimo Vasquez, Coconino County Board of Supervisors
- ☒ Jeff McKay, Northern Arizona University
- ☐ Patrice Horstman, Coconino County Board of Supervisors (*alternate for Coconino County)*
- ☐ Anthony Garcia, Flagstaff City Council (*alternate for City of Flagstaff*)

METROPLAN STAFF

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

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Also Present: Paul Mood, City Engineer, City of Flagstaff

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

   Chair Sweet called the meeting to order at 1:03 p.m.

2. ROLL CALL

   See list above.

3. PUBLIC COMMENT

   No public comments were received.

4. APPROVAL OF MINUTES

   Motion: Member Williams made a motion to approve the Executive Board Meeting minutes of June 4, 2026. Member McKay 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 LETTER TO CONGRESSIONAL DELEGATION ON SURFACE TRANSPORTATION REAUTHORIZATION

   MetroPlan Staff: Kate Morley, Executive Director

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

   Board Discussion: Chair Sweet asked if the letter can be shared if the partner agencies so they can also send the letter. Executive Director Morley agreed that we can share that with the legislative affairs staff at our partner organizations. She explained that the letter was drafted with input from Keith Brekus from the county and Sarah Langley from the city. All the partners have our core priorities. We can also follow up to let them know that now is a good time to reiterate those to our representatives.

   Member Aslan asked about the difference in STIC funding at 3% and 4%. Executive Director Morley explained that it could be as much as $1.4 million for Mountain Line per year if they

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continue to receive all six STIC measures. Each one is about $550,000 a year. They receive five of the six regularly, sometimes six of the six. So, if they keep maintaining at least five, STIC funding would be in that realm.

Public Comment: There were no comments from the public.

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

2. CONSIDERATION AND POSSIBLE ACTION REGARDING JUSTIFICATION FOR MOUNTAIN LINE ELIGIBLITY FOR SUBRECIPIENT STATUS

MetroPlan Staff: Tami Suchowiejko, Business Manager

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

Board Discussion: Member McKay asked if there was any conflict of interest or a need to recuse themselves, since some members of the Metroplan Board are also members of the Mountain Line Board. Executive Director Morley explained that Business Manager Suchowiejko completed an independent and objective review, and that we are asking them to make their decision based on the risk to MetroPlan.

Public Comment: There were no comments from the public.

Motion: Motion: Member McKay made a motion to approve the justification for Mountain Line eligibility for subrecipient status for 5305e Transit Planning funding. Member Williams seconded the motion. The motion passed unanimously.

3. CONSIDERATION AND POSSIBLE ACTION REGARDING TRANSPORTATION IMPORVEMENT PROGRAM AMENDMENT #F27-FMPO-01

MetroPlan Staff: Tami Suchowiejko, Business Manager

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

Board Discussion: There was no discussion by the Board.

Public Comment: There were no comments from the public.

Motion: Motion: Member Vasquez made a motion to adopt Transportation Improvement Program amendment # 26-F27-FMPO-01. Member Williams seconded the motion. The motion passed unanimously.

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

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MetroPlan Staff: Tami Suchowiejko, Business Manager

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

Board Discussion: Member Williams asked to clarify that meeting time is from 1:00pm to 3:00pm. Business Manager Suchowiejko confirmed.

Public Comment: There were no comments from the public.

Motion: Motion: Member Williams made a motion to adopt the calendar year (C27) Executive Board meeting calendar as presented. Member Aslan seconded the motion. The motion passed unanimously.

D. DISCUSSION ITEMS

1. FY26 Q4 FINANCIAL REPORT

MetroPlan Staff: Tami Suchowiejko, Business Manager

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

Board Discussion: Member Williams asked for clarification about the overage in operating expenses. Business Manager Suchowiejko explained that the overage was due to higher than expected expenses in two categories, payroll processing and IT support. MetroPlan contracts with Mountain Line to provide these services. The expense is calculated as a percentage of the salary earned by the staff performing the services. Whenever there is turnover and a new person fills the position, the expense changes. In FY26, Mountain Line hired a new Finance Director and a new Systems Analyst in IT. These individuals were hired at a higher salary than their predecessors, so the percentage of expense for MetroPlan increased. MetroPlan is receiving excellent service from these two positions.

Public Comment: There were no comments from the public.

2. UPDATE ON KEY PERFORMANCE INDICATORS

MetroPlan Staff: All Staff

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

Board Discussion: Board Discussion: Member Peshlakai asked how the closure of the Flagstaff Arts and Leadership (FALA) Academy would impact the budget and will the closure change the Safe Routes to School (SRTS) program in the area. Transportation Demand Management (TDM) Planner Austin explained that most of the students from FALA have moved to Coconino and Flagstaff High Schools. The SRTS Report Card will not be

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updated, and we will continue to promote transit and active modes of transportation to the students in the area.

Member Peshlakai asked what parents should expect for their kids that ride the bus from that area. TDM Planner explained that Mountain Line has increased overall service to the area on Route 5. Service will remain as a 30-miunte route.

Member Aslan commented that mode shift is especially important and he supports MetroPlan's effort.

Public Comment: There were no comments from the public.

3. DISCUSSION ON TRANSPORTATION RELATED PROPOSITIONS ON ARIZONA BALLOT

MetroPlan Staff: Kate Morley, Executive Director

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

Board Discussion: Aslan asked how Proposition 141 (vehicle mile tracking) could be implemented. Executive Director Morley explained that there currently is no proposal for how this would be implemented. One possible scenario is that vehicle owners would have to go to the department of transportation to have their odometer read, similar to the way they conduct emissions testing.

Member McKay asked about the possibility of toll highways. Executive Director Morley explained that Arizona prohibits tolls, so that user fee revenue option is not available.

Public Comment: There were no comments from the public.

4. ARIZONA DEPARTMENT OF TRANSPORTATION LIGHTING STANDARDS UPDATE

MetroPlan Staff: Kate Morley, Executive Director

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

Board Discussion: Member Aslan asked for more information about the State Transportation Board event at Lowell Observatory. Executive Director Morley commented that the event will take place on Thursday, October 15 at 5:30pm. MetroPlan will send a calendar invite to all Board members.

Chari Sweet asked if there is anything the Board can do support MetroPlan's request to ADOT regarding lighting standards. Executive Director Morley encouraged the Board members to recognize ADOT's good work to install over 300 amber lights in the region.

Public Comment: There were no comments from the public.

5. SAFE STREETS MASTER PLAN UPDATE

MetroPlan Staff: David Wessel, Planning Manager

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

Board Discussion: Chair Sweet encouraged everyone to share the online survey information via social media.

Public Comment: There were no comments from the public.

6. SAFE ROUTES TO SCHOOL TASK ORDER 3 UPDATE

MetroPlan Staff: Kim Austin, Transportation Demand Management Planner

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

Board Discussion: Member Aslan commented that cars are ignoring the one way/do not enter signs on Izabel and asked if there is a way to fix this issue. City Engineer Paul Mood stated that his office will investigate the issue. TDM Planner Austin added that the speed limit on Izabel is permanently designated as 15 miles per hour.

Member Daggett asked if the sidewalk changes on Fourth Street would still be within ADA requirements. TDM Planner Austin confirmed that the sidewalk would meet ADA requirements.

Chair Sweet commented that Coral Evans, former Mayor and former director of the Sunnyside Neighborhood Association, provided great feedback at the public meeting last week. TDM Planner Austin commented that all of the feedback from the meeting was shared with the consultant.

Executive Director Morley clarified that the proposed change from four lanes to two lanes on Fourth Street will only affect the section north of Seventh Street.

Public Comment: There were no comments from the public.

7. NORTHERN ARIZONA UNIVERSITY REVENUE PROJECTIONS PROJECT

MetroPlan Staff: Kate Morley, Executive Director

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

Board Discussion: There was no discussion by the Board.

Public Comment: There were no comments from the public.

8. HAPPENINGS AT METROPLAN

MetroPlan Staff: Kate Morley, Executive Director

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

Board Discussion: Member McKay commented that micromobility devices have been from being stored or charged inside university facilities on NAU campus due to lithium-Ion battery fire hazards. He stated that NAU is working on charging stations and safe storage. He also referenced a

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student at University of Utah campus who died in scooter crash. Member McKay added that ridership on NAU transit is down 30% this year and down 50% from two years ago. He appreciated that the TAC is going to discuss this topic. Executive Director Morley commented that the proposed micromobility program that the City is working on will provide more control over the way those devices are ridden, with geofencing and speed limits.

Member Aslan commented that the safety campaign will boost social media interactions.

Public Comment: There were no comments from the public.

E. CLOSING BUSINESS

1. ITEMS FROM THE BOARD

   There were no items from the Boad.

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

   November 5, 2026 – 1:00 p.m., Downtown Connection Center

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

3. ADJOURN

   Chair Sweet adjourned the meeting at 2:40 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.

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METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 23, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Consideration and Possible Action Regarding Legislative Agenda

1. RECOMMENDATION:

Staff recommend the Board adopt the proposed legislative agenda.

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:

The MetroPlan Executive Board routinely adopts a legislative agenda to identify strategic objectives aimed at improving transportation in the region. The Board often conveys positions of support for federal and state legislation that addresses funding, planning, policy, and safety initiatives. Activities include issuing letters, adopting resolutions, coordinating with similar organizations, and direct communication with legislative delegates and leadership.

Staff have solicited input from partners in the development of the proposed priorities below. This year's proposed agenda is the same as FY2026 as the items have not been completed and still remain a priority.

State Priorities:

- Continue to seek long-term funding solutions for insufficient state transportation revenues for all modes, specifically identifying total statewide needs and potential revenue options.
- Educate on the benefits of maintaining and fully funding the AZ SMART fund at $35 million.
- Seek funding for two key regional projects, US180 and W. Route 66, through the Greater Arizona Funding Initiative (RTAC Bill) collectively and other avenues.
    - Work with ADOT to prioritize US180 improvements in their 5-year construction program through the Planning to Programming (P2P) Process.

- Educate on the need for funding ADOT to ensure project delivery and local needs can be met.

Federal Priorities:

- Support reauthorization of and sustained funding levels in the Infrastructure Investment and Jobs Act (IIJA), including discretionary grant programs. See detailed reauthorization agenda previously adopted by the Board attached.
- Support funding for regional project applications submitted for federal grants and congressionally directed spending.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

The TAC recommended the Board adopt the legislative agenda.

5. FISCAL IMPACT:

There is no direct fiscal impact from adopting a legislative agenda. However, a clear and coordinated legislative agenda can result in more funding to the region. MetroPlan has a contracted state lobbyist and budgeted from local funds in the amount of $21,000 annually.

6. ALTERNATIVES:

1) **Recommended:** Adopt the proposed legislative agenda. Adopting a legislative agenda keeps the agency clear and focused on legislative goals.
2) **Not Recommended:** Do not adopt the proposed legislative agenda. The Board could provide additional direction and input for consideration.

7. ATTACHMENTS:

Federal Reauthorization Agenda- Adopted

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

Regional Priorities

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

Maintain Funding Levels and Flexibility for its Use

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

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

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

Ensure Equitable Distribution of Funding

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

Preserve Discretionary Grant Funding

To complement the certainty and impact of formula grant programs, Congress

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

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

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

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

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

Promote Metropolitan and Non-Metropolitan Transportation Planning
To maximize the ability to make the best investment choices with our federal transportation dollars, regional transportation planning organizations should have a

more prominent role in determining how they are best used with more authority over how funding is used.

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

Create a CDL Category for Transit

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

Allow Carryover of Funds

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

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 23, 0226

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Consideration and Possible Action to Delegate Authority to the Executive Director to Execute the Transportation Alternatives Grant Agreement and Corresponding Intergovernmental Agreement with the Arizona Department of Transportation for the Mt. Elden Lookout Road to US-89 Trail Project

1. RECOMMENDATION:

Staff recommend the Board delegate authority the Executive Director to execute the Transportation Alternatives grant agreement and corresponding intergovernmental agreement with the Arizona Department of Transportation for the Mt. Elden Lookout Road to US-89 Trail Connection Scoping Project, subject to legal review.

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:

In August 2025, the Flagstaff Ranger District of the Coconino National Forest was selected to receive a Transportation Alternatives (TA) award from the Arizona Department of Transportation (ADOT) to complete scoping for a section of trail between Mt. Elden Lookout Road and US-89. The total grant award is $125,000, with a federal share of $117,875, and local match requirement of $7,125. The Flagstaff Biking Organization (FBO) has agreed to pay the required local match of $7,125. The project was added to the Transportation Improvement Program (TIP) as part of amendment F26-FMPO-01 adopted by the MetroPlan Executive Board on May 7, 2026.

The purpose of the trail connection is to provide a highly developed trail that connects East and West Flagstaff with alternative commuting opportunities for bicycles and pedestrians and is supported by the County's multimodal plans and the City's Active Transportation Master Plan. This project will establish approximately 5.5 miles of highly developed trail, 48 to 60 inches wide, across the slopes of Mt. Elden, connecting segments of the Flagstaff Urban Trail (FUTS). Connection points include Elden Lookout Road,

Buffalo Park, Trinity Forest Access FUTS, Winifred Lynch FUTS, El Paso Road, US-89 at City Boundary and US-89 at Sandy Seep Trailhead.

After lengthy review, it was determined that the U.S. Forest Service cannot execute the IGA with ADOT. To keep the award in the region and move the project forward, MetroPlan proposes to act as fiscal agent, and to execute the required grant and intergovernmental agreements. As fiscal agent, MetroPlan is responsible to ensure that the project is administered in accordance with all applicable statutory and regulatory provisions contained in Title 23, U.S.C., the Code of Federal Regulations (CFR), and other applicable federal requirements. ADOT will be responsible for procuring and engineer and delivering the scoping project to MetroPlan on behalf of the Cocoino National Forest.

MetroPlan is not proposing to be the agent for final design and construction. Conversations with Cocoino County and the City are ongoing for that portion of the project.

ADOT is comfortable with the proposed arrangement.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

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

5. FISCAL IMPACT:

MetroPlan will receive the award of $125,000, of which $117, 875 will come from ADOT and $7,125 will come from FBO. MetroPlan assumes responsibility for any cost overages associated with the project and will cover any overages with CRP funds.

6. ALTERNATIVES:

a. **Recommended:** Authorize the Executive Director to execute the Transportation Alternatives grant agreement and corresponding intergovernmental agreement with the Arizona Department of Transportation for the Mt. Elden Lookout Road to US-89 Trail Connection Scoping Project, subject to legal review and revision. This action will allow the region to retain the TA award and move the trail connection project forward.

b. **Not Recommended:** Do not authorize the Executive Director to execute the Transportation Alternatives grant agreement and corresponding intergovernmental agreement with the Arizona Department of Transportation for the Mt. Elden Lookout Road to US-89 Trail Connection Scoping Project, subject to legal review. The Board could provide staff with further direction, but this may put the recent award in the region in jeopardy.

7. ATTACHMENTS:

Change of Project Sponsor Letter, Dated October 20, 2026

ARIZONA DEPARTMENT OF TRANSPORTATION
1611 W. Jackson Ave
Phoenix, AZ 85007
KATIE HOBBS
GOVERNOR
JENNIFER TOTH
DIRECTOR

October 20, 2026

Kate Morely
Executive Director
MetroPlan Flagstaff
216 W Phoenix Ave.
Flagstaff, AZ 86001

Re: Revised Transportation Alternatives Eligibility Notification - change of project sponsor
Project Name/Project Location: Mt. Elden Lookout Rd. to US-89, in Flagstaff
Project Sponsor: MetroPlan Flagstaff
COG/MPO: MetroPlan Flagstaff
ESTIP Number: Not yet assigned
ADOT Project #: T0755

Dear Ms Morley:

On behalf of the Arizona Department of Transportation (ADOT), I am pleased to inform you that your above referenced project has been officially selected for funding under the Transportation Alternatives (TA) Program FY 2026 Call for Projects for FY27 - FY29.

Your project was evaluated through our competitive ranking process and was approved by our Transportation Alternative Technical Advisory Committee.

Transportation Alternatives funds are subject to US Code Title 23 and require 5.7% local match. Based on the amount of the TA award, the federal share and the local match amounts are:

Source	Scoping FY 27
Federal TA (94.3%)	$117,875
Local Match (5.7%)	$ 7,125
Estimated Total Cost	$125,000

Note: Any project cost overruns exceeding the Total Approved Project Budget listed above are the sole financial responsibility of the project sponsor. Federal TA funding is strictly capped at the awarded amount.

IMPORTANT NEW PROGRAM INFORMATION

TA funding is distributed to ADOT, which administers the funds on behalf of the recipient. TA projects must be administered as federal-aid projects, in accordance with the applicable statutory and regulatory provisions contained in Title 23, U.S.C., the Code of Federal Regulations (CFR), and other applicable federal requirements, such as National Environmental Policy Act (42 U.S.C. 4321, et seq.) and the Disadvantaged Business Enterprise Program.

As with all federal funding, TA awards are closely monitored to ensure that funding is being used within program timing. **Due to budget constraints, these awarded funds may not be deferred to a future year. If funds are not obligated within the selected fiscal year on this eligibility letter, the awarded funds will be forfeited.**

For this reason, ADOT has developed a new streamlined process to help ensure that funding is obligated for the TA Program within the appropriate fiscal year to reduce risks of project delivery. As part of this new "Path to Authorization" Process, project sponsors will no longer be required to submit a Project Initiation Packet for TA Awarded Projects.

Within 30 days of the date of this letter:

- The ADOT Multimodal Planning Division (MPD) will request a Project Manager assignment, federal ID Number, and ADOT Project number and issue a Project Establishment letter for projects selected for Studies, Education Programs, or Scoping phases.
- The ADOT Local Public Agency (LPA) Section will request a Project Manager assignment, federal ID Number, and ADOT Project number and issue a Project Establishment letter for projects selected for Studies, Education Programs, or Scoping phases. for Design and Construction phases.

Within 10 days of receiving notification of Project Establishment, the assigned Project Manager will request the required Intergovernmental Agreement (IGA). The IGA process can take 3-4 months to fully execute. A JPA Coordinator will facilitate the communication with Project Sponsors and ADOT Project Managers throughout the process to execute the IGA.

The TA Program Manager will schedule a post award "Roadmap to Authorization" meeting with Project Sponsors, Regional Planning Organizations, and core ADOT project team members to go over key processes and timelines and set clear expectations for delivering the project within the fiscal year awarded.

Upon IGA execution, ADOT will invoice Project Sponsors for required local match funds. Please remit your local match within 30 days of receipt of the invoice from ADOT. ADOT will then be able to authorize the TA funds and work to begin on the project. Please note any costs incurred prior to the date of authorization are not eligible for reimbursement.

Once the local match is received by ADOT, the assigned Project Manager will initiate the ADOT Change Management Process and present the project to the ADOT Project Review Board (PRB), Priority Planning Advisory Committee (PPAC), and the State Transportation Board (STB) to be included in the ADOT 5 Year Construction Program and authorized for funding.

For other questions you have regarding this information, or the initiation process, please contact the Transportation Alternatives Program at TAprogram@azdot.gov.

Sincerely,

Elaine Mariolle

Elaine Mariolle
ADOT Transportation Alternatives Program Manager

CCs: COG/MPO, ADOT Programming Office, ADOT Regional Planner, ADOT Local Public Agency Section, JPA Section, ADOT Office of Financial Management Services, ADOT Project Manager

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 22, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Tami Suchowiejko, Administrative Director

SUBJECT: Consideration and Possible Action to Approve Amended and Restated MetroPlan Mountain Line Intergovernmental Agreement

1. RECOMMENDATION:

Staff recommend that the Board approve the Amended and Restated MetroPlan Mountain Line Intergovernmental Agreement.

2. RELATED STRATEGIC WORKPLAN ITEM:

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

3. BACKGROUND:

History of Intergovernmental Agreements

MetroPlan and Mountain Line entered into an Intergovernmental Agreement (IGA) on April 16, 2020.

The main components of the IGA established the relationship between the organizations for federally required public outreach and the Transportation Improvement Program, created the relationship for the employment of MetroPlan personnel through Mountain Line, and enabled collaboration on mobility management activities through the Federal Transit Administration (FTA) 5310 grant program.

The First Amendment to the IGA was entered into on August 16, 2020. It clarified partnership on the 5310 program, established partnership for 5305e transit planning funds, and included Mountain Line compensation to MetroPlan for transit activities in amount of $283,000.

The Second Amendment was entered into on January 1, 2023, and established the lease of Mountain Line space by MetroPlan and allowed for the use of internet at the facility.

The Third Amendment was entered into on November 7, 2023. This amendment expanded the use of leased MetroPlan space and provided for MetroPlan to purchase expanded IT services beyond internet use from Mountain Line.

The Restated IGA was entered into on November 1, 2024. The Restated IGA merged prior changes created through the various amendments and included a new section on Federal Funding Opportunities which allows the organizations to partner further on such opportunities. Also included was the use of the Downtown Connection Center (DCC) by MetroPlan, a one-time tenant improvement fee, as well as an updated term.

Purpose of this Amended and Restated IGA

Mountain Line received a request from the FTA to amend the IGA with MetroPlan to update the lease portion of agreement to include requirements for a federally assisted facility.

Substantive Changes

Below is a list of other substantive changes that are suggested based upon review of the existing IGA and its Amendments:

- Addition of Integrated Agreement (paragraph 1.3) and Cross Default (paragraph 7.11) language. The IGA is integrated, such that default under the service agreement provisions of the agreement is also a default under the lease provisions, and a default under the lease provisions is also a default under the service agreement provisions.
- 7.6 Clarity that the use of the DCC is subject to FTA terms and MetroPlan must comply with requirements.
- 7.7 that MetroPlan must use the space in a manner that serves the interest of Mountain Line, the public, and the original intent for the federally assisted facility.
- 7.8 To clarify that maintenance of the facility is Mountain Line's responsibility and MetroPlan shall maintain its space within the facility accordingly. Mountain Line may inspect the space at any time.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

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

5. FISCAL IMPACT:

There is no new fiscal impact for the Amended and Restated IGA. The IGA continues to allow for partnerships to leverage federal funds and for MetroPlan to be compensated for the administration of

any such funds as already established for the Section 5310 and 5305e programs. The lease agreement with Mountain Line continues and allows MetroPlan to further leverage federal funds as in-kind.

6. ALTERNATIVES:

1. **Recommended**: Approve the Amended and Restated MetroPlan Mountain Line Intergovernmental Agreement. This action simplifies existing amendments into one document. The Amended and Restated IGA also recognizes updates to the leasing of facilities.
2. **Not recommended**: Do not approve the Amended and Restated MetroPlan Mountain Line Intergovernmental Agreement. The existing IGA and amendments would remain in place. Mountain Line would be out of compliance with FTA requirements for a federally assisted facility.

7. ATTACHMENTS:

Draft Amended and Restated MetroPlan Mountain Line Intergovernmental Agreement

AMENDED AND RESTATED INTERGOVERNMENTAL AGREEMENT
Between
Flagstaff Metropolitan Planning Organization, DBA MetroPlan
and
Northern Arizona Intergovernmental Public Transportation Authority, DBA Mountain Line

This Amended and Restated Intergovernmental Agreement ("Agreement") is entered into this ____ day of _____ 2026 (the "Effective Date"), among the Flagstaff Metropolitan Planning Organization (**"FMPO"** or **"MetroPlan"**), an Arizona nonprofit corporation, with a legal address of 216 W. Phoenix Avenue, Flagstaff, Arizona, and Northern Arizona Intergovernmental Public Transportation Authority (**"Mountain Line"**), a political subdivision of the State of Arizona with offices at 216 W. Phoenix Avenue, Flagstaff, Arizona. Mountain Line and MetroPlan may each be referred to in this Agreement individually as a Party, and collectively as the Parties.

RECITALS

A. The Parties have authority to enter into this intergovernmental agreement pursuant to A.R.S. § 11-952 for joint exercise of authority and cooperative action.

B. The Parties entered into an Intergovernmental Agreement dated August 16, 2020, (the "Original Agreement"). The Original Agreement was amended by a First Amendment dated November 1, 2020, and a Second Amendment dated January 1, 2023, and a Third Amendment dated November 7, 2023, and those prior amendments, plus other amended terms, were incorporated into an Amended and Restated Intergovernmental Agreement dated November 1, 2024. The Parties have determined it is best to restate the Original Agreement as amended by the prior Amendments and Amended and Restated Intergovernmental Agreement, and further amend the Original Agreement through this Agreement.

C. MetroPlan wishes to continue to procure payroll and personnel management services from Mountain Line and Mountain Line wishes to provide these services.

D. Mountain Line wishes to continue to have MetroPlan conduct public participation services and processes as part of federal requirements for public transportation funding, participate in grant management, as well as other services as deemed beneficial to Mountain Line and the public, and MetroPlan wishes to provide these services.

E. MetroPlan and Mountain Line mutually desire to continue grant management processes with the State of Arizona that are efficient and effective.

F. MetroPlan and Mountain Line mutually desire to have Mountain Line manage all Section 5310 funds. MetroPlan and Mountain Line mutually desire to have MetroPlan manage Section 5305 transit funds that are awarded to the region by formula and Mountain Line to manage Section 5305 funds that are awarded to the region competitively. MetroPlan and Mountain Line mutually desire to have MetroPlan assist with other transit funding opportunities awarded through MetroPlan.

G. MetroPlan and Mountain Line have mutually determined that each Party can more efficiently and cost-effectively pursue each Party's goals for the public benefit if

Mountain Line continues to make space available for MetroPlan in the main Mountain Line offices in the Downtown Connection Center Administrative Facility on Phoenix Ave, Flagstaff, AZ 86001 ("DCC") and/or Mountain Line's maintenance facilities at 3773 Kaspar Drive, Flagstaff, AZ 86004 ("Kaspar Facility") as a joint exercise of powers of the Parties. The DCC and the Kaspar Facility are jointly referred to as the "Facilities".

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, the Parties agree as follows:

COVENANTS

1. **Purpose of the Agreement**. The purpose of this Agreement is to identify responsibilities and commitments between the Parties in effectuating the mutually beneficial collaborations set forth in in Recitals B through G above.

1.1 **Service Agreement**. Sections of this Agreement set forth services to be provided by MetroPlan to Mountain Line, by Mountain Line to MetroPlan, and provided jointly for the benefit of Mountain Line, MetroPlan and the public (mainly Sections 3, 4, 5, and 7). Those terms and the other terms in this Agreement constitute a "service agreement".

1.2 **Lease**. Section 7 sets forth the terms of a lease between Mountain Line, as lessor, and MetroPlan, as lessee. Section 7 and the other applicable terms in this Agreement constitute a "lease".

1.3 **Integrated Agreement**. This Agreement is a fully integrated agreement such that a default under the service agreement provisions of this Agreement is also a default under the lease provisions, and a default under the lease provisions is also a default under the service agreement provisions.

2. **Duration and Termination of Agreement**. This Agreement will remain effective from the date it is executed by both Parties through June 30, 2029. A Party may terminate this Agreement upon at least sixty (60) days prior written notice to the other Party to the Agreement. Terminating the Agreement shall not relieve a Party from those liabilities or obligations already incurred under this Agreement. The Agreement will renew automatically, subject to the appropriation of funds by MetroPlan or the federal or state government for FMPO purposes, for two (2) additional terms of five (5) years each, unless this Agreement is cancelled as described above.

3. **Public Participation**. MetroPlan will provide public participation notices and processes for Mountain Line as required to meet federal and state requirements for public participation and open meetings. These responsibilities include, without limitation, appropriate notification of MetroPlan meeting agendas, advertisement of public opportunity for participation, publication of the Transportation Improvement Program ("TIP"), related documents, and development of demographics for non-English speaking Title VI requirements.

4. **Employment of Personnel**. Mountain Line will establish within its personnel system positions to be occupied exclusively by employees to be assigned to MetroPlan ("Assigned Employees").

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4.1 **Assigned Employees**. All Assigned Employees, including temporary, interns, and part-time employees are subject to Mountain Line personnel policies and procedures with the following considerations, exceptions, and contingencies.

4.1.1 Terms of employment including but not limited to Paid Time Off ("PTO"), medical and dental insurance, Arizona State Retirement System ("ASRS"), Social Security Insurance ("SSI"), life insurance, deferred compensation, and accrual rates will follow Mountain Line benefits except where MetroPlan employment letters for current employees specifically differ from Mountain Line benefits. In the event that MetroPlan employment letters related to terms of employment or benefits differ from Mountain Line, the terms of the MetroPlan employment letters shall prevail. (*See* sample appendix A)

4.1.2 The MetroPlan Executive Director is responsible for and authorized to make personnel management decisions in accordance with adopted Mountain Line policies for Assigned Employees, including but not limited to compensation levels, scheduling, classification, job titles, promotions, and disciplinary action.

4.1.3 The Mountain Line CEO and General Manager is responsible and authorized to approve or deny personnel management decisions for Assigned Employees that include compensation adjustments, or disciplinary actions under Mountain Line policies, and as per MetroPlan's annual adopted budget.

4.1.4 Hiring and termination of Assigned Employees shall be conducted in accordance with adopted Mountain Line Policies.

4.2 **MetroPlan Executive Director**. The MetroPlan Executive Director, as a contract employee, is also an Assigned Employee and is subject to the adopted Mountain Line Policies except as set forth in the MetroPlan Executive Director contract and as follows:

4.2.1 MetroPlan Executive Director reports to the MetroPlan Executive Board and serves at the pleasure of the MetroPlan Executive Board.

4.2.2 Pay, benefits and position details for the MetroPlan Executive Director will be established by the MetroPlan Executive Board and a copy of the Executive Director's contract signed by the MetroPlan Executive Board Chair and MetroPlan Executive Director will be provided to Mountain Line. The MetroPlan Executive Director's contract with Mountain Line will include the same terms as his or her contract with MetroPlan.

4.2.3 All personnel decisions related to the MetroPlan Executive Director including compensation, benefits and disciplinary action are be determined by and detailed within the contract as agreed upon and approved by the MetroPlan Executive Director and Executive Board and are not subject to approval of the Mountain Line CEO or Mountain Line Board of Directors.

4.3 **Payroll Services**.

4.3.1 Mountain Line will issue payroll checks, W-2 forms and other payroll services for Assigned Employees.

4.3.2 MetroPlan will reimburse Mountain Line by the 15th of each month for the prior month's payroll expenses plus the related ratio of direct shared cost for staff

actually performing payroll and human resource services for MetroPlan as per Section 4 of Mountain Line's Financial Management Plan.

4.3.3 Benefit enrollment shall be conducted by Mountain Line in accordance with adopted Mountain Line Policies.

4.4 **Travel**. MetroPlan will be responsible for its own travel claims and policies. Mountain Line travel policies and practices will not apply to MetroPlan Assigned Employees (or any direct hire employees of MetroPlan in the future). Further, Mountain Line will bear no responsibility for management of MetroPlan.

4.5 **Unemployment Claims**. Unemployment claim costs incurred by Mountain Line for Assigned Employees will be reimbursed by MetroPlan.

4.6 **Workers' Compensation**. Actual workers' compensation costs incurred by Mountain Line for Assigned Employees will be reimbursed by MetroPlan.

4.7 **Employment Practice Liability**. The portion of Mountain Line's employment practice liability insurance incurred by Mountain Line in relation to Assigned Employees will be reimbursed by MetroPlan. Mountain Line does not provide other forms of insurance on behalf of MetroPlan and MetroPlan must place all other lines of coverage as deemed appropriate by the Executive Director and/or the MetroPlan Board.

4.8 **Other Expenses**. Any other expenses incurred by Mountain Line in relation to the Assigned Employees will be reimbursed by MetroPlan.

5. Funds.

5.1 **Section 5310 Funds**. Mountain Line accepts responsibility for: (i) acting as the mobility manager on behalf of MetroPlan for the region; (ii) applying for funding under and executing Section 5310 according to the requirements of FTA and ADOT; (iii) management of the Coordinated Mobility Council including posting agendas, taking minutes, and assisting the Chair; and (iv) managing required updates of the Plan. MetroPlan accepts responsibility for: (i) supporting Mountain Line's application for 5310 funds for the region; (ii) adopting the Coordinated Plan; and (iii) attending the Coordinated Mobility Council.

5.2 **Section 5305 Funds**.

5.2.1 MetroPlan agrees to: (i) apply for Section 5305 Transit Planning funds on behalf of Mountain Line; (ii) respond to request for assistance with application in a timely matter; (iii) submit the application to ADOT according to requirements of the grant; (iv) be responsible for submitted grant billing to ADOT and reimbursing Mountain Line in five (5) business days after receipt of funds from ADOT; and (v) maintain the right to audit Mountain Line for compliance with the grant.

5.2.2 Mountain Line agrees to: (i) pay MetroPlan up to 10% of total grant award for administration; (ii) provide all grant application materials seven (7) days prior to the grant submittal deadline; (iii) prepare billing and submit to MetroPlan for all grant awards; (iv) maintain all records in accordance within requirements of the grant; (v) provide both project management and grant management services for the life of the consultant contract and grant award, until final plan is complete, and all funds are expended; (vi) provide

MetroPlan with its annual audit and compliance and management letter, letter on internal controls and single audit report as soon as they become available.

5.2.3 Any additional reports, including but not limited to granting agencies' reviews, shall be forwarded to MetroPlan for review. MetroPlan shall have the right to audit, during normal business hours, Mountain Line's books and records relating to the Section 5305 funds upon reasonable written notice to Mountain Line.

5.3 **Other Federal Funding Opportunities**. Mountain Line and MetroPlan may, by mutual written agreement, pursue a variety of federal funding opportunities that support transit planning, implementation, operations, and/or capital programs. Any such agreement shall be approved in writing by both the Mountain Line CEO and MetroPlan Executive Director. The agreement will, without limitation, set forth: (i) a detailed breakdown of the total funding available; (ii) a detailed breakdown of the agreed share or split of any local match required; (iii) the duties and financial commitments of the Parties, including or incorporating those set forth in Sections 5.3.1 through 5.3.3 below; and (iv) all other material terms of the Agreement.

5.3.1 Mountain Line agrees to: (i) pay MetroPlan up to ten percent (10%) of total grant award for administration; (ii) provide all grant application materials seven (7) days prior to the grant submittal deadline, including a letter of support documenting available and committed local funding to be used a match; (iii) prepare billing and submit to MetroPlan for all grant awards; (iv) maintain all records in accordance within requirements of the grant; and (v) provide both project management and grant management services for the life of the consultant contract and grant award, until final plan is complete, and all funds are expended; and (vi) provide MetroPlan with its annual audit and compliance and management letter, letter on internal controls and single audit report as soon as they become available.

5.3.2 MetroPlan agrees to: (i) apply for funds on behalf of Mountain Line; (ii) respond to request for assistance with application in a timely matter; (iii) submit the application to granting agency according to requirements of the grant; (iv) be responsible for submitted grant billing to ADOT and reimbursing Mountain Line within five (5) business days after receipt of funds from granting agency; and (v) maintain the right to audit Mountain Line for compliance with the grant.

5.3.3 Any additional reports, including but not limited to granting agencies' reviews, shall be forwarded to MetroPlan for review. MetroPlan shall have the right to audit, during normal business hours, Mountain Line's books and records relating to the funds upon reasonable written notice to Mountain Line.

6. **Procurement**. MetroPlan may request Mountain Line to conduct purchases on behalf of MetroPlan under the Mountain Line Purchasing Policy micro-purchase threshold of up to $14,999.99. MetroPlan will submit such micro-purchase purchasing requests to Mountain Line's Purchasing department for approval by Mountain Line prior to any purchase being made. Mountain Line shall submit an invoice for reimbursement to MetroPlan and MetroPlan will reimburse Mountain Line for all costs incurred by Mountain Line for such micro-purchases within fifteen (15) days of receipt of the reimbursement request. Mountain Line shall not have any responsibility or liability for any purchase requests or purchases under this Section.

7. **Lease of Space in Mountain Line Facilities**. Mountain Line hereby agrees to provide MetroPlan the use of office space in the DCC and/or the Kaspar Facilities, as appropriate ("MetroPlan Space").

7.1 **Use of the MetroPlan Space**. The MetroPlan Space in the DCC includes one private office and one shared workspace that accommodates at least three (3) workstations. MetroPlan shall be permitted to reserve conference rooms and flex space when available and not in use by Mountain Line, with the exception that MetroPlan will have priority for a pre-approved, dedicated time for the MetroPlan Executive Board and Technical Advisory Committee, which will be arranged with Mountain Line in advance. Any meeting and flex space may be used as available and shall be booked through the room calendar; meeting times not reserved through the room calendar cannot be guaranteed. The use of meeting rooms is encouraged for ongoing discussions or loud activities so as not to disturb others working in shared spaces. MetroPlan, and all of its personnel and invitees, shall follow all Mountain Line policies and procedures including without limitation, those regarding: (i) shared spaces, such as the break room, wellness room, and locker room; (ii) building security and access; (iii) notice; (iv) personal responsibility; and (v) interactions with other parties.

7.2 **Furniture.** As part of the joint use of any Mountain Line Facility, Mountain Line will provide all typical furniture required in these spaces (*i.e.* desk, chair, file cabinets, *etc.*) Furniture will be kept in good working condition and all failures, breakage, or issues will be reported to Mountain Line's facilities department via email to: Facilities@mountainline.az.gov. MetroPlan may arrange to buy specific chairs, footrests, *etc.* as necessary to provide an employee with preferred furniture and for an employee's ergonomic needs. All furniture supplied by MetroPlan is the responsibility of MetroPlan. MetroPlan and Mountain Line will keep a clear inventory list that is mutually agreed upon and updated regularly. Furniture purchased by Mountain Line is owned by Mountain Line and cannot be removed from the Facilities. Furniture purchased by MetroPlan is owned by MetroPlan and MetroPlan will be responsible for arranging removal from Mountain Line Facilities should this Agreement be terminated.

7.3 **Tenant Improvement Fee**. MetroPlan provided a one-time tenant improvement fee of one-hundred thousand dollars ($100,000) for the construction of the MetroPlan Space and purchase of office furniture in the DCC ("TI Fee"). In exchange for this fee, MetroPlan participated in design, layout and selection of furniture for the MetroPlan Space in the DCC. The total TI Fees are generally nonrefundable, but if the lease under this Section 7 is terminated by Mountain Line before the end of the term of this Agreement, Mountain Line shall refund to MetroPlan a sum equal to $1,666.67 for each month of the unexpired term (*i.e.*, if 10 of the 60 months are remaining on the date of termination then the amount of the refund will be $16,666.70).

7.4 **Information Technology ("IT")**. As part of the joint use of the Mountain Line Facilities, Mountain Line shall provide IT services for MetroPlan in accordance with Mountain Line's existing policies and procedures; however, each Party shall be entitled to confidentiality and security independent of each other.

7.4.1 MetroPlan shall follow required IT protocols of Mountain Line policies and procedures. All MetroPlan personnel will comply with all of Mountain Line's IT and building security policies and procedures.

7.4.2 The annual cost of IT services due from MetroPlan shall be calculated as a ratio of direct shared costs for staff actually performing IT services for MetroPlan as per Section 4 of Mountain Line's Financial Management Plan. ("IT Services Obligation"). MetroPlan shall be responsible for the cost of IT equipment for MetroPlan employees and shall reimburse Mountain Line for such expenses within forty five (45) days of invoicing with supporting documentation.

7.5 **Internet**. Mountain Line will provide MetroPlan with access to the internet services available at the Kaspar Facility and/or the DCC, which will include but not be limited to MetroPlan agreeing to install on its computers any required software and that MetroPlan and all of its personnel and invitees will follow all required IT protocols of Mountain Line policies and procedures, including all of Mountain Line's IT security policies and procedures. As part of the joint use of Facilities, Mountain Line will perform all routine cleaning and scheduled maintenance required to maintain safe working conditions and to maintain the property in a state of good repair.

7.6 **Federal Transit Administration ("FTA") Requirements**. The Facilities are subject to FTA grant requirements. MetroPlan and Mountain Line agree to comply with all applicable federal requirements associated with the funding, use, operation, and maintenance of the Facilities.

7.7 **Use**. MetroPlan shall use and operate the MetroPlan Space in a manner that serves the best interests of Mountain Line and the public and is consistent with the purpose for which the federally assisted Facilities were established.

7.8 **MetroPlan Space Maintenance**. Mountain Line will maintain the Facilities and MetroPlan shall maintain the MetroPlan Space and any federally assisted property within its possession or control in a clean, safe, secure, and serviceable condition and in accordance with maintenance standards established by Mountain Line. Mountain Line, its authorized representatives, and the FTA, or their authorized representatives, shall have the right to inspect the MetroPlan Space, the Facilities, and any other federally assisted property to verify its existence, condition, use, and maintenance.

7.9 **Rent Obligation**. The annual rental cost for MetroPlan's use of the Facilities including the MetroPlan Space ("Rent Obligation") will be $15,000. The Rent Obligation shall be increased as of January 1 of each year, commencing with January 1, 2025, to reflect increases in the Consumer Price Index for Flagstaff, Arizona from the preceding January 1, or such other adjustment as the Parties may agree in writing is appropriate. At its option, MetroPlan may fulfill all or part of its annual Rent Obligation by applying, with Mountain Line's prior written agreement, for grants or other funding programs for which Mountain Line may qualify as a sub-recipient and fulfilling any matching amount requirement of such grant or program by providing a qualifying in-kind donation acceptable to and accepted by the entity providing such grant or administering such program funding. Under no circumstances will MetroPlan be entitled to monetary reimbursement from Mountain Line.

8. **Liability and Indemnification**.

8.1 **Force Majeure**. A Party shall not be liable for failure to comply with any of the terms and conditions of this Agreement where any failure to comply is caused by an act of God, court order, government regulation or requirement, other than those imposed by

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the Party that fails to perform, strike or labor difficulty, fire, flood, windstorm, breakdown or other damage to equipment, power failure, or any other cause beyond the reasonable control of said Party.

8.2 **Indemnification**. To the fullest extent permitted by law, each Party (as "lndemnitor") agrees to indemnify, defend, and hold harmless the other Party (as "lndemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the lndemnitee are caused by the act, omission, negligence, misconduct, or other fault of the lndemnitor, its officers, officials, agents, employees, or volunteers.

8.3 **Indemnification Related to Employment**. To the fullest extent allowed by law, MetroPlan agrees to indemnify, defend, and hold harmless Mountain Line from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (collectively referred to as "Employment Claims") arising out of or relating to Mountain Line's employment of the Assigned Employees.

9. **Dispute Resolution**.

9.1 **Mediation**. If a dispute arises out of or relates to this Agreement, and if the dispute cannot be settled through negotiation, the Parties agree first to try in good faith to resolve the dispute by mediation before resorting to litigation or some other dispute resolution procedure. Mediation will take place in Flagstaff, Arizona, be self-administered The Parties agree to attempt to mutually select a mediator. If the Parties cannot agree upon a mediator within a reasonable time not to exceed thirty (30) days, or such extended time the Parties agree to in writing, the mediator shall be selected from panels of mediators trained under the auspices of the Alternative Dispute Resolution Program of the Coconino County Superior Court. Each Party agrees to bear its own costs in mediation and to equally split the costs of the mediator. The Parties will not be obligated to mediate if an indispensable Party is unwilling to join the mediation.

9.2 **Legal Action**. This mediation provision is not intended to constitute a waiver of a Party's right to initiate legal action if a dispute is not resolved through good faith negotiation or mediation, or if a Party seeks provisional relief under the Arizona Rules of Civil Procedure. Nothing in this Agreement shall be considered a waiver of the requirements of A.R.S. §12-821 or 12-821.01 by either Party.

9.3 **Litigation and Attorney's Fees**. Any litigation under this Agreement will be filed in the Coconino County Superior Court. In the event any action at law or in equity is instituted between the Parties in connection with this Agreement, the prevailing Party in the action will be entitled to its costs including reasonable attorneys' fees, expenses (including expert witness fees) and court costs from the non-prevailing Party.

10. **Notices**. Unless otherwise specified in this Agreement, any notice or other communication required or permitted to be given shall be in writing and mailed or hand-delivered to the address given below for the Party to be notified, or to such other address written notice of which has been provided by that Party:

If to Mountain Line:	If to MetroPlan:
CEO and General Manager, or designee	Executive Director, or designee
Mountain Line	MetroPlan
216 W Phoenix Avenue	216 W Phoenix Avenue
Flagstaff, Arizona 86001	Flagstaff, Arizona 86001

Emails may be utilized for exchanging information, but will not constitute formal notice or effectuate any change or amendment to this Agreement.

11. **General Provisions**.

11.1 **Authorization to Contract**. Each Party represents and warrants that it has full power and authority to enter into this Agreement and perform its obligations under this Agreement and has taken all required acts or actions necessary to authorize the same.

11.2 **Integration: Modification**. Each Party acknowledges and agrees that it has not relied upon any statements, representations, agreements or warranties, except as expressed in this Agreement, and that this Agreement constitutes the Parties' entire agreement with respect to the matters addressed in this document. All prior or contemporaneous agreements and understandings, oral or written, with respect to such matters are superseded and merged in this Agreement. This Agreement may be modified or amended only by written agreement signed by or for both Parties and recorded by the County Recorder, and any modification or amendment will become effective on the date so specified, but no earlier than the date of the recording by the County Recorder.

11.3 **Cancellation for Conflict of Interest**. Pursuant to A.R.S.§ 38-511, either party may cancel this Agreement without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of a Party is, at any time while the Agreement or any extension of the Agreement is in effect, an employee or agent of another Party of the Agreement in any capacity or as a consultant to the other Party of the Agreement with respect to the subject matter of this Agreement.

11.4 **Waiver**. No failure to enforce any condition or covenant of this Agreement will imply or constitute a waiver of the right of a Party to insist upon performance of the condition or covenant, or of any other provision of this Agreement, nor will any waiver by either Party of any breach of any one or more conditions or covenants of this Agreement constitute a waiver of any succeeding or other breach under this Agreement.

11.5 **Compliance with Immigration Laws and Regulations**. Pursuant to the provisions of A.R.S. § 41-4401, each Party warrants to the other Parties that the warranting Party and its subconsultants, if any, are in compliance with all Federal Immigration laws and regulations that relate to their employees and with the E-Verify Program under A.R.S. § 23-214(A). The Parties acknowledge that a breach of this warranty by a Party or any of its subconsultants is a material breach of this IGA subject to penalties up to and including termination of this IGA or any subcontract. Each Party retains the legal right to inspect the papers of any employee of the other or any subconsultant who works on this IGA to ensure compliance with this warranty.

DRAFT

11.5.1 A Party may conduct random verification of the employment records of the other Party, and any of its subconsultants, to ensure compliance with this warranty.

11.5.2 A Party will not consider the other Party or any of their subconsultants in material breach of the foregoing warranty if the other Party and its subconsultants establish that they have complied with the employment verification provisions prescribed by 8 USCA § 1324(a) and (b) of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. § 23-214(A).

11.5.3 The provisions of this Article must be included in any contract a Party enters into with any and all of its subconsultants who provide services under this IGA or any subcontract. As used in this Section 11.5, "services" are defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility, or improvement to real property.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed effective as of the day and year first written above.

Mountain Line/NAIPTA

_____
Josh Maher,
Mountain Line Chair

Attest:

_____
Clerk of the Board

MetroPlan/FMPO

_____
Miranda Sweet,
MetroPlan Chair

Attest:

_____
Clerk of the Board

This IGA has, prior to its execution, been submitted to the attorney for each Party, who has determined that the agreement is in the proper form and is within the powers of and authority granted under the laws of this state to such Party.

Dated_____

By:_____
Mountain Line/NAIPTA legal Counsel
Dickinson Wright PLLC

Dated_____

By:_____
MetroPlan/FMPO Legal Counsel
Mangum, Wall, Stoops & Warden, PLLC

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METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 23, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Tami Suchowiejko, Administrative Director

SUBJECT: Consideration and Possible Action to Elect a Chair and a Vice Chair for MetroPlan Executive Board

1. RECOMMENDATION:

Staff recommend the Executive Board elect a Chair and Vice Chair for the term January 1, 2027, to December 31, 2027.

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:

MetroPlan's By-Laws have established requirements for the Chair and Vice-Chair of the Executive Board. Section 6.1.1. of the By-Laws states:

6.1.1 The members of the FMPO Executive Board shall elect a Chairperson and a Vice Chairperson. In the absence of the Executive Board Chair, or upon her/his inability to act or serve, the Vice Chairperson shall have the powers of the Chairperson. The Chairperson and Vice Chairperson will serve without compensation and shall serve for a period of one year. The Executive Board may reappoint members to additional terms as Chairperson or Vice Chairperson, except that a person may not serve in these positions for more than three consecutive years.

Chair Sweet and Vice Chair Begay have both served two consecutive terms and are eligible, according to the By- Laws, to serve one additional consecutive term.

Historically, the Board has ensured the Chair and Vice Chair represent different member agencies.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item has not been taken to the TAC or Management Committee.

5. FISCAL IMPACT:

There is no fiscal impact.

6. ALTERNATIVES

1) **Recommended:** Elect a Chair and Vice Chair for the term January 1, 2027, to December 31, 2027.

2) **Not Recommended:** Do not elect a new Chair and Vice Chair.

   If the election does not take place, there will be a gap in leadership of the Executive Board, and the continuity of meetings will be interrupted.

7. ATTACHMENTS:

None

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 23, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Arizona Transportation Policy Summit Update

1. RECOMMENDATION:

None. This item is for 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 and the Northern Arizona Council of Governments (NACOG) hosted the annual Arizona Transportation Policy Summit October 14-16, 2026. The Summit started 27 years after the Casa Grande Accords that created the allocations for how transportation funding is split between MAG, PAG and greater Arizona. The event has morphed over the years, most recently at a meeting of rural COG and MPO Directors who developed the following mission and goal:

Mission:
The mission of the Arizona Transportation Policy Summit is to educate and inform state legislators and local elected officials on rural, state, and federal transportation policy needs.
Goal:
Our goal is to build long-term relationships and create advocates for transportation policies throughout the state.

The Summit host rotates yearly with NACOG acting as the fiscal agent. The host determines the agenda for the Summit.

This year's Summit was sold out with over 300 attendees. The Summit focused on the process for developing new statewide revenue for transportation and concluded with a reception for the State Transportation Board at Lowell Observatory, which focused on dark sky-friendly streetlights.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

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

5. FISCAL IMPACT:

There are no direct fiscal impacts to MetroPlan outside of registration for staff and Board members. However, a number of expenses have been paid by MetroPlan that will be reimbursed by NACOG as the fiscal agent for the Summit.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 23, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Rural Transportation Advocacy Council (RTAC) Update

1. RECOMMENDATION:

None. This item is for 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:

The mission of the Rural Transportation Advocacy Council 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. Member Vasquez serves on the Board of Directors and Chair Sweet serves as MetroPlan's alternate.

RTAC plays an essential role in advocating for rural Arizona including but not limited to:

1. Protecting or establishing a fair share of transportation funding for rural Arizona.
2. Drafting and advocating for legislation that serves the interests of rural Arizona at the state level.
3. Advocating for increased transportation funding at the state level.
4. Drafting and advocating for legislation that serves rural Arizona at the national level.

RTAC liaison, Kevin Adam, resigned from RTAC March 1, 2026, after more than 19 years as the organization's sole employee. With his departure, the Board is reconsidering RTAC structure, which is currently embedded within the larger NACOG organization and functions as a division of it. This arrangement started approximately 25 years ago, when RTAC representation was significantly smaller than it currently is.

Under consideration for the creation of a stand-alone entity are both an IGA and bylaws for a non-profit corporation. Key components of discussion right now include:

- Dues
- Liability/ indemnification
- Signing entities

Ultimately, an IGA, if moved forward, would be signed by MetroPlan. Bylaws would be initiated by founding Board members of the new entity.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

This item was not presented to the TAC. The Management Committee was made aware of the changes and had no concerns.

5. FISCAL IMPACT:

There are no direct fiscal impacts to MetroPlan. However, having a strong coalition of rural entities ensures current state funding levels to rural areas are maintained. While it can be hard to measure a dollar-for-dollar return on investment in the organization, the rewards of having a strong coalition can pay off in the hundreds of millions of dollars to jurisdictions over the years by protecting existing allocations and advocating for additional funding.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 26, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: David Wessel, Planning Manager

SUBJECT: Safe Streets Master Plan Update

1. RECOMMENDATION:

None. This item is for discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

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

3. BACKGROUND:

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

Since June 2026, the project team and consultant have been working through the review and approval of deliverables. The project is on task, on budget, and predominantly on schedule.

Below is the status for major tasks:

TASK 2 COMMUNITY ENGAGEMENT

- ✓ **2.2 Public Participation Plan –** Complete. This is a living document and will be updated as event information becomes available.
- ✓ **2.3 Previous Plan Engagement Summary –** Complete.
- ➢ **2.4 Phase 1: Community Engagement –** Complete pending analysis.
- ○ **2.5 and 2.6 Phases 2 and 3** – Pending

TASK 3 FOUNDATIONS FOR ADOPTION & ALIGNMENT

- ✓ **Previous Plan Review** - Complete.
- ✓ **Interagency Alignment Meetings –** Complete. Contingency for more as needed.

- **3.4 Policy-Design Inconsistencies Audit** – Complete pending Technical Working Group review
- **3.5 Interim Standards Development for Priority Gaps** – Under development
- 3.6 **Roadmap to adoption** – draft near complete
- 3.7 **Vision, Goals, and Objectives –** under development

TASK 4 TRANSPORTATION MASTER PLAN

- ✓ **4.2. Multimodal Data Collection and Inventory -** Complete
- ✓ **4.3. Community Profile** - Complete
- **4.4. State of the System Assessment –** Under Project Management Team (PMT) review
- **4.5. Travel Demand Model Update -** underway
- **4.6. Scenario Planning -** pending
- **4.7. Improvement Evaluation and Preliminary Prioritization** - pending
- **4.8. Phased Improvement –** pending

- **TASK 5 COMPLETE STREET GUIDELINES**
- **TASK 6 POLICY, STANDARDS, AND CODE REVISIONS**
- **TASK 7 DASHBOARD AND INTERACTIVE ONLINE MAP**
- **TASK 8 IMPLEMENTATION PLAN**

Community Engagement Phase I – Participation Report

Engagement is planned in three phases:

1. Phase I: Listen and Learn (Summer – Fall 2026)
2. Phase II: Co-Create the Path Forward (Spring 2027)
3. Phase III: Present the Plan (Winter 2027-2028)

Phase I input closed October 15. Analysis and reporting are underway. Outreach is deemed successful both in numbers reached and input received.

Transit App: 5,006 views and 270 taps
Local media: Signals, Daily Sun, Flagstaff Biking.org
In Person Events: 4 events, 210 people
Online Outreach: 450 survey responses, 570 mapped comments, 1950 website views
Sustained Interest: 45 subscriptions, 144 prospective stakeholders

The input met the Phase 1 Objectives:

- Build awareness.
- Understand how people travel.

- Identify challenges, barriers, and safety concerns.
- Gather input on priorities.
- Reach a broad and diverse cross-section.
- Establish relationships with stakeholders and community-based organizations.

Themes revealed track closely to these gleaned from previous surveys and outreach:

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

Analysis comparing and contrasting input from different groups and general trade-off patterns should be completed by the time of the meeting.

Stakeholder and Community Advisory Group (SCAG)

The SCAG met October 7 in four, 1.5-hour interest group meetings centered on prepared dialog questions and polls. A virtual meeting on October 14 gave absentees opportunity to provide input. 41 individuals from 35 organizations and agencies attended. Recurring priorities from these diverse groups:

- **Close Gaps:** Close basic network gaps, especially missing sidewalks, crossings, bicycle facilities, and north-south or east-west connections.
- **Prioritize:** Prioritize people with limited transportation options, ADA accessibility, and locations with serious crash risk.
- **Visibility:** Improve large and complex intersections through clearer design, shorter or protected crossings, better sightlines, signage, and appropriate signal operations.
- **Context:** Use location-specific solutions rather than one uniform treatment across downtown, suburban, campus, school, industrial, and open-space contexts.
- **Maintenance:** Provide safe, legible routes during construction and maintain essential walking, bicycling, and transit connections during winter.
- **Balance:** Balance multimodal improvements with emergency response, deliveries, school circulation, tourism, parking, historic preservation, and vehicle access.

Dialog revealed inherent trade-offs between these priorities – many associated with right-of-way and space available and funding - including but not limited to:

- Limited right-of-way, cost, property impacts, and winter maintenance.

- Balancing direct routes with operational, grade-separated, or signalized solutions.
- Business access, deliveries, tourism, political acceptance, and neighborhood traffic diversion.
- Choosing between broader basic coverage and fewer higher-comfort projects.
- Funding, enforcement, staffing, and competing modal needs.
- Building understanding while avoiding solutions that depend solely on user behavior.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

The TAC received an update on September 30, 2026. No substantive comments were received.

5. FISCAL IMPACT:

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

6. ALTERNATIVES:

None. This item is for discussion only.

7. ATTACHMENTS:

None

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 26, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: David Wessel, Planning Manager

SUBJECT: MetroPlan Connect Project Prioritization Project

1. STAFF RECOMMENDATION:

None. This item is for discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 1: Maximize Funding for Transportation Projects and Programs
Objective 1.3: Align capital and programmatic needs with priorities and fund sources

3. BACKGROUND:

The project is on budget though the task has experienced delay as data related to the City's Land Availability and Suitability Study was gathered and processed. Staff reviewed preliminary results and found them reasonable. As the tool is adapted for use in the SSMP and new projects are added staff will review results with the relevant review teams and direct Kittelson to make desired adjustments. Kittelson will be present at the Board meeting to demonstrate the tool. Board input will be sought on the reasonableness of priority outcomes and the weighting of related criteria.



MetroPlan's adopted Transportation Values, upon which the criteria are based, are represented in this graphic listing public support, health and social connections, zero deaths and serious injuries, stewardship of the natural and built environment, community character, efficient and effective use of funds, and economic vitality.

Kittelson assembled more than 1600 projects for evaluation from relevant plans and worked with MetroPlan partners to eliminate duplicates and reconcile disparate descriptions. All projects have been mapped in GIS with a robust set of attributes that will aid searching, sorting, and prioritization.

The goal of the project is to assist with efforts such as the Strategic Grants Plan, ADOT Planning to Programming (P2P), and other processes by identifying the region's highest priorities.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

On September 30, 2026, the TAC was presented with the full range of inputs and criteria ratings. They have not yet seen the outcomes. This item was not discussed with the Management Committee.

5. FISCAL IMPACT:

The awarded contract budget is $202,770 paid with Carbon Reduction Program funds.

6. ALTERNATIVES:

None. This item is for discussion and action only.

7. ATTACHMENTS:

None

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 15, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and members of the MetroPlan Executive Board

FROM: Kim Austin, Transportation Demand Management Planner

SUBJECT: Safer People Safety Campaign Update

1. RECOMMENDATION:

None. This item is for discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 4: Implement Programs that Encourage Mode Shift

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

3. BACKGROUND:

This campaign will develop educational materials for the community through three campaigns, outlined below. In addition, Mountain Mojo Group will improve the MetroPlan webpage's accessibility and navigation.

1. Common Crashes and How to Avoid Them:
   - **Flagstaff is smaller than you think**
   - Educate on common crash types and how to avoid them
2. Safe Routes to School:
   - **Reclaim your morning**
   - Promote walking, busing, riding transit, and biking to school as part of Safe Routes to School and mode shift.
3. Micromobility:
   - **Know your route, know your speed**
   - Educate on where to ride based on your speed; proper helmet usage; crash forces; safe riding tips

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

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

5. FISCAL IMPACT:

MetroPlan will spend approximately $162,000 in its FY27 budget for Mountain Mojo Group to create content for this educational campaign. This campaign is funded through the Carbon Reduction Program grant.

6. ALTERNATIVES:

None. This item is for discussion only.

7. ATTACHMENTS:

None.

METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 22, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: Update on Key Performance Indicators

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

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

3. BACKGROUND:

At its June 1, 2023, Board meeting, the Board adopted a Strategic Workplan that included key performance indicators (KPIs) to help measure progress on the goals and objectives that are shared with the Board quarterly. The Strategic Workplan and KPIs were updated at the May 7, 2026 Board meeting. This report provides KPIs through the first quarter (Q1) of FY2027.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

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

5. FISCAL IMPACT:

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

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

KPI Report

Goal 1: Maximize Funding for Transportation Projects and Programs

Goal 1: Maximize Funding for Transportation Projects and Programs

Objective 1.1: Align capital and programmatic needs with priorities and fund sources

Objective 1.2: Expand match and revenue-generating options

Objective 1.3: Coordinate partners' legislative priorities related to transportation

Objective 1.4: Ensure good standing with funders

Key Performance Indicators

1. *Number of funding opportunities sought and number of priority projects awarded*
2. *Amount of funding obtained*
3. *Develop and implement an annual legislative agenda*
4. *Timely and accurate compliance and audits of MetroPlan*

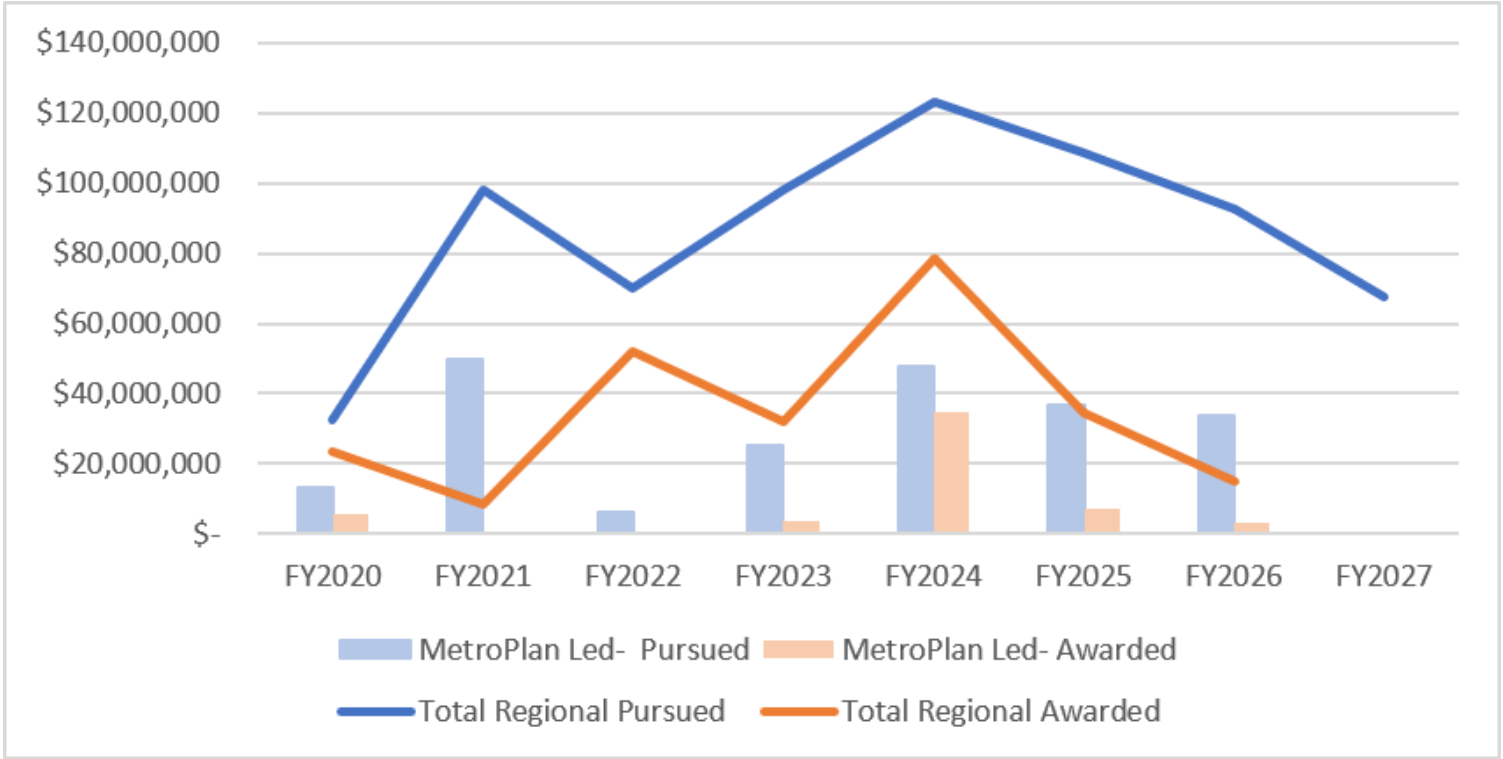
Goal 1: Reporting

Total Pursued
$67,584,146

Total Awarded
$0

 # Grants Pursued: 4

 # Grants Awarded: 0



Goal 1: Legislative Agenda | Audits

FY27 Legislative Agenda

- **Presented for Adoption**
  November 2026
  - ✓ **Focus:** AZ SMART + RTAC Bill; IIJA Reauthorization

Clean audits and reviews

- Independent Single Audit
  - ✓ FY26 Audit Underway

Goal 2: Deliver Plans that Meet Partner and Community Needs

Goal 2: Deliver Plans that Meet Partner and Community Needs

Objective 2.1: Maintain trust through reliable and transparent project management

Objective 2.2: Expand inclusion of transportation-disadvantaged community members and organizations in planning processes, from setting planning priorities to implementing outcomes.

Objective 2.3: Position partners for successful implementation of plans

Objective 2.4: Support Vision Zero principles by prioritizing strategies, programs, and projects that reduce transportation-related fatalities and serious injuries.

Key Performance Indicators

1. Involvement of stakeholders in scoping through final recommendations
2. Participant demographics reflect community demographics
3. For internal and external MetroPlan deliverables, implementation and adoption expectations documented and, when applicable, relevant implementation and adoption expectations documented
4. Percent of work program deliverables, processes, and partner projects with demonstrable safety elements

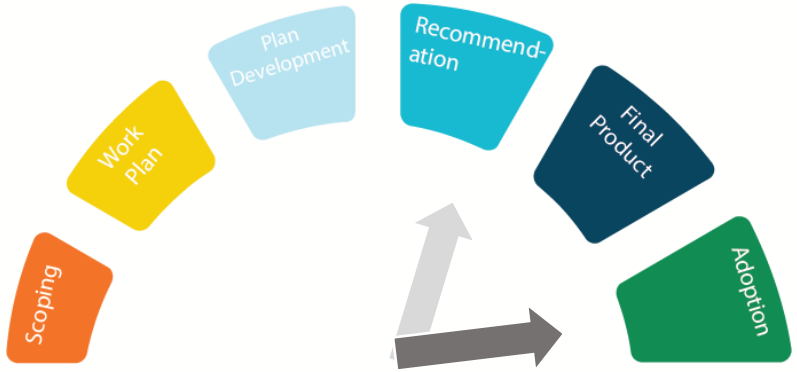
GOAL 2: DELIVER PLANS THAT MEET PARTNER AND COMMUNITY NEEDS

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

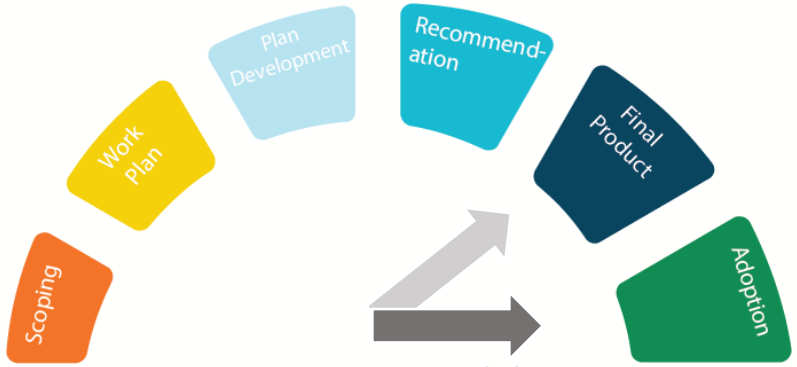
Q1 Update for KPI Goal 2 will be provided in presentation to the Board on November 5, 2026

METROPLAN
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PLANNING DASHBOARD



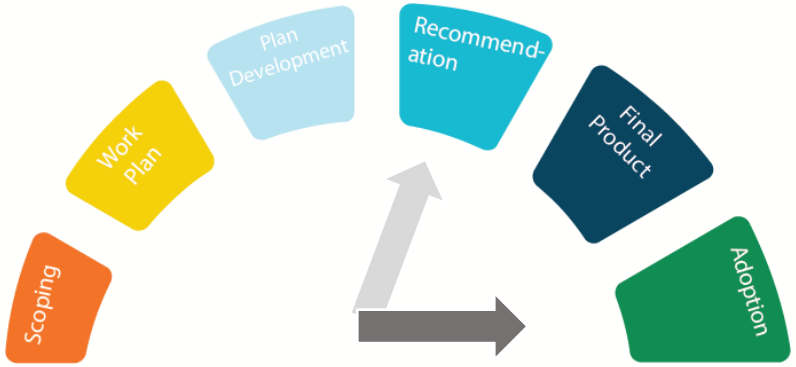
Creative Local Match Whitepaper



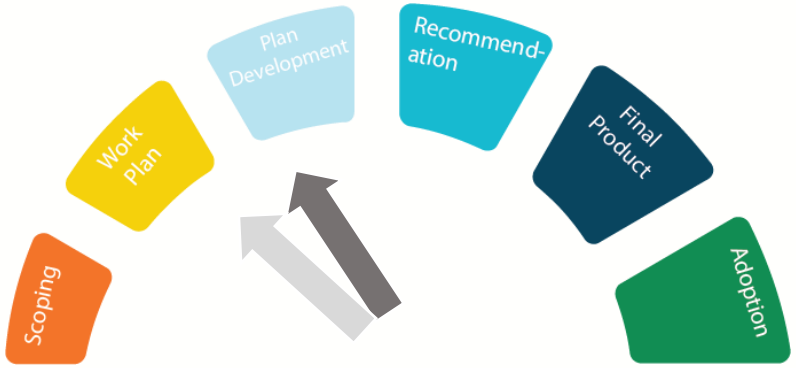
W. Route 66 Operational Assessment



Vulnerable Road Users Safety Plan



Safe Routes to School



Safe Streets Master Plan

The Planning Dashboard will be updated in the presentation to the Board on November 5, 2026

Goal 3: Build MetroPlan's Visibility in the Community, emphasizing Safety Education

Goal 3: Build MetroPlan's Visibility in the Community, emphasizing Safety Education

Objective 3.1: Develop creative safety education opportunities

Objective 3.2: Expand MetroPlan's visibility through marketing that elevates transportation safety and Vision Zero principles

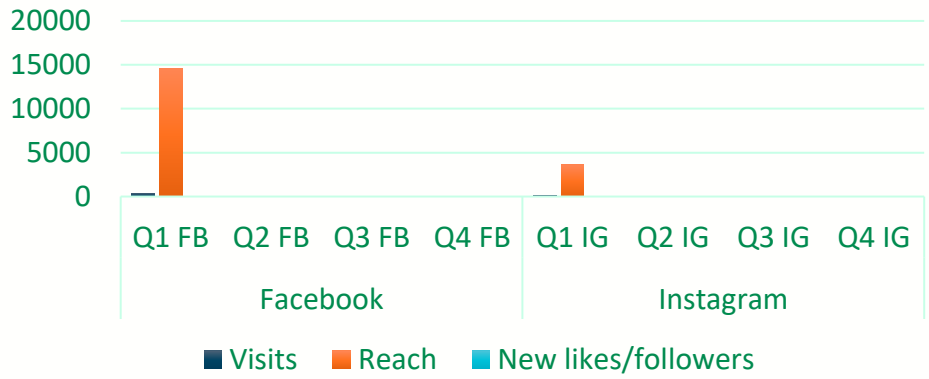
Key Performance Indicators

1. Number of public outreach events attended or organized
2. Number of people or organizations interacted with annually
3. Growth in digital trends, such as followers and reach

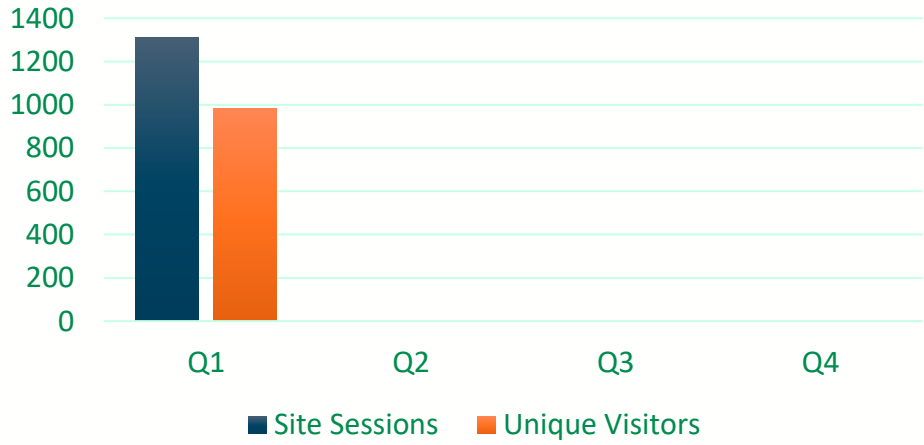
Goal 3: Reporting

	Q1
1. Number of public outreach events attended or organized	8
2. Number of people reached through events, meetings, and newsletters	10287

Social Media Performance by Quarter



Website Performance



Goal 4: Implement Programs that Encourage Mode Shift

Goal 4: Implement Programs that Encourage Mode Shift

Objective 4.1: Support active transportation as a viable everyday option through multimodal infrastructure development and multimodal demonstration and pilot projects

Objective 4.2: Initiate and support programs at K-12 schools to reduce parent pick-up and drop-off

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

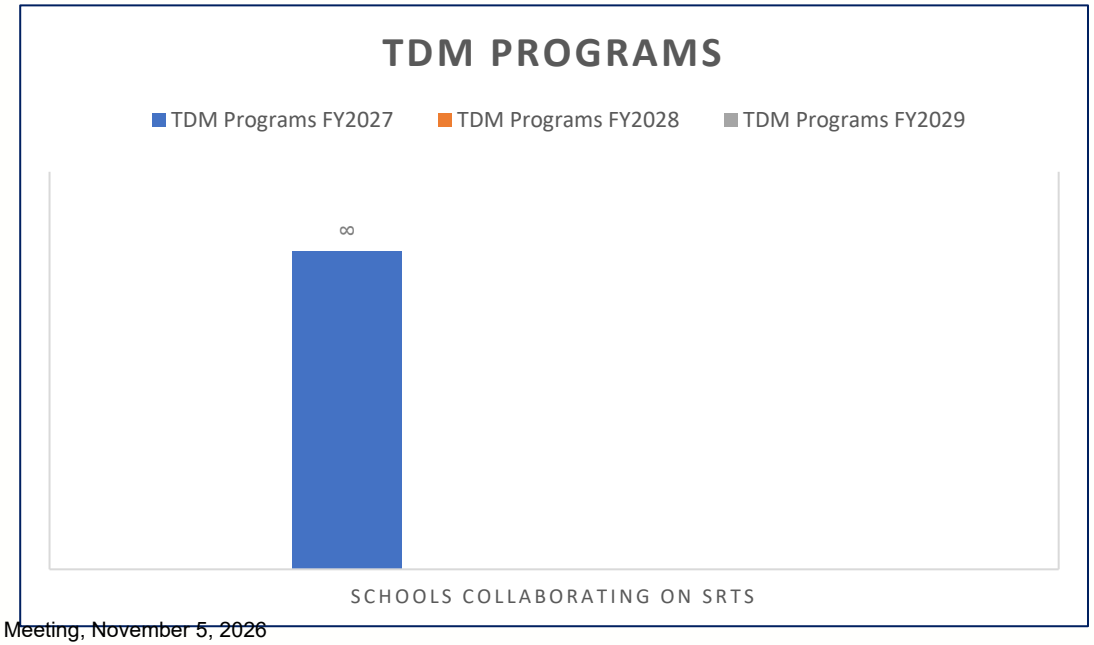
Key Performance Indicators

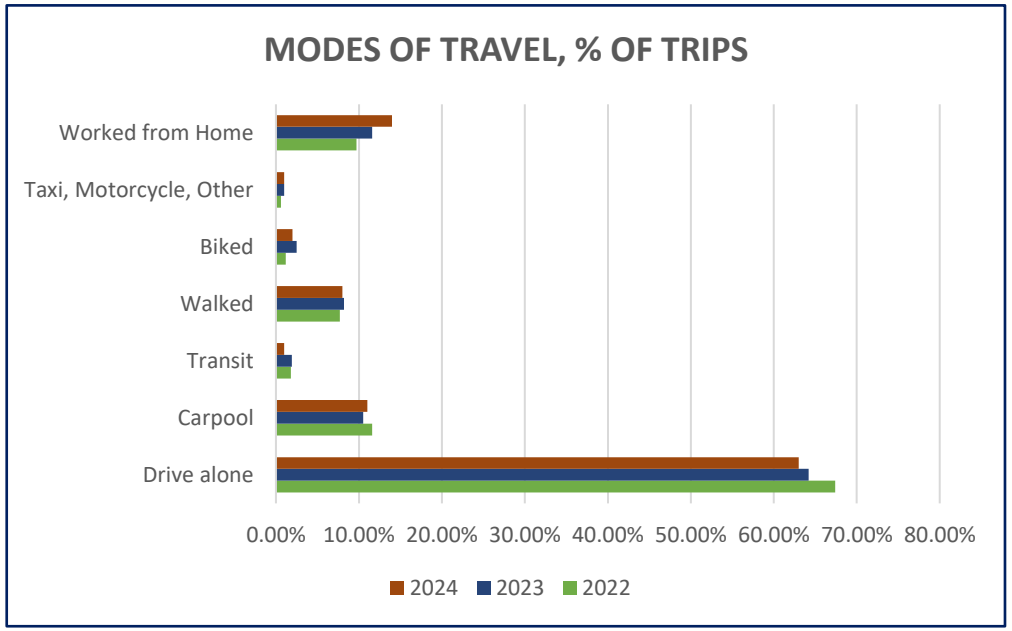
1. Increase % of trips made by walking, cycling, micromobility, and public transit broadly and at schools
2. The number of schools collaborating on and incorporating Safe Routes to School curriculum and initiatives

Goal 4: Reporting

Increase the % of trips made by walking, cycling, micromobility and public transit broadly and at schools

Number of schools collaborating on and incorporating SRTS curriculum and initiatives





METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 26, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Tami Suchowiejko, Business Manager

SUBJECT: FY2027 Quarter 1 Financial Report

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

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

3. BACKGROUND:

This report provides a first quarter (Q1) update for the FY2027 budget. The total expenses for FY2027, as of September 30, 2026, were $468,566.06. This is 17% of the annual budget. As we look more deeply into budget categories, we see the following:

- Salary and Benefits**:** MetroPlan's annual budget is $823,631.93 and, as of Q1, total expenses were $87,718.28, which is 11% of the annual budget. Salary and benefits expenses are lower than expected at this point in time because we have not received the September payroll invoice from Mountain Line and we are projecting to be under budget at this time due to position vacancies.

- Operations: MetroPlan's annual budget is $309,070.88 and, as of Q1, total expenses were $89,295.56, which is 29% of the annual budget. Operating expenses are slightly above the benchmark of 25% for this point in time due to expenses for the Transportation Summit that will be reimbursed by NACOG.

- Travel: MetroPlan budgeted $38,606.60 in FY27 and, as of Q1, expended $16,734.13, which represents 43% of the annual budget. Travel expenses are above the benchmark of 25% due to multiple conferences early in the fiscal year: Association of Metropolitan Planning Organizations, Safe Routes to School, and Arizona Transportation Policy Summit.

- Projects: MetroPlan budgeted $1,535,032 for projects including $223,985 for Safe Routes Infrastructure, $679,611 for Safe Streets Master Plan, $90,000 for data collection, and $541,436 for a variety of transit planning activities. Special Project expenses totaled $274,818.09 for Q1 of the fiscal year, which is 17% of the annual budget. Project expenses are lower than expected at this point in time because we have not received invoices from consultants for work completed in September. This is not unusual as the consultants require 30 days following the month end to gather sub-contractor billings and compile the invoice.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

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

5. FISCAL IMPACT:

MetroPlan has a sustainable 5-year budget.

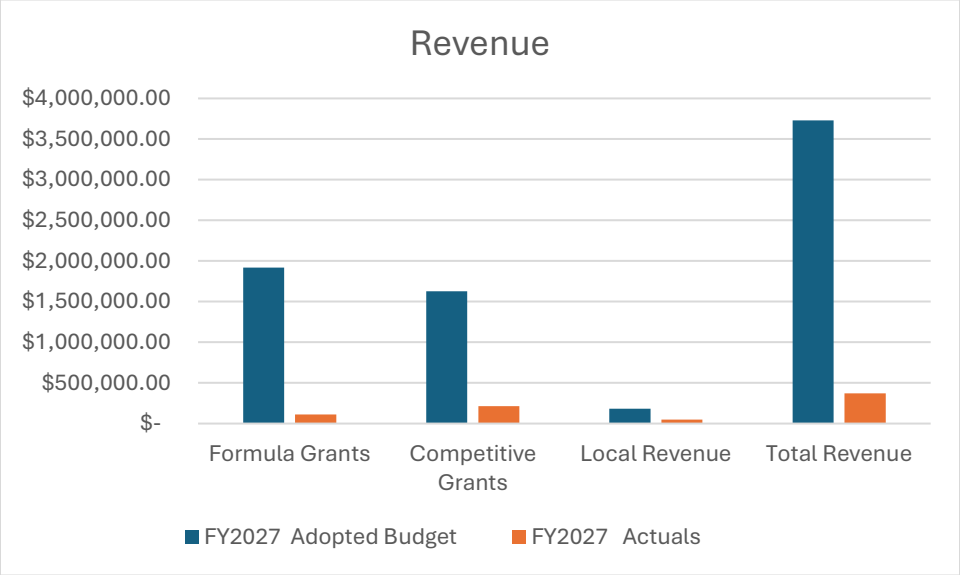
6. ALTERNATIVES:

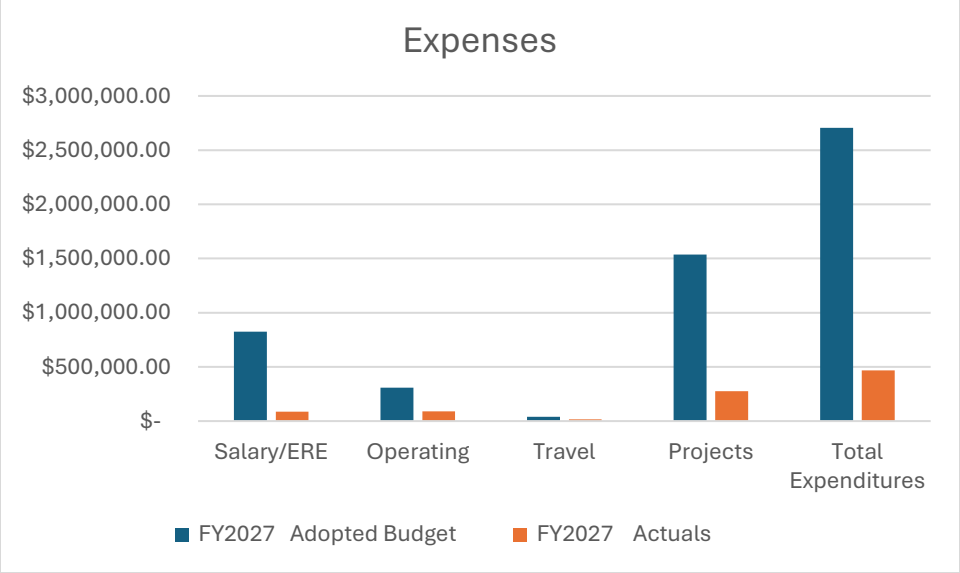
None. This item is for information and discussion only.

7. ATTACHMENTS:

FY2027 Q1 Financial Report

Revenue	FY2027	FY2027
	Adopted Budget	Actuals
Formula Grants	$ 1,918,211.89	$ 110,986.37
Competitive Grants	$ 1,628,008.00	$ 214,086.70
Local Revenue	$ 183,440.09	$ 47,084.72
Total Revenue	**$ 3,729,659.98**	**$ 372,157.79**
Expenses	**FY2027**	**FY2027**
	Adopted Budget	**Actuals**
Salary/ERE	$ 823,631.93	$ 87,718.28
Operating	$309,070.88	$ 89,295.56
Travel	$ 38,606.60	$ 16,734.13
Projects	$1,535,032.15	$ 274,818.09
Total Expenditures	**$ 2,706,341.56**	**$ 468,566.06**





METROPLAN
GREATER FLAGSTAFF

STAFF REPORT

REPORT DATE: October 23, 2026

MEETING DATE: November 5, 2026

TO: Honorable Chair and Members of the Executive Board

FROM: Kate Morley, Executive Director

SUBJECT: MetroPlan Happenings

1. RECOMMENDATION:

None. This item is for information and discussion only.

2. RELATED STRATEGIC WORKPLAN ITEM:

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

3. BACKGROUND:

Dave was awarded the Distinguished Professional Award by the national Association of Metropolitan Planning Organizations (AMPO) for his more than 25 years of service to the field of work.

Kate and Dave went to the AMPO conference in Sacramento. Sessions ranged on everything from prioritizing projects to micromobility safety to linking transportation planning to housing needs.

Kim and two FUSD teachers attended the National Safe Routes to School Conference in Minneapolis. Sessions covered programmatic and infrastructure strategies, including school-zone safety, bicycle and pedestrian education in physical education classes, and events that encourage active transportation, such as "Walk with a Doc."

The FY2026 audit is underway. Tami is working on providing all requested material to the auditor.

Ava and Kim, with support from several volunteers, conducted annual travel observations during school drop-off and pick-up. The data will help track trends over time, inform strategies to reduce reliance on parent-driven trips, encourage active transportation, and support principals in implementing school-specific programs.

MetroPlan staff hosted an interagency stakeholder workshop to discuss changes to Micromobility rules and regulations within the region.

MetroPlan staff hosted two workshops in the Sunnyside neighborhood to discuss concept plans developed for the Safe Routes to School Northeast Area Schools project.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

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

5. FISCAL IMPACT:

None. This item is for updates only.

6. ALTERNATIVES:

None. This item is for information and discussion only.

7. ATTACHMENTS:

None.