



FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION

CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT

211 West Aspen Avenue ♦ Flagstaff, Arizona 86001

Phone: (928) 213-2651

www.flagstaffmpo.org ♦ mpo@flagstaffaz.gov

AGENDA

FMPO Executive Board Meeting

10:00am to 12:00pm
April 3, 2019

Flagstaff City Council Chambers
211 W. Aspen Avenue, Flagstaff, AZ 86001

Regular meetings and work sessions are open to the public. Persons with a disability may request a reasonable accommodation by contacting the City of Flagstaff City Clerk's Office at 928-779-7607. The FMPO 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 by contacting the FMPO at 928-213-2651 as early as possible to allow time to arrange the accommodation. ***A quorum of the TAC may be present.***

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

EXECUTIVE BOARD MEMBERS

- Art Babbott, Coconino County Board of Supervisors, Vice-Chair
- Jesse Thompson, Arizona State Transportation Board Member
- Coral Evans, Mayor, Flagstaff City Council
- Matt Ryan, Coconino County Board of Supervisors
- Jim McCarthy, Flagstaff City Council
- Charlie Odegaard, Flagstaff City Council
- Regina Salas, Flagstaff City Council (alternate)

FMPO STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, FMPO Manager
- Martin Ince, Multimodal Planner

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

B. ROLL CALL

C. 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.)

D. 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.)

E. ITEMS FROM THE EXECUTIVE DIRECTOR

- ADOT Board Dinner April 11th 5:15 PM to 8:00 PM
- ADOT Board Meeting April 12th 9:00 AM to Noon
- FHWA Coordination Meeting April 12th 1:00 to 3:00 PM
- Update on the Transportation Improvement Plan (TIP)
- Update on Unified Planning Work Program (UPWP)

F. APPROVAL OF MINUTES

- Minutes of Regular Meeting: March 7, 2019
- Minutes of Executive Session: March 7, 2019

II. CONSENT AGENDA - None

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

III. GENERAL BUSINESS

A. FMPO Rebranding and Public Presence

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Executive Board consider an approach to rebranding the FMPO and enhancing our public presence.

B. ADOT Board Presentation Review

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board consider an approach to the April 11th ADOT Board Dinner and April 12th ADOT Board Meeting.

C. FMPO Operating Procedures

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board discuss key topics related to Executive Board and Advisory Committee structure and provide preliminary direction to staff.

D. Regional Transportation Plan (RTP) Priorities

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board consider and adopt priorities for FMPO activities.

E. Legislative Agenda

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board adopt Resolution 2019-01 supporting state legislative action to increase transportation funding.

F. Coordinated Plan

FMPO Staff: Martin Ince, Multimodal Planner

Recommended Action: Staff recommends adoption of the 2019 FMPO Coordinated Public Transit – Human Services Transportation Plan.

IV. RECESS INTO EXECUTIVE SESSION – FMPO Executive Director Contract

(Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting, pursuant to A.R.S. Section 38-431.03(A)(1).)

V. CLOSING BUSINESS

A. ADJOURN

The Transportation Improvement Program (TIP) includes Northern Arizona Intergovernmental Public Transportation Authority 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.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on March 29, 2019 at 2:00 pm in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 29th Day of March 2019.

Sunshine Coffman, Administrative Specialist



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PLANNING ORGANIZATION
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211 West Aspen Avenue ♦ Flagstaff, Arizona 86001
Phone: (928) 213-2651
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MINUTES

FMPO Executive Board Meeting

10:00 am to 12 Noon
March 7, 2019

Flagstaff City Council Chambers
211 W. Aspen Avenue, Flagstaff, AZ 86001

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NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

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EXECUTIVE BOARD MEMBERS

- Art Babbott, Coconino County Board of Supervisors, Vice-Chair
- Jesse Thompson, Arizona State Transportation Board Member
- Coral Evans, Mayor, Flagstaff City Council
- Matt Ryan, Coconino County Board of Supervisors
- Jim McCarthy, Flagstaff City Council
- Charlie Odegaard, Flagstaff City Council
- Regina Salas, Flagstaff City Council (alternate)

FMPO STAFF

- Jeff Meilbeck, Executive Director
- David Wessel, FMPO Manager
- Martin Ince, Multimodal Planner

I. PRELIMINARY GENERAL BUSINESS

A. CALL TO ORDER

Board Chair Art Babbott called the meeting to order at 10:00am.

B. ROLL CALL

FMPO Executive Director Jeff Meilbeck conducted Roll Call.

C. PUBLIC COMMENT

None.

D. ITEMS FROM THE BOARD

None.

E. ITEMS FROM THE EXECUTIVE DIRECTOR

ED Jeff Meilbeck presented on the following items:

- Staffing update
- FHWA Coordination Meeting April 11th 10 to Noon
- ADOT Board Dinner April 11th and Meeting April 12th in Flagstaff
- ACA Grant Update
- NAIPTA Historic Federal Funds Received
- FMPO "Report Card"

F. APPROVAL OF MINUTES

(pages 1-14)

Minutes of Executive Sessions: August 23, 2018; September 17, 2018; September 27, 2018; October 25, 2018; November 2, 2018; December 17, 2018

Minutes of Regular Meeting December 17, 2018

Minutes of Regular Meeting January 24, 2019

Councilmember McCarthy noted amendments to Minutes dated December 17, 2018, including changing the title from "Agenda" to "Minutes."

MOTION: Councilmember McCarthy moved to approve all Minutes from Executive Sessions dated August 23, September 17, October 25, and November 2, 2018, as well as minutes from regular meeting dated January 24, 2019. Mayor Coral Evans seconded. Motion passed.

II. CONSENT AGENDA

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

A. Transportation Improvement Program (TIP) Public process (pages 15-17)

FMPO Staff: David Wessel

Recommendation: Staff recommends the Board conduct a public call for projects to meet federal mandate for public input.

MOTION: Supervisor Matt Ryan moved to approve a public call for projects to meet federal mandate for public input. Mayor Coral Evans seconded. Motion passed.

III. GENERAL BUSINESS

A. FMPO Rebranding and Public Presence (pages 18-19)

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Executive Board consider an approach to rebranding the FMPO and enhancing our public presence.

Considerations included keeping or changing existing logo and FMPO name change. Also consider social media marketing, to include Facebook, Instagram, and YouTube. Concern about who will manage social media and if it can be managed robustly. There was general discussion about including the Public Information Officers and marketing staff of other local agencies and getting input from key stakeholders.

B. Appointment of Alternate to RTAC (pages 20-22)

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board appoint an alternate to the Rural Transportation Advocacy Council (RTAC).

Council Member Charlie Odegaard agreed to serve as an alternate to RTAC.

MOTION: Supervisor Matt Ryan moved to appoint Charlie Odegaard as representative to RTAC. Supervisor Jesse Thompson seconded. Motion passed.

C. FMPO Operating Procedures (pages 23-24)

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board discuss key topics related to Executive Board and Advisory Committee structure and provide preliminary direction to staff.

Board discussed options related to including NAU and NAIPTA in the FMPO Executive and TAC board structures. Board consensus was to use existing structure and consider including an appointment from the NAU President's Office as a non-voting member. Supervisor Babbott stated that he wanted to hear from the NAIPTA Board of Directors as to how NAIPTA might want to participate.

D. Regional Transportation Plan (RTP) Priorities

(pages 25-31)

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board consider and adopt priorities for FMPO activities

Dan Folke from CoF Community Development requested that the Executive Board postpone adopting priorities at this time and wait for TAC's recommendations. Board agreed to postpone action and keep as a discussion item for now.

E. Legislative Agenda

(pages 32-40)

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Staff recommends the Board consider and adopt a resolution regarding State transportation funding levels.

Kevin Adams requested support for HB 2536 in the form of a letter on behalf of the FMPO stating support for indexing the gas tax and creating parity with alternate fuel fees to be signed by Chair and Vice-Chair. FMPO staff were asked to draft a letter for Board Chair signature in support of indexing the gas tax to inflation.

F. Future Agenda Items

FMPO Staff: Jeff Meilbeck, Executive Director

Recommended Action: Discuss items for future FMPO agendas.

Include talking points for ASTB dinner.

IV. RECESS INTO EXECUTIVE SESSION – FMPO Executive Director Contract

Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting, pursuant to A.R.S. Section 38-431.03(A)(1).

MOTION: Chairperson Art Babbott moved to go into Executive Session at 11:24am. Supervisor Matt Ryan seconded and all approved. Board reconvened from Executive Session at 11:32am.

CLOSING BUSINESS

A. ADJOURN

Meeting adjourned at 12:08pm.

DRAFT

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on March 7, 2019 at 2:00 pm in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 7th day of March 2019.

Sunshine Coffman, FMPO Admin Specialist

SPECIAL MEETING (EXECUTIVE SESSION) MINUTES

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION EXECUTIVE BOARD

MARCH 7, 2019

CITY COUNCIL CONFERENCE ROOM

FLAGSTAFF CITY HALL

211 WEST ASPEN AVENUE

11:24 A.M.

1. Call to Order: Chair Art Babbott motioned at 11:24am to recess into executive session, Matt Ryan seconded and all approved.
2. Roll Call: Art Babbott, Jesse Thompson, Coral Evans, Matt Ryan and Jim McCarthy were present. Celia Barotz was absent.
3. Recess into Executive Session
4. Executive Session
 - a. The Flagstaff Metropolitan Planning Organization recessed into Executive Session at approximately 11:24am.
 - b. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting, pursuant to A.R.S. Section 38-431.03(A)(1).
 - i. FMPO Executive Director Contract
5. Adjournment at approximately 11:32am.

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: March 28, 2019
MEETING DATE: April 3, 2019
TO: Honorable Chair and Members of the FMPO Executive Board
FROM: Jeff Meilbeck, FMPO Executive Director
SUBJECT: FMPO Rebranding and Public Presence

1. Recommendation:

i Staff recommends the Executive Board consider an approach to rebranding the FMPO and enhancing our public presence.

2. Related Strategic Workplan Item

i Create and deliver a communication plan by rebranding the FMPO to reflect transportation planning and programming.

3. Background

i An enhanced public image and clarified sense of purpose may help build momentum and attract additional funding. The FMPO, like many Metropolitan Planning Organizations around the Country, can be a difficult political and bureaucratic construct for people to understand. By adopting a simpler name, a cleaner web-page and some basic corporate identity material, the FMPO may be able to enhance public understanding of who we are and what we do. This increased public understanding may translate to increased support, credibility, and momentum on FMPO projects. Ideally, this increased clarity will lead to additional and more competitive grant funding.

The project will include a new logo, web-page, introductory video, and annual report format. The project is expected to be fully implemented by December 2019.

At the March 7, 2019 meeting of the FMPO Executive Board, staff were directed to consider the following points:

- 1. Consider keeping our existing logo and do not automatically assume it will be changed.*
- 2. Consider a new name for the FMPO that is simplified and learn what other MPOs do.*

Comments: Staff learned that “MetroPlan (City name)” is the most common innovation and can be considered a national standard. However, most MPO’s do not change their names at all.

- 3. Include the Public Information Officers and Marketing staff from a few other local agencies in the review of the name and logo.*

Comments: This group met on March 27th and supported the name change and the new multi-modal logo.

- 4. Share the draft logo and name concepts with other advisory committees and stakeholders in the region, i.e. pedestrian advisory committee, transit advisory committee, etc.*

Comments: Pending direction from the Board on name and logo preferences on April 3rd.

- 5. Consider an appropriate social media presence. This presence can range from relying entirely on our member agencies for representation to creating a Facebook, Snapchat, Twitter and other social media accounts just for the FMPO. Key question: What is the right balance?*

Comments: The PIO group suggested creating a new web-page. The PIO group also recommended that the FMPO not maintain a Facebook page. Rather, they recommended disseminating most FMPO items through Facebook pages of the City, County, NAU, NAIPTA, ADOT and other groups.

4. TAC Discussion

i *The TAC met and raised a few points for consideration. There was support for adding a train icon to the new multi-modal logo and keeping the tree in the logo. There was not consensus on whether to change the logo and name, because some felt the existing logo and name would suffice. However, there was overall openness expressed to make a change if the Board chose to do so.*

5. Fiscal Impact

- i** *The FMPO budgeted \$50,000 in FY 2019 for the overall communication plan. Staff believe the project can be completed and implemented for a quarter of that amount by collaborating with local partners and doing much of the work in-house.*

6. Alternatives

- i** *1) Adopt a more elaborate and expensive communication plan. This alternative may result in more polish, but the return on investment may be difficult to justify.*
- 2) Keep our existing logo and marketing program. This alternative would cost nothing, but it may reduce our ability to build political and financial support for FMPO initiatives.*

7. Attachments

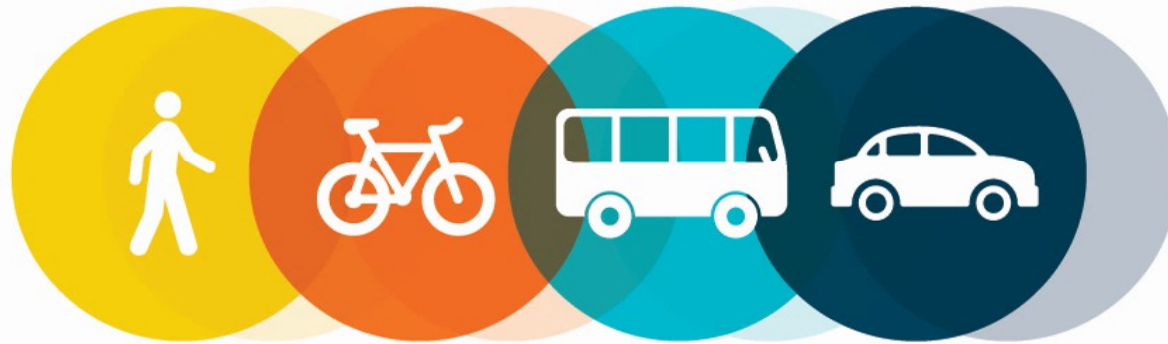
- i** *Logo Samples*





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FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: March 28, 2019
MEETING DATE: April 3, 2019
TO: Honorable Chair and Members of the FMPO Executive Board
FROM: Jeff Meilbeck, FMPO Executive Director
SUBJECT: ADOT Board Presentation Review

1. Recommendation:

i Staff recommends the Executive Board review a draft of a presentation that will be given to the ADOT Transportation Board at the April 11th Dinner meeting.

2. Related Strategic Workplan Item

i Guiding Principle 2: FMPO leverages resources

3. Background

i The Arizona State Transportation Board, which is responsible for establishing a complete system of state highway routes in Arizona, is granted policy powers by the Governor and serves in an advisory capacity to the Director of the Arizona Department of Transportation. The Board awards construction contracts, monitors the status of construction projects and has the exclusive authority to issue revenue bonds for transportation financing.

The ADOT Board holds monthly meetings in various locations around the State and meets annually in Flagstaff. This year, the Board meeting will be on April 12th at Flagstaff City Hall. Additionally, the FMPO is sponsoring a dinner for the ADOT Board on Thursday April 11th. This dinner presents a great opportunity to thank the ADOT Board for their support, welcome them to Flagstaff and share our story.

Staff are compiling a PowerPoint presentation to inform the ADOT Board about recent successes with Propositions 419 and 420, FMPO project priorities, and grant opportunities for the Fourth Street and Lone Tree Corridors. The FMPO Board will be able to review a draft of this presentation at the April 3rd FMPO Board meeting.

4. TAC Discussion

- i** *The TAC reviewed a rough presentation and suggested that we recognize the collaboration between ADOT and the City on the I-40 Bridge project over Lonetree. Further, the TAC supported the BUILD grant for the Fourth Street bridge being submitted by ADOT. Finally, the TAC discussed that the LoneTree TI project was probably not ready for discussion at the April 11th dinner.*

5. Fiscal Impact

- i** *Facility and meal costs for hosting the FMPO Board dinner will be approximately \$2,000.*

6. Alternatives

- i**
 - 1) Give a formal presentation to the ADOT Board (Recommended). This alternative allows the FMPO to educate the ADOT Board about our priority projects and request support.*
 - 2) Host a dinner but do not give a formal presentation to the ADOT Board. This alternative would provide an informal evening and allow people to network.*
 - 3) Do not host an ADOT Board dinner. Staff have already scheduled the ADOT Board dinner and sent out invitations because the dinner is a 20 year tradition and staff assumed the FMPO Board would want to continue the tradition. However, the FMPO Board could direct staff to not host such events in the future.*

7. Attachments

- i** *None*

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: March 28, 2019

MEETING DATE: April 3, 2019

TO: Honorable Chair and Members of the FMPO Executive Board

FROM: Jeff Meilbeck, FMPO Executive Director

SUBJECT: FMPO Operating Procedures

1. Recommendation:

i Staff recommends the Board review and consider adoption of Operating Procedures for the FMPO.

2. Related Strategic Workplan Item

i Move the FMPO towards becoming more independent by modifying the governing documents to grant the FMPO Executive Board greater authority to govern itself.

3. Background

i As per the FMPO Amended and Restated IGA signed June 2018 (Master IGA), the FMPO is required to adopt operating procedures that govern how it conducts business. On January 24, 2019, the FMPO Board suspended its operating procedures for 90 days because they were inconsistent with the 1997 founding resolution and were inconsistent with current FMPO staffing. Further, the Board tasked staff with developing new operating procedures within 90 days.

On March 7, 2019, the FMPO Board reviewed core issues and provided direction on several items including:

- **QUESTION:** Does the FMPO want to add NAU and NAIPTA to the Executive Board and if so, should they be added as voting or non-voting members?

PRELIMINARY DIRECTION: Staff were directed to include the NAU President's office as a non-voting member and to ask the NAIPTA Board of Director's how they want to participate. Since March 7th, staff had further discussions with NAU and NAIPTA. Further, NAIPTA considered the question and with two FMPO Board members. Based on this input, the

current draft does not include NAU and NAIPTA as non-voting members on the Executive Board.

- *QUESTION: What is the role of the technical advisory committee and management committee?*

PRELIMINARY ANSWER: The FMPO TAC is advisory to the Board and consists of technical staff from the City, County, ADOT, NAIPTA, NAU and other groups as needed. Among other responsibilities, the TAC is charged with reviewing the FMPO workplan, ensuring technical compliance and facilitating inter-agency coordination on projects of shared interest.

- *QUESTION: Should the FMPO charge annual dues to its participating agencies?*

PRELIMINARY ANSWER: This item was not discussed on March 7th and the Operating Procedures are silent on this question at this time.

- *QUESTION: What officer positions will exist, how will they be elected, and how long will they serve?*

PRELIMINARY ANSWER: This item was not discussed on March 7th. Staff are recommending a Chairperson and Vice Chairperson as detailed in the draft operating procedures.

Staff have drafted the operating procedures and sent them for review by the TAC. Further, Councilmember McCarthy reviewed the draft operating procedures and provided feedback.

4. TAC Discussion

- i** *The TAC was supportive of including NAU and NAIPTA as voting seats on the Management Committee and the TAC. The TAC was also supportive of leaving the Executive Board as it is without adding additional non-voting seats.*

5. Fiscal Impact

- i** *There are no immediate costs or fiscal impacts to doing this work*

6. Alternatives

i *There are no realistic alternatives. The Board is obligated to adopt operating procedures for how it conducts business.*

7. Attachments

- i**
- 1) *Clean version of old operating procedures*
 - 2) *Red-Lined version of old operating procedures with comments*
 - 3) *Clean version of new operating procedures (Pending)*

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION
OPERATING PROCEDURES

I. PURPOSE

As per the Amended and Restated Intergovernmental Agreement (“Master IGA”) regarding the Flagstaff Metropolitan Planning Organization dated September 18, 2018, the FMPO Board will adopt Operating Procedures. These Operating Procedures supplement the Master IGA by providing direction on how the FMPO will conduct business. ~~These operating procedures are secondary to the Master IGA and in in~~ any situation where there is an inconsistency between the Master IGA and ~~the~~ Operating Procedures, the Master IGA stands.

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Commented [JM1]: This section was re-written to eliminate redundancy and/or inconsistency with the Amended and Restated IGA “Master IGA” as signed September 18, 2018 by the City and County.

II. AREA

The approximate 525 square mile area covered by the FMPO includes Bellemont on the west, Kachina Village and Mountaineer on the south, Winona on the east, and San Francisco Peaks on the north. Owned and regulated lands include private holdings, City, County, State, Northern Arizona University, National Forest and Park, and the Arizona National Guard.

III. ORGANIZATION

The FMPO is governed by an Executive Board and is supported by a Management Committee and a Technical Advisory Committee. These organizational structures, relationships, and responsibilities are illustrated in Figure 1 and are described ~~in detail~~ in this section.

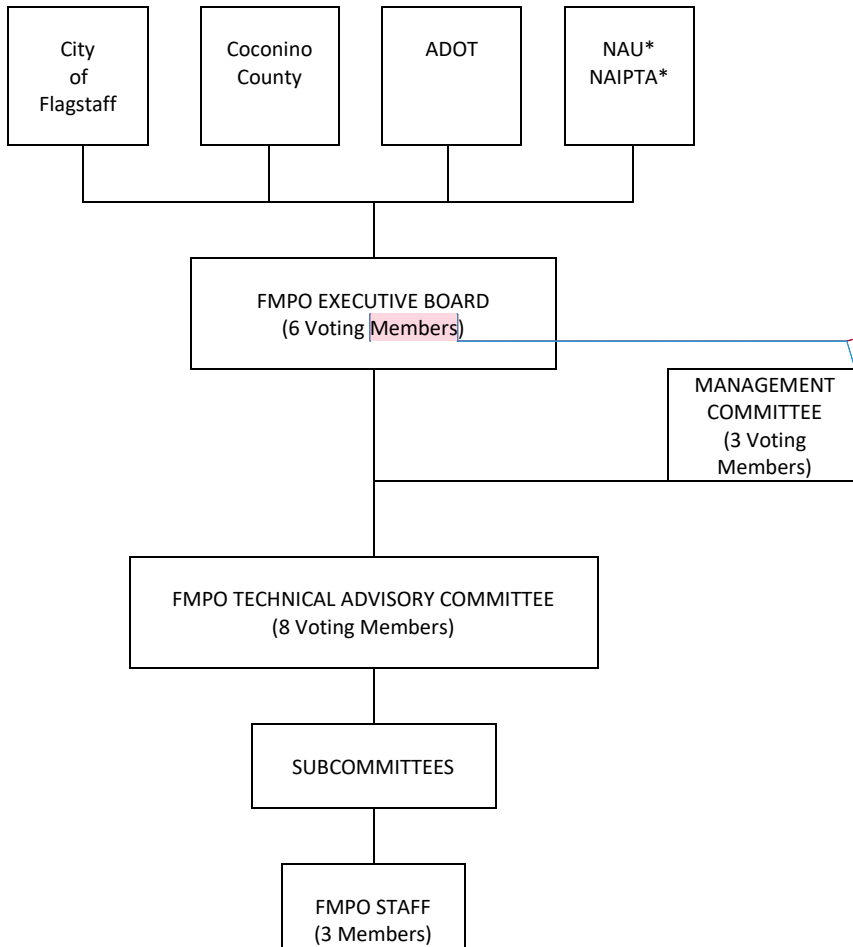
Commented [JM2]: This section was re-worked to eliminate redundancy, increase consistency, and improve flow and readability.

A. Executive Board

~~It is the function of the The~~ Executive Board ~~to act~~ as a policy body, coordinating and directing transportation planning, implementation, ~~thereof (as authorized by the Executive Board)~~ and related activities within the ~~overall regional comprehensive planning process~~ FMPO boundary.
~~representative each~~

Figure 1

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)



Commented [JM3]: Changes Required:
1) Federal Highways Administration (FHWA) prefers to be a non-voting member of TAC not Executive Board as per 3/12/19 e-mail from Romare Truly with FHWA
2) Federal Transit Administration (FTA) has never served on Executive Board in any capacity.
3) This structure suggests that the TAC is "over" the FMPO staff which is incorrect. Staff report directly to the FMPO Board through the Executive Director.

Commented [u4R3]: I will send some ideas JM



* ~~Ex-Officio~~/Non-Voting

1. Membership

The FMPO Executive Board consists of six (6) voting seats as follows:

3 members of the Flagstaff City Council

2 members of the Coconino County Board of Supervisors

1 member of the State Transportation Board or their designee

(a) Requirements of Executive Board ~~Voting-voting Seats~~members.

a. To be a voting member of the Executive Board, a person must be a duly elected or appointed member of ~~one of a the listed~~ governing ~~body bodies of a unit of local government located in the FMPO area,~~ excepting the member of the Arizona State Transportation Board or their designee. Each ~~unit of~~ local government ~~unit~~ and the State Transportation Board shall designate the person or persons among its duly elected or appointed ~~governing body members or, appointed to the State Transportation Board by the Governor,~~ that shall serve as primary member(s) of the FMPO Executive Board.

b. At its discretion, the City, County or State may select an alternate who is a duly elected or appointed member of the respective governing body. The State Transportation Board member may appoint ~~one or more of the following an ADOT official~~ as a designated alternate: ~~1) the Arizona Department of Transportation (ADOT) Transportation Planning Division Director; 2) the ADOT Transportation Planning Division Deputy Director; 3) the ADOT Flagstaff District Engineer, or; 4) another member of the State Transportation Board.~~ Designated alternates may serve when the primary member(s) is not available. The alternate will have the same voting power and duties of the primary member, except when replacing the chair in which case the duties of chair shall be assumed by the vice-chair.

Commented [JM5]: As of this writing decision on how NAIPTA and NAU will be included is under discussion. Current understanding is that NAIPTA and NAU will serve as voting seats on the management and technical advisory committees

Commented [JM6]: This was simplified to be less prescriptive

~~(b)~~

(b) Any member who for any reason shall no longer be ~~in the service of the~~ ~~a member of the~~ voting entity shall no longer be eligible to serve on the Executive Board and another member shall be appointed by the appropriate voting entity.

2.

3. Executive Board Voting

- ~~(a)~~
- (a) Any conflict of interest must be stated prior to discussion of that particular agenda item.
- (b) Each voting seat present will qualify as one vote. There is no weighted voting.
- ~~(c)~~ (c) The presence of a majority of voting members (4) is required to obtain quorum.
- d) A majority of the voting quorum present will constitute passage.
- ~~(e)~~ (e) A tie is a failure to pass.
- e) ~~(Alternates in attendance per Section [??])~~ Alternates in attendance per Section [??] count toward the establishment of a quorum.

Commented [JM7]: The prior requirement risked creating a situation where the FMPO Board is unable to obtain a quorum even with 5 of 6 members present.

3. Officers

- (a) The members of the FMPO Executive Board shall elect ~~the following officers:~~ a Chairperson and a Vice Chairperson. In the absence of ~~any~~ 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, ~~renewable (for up to three years).~~ 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.
- (b) The Executive Board Chairperson shall be able to vote on all matters before the FMPO Executive Board. She/he shall sign, on behalf of the FMPO, all documents requiring signatures ~~and shall perform all other duties required of the Chairperson.~~ The FMPO Executive Board may delegate to the FMPO Executive Director ~~of the FMPO~~ such signatures it deems appropriate and/or necessary.

Commented [JM8]: The 3 year limit was added to provide some boundary.

- (c) _____
- (d) ~~[[[I am not sure what we are trying to get at here. Maybe we do not need this paragraph.]]] Officers will rotate positions as per election results be seated~~ in the first month of the fiscal year or as soon thereafter as practical. ~~When the Chairperson or Vice Chairperson's position is vacated, respectively~~ the Vice Chairperson assumes the position of Chairperson and the Executive Board must then elect another ~~Executive Board voting member to the vacant office of~~ Vice Chairperson. ~~Any modification to this requirement must be approved by the FMPO Executive Board.~~
- (e) ~~At any one time~~ It is generally preferred, but not required, for the Chairperson and Vice Chairperson to ~~two elected officers on the Executive Board must be~~ from two different jurisdictions.

Commented [JM9]: This is in job descriptions and does not seem to be needed in Operating Procedures.

Commented [JM10]: Simplified to be less prescriptive, less restrictive and more manageable.

Commented [JM11]: This was simplified and made more flexible.

4. Executive Board Responsibilities

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- (a) The FMPO Executive Board is responsible for all actions, agreements, and functions to be carried out by the Flagstaff Metropolitan Planning Organization, including but not limited to:
 - (1) Serving in a review capacity to ~~insure~~ ensure that all federal and state assisted development projects are consistent with integrated regional transportation plans and programs;
 - (2) Accepting contributions and grants-in-aid; _____
 - (3) Contracting with the Federal Government for planning assistance and other transportation-related planning projects, products, and services; and
 - (4) Establishing and maintaining policy-level relations and positions, including those regarding proposed legislation, with local, regional, state, and federal policy organizations.
 - (5) ~~(b)~~ ~~—(b)~~ Other products that are deemed essential may be authorized by the Executive Board, and specified in the Unified Planning Work Program (UPWP).

Commented [JM12]: Constraints to the City of Flagstaff reference the old IGA in which the City was the host agency. Given that the FMPO is becoming independent and host agency services may be provided by another agency, these references were removed.

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5. Meetings

- (a) The FMPO Executive Board ~~of the FMPO~~ shall follow the Open Meeting Laws of Arizona.
- (b) ~~Modified parliamentary~~ Parliamentary procedure at all meetings shall be governed by Robert's Rules of Order, except as otherwise modified herein or unless the rules are suspended by a majority of the voting quorum.
- (c) _____
- (d) The FMPO Executive Board shall meet at least four times per year as per the direction of the Executive Board. The notices of the meetings shall conform to the Open Meeting Laws of Arizona.

Commented [JM13]: This is covered in the voting section and redundant here.

Commented [JM14]: This item was simplified. The meetings are subject to the Open Meeting Law and the provisions of that law do not need to be repeated in the Operating Procedures. Furthermore, 4 meetings per year creates a floor of a minimum number of meetings while retaining the discretion of the Executive Board to schedule more meetings as the Board sees fit.

B. Management Committee

The FMPO's Management Committee consists of the Flagstaff City Manager, the Coconino County Manager, the ADOT District Engineer, ~~and the NAIPTA~~ chief executive officer (CEO), and a member of the President's office of NAU or their respective designated alternates.

Commented [JM15]: The Board can always add more members and it does not need to be stated here. Also, there has been no discussion about adding more members.

The Management Committee has authority to advise the FMPO Executive Director and the Executive Board. Primary area of emphasis is on the policy direction of the Management Committee member's respective jurisdictions and any bearing such direction has on the development of the FMPO work program or its implementation.

Commented [JM16R15]: Based on discussions with the NAU President's office on March 25, 2019 this section was added.

The Management Committee may meet as it deems appropriate to review the FMPO Executive Board agenda and to provide input or advice to FMPO staff and/or the FMPO Executive Board.

Commented [JM17]: The section about the Management Committee evaluating the FMPO Manager was removed because it was inconsistent with the Master IGA and creation of Executive Director position. A

Commented [JM18]: This item was discussed with Management Committee members and is supported. It is designed to provide authority and access without requiring meetings that may be unnecessary.

~~(a) The Management Committee meetings are not subject to the Open Meeting Law of Arizona.~~

Commented [JM19]: The prescriptions and requirements for the Management Committee were largely eliminated. The intention is to recognize the authority and autonomy of this group of managers at the highest level of local government and to recognize they can conduct business as they see fit. Further, the new Master IGA removed responsibility for this group to evaluate the FMPO Manager. Instead, the new IGA created an Executive Director position who reports directly to the Executive Board, not to the Management Committee.

C. Technical Advisory Committee (TAC)

The FMPO's Technical Advisory Committee (TAC) is composed of technical and/or managerial staff representatives from each of the participating agencies. In addition, there may be one or more ~~ex-officio~~ non-voting representative each from the Federal Highways Administration (FHWA), and Federal Transportation Administration (FTA). Additional organizations may be added in the future by Executive Board directive for voting or ~~ex-officio~~ non-voting status. Each ~~ex-officio~~ non-voting member must be approved by her/his respective agency.

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The TAC has authority and primary responsibility to conduct technical reviews and analyses regarding all work activities of the UPWP, and any related issues as specified by the FMPO's Executive Board, and to so advise the Executive Board on appropriate actions to be taken. The TAC works closely with the FMPO staff, providing guidance and direction for development of the annual UPWP/Budget and work activities defined therein.

Procedures and relevant positions of the Executive Board are applicable by reference to the TAC.

1. Membership

The FMPO TAC consists of ~~six (6)~~nine voting seats and ~~(2)two~~ ~~ex-officio~~ non-voting seats as follows:

3 staff members of the City of Flagstaff appointed by the Flagstaff City Manager ~~—~~ Voting

2 staff members of Coconino County appointed by the Coconino County Manager ~~—~~ Voting

2 staff members of ADOT appointed by the District Engineer ~~—~~ Voting

1 staff member of NAU appointed by the President's office – Voting

1 staff member of NAIPTA appointed by the NAIPTA CEO ~~—~~ Voting

1 staff member of FHWA – Non Voting

1 staff member of FTA – Non Voting

2. Requirements of TAC Voting Seats

- a. Should be appointed by the City Manager, County Manager, ADOT ~~Distict~~District Engineer, NAU President's office, or NAIPTA CEO.
- b. The person in each of the ~~above-named~~above-named positions may, by a written statement to the Chairpersons of the Executive Board and the TAC, designate a regular alternate. Such alternate shall have adequate technical ability to represent the agency.

Commented [JM20]: Deleted here and modified below to give City and County Manager's discretion to appoint other position titles. Reason: titles changes and needs change and this approach provides more flexibility.

Commented [JM21]: Removed with intention of making NAIPTA and NAU voting members of the TAC.

(b)

2. Voting

(a) [\[\[\[re-number on final draft.\]\]\]](#)

(b) Any conflict of interest must be stated prior to discussion of that particular agenda item.

(b) Each voting seat present will qualify as one vote. There is no weighted voting.

c The presence of a majority of voting members (5) is required to obtain a quorum.

d A majority of the voting quorum present will constitute passage.

(ce) A tie is a failure to pass.

3. Officers

(a) The ~~members of the~~ TAC members shall elect a Chairperson and a Vice Chairperson. Each shall serve without compensation and for a period of one year. Each position is renewable upon a vote of the TAC members, without restriction as to the number of terms served. In the absence of the Chairperson, or upon her/his inability to act or serve, the Vice Chairperson shall assume the duties of the Chairperson.

(b) Elected officers of the TAC shall serve on a rotation basis, so that when the Chairperson's position is vacated, the Vice Chairperson assumes the position of Chairperson. The TAC must then elect another TAC member to serve as Vice Chairperson.

~~(c)~~ At any one time, the TAC Chairperson and Vice Chairperson must be from two different voting entities.

4. Responsibilities

The FMPO TAC shall be responsible for:

[https://flagaz-my.sharepoint.com/personal/jeff_meilbeck_flagstaffaz_gov/Documents/FMPO NEW/FMPO Executive Board/FY 2019/Attachments/20190403 Attachments/III.C ATTACHMENT FMPO Operating Procedures MARK UP 190328 Jeff M and Jin M.docx](https://flagaz-my.sharepoint.com/personal/jeff_meilbeck_flagstaffaz_gov/Documents/FMPO%20NEW/FMPO%20Executive%20Board/FY%202019/Attachments/20190403%20Attachments/III.C%20ATTACHMENT%20FMPO%20Operating%20Procedures%20MARK%20UP%20190328%20Jeff%20M%20and%20Jin%20M.docx)

- (a) Reviewing, studying, analyzing, and as appropriate, making recommendations to the FMPO Executive Board on issues germane to the FMPO.
- (b) Regularly reporting to the Executive Board on Technical Advisory Committee activity through the FMPO ~~Manager~~Executive Director.

5. Meetings

- (a) The FMPO TAC shall follow the Open Meeting Law of Arizona.
- (b) ~~Modified~~ Parliamentary procedure at all meetings shall be governed by Robert’s Rules of Order, except as otherwise modified herein or unless the Rules are suspended by a majority of the voting quorum.
- (c) _____
- (d) The FMPO TAC shall meet 4-at least four times per year and preferably monthly. _____

Commented [JM22]: This is covered in voting section and made less restrictive.

Commented [JM23]: This requirement seemed unduly prescriptive.

IV. FINANCES

A. FISCAL YEAR

The FMPO’s fiscal year shall commence on July 1 of each year.

B. _____

Commented [JM24]: This is covered in the Master IGA

C. AUDIT

FMPO will conduct an annual audit. _____

Commented [JM25]: We could use more language here probably. However, the main clause refers to an old IGA.

V. SPECIAL COMMITTEES

A. FORMATION

1. Special ~~FMPO~~ committees may be created by the FMPO Executive Board and Technical Advisory Committee as deemed necessary. A special committee may be either an ad hoc ~~committee~~ for a specific work task or a standing committee for one or more work tasks. Any such special committee created by the Executive Board will be responsible to the ~~FMPO~~ Executive Board.
2. Special committees may be created by the TAC as deemed necessary. A special committee may be either an ad hoc committee for a specific work

Commented [JM26]: Special Committees were combined into one paragraph and language was simplified

Commented [JM27]: Special Committees were rewritten to be simplified and parallel between the Executive Board and the TAC.

~~task or a standing committee for one or more work tasks. Any committee created by the TAC will be responsible to the TAC. At the direction of respectively the Chairpersons of the Executive Board, and the TAC, subcommittees may be formed to investigate some particular work task/issue germane to the FMPO. [[[Paragraphs 1 and 2 seem to be in conflict, re who forms committees.]]]~~

B. POWERS AND DUTIES

~~The FMPO Executive Board shall define the duties, and authorize the power of all special committees.~~ Special committees shall follow modified parliamentary procedures as defined in these operating procedures for the Executive Board and TAC. Special committees, unless membership consists exclusively of staff employees of the member jurisdictions, shall observe the Open Meeting Laws of Arizona.

C. MEMBERSHIP

~~Membership on a special committee shall be determined by the FMPO Executive Board and/or the TAC. The FMPO Executive Board and/or the TAC may appoint, at its discretion, any individual it deems qualified to serve on a special committee.~~

Commented [JM28]: Removed because the authority to appoint people is implied.

VI. AMENDMENT OF OPERATING PROCEDURES

These operating procedures ~~can~~ may be amended by a majority of the voting quorum of the FMPO Executive Board at any scheduled meeting for which notice of the proposed amendments has been duly posted.

VII. FMPO STAFF

FMPO Staff will follow appropriate personnel policies and procedures as adopted by the FMPO Board through IGA's or specific FMPO policies.

Commented [JM29]: This is covered in the Master IGA and following personnel policies and procedures may be implied. However, I left it as a reference since staff will need to follow procedures of whatever organization who hosts. That said, this could be deleted and implied.

Commented [JM30]: This is covered in the Master IGA

PASSED AND ADOPTED by the Executive Board of the Flagstaff Metropolitan Planning Organization on ~~January 27, 2016~~ [TBD 2019](#).

~~Coral Evans~~[Art Babbott](#), Chairperson
Flagstaff Metropolitan Planning Organization

Amendments:

July 28, 2005; November 22, 2005; March 22, 2006; July 26, 2006; January 24, 2007; August 6, 2007; September 28, 2011; January 27, 2016; [tbd date](#)

**FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION
OPERATING PROCEDURES**

I. OBJECTIVE

The objective of the Flagstaff Metropolitan Planning Organization (FMPO) is to carry out planning, coordination, and integration of activities necessary to maintain a comprehensive, cooperative, and continuing multi-agency transportation planning program; and further, as specified by the Executive Board of the FMPO, carry out other related specific tasks and their implementation. The underlying concept of the FMPO is "Partners in Transportation Enhancing Our Community."

The FMPO will promote public participation in the decision making process through public meetings held pursuant to the Open Meeting Law of Arizona. The FMPO will exercise leadership and initiative in planning and assisting development of efficient, integrated transportation system facilities in the Flagstaff area.

II. AREA

The approximate 525 square mile area covered by the FMPO includes Bellemont on the west, Kachina Village and Mountainaire on the south, Winona on the east, and San Francisco Peaks on the north. Owned and regulated lands include private holdings, City, County, State, Northern Arizona University, National Forest and Park, and the Arizona National Guard.

III. ORGANIZATION

The FMPO is organized as shown in Figure 1. Jurisdictions that make up the FMPO include the City of Flagstaff, Coconino County, the Arizona Department of Transportation (ADOT) and the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA). Elected officials and appointed officials from each of those agencies constitute an Executive Board; a Management Committee shall be comprised of the City and County Management the ADOT Transportation Planning Director and an appointee from the NAIPTA CEO; and technical staff make up a Technical Advisory Committee (TAC). In addition, there may be other special committees such as technical subcommittees and/or citizen task forces. Each group is defined below:

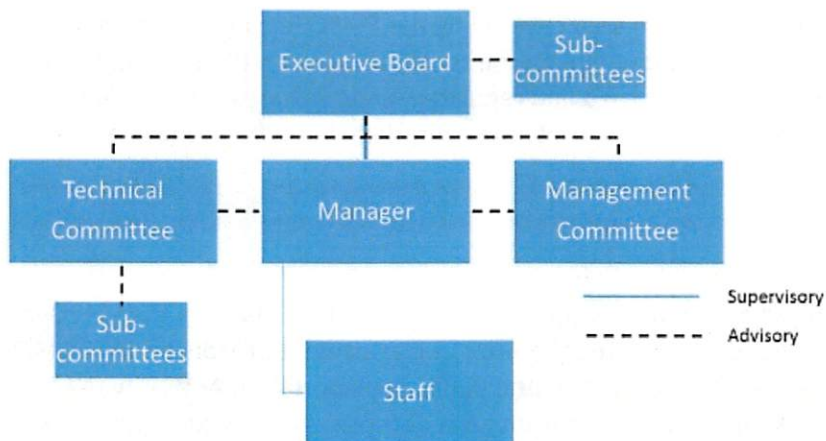
A. Executive Board

The FMPO Executive Board consists of seven elected or appointed officials, three from the Flagstaff City Council and two from Coconino County Board of Supervisors; one member from the ADOT State Transportation Board (who is appointed to the State Transportation Board by the Governor of the State of Arizona); and the CEO of NAIPTA. Furthermore, one ex-officio non-voting representative each from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA),

Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) and Northern Arizona University (NAU). It is the function of the Executive Board to act as a policy body coordinating and directing transportation planning, implementation thereof (as authorized by the Executive Board), and related activities within the overall regional comprehensive planning process. The Executive Board has supervisory responsibility of the FMPO Manager including provision of annual performance review and salary adjustments.

Figure 1

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)



1. Membership

(a) To be a voting member of the Executive Board, a person must be a duly elected or appointed member of a governing body of a unit of local government located in the FMPO area, excepting the member of the Arizona State Transportation Board (who is appointed by the Governor of the State of Arizona) and excepting the NAIPTA CEO (who is a permanent appointment changing with the person in the position). Each unit of local government and the State Transportation Board shall designate the person or persons among its duly elected or appointed governing body or, appointed to the State Transportation Board by the Governor, which shall serve as primary member(s) of the FMPO Executive Board.

i. At its discretion, the City or County may select an alternate who is a duly elected or appointed member of the respective governing body. The State Transportation Board member may appoint one or more of the following as a designated alternate: 1) the Arizona Department of Transportation (ADOT) Transportation Planning Division Director; 2) the ADOT Transportation Planning Division Deputy Director; 3) the ADOT Flagstaff District Engineer, or; 4) another member of the State Transportation Board. Designated alternates may serve when the primary member(s) is not available. The alternate will have the same voting power and duties of the primary member, except when replacing the chair in which case the duties of chair shall be assumed by the vice-chair.

ii. b. The number of eligible members on the Executive Board shall be as follows:

<u>iii. Jurisdiction</u>	<u>Number of Members</u>
iv. City of Flagstaff	3
Coconino County	
2	
ADOT (State Transportation Board)	1
v. NAIPTA	1
vi. Total	7

(b) Any member who for any reason shall no longer be in the service of the voting entity shall no longer be eligible to serve on the Executive Board and another member shall be appointed by the appropriate voting entity.

(c) Representatives of the following entities are voting members of the FMPO: City of Flagstaff, Coconino County, the Arizona Department of Transportation and the Northern Arizona Intergovernmental Transportation Authority.

i. In addition, one ex-officio non-voting representative each from FHWA, FTA, and NAU may participate on transportation issues, subjects of concern and interest to their geographic area, or due to noted/recognized expertise. Each ex-officio non-voting member must be approved by her/his respective agency.

2. Voting

(a) Each represented jurisdiction/entity of the FMPO shall have the following assigned number of votes:

<u>i. Jurisdiction</u>	<u>Number of Votes</u>
ii. City of Flagstaff	3
Coconino County	2
ADOT (State Transportation Board)	1
iii. NAIPTA	1
iv. Total	7

(b) Business will not be conducted without representation from at least three FMPO member units.

(c) Any conflict of interest must be stated prior to discussion of that particular agenda item.

(d) A majority of the voting quorum will constitute passage. A tie is a failure to pass.

3. Officers

(a) The members of the FMPO shall elect the following officers: Chairperson and Vice Chairperson. In the absence of any 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, renewable.

(b) The Executive Board Chairperson shall be able to vote on all matters before the FMPO. She/he shall sign on behalf of the FMPO all documents requiring signatures and shall perform all other duties required of the Chairperson. The FMPO Executive Board may delegate to the Manager of the FMPO such signatures it deems appropriate and/or necessary.

(c) The FMPO staff shall have the responsibility for keeping the minutes and such books, resolutions, or other services that may be required by the FMPO.

(d) Elected officers of the FMPO shall serve on a rotation basis of voting entity. The rotation shall take place in the last month of the fiscal year or as soon thereafter as is practical. When the Chairperson or Vice Chairperson's position is vacated, respectively the Vice Chairperson assumes the position of Chairperson and the Executive Board must then elect another Executive Board voting member to the vacant office of Vice Chairperson. Any modification to this requirement must be unanimously approved by the FMPO Executive Board.

(e) At any one time two elected officers on the Executive Board must be from two different jurisdictions. Any modification to this requirement must be unanimously approved by the FMPO Executive Board.

4. Responsibilities

(a) The FMPO Executive Board is responsible for all actions, agreements, and functions to be carried out by the Flagstaff Metropolitan Planning Organization, including:

- i. serving in a review capacity to insure that all federal and state assisted development projects are consistent with integrated regional transportation plans and programs;
 - ii. accepting contributions and grants-in-aid through the City of Flagstaff;
 - iii. contracting through the City of Flagstaff with the Federal Government for planning assistance and other transportation-related planning projects, products, and services;
 - iv. contracting through the City of Flagstaff with other state and local entities and consultants for the provision and receipt of planning or associated products or services.
 - v. establishing and maintaining policy-level relations and positions, including those regarding proposed legislation, with local, regional, state and federal policy organizations.
- (b) The FMPO is responsible for development and adoption of the following essential products:
- i. Regional Transportation Plan;
 - ii. Transportation Improvement Program, fiscally constrained;
 - iii. Title VI Civil Rights Review;
 - iv. Unified Planning Work Program (UPWP)/Budget; and
- (c) Other products deemed essential may be authorized by the Executive Board, and specified in the UPWP.
- (d) Supervision of the FMPO Manager including annual performance evaluations

5. Meetings

- (a) The Executive Board of the FMPO shall follow the Open Meeting Laws of Arizona.
- (b) Parliamentary procedure at all meetings shall be governed by Robert's Rules of Order, except as otherwise modified herein or unless the rules are suspended by a majority of the voting quorum.
- (c) A quorum shall be required for the conduct of any business. A representative of each at least three voting members and a majority of voting members shall constitute a quorum for the transaction of business. Alternates in attendance per Section 1 (a) count toward the establishment of a quorum.
- (d) The FMPO Executive Board shall meet regularly once each month on a regular meeting date established in the last month of the fiscal year unless determined otherwise by the Executive Board Chairperson or majority vote of the Executive Board. The time, date, and location of regular meetings will be posted at least twenty-four hours in advance. The notices of the meetings shall conform to the Open Meeting Laws of Arizona. Members will be notified of all meetings.

B. Management Committee

The FMPO's Management Committee consists of Management from the City of Flagstaff, Coconino County, the ADOT Director of the Transportation Planning Division and NAIPTA or their respective designated alternates. Additional organizations may be added in the

future by Executive Board Directive for voting or ex-officio non-voting status. Each ex-officio member must be approved by her/his respective agency.

The Management Committee has authority and responsibility to advise the FMPO Manager and the Executive Board. Primary area of emphasis is on the policy direction of the Management Committee member's respective jurisdictions and any bearing such direction has on the development of the FMPO work program or its implementation. The Management Committee will work closely with the Manager on the coordination of FMPO work program with the member agency programs to assure appropriate levels of staff resources are available.

The purpose of the Management Committee is to serve in a staff advisory function.

1. Membership

(a) Voting membership on the FMPO Management Committee shall be as follows:

City of Flagstaff – one position;

City Manager

Coconino County – one position

County Manager

ADOT – one position

Transportation Planning Division Director

NAIPTA – one position

Appointee by the NAIPTA CEO

(b) The person in each of the above named positions may, by a written statement to the Chairpersons of the Executive Board and the TAC, designate a regular alternate.

(c) Non-Voting Member – the Host Agency Liaison assigned from the Community Development Department is a non-voting member of the Management Committee. The liaison may be a designated alternate for the host agency.

2. Voting – All votes are by consensus of the members present. Failure to reach consensus means the item does not pass.

(a) Business may be conducted with at least two of the four agencies represented from all FMPO member units.

3. Officers – The jurisdiction holding the chair of the Executive Board shall also chair the Management Committee.

4. The Management Committee’s responsibilities include the following:

(a) Policy guidance and development for the Manager;

(b) Implementation strategies when FMPO products require local or state government action for implementation;

(c) Advice on intergovernmental relations;

(d) Regularly reporting to the Executive Board on Management Committee activity through the FMPO Manager.

5. Meetings – The Management Committee may attend regular Executive Board meetings and meet at least twice per year or more often as needed. These biennial meetings will occur in conjunction with budget/work program development in the fall and with personnel evaluations in the spring.

(a) The Management Committee is not held to the Open Meeting Law of Arizona.

C. Technical Advisory Committee (TAC)

The FMPO’s Technical Advisory Committee (TAC) is composed of technical and/or managerial staff representatives from each of the participating agencies. In addition, there may be one or more ex-officio non-voting representative each from the FHWA, FTA, and Northern Arizona University. Additional organizations may be added in the future by Executive Board directive for voting or ex-officio non-voting status. Each ex-officio non-voting member must be approved by her/his respective agency.

The TAC has authority and primary responsibility to conduct technical reviews and analyses regarding all work activities of the UPWP, and any related issues as specified by the FMPO’s Executive Board, and to so advise the Executive Board on appropriate actions to be taken. The TAC works closely with the FMPO staff, providing guidance and direction for development of the annual UPWP/Budget and work activities defined therein.

Procedures and relevant positions of the Executive Board are applicable by reference to the TAC.

1. Membership

- (a) Voting membership on the FMPO TAC shall be as follows:

City of Flagstaff: Three positions:
City Engineer
Traffic Engineer
Advance Planning Manager

Coconino County: Two positions:
Community Development Director
Public Works Director

ADOT: Two positions:
Regional Transportation Planner
Flagstaff District Engineer

NAIPTA*: One position:
Transit Planner

The person in each of the above named positions may, by a written statement to the Chairpersons of the Executive Board and the TAC, designate a regular alternate. Such alternate shall have adequate technical ability to represent the agency.

- (b) The TAC will seek public participation.

2. Voting

- (a) Each of the TAC members occupying the positions listed in Section III.C.1. (a) will have one vote.
- (b) Any conflict of interest must be stated prior to discussion of that particular agenda item.

3. Officers

- (a) The members of the TAC shall elect a Chairperson and a Vice Chairperson. Each shall serve without compensation and for a period of one year, renewable. In the absence of the Chairperson, or upon her/his inability to act or serve, the Vice Chairperson shall assume the duties of the Chairperson.
- (b) Elected officers of the TAC shall serve on a rotation basis, so that when the Chairperson's position is vacated, the Vice Chairperson

assumes the position of Chairperson. The TAC must then elect another TAC member to serve as Vice Chairperson.

- (c) The TAC's Chairperson and Vice Chairperson, respectively, shall be from jurisdictions other than those same officers' jurisdictions on the FMPO Executive Board.
- (d) At any one time, the TAC Chairperson and Vice Chairperson must be from two different voting entities.

4. Responsibilities

The FMPO TAC shall be responsible for:

- (a) Reviewing, studying, analyzing, and as appropriate, making recommendations to the FMPO Executive Board on issues germane to the FMPO.
- (b) Regularly reporting to the Executive Board on Technical Advisory Committee activity through the FMPO Manager.

5. Meetings

- (a) The FMPO TAC shall follow the Open Meeting Law of Arizona.
- (b) Parliamentary procedure at all meetings shall be governed by Robert's Rules of Order, except as otherwise modified herein or unless the Rules are suspended by a majority of the voting quorum.
- (c) A quorum shall be required for the conduct of any business. A representative of each of at least three of the voting members and at least four voting members shall constitute a quorum for the transaction of business.
- (d) The FMPO TAC shall meet regularly once each month at a day, time and location set in the next to last month of the fiscal year unless determined otherwise by the Chairperson of the TAC or by a majority of the voting quorum. Members will be notified of all meetings.

IV. FINANCES

A. FISCAL YEAR

The FMPO's fiscal year shall commence on July 1 of each year.

B. FUNDING

The FMPO shall have the power to receive funds, through one of its member agencies, from any public or private source including, but not limited to, the federal, state and local governments, voluntary associations, non-profit corporations, firms, partnerships, or person or any combination thereof, bequests, donations, devices, grants and gifts of all kinds of property.

C. AUDIT

Under the Intergovernmental Agreement which formalizes the relationship of the FMPO members, the City of Flagstaff is the host agency for the FMPO and receives and administers funds on behalf of the FMPO. Funds which the City holds for the FMPO are subject to the governmental accounting and audit procedures which the City must follow. Any audits involving FMPO funds will be available to all FMPO members.

V. SPECIAL COMMITTEES

A. FORMATION

1. Special FMPO committees may be created by the FMPO Executive Board as deemed necessary. A special committee may be either an ad hoc committee for a specific work task or a standing committee for one or more work tasks. Any such special committee will be responsible to the FMPO Executive Board.
2. At the direction of respectively the Chairpersons of the Executive Board, and the TAC, subcommittees may be formed to investigate some particular work task/issue germane to the FMPO.

B. POWERS AND DUTIES

The FMPO Executive Board shall define the duties, and authorize the power of all special committees. Special committees shall follow parliamentary procedures as defined in these Bylaws for the Executive Board and TAC. Special committees, unless membership consists exclusively of employees of the member jurisdictions, shall observe the Open Meeting Laws of Arizona.

C. MEMBERSHIP

Membership on a special committee shall be determined by the FMPO Executive Board and/or the TAC. The FMPO Executive Board and/or the TAC may appoint, at its discretion, any individual it deems qualified to serve on a special committee.

VI. AMENDMENT OF OPERATING PROCEDURES

These operating procedures can be amended by a majority of the voting quorum of the FMPO Executive Board at any scheduled meeting for which notice of the proposed amendments has been duly posted.

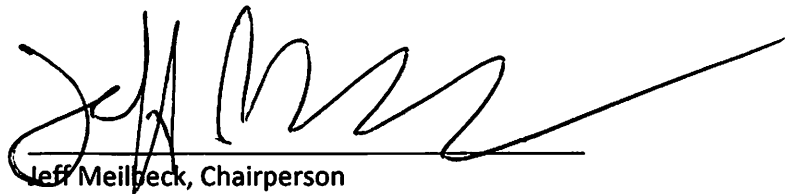
VII. FMPO STAFF

The FMPO staff consists of a Manager and supporting staff personnel. Selection, termination, and resignation procedures are covered in the City of Flagstaff's Personnel Procedures and the governing intergovernmental agreement establishing the FMPO.

VIII. FMPO LEGAL COUNSEL

The City, as Host Agency, will provide legal services for the FMPO unless the City Attorney's Office or the Management Committee determine that the City has a conflict of interest with the FMPO that cannot be waived with regard to a particular issue. In the event of a conflict involving the City, the County Attorney's Office will provide legal services with regard to the item which presents a conflict for the City. In the event that both the City and the County have a conflict of interest with regard to a particular item, the parties will select other legal counsel to address that item.

PASSED AND ADOPTED by the Executive Board of the Flagstaff Metropolitan Planning Organization on August 24, 2017.



Jeff Meilbeck, Chairperson
Flagstaff Metropolitan Planning Organization

Amendments:

July 28, 2005; November 22, 2005; March 22, 2006; July 26, 2006; January 24, 2007; August 6, 2007; September 28, 2011; January 27, 2016, August 24, 2017

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: March 28, 2019
MEETING DATE: April 3, 2019
TO: Honorable Chair and Members of the FMPO Executive Board
FROM: Jeff Meilbeck, FMPO Executive Director
SUBJECT: Regional Transportation Plan (RTP) Priorities

1. Recommendation:

i Staff recommends the Board consider and adopt priorities for FMPO activities

2. Related Strategic Workplan Item

i Objective 4a: Identify top 3 capital projects

3. Background

i On March 7th the Board reviewed the success FMPO and its partner agencies have had in recent years as a result of focusing on priorities. The Board reviewed the success on existing FMPO priorities:

- Lone Tree Corridor
- JW Powell Extension
- Fourth Street Widening.

The Board also considered options for moving forward including:

Option 1: Maintaining existing priorities by having the FMPO strive to secure grants that reduce local costs and enhance projects. For example, supporting the efforts to obtain a BUILD grant for Fourth Street widening to extend it to Butler.

Option 2: Establishing new priorities by reviewing the hundreds of projects that exist and leaving Fourth Street, JW Powell and the Lone Tree Corridor to FMPO partners.

Option 3: Using a hybrid approach which would continue a focus on existing priorities while looking for new opportunities to enhance those priorities. For example, trying to leverage the prop 419 and 420 investments in the Lone Tree and JW Powell Corridor into a competitive grant to fund construction of the Lone Tree Traffic Interchange (LTTI).

The Board deferred a vote pending feedback from the FMPO TAC but signaled a strong preference for option 3: Focus on existing priorities while looking for new opportunities to enhance those priorities.

4. TAC Discussion

i *The FMPO TAC discussed priorities at their March 7th and March 28th TAC meetings. The TAC supported the hybrid approach. Specifically, the TAC supported maintaining the Fourth Street and Lone Tree Corridors as priorities. TAC suggested that the JW Powell corridor could be handled by the City. Regarding new opportunities, the TAC would like to begin focusing on LTTI as part of the Lone Tree Corridor. Further the TAC suggested adding West Route 66 as a third priority for the FMPO.*

5. Fiscal Impact

i *The FMPO has funding to identify and pursue priorities and there are no additional costs at this time.*


6. Alternatives

i *Adopt priorities for the FMPO (recommended). Experience has shown that focus is the best way to be successful on attracting funding and completing projects.*

Do not adopt priorities for the FMPO (Not recommended). The FMPO is a small organization. It can do a few things well, but spreading its focus among too many projects increases the risk that it will be less effective at any of the projects.

Continue the discussion. Although ongoing discussion is warranted, there are opportunities now that would benefit from clear policy direction from the Board. For example, the BUILD grant for Fourth Street would benefit from a renewed commitment from the FMPO Board prior to the April 11th ADOT Board meeting.

7. Attachments

 *None*

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: March 28, 2019

MEETING DATE: April 3, 2019

TO: Honorable Chair and Members of the FMPO Executive Board

FROM: Jeff Meilbeck, Executive Director

SUBJECT: Legislative Agenda Resolution

1. Recommendation:

i Staff recommends the Board adopt Resolution 2019-01 supporting state legislative action to increase transportation funding.

2. Related Strategic Workplan Item

i 6. Create a plan to fund top projects

3. Background

i The FMPO 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 addressing funding, planning policy and safety initiatives among others. Activities include issuing letters, adopting resolutions, coordinating with similar organizations, and direct communications with legislative delegates and leadership.

At the January 24th meeting the Board directed Staff to draft a resolution in support of state transportation funding. The resolution was reviewed by the Board on March 7th and the Board directed staff to make edits and bring the resolution back for consideration on April 3rd. The edits were designed to simplify a recital about potential funding sources and to make clear that the FMPO Board supported the indexing of the current gas tax and creating parity across all fuel types. Further, a recital about municipal shortfalls was discussed by the Board, but not added because staff could not find definitive, credible data that could be cited.

Staff will provide an update at the meeting on legislative developments as they continue to unfold.

4. TAC Discussion

i *TAC did not discuss due to lack of time.*

5. Fiscal Impact

i *There are no costs associated with adopting and circulating the resolution.*

6. Alternatives

i *Adopt Resolution 2019-01.*

Modify Resolution 2019-01

Do not adopt Resolution 2019-01

7. Attachments

i *Resolution 2019-01*

Resolution Number 2019-1

A Resolution of the Flagstaff Metropolitan Planning Organization Executive Board Urging State Leaders to Take Action to Increase State and Local Funding for Transportation Infrastructure

WHEREAS, the road building and maintenance responsibilities of Arizona and its cities and counties are critical to public safety, economic development and quality of life in Arizona,

WHEREAS, the Highway User Revenue Fund, known as HURF, is the primary resource dedicated to state, county and municipal highway and road construction and maintenance,

WHEREAS, HURF relies heavily on an 18 cent per gallon motor fuel tax that has not been raised since 1991, and is not indexed for inflation, leading to a substantial degradation in HURF purchasing power as the prices of asphalt, rock products and heavy equipment have increased dramatically,

WHEREAS, the emergence of new and developing technologies in addition to an increase in the sale of electric, hybrid, and other fuel-efficient vehicles will inevitably continue to erode the buying power of existing fuel tax revenues,

WHEREAS, the shifts from HURF to fund other state obligations during the Great Recession have diverted over \$1 billion from state and local transportation systems since fiscal year 2009,

WHEREAS, the reduced allocations from HURF to counties has resulted in counties suspending new construction activities, substantially decreasing road maintenance activities, and increasing designation of "primitive" roads,

WHEREAS, the Arizona Association of County Engineers has identified that projected funding for county roadways and bridges will fall short of the necessary amount to maintain the county transportation system by \$2.2 billion over the next 10 years,

WHEREAS, the need for additional transportation funding is evident from expert studies and no action to authorize such additional funding will lead to the continued erosion of HURF due to increasing construction costs and technological trends;

WHEREAS, the Surface Transportation Funding Task Force (the Task Force), a group of transportation experts and economists appointed by the Arizona State Legislature in 2016, identified that \$40 billion in additional funding for HURF was necessary over the next 20 years to meet state and local transportation needs,

WHEREAS, the Task Force recommended several sources for funding these critical needs,

WHEREAS, Interstate 17 is a prime example of underinvestment and experiences unacceptable levels of fatalities and closures causing great harm to families and businesses; and

WHEREAS, in 2018 the legislature passed and the Governor signed into law HB 2166 authorizing the ADOT Director to collect a highway safety fee to fund the Department of Public Safety Highway Patrol:

NOW, THEREFORE, BE IT RESOLVED, the Executive Board of the Flagstaff Metropolitan Planning Organization hereby urges the Governor and Arizona State Legislature to:

Increase ongoing funding for the state and local transportation systems by implementing the recommendations of the Surface Transportation Funding Task Force. Specifically, provide for increased revenues for HURF through indexing the fuel tax, creating parity for all fuel types, and increasing the fuel tax;

Provide city, town and county governments and regional transportation authorities additional power to generate local revenues to fund their transportation systems;

Provide funding for Interstate 17 to address safety and capacity concerns; and

Protect the dedicated funding for the Department of Public Safety Highway Patrol authorized last year by HB 2166 and set by the ADOT Director, so that HURF resources intended for road activities remain dedicated to state and local government transportation departments.

APPROVED AND ADOPTED this 3rd Day of April, 2019.

Art Babbott
Executive Board Chair, Flagstaff Metropolitan Planning Organization
Coconino County Supervisor, District 1

ATTEST:

Jeff Meilbeck
Executive Director, Flagstaff Metropolitan Planning Organization

FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO)

STAFF REPORT

REPORT DATE: March 20, 2019

MEETING DATE: April 3, 2019

TO: Honorable Chair and Members of the FMPO Executive Board

FROM: Martin Ince, FMPO Multimodal Planner

SUBJECT: 2019 Update to the FMPO/NAIPTA Coordinated Public Transit – Human Services Transportation Plan

1. Recommendation:

i Staff recommends adoption of the 2019 FMPO Coordinated Public Transit – Human Services Transportation Plan

2. Related Strategic Workplan Item

i Guiding Principle:
5. FMPO is fair and equally representative

3. Background

i Beginning in 2007, all MPO's and COG's in Arizona are required to adopt and annually update a Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan), which includes the following elements:

- An inventory of current transportation providers and available transportation services
- An assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes
- A list of strategies and activities to address identified gaps and achieve efficiencies in service delivery
- Implementation priorities for strategies and activities based on resources, time, and feasibility.

Every year, all COGs and MPOs must adopt an update to their Coordinated Plan that incorporates a series of minor amendments. Every four years, the FMPO is required to conduct a major revision to the plan.

Over the past year, NAIPTA and the FMPO have worked to revise significant portions of the previous Coordinated Plan, as described below. As a result, this update represents a major revision to the plan:

- Transportation gaps identified in previous plans have been updated and modified as necessary, and there is additional description of unmet needs for each gap. Gaps fall into six categories, information, temporal, spatial, infrastructure, and human capital.
- Strategies to address those gaps are listed in the plan, including “dynamic strategies” which address more than one transportation gap.
- A vision, goal, and performance measures are listed for each gap.
- Regional priorities have been reviewed and reestablished.
- A process for regional prioritization of projects and programs is outlined.

Discussion regarding the revisions were facilitated through the quarterly meetings of the Coordinated Mobility Council (CMC), which is a regional group convened by NAIPTA and comprised of FMPO, NAIPTA, NACOG, and City staff, local transportation providers, local human service agencies, and concerned citizens.

At its February 15, 2019 quarterly meeting, the CMC unanimously approved a motion to recommend approval of the updated Coordinated Plan to the FMPO Technical Advisory Committee and Executive Board and to the NAIPTA Transit Advisory Committee and Board of Directors.

This year’s Coordinated Plan update will be adopted by both the FMPO and NAIPTA. Review of the plan is scheduled for NAIPTA’s Transit Advisory Committee and Board in April.

4. TAC Discussion

- i** At its March 7, 2019 meeting, the TAC unanimously approved a motion to recommend adoption of the Coordinated Plan to the Executive Board.

5. Fiscal Impact

- i** All MPO’s and COG’s in Arizona must have a Coordinated Plan in place in order to be eligible for funding through the federal Section 5310 grant program, which support projects that enhance mobility for elderly and disabled individuals. Eligible

applicants for 5310 grants include human and social service agencies, non-profit organizations, special needs and public transportation providers, local governments, public agencies, tribal governments, and tribal community agencies.

Applicants from the FMPO region compete with applicants statewide for Section 5310 grant funding. The FMPO region typically receives about \$300,000 to \$400,000 annually in grant funding, which supports projects such as NAIPTA's ADA plus, taxi voucher, and mobility management program, volunteer driver reimbursement at NAU's Civic Service Institute, and accessible vehicles for a variety of local service agencies.

Preliminary Section 5310 applications for this year's grant cycle from the FMPO region are summarized in Appendix 2 and 3 of the draft Coordinated Plan, beginning on page 45.

6. Alternatives

- i** *None offered. The FMPO is required to send an updated coordinated plan to ADOT as a prerequisite to receiving grant funding for the Section 5310 program for eligible applicants in this region.*

7. Attachments

- i** [*Draft 2019 FMPO Coordinated Public Transit – Human Services Transportation Plan*](#)



**Flagstaff Metropolitan Planning Organization
&
Northern Arizona Intergovernmental
Public Transportation Authority**



2019

**Coordinated Public Transit -
Human Services
Transportation Plan**



**Flagstaff Metropolitan Planning Organization
&
Northern Arizona Intergovernmental Public
Transportation Authority**

**Coordinated Public Transit -
Human Services
Transportation Plan**

Adopted by the FMPO Executive Board on _____, 2019

Prepared by

Flagstaff Metropolitan Planning Organization

211 West Aspen Avenue
Flagstaff, Arizona 86001

928 213 2685

mince@flagstaffaz.gov
www.flagstaffmpo.org

Adopted by the NAIPTA Board of Directors _____, 2019

Prepared by

Northern Arizona Intergovernmental Public Transportation Authority

3773 N. Kaspar Dr.
Flagstaff, Arizona 86004

928 619 8959

ehollander@naipta.az.gov
www.mountainline.az.gov

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

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Introduction

Transportation is a vital part of our lives that keeps us connected to our neighborhoods, employment, shopping, education, health care, recreation, community services, family, friends, and many other services and activities outside of our homes.

For a segment of the population, particularly individuals with disabilities, older adults, and people with low incomes, maintaining a basic level of mobility can be a challenge.

Considerable resources are committed to our transportation infrastructure and systems; however, transportation services for disadvantaged populations are often fragmented, underused, duplicative, costly, and difficult to navigate. In many cases there are service gaps and transportation services are simply not available to meet existing needs.

When transportation services are coordinated, providers can be more efficient, services are improved, and mobility for all residents is enhanced.

Purpose

Coordination is the efficient and effective use of transportation resources for getting people to important destinations, such as jobs and medical appointments. Coordination means working with transit providers, human service agencies, private institutions, businesses, volunteers and political leaders to broaden transportation options for all users, particularly those in vulnerable populations who require an ADA (Americans with Disabilities Act) vehicle.

Beginning in 2007, all Metropolitan Planning Organizations (MPOs) and Councils of Governments (COG's) in Arizona were required to adopt and annually update a Coordination Plan that inventories existing transportation services for elderly individuals, individuals with disabilities, and low-income individuals, identifies unmet transportation needs, and provides strategies for improving coordination to meet those needs.

The plan must be developed and approved through a process that includes seniors, people with disabilities, and transportation providers, and among others. The plan must also be coordinated, to the maximum extent possible, with the transportation programs of other federal departments and agencies.

This document serves two purposes:

First, it serves as a framework to improve coordination among transportation service providers and human service agencies to enhance transportation services for disadvantaged populations.

Second, this document meets federal requirements for a “locally developed, coordinated human services transportation plan” –that includes the following elements:

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- An inventory of available services and resources including: transportation providers and their services, fleet inventories and availability, and key human service programs and how transportation is provided to those human service clients;
- An assessment of transportation needs for targeted groups of people, including supporting demographic and employment data;
- An evaluation of areas of redundant transportation service and gaps in service;
- Identification of coordination actions and strategies to eliminate or reduce duplication in services, to improve customer access to services and to improve utilization of resources;
- Priorities for projects, strategies and actions (including vehicle replacement plans); and,
- An annual listing of projects eligible for funding in the region

Benefits of coordination

- Improves mobility for everyone
- Makes public transportation more efficient
- Closes gaps in service
- Eliminates duplication of efforts and service
- Allows human service agencies to focus efforts and resources on their core mission
- Provides better service with the same or less resources

Local roles and responsibilities

Coordinated Mobility Council

The NAIPTA/FMPO Coordinated Mobility Council (CMC) serves as the regional Coordinating Council and provides direction to the FMPO Executive Board and Technical Advisory Committee and the NAIPTA Board and Transit Advisory Committee on mobility management and coordination. The CMC is responsible for updating and maintaining the Coordinated Plan, setting regional priorities for mobility management, and determining which projects are funded through the Section 5310 grant program.

FMPO

The Flagstaff Metropolitan Planning Organization (FMPO) was formed in 1996 as a transportation policy-making and planning organization for the Flagstaff region, in response to a federal requirement for urbanized areas with a population greater than 50,000. The FMPO receives funding from federal, state and local sources, and oversees the expenditure of federal transportation funds in conjunction with the agencies that comprise the FMPO: the City of Flagstaff, Coconino County, and the Arizona Department of Transportation.

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ADOT requires MPOs to prepare and adopt the Coordination Plan. The FMPO and NAIPTA have established a joint partnership in the preparation and implementation of the Coordinated Plan.

NAIPTA

The Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) was created in 2006 as a regional transportation authority to coordinate public transportation for Flagstaff and Northern Arizona University. NAIPTA operates Mountain Line and Mountain Link fixed route transit service, as well as Mountain Lift paratransit services and Mountain Line Vanpool program.

NAIPTA’s experience and capacity as the region’s transit provider make it well-suited to lead coordination efforts in the Flagstaff area and guide implementation of this plan.

NACOG

The Northern Arizona Council of Governments (NACOG) is the regional transportation planning organization that is comprised of municipal, county, and tribal governmental entities throughout northern Arizona in Coconino, Apache, Navajo, and Yavapai Counties. Within its region, NACOG has responsibility for preparation and adoption of its own Coordination Plan. However, because many local human service providers located in Flagstaff serve more of northern Arizona than just the FMPO region, and because the need for human service transportation services extends beyond the FMPO region, it is important for the FMPO, NAIPTA and NACOG to coordinate their planning efforts.

Planning Process

Coordination Plan preparation, review and adoption

This Plan has been updated as a joint partnership of the FMPO and NAIPTA. The Plan was developed in collaboration with Coordinated Mobility Council (CMC). In February 2017, the CMC worked to identify gaps in transportation services. In May 2018, the CMC participated in a group brainstorming activity to identify potential strategies to fill the previously identified gaps. In August 2018, the CMC evaluated the proposed strategies, discussed roles and responsibilities, and action items for the strategies. In November 2018, the CMC finalized ranking and prioritization ratings for projects, these items were added to the Plan’s update.

ADOT requires a major revision of the Plan every four years. In interim years, a brief update or minor amendment is expected to address the following:

- Note any changes to coordination approach, strategies, or priorities
- Maintain and update current information on transportation providers in the region
- Include an updated list of projects submitted as part of the Section 5310 grant process.

In this way the Plan is the primary working document of the Coordinating Council.

Related plans

- **Northern Arizona Mobility and Coordination Mountain Mobility Business Plan 2015-2019**
This NAIPTA document provides direction and specific tools to implement the vision of the Coordination Plan. This plan was adopted in 2013.
- **Five-Year Transit Plan**
NAIPTA’s current Five-Year Transit Plan was completed and adopted in December of 2017 and serves as the guiding document for fixed-route transit, paratransit, and supporting service planning in the region.
- **Flagstaff Regional Plan**
The Flagstaff Regional Plan is the overarching policy document that guides land use and transportation decisions for the Flagstaff region. The Plan was adopted by the City and County, and ratified by the voters, in 2014.
- **Regional Transportation Plan**
The Regional Transportation Plan (RTP), which was adopted in 2017 by the FMPO Executive Board, identifies and prioritizes future transportation investments in the Flagstaff region for driving, riding the bus, walking, biking, and moving goods. A federal and state requirement to receive transportation funding, the RTP evaluates the cost and effectiveness of projects for each major travel mode, as well as addressing the relationships between land use, transportation, the economy, and the environment.

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▪ **Coconino County Community Health Improvement Plan**

The Coconino County Community Health Improvement Plan (CHIP) comprises of goals and strategies to address health related issues in Coconino County. In 2013, the Community Health Assessment (CHA) addressed three priorities: access to care, chronic disease, and injury prevention. The CHIP provides a strategic action plan for the community health improvement process. The CHIP Update 2016 document describes the public health system partners who were engaged, the process used, and dynamic action plan created to implement the CHIP.

Regional Context

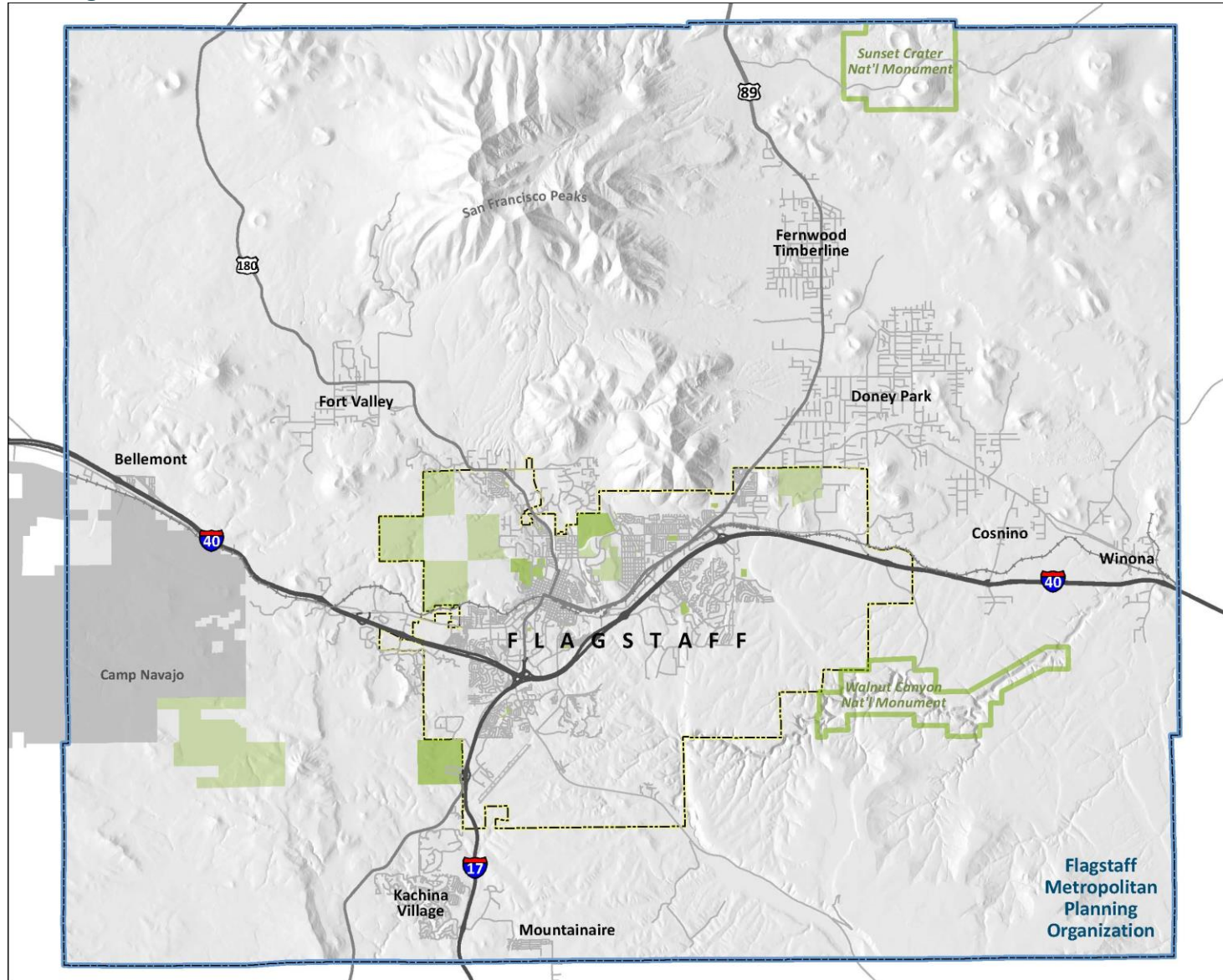
The FMPO region

The Flagstaff Metropolitan Planning Organization area covers 525 square miles in northern Arizona, and lies entirely within the boundary of Coconino County. Flagstaff, with a population of 69,270, is the principal and only incorporated city in the FMPO. The FMPO area also includes a number of surrounding unincorporated communities, including Fort Valley, Bellemont, Kachina Village, Mountainaire, Doney Park, Fernwood-Timberline, Cosnino, and Winona. These unincorporated areas add approximately 22,000 people, to bring the total population for the FMPO region to about 92,000.

The area is served by several major transportation corridors. Interstate 40 traverses the region east-west, and Interstate 17 connects south to Phoenix. U.S. Highway 89 extends north to Page, Lake Powell, and Utah, while U.S. Highway 180 travels north to the Grand Canyon. State Highway 89A runs south to Sedona through Oak Creek Canyon.

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Map 1: FMPO Region



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Demographics

Census geography

Census information is not available for the precise boundaries of the FMPO. Demographic information presented here is derived from the Census block groups that comprise the FMPO region, which includes an area that is somewhat larger than the FMPO. This larger area includes two communities – Mormon Lake and Munds Park – that are outside of the FMPO boundary, but otherwise the area outside the FMPO is not heavily populated. In addition, certain demographic information noted in this plan is only available for the Flagstaff County Census Division (CCD), which comprises of communities outside of the FMPO region, including Munds Park, Mormon Lake, Forest Lakes, and the Coconino County portion of Sedona. For comparative purposes, demographic information for Arizona and the United States are also included.

Population

Historic population numbers for Flagstaff and the FMPO are listed below in Table 1. Growth in population for both geographies has been significant in the past 25 years.

Table 1: Population, land use, density

	<i>City of Flagstaff</i>	<i>FMPO</i>
Total population 2016 (est)	69,270	89,736
Total population 2010	65,870	87,419
Total population 2000	52,894	71,205
Total population 1990	45,837	data not available*
Area (square miles)	64	526
Persons/square mile 2014	1,082	170

Source: 2010, 2000, 1990 Census, 2016 Population Estimates

*FMPO was not formed until 1996 – Flagstaff qualified as an urbanized area in 1995 with a total population of 53,355 which lead to the creation of the FMPO

Vehicle availability and travel time

Just over five percent of occupied housing units in Flagstaff have no vehicles available, and for the FMPO, the percentage is just over four percent. Both numbers are lower than the entire state and the country.

Mean travel time to work in Flagstaff is significantly less than that of Arizona and the United States.

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Table 2: Occupied housing units with no vehicles available; travel time to work

	<i>City of Flagstaff</i>	<i>FMPO</i>	<i>Arizona</i>	<i>United States</i>
Occupied housing units	23,467	31,086	2,448,919	117,716,237
No vehicles available	1,186	1,351	164,945	10,562,847
Percent	5.1	4.3	6.7	9.0
Mean travel time to work	15.5	17.5	24.9	26.1

Source: American Community Survey Five-Year Estimates 2012-2016

Poverty status

Flagstaff’s poverty rate of 23.3 percent and 19.2 percent for the FMPO. Both are higher than the Arizona rate of 17.7 percent and the national rate of 15.1 percent.

Table 3: Poverty status in the past 12 months

	<i>City of Flagstaff</i>	<i>FMPO</i>	<i>Arizona</i>	<i>United States</i>
Population base*	58,811	89,736	6,573,523	310,629,645
Population below poverty level	13,692	5,964	1,165,636	46,932,225
Percent	23.3	19.2	17.7	15.1

*The population base for which poverty status is determined does not include unrelated individuals under 15 years of age, people living in college dormitories, or individuals living in institutional group quarters

Source: American Community Survey Five-Year Estimate 2012-2016

Income and unemployment

Median household income for the City of Flagstaff is slightly less than the state of Arizona. For the region, median household income is higher than the state, and about the same as the United States.

Unemployment rates for both the City and the region are lower than those of Arizona and the nation.

Table 4: Income and unemployment

	<i>City of Flagstaff</i>	<i>Flagstaff CCD *</i>	<i>Arizona</i>	<i>United States</i>
Median household income	50,677	55,752	51,340	55,322
Unemployment rate	7.0	7.0	8.0	7.4

Source: American Community Survey Five-Year Estimate 2012-2016

* Flagstaff County Census Division (CCD) is larger than the FMPO but smaller than all of Coconino County. Could not receive FMPO data for this demographic.

Age

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Flagstaff is a youthful community; due in part to the presence of Northern Arizona University. Flagstaff has a significantly higher percentage of residents in the 18 to 24 age bracket than Arizona and the entire country (31 percent compared to just under 10 percent).

Flagstaff also has a much lower percentage of older residents. The population of Flagstaff in the 65 and older bracket is significantly less than the percentage for the United States. However, the Flagstaff CCD has a slightly higher percentage of residents in the 65 and older age bracket than the city of Flagstaff, indicating that a higher percentage of older residents are living in rural areas outside of the city of Flagstaff.

Table 5: Population by age group – percent

	<i>City of Flagstaff</i>	<i>Flagstaff CCD*</i>	<i>Arizona</i>	<i>United States</i>
Under 18 years of age	18.8	19.5	24.2	23.0
Age 18 to 24 years	31.0	24.5	9.9	9.8
Age 25 to 44 years	24.9	23.9	25.9	26.3
Age 45 to 64 years	17.5	21.6	24.3	26.2
Age 65 years and older	7.8	8.9	15.9	14.5
Median age	25.2	29.2	37.1	37.7

Source: American Community Survey Five-Year Estimate 2012-2016

* Flagstaff County Census Division (CCD) is larger than the FMPO but smaller than all of Coconino County. Could not receive FMPO data for this demographic.

Disability status

Disability status for the population is summarized in Tables 6 through 8 on the following page.

A total of 8.3 percent of the civilian, non-institutionalized population in Flagstaff has a disability. This is lower than the percentage for Arizona and the United States. For the FMPO, the percentage is slightly higher at 9 percent but still less than the state and nation. About 3,500 residents of the Flagstaff CCD, representing about 4.0 percent of the population, have ambulatory difficulty.

City and regional percentages for disability status track closely with state and national percentages.

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Coordinated Public Transit – Human Services Transportation Plan

Table 6: Disability status

	<i>City of Flagstaff</i>	<i>FMPO</i>	<i>Arizona</i>	<i>United States</i>
Civilian non-inst. population	68,613	89,736	6,620,233	313,576,137
With a disability	5,678	8,100	833,586	39,272,529
Percent	8.3	9.0	12.6	12.5

Source: American Community Survey Five-Year Estimate 2012-2016

Table 7: Percentage of the civ non-inst population with a disability status by type

	<i>City of Flagstaff</i>	<i>Flagstaff CCD*</i>	<i>Arizona</i>	<i>United States</i>
With a disability	8.3	9.3	12.6	12.5
With a hearing difficulty	2.3	2.9	4.0	3.5
With a vision difficulty	1.6	1.7	2.4	2.3
With a cognitive difficulty	3.8	3.8	4.8	5.0
With an ambulatory difficulty	3.5	4.0	7.1	7.0
With a self-care difficulty	1.1	1.2	2.5	2.7
With independent living diff.	2.9	3.1	5.6	5.8

Source: American Community Survey Five-Year Estimate 2012-2016

* Flagstaff County Census Division (CCD) is larger than the FMPO but smaller than all of Coconino County. Could not receive FMPO data for this demographic.

Table 8: Percentage of the civ non-inst population with a disability status by age group

	<i>City of Flagstaff</i>	<i>Flagstaff CCD*</i>	<i>Arizona</i>	<i>United States</i>
Under 5 years of age	0.2	0.1	0.8	0.8
Age 5 to 17 years	42.0	4.8	4.9	5.4
Age 18 to 34 years	5.4	5.8	5.9	6.0
Age 35 to 64 years	9.9	10.3	13.0	12.9
Age 65 to 74 years	23.0	21.4	24.9	25.4
Age 75 years and over	48.4	45.0	48.0	50.0
Total (all ages groups)	8.3	9.3	12.6	12.5

Source: American Community Survey Five-Year Estimate 2012-2016

* Flagstaff County Census Division (CCD) is larger than the FMPO but smaller than all of Coconino County. Could not receive FMPO data for this demographic.



Photo of NAIPTA's Travel Training Program

Origins and destinations

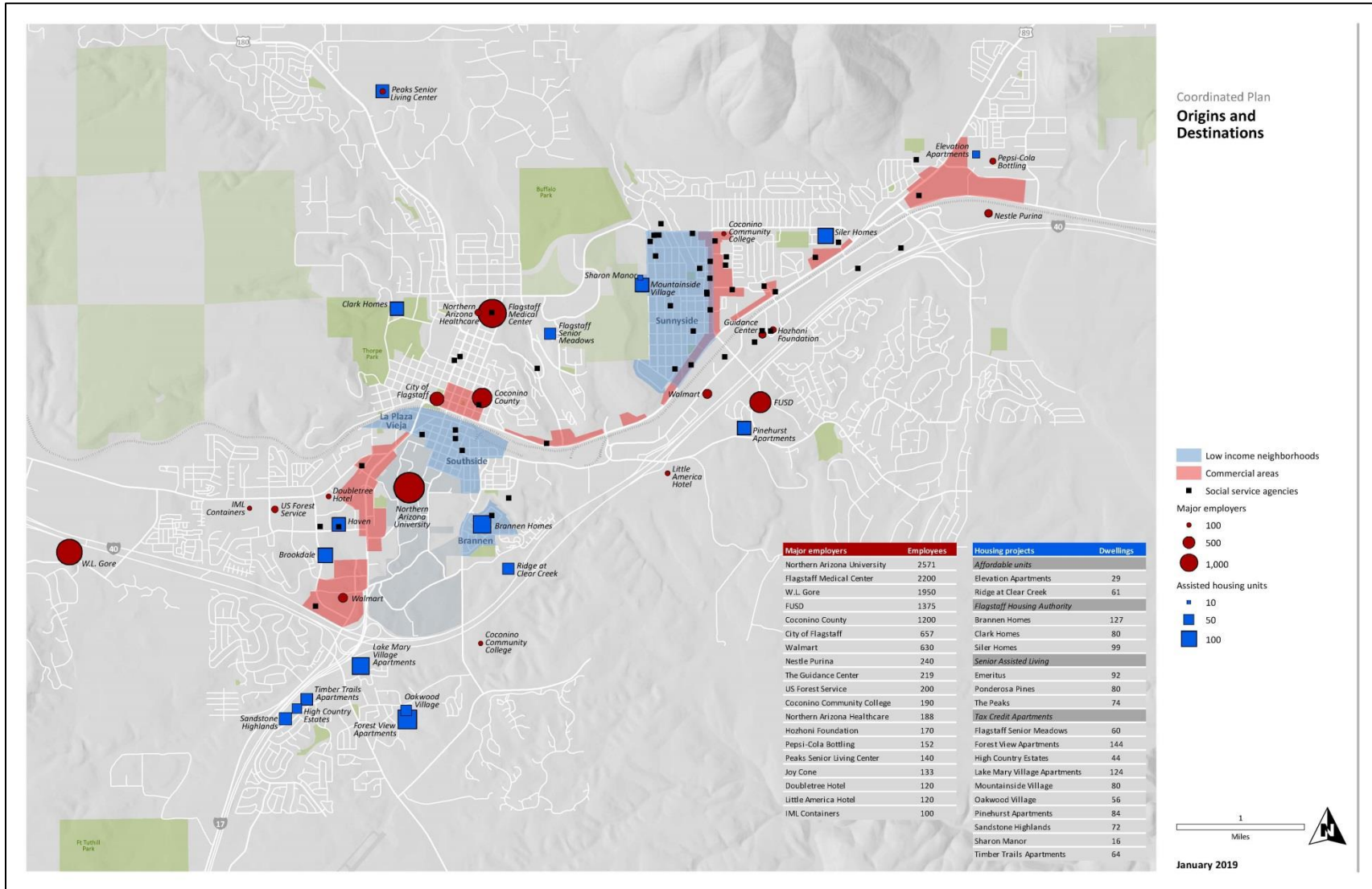
This section documents significant origins and destinations in the Flagstaff area for seniors or people with disabilities.

Origins and Destinations

Locations where travel originates in Flagstaff include low-income rental housing developments managed by the Flagstaff Housing Authority, assisted living facilities for seniors, and low-income tax credit apartment projects. In addition, there are four neighborhoods in Flagstaff where more than 50 percent of the population is low or moderate income. Travel destinations include large employers, commercial areas, medical facilities and clinics, and human service agencies. Significant origins and destinations are depicted on Map 2.

FMPO & NAIPTA Coordinated Public Transit – Human Services Transportation Plan

Map 2: Origins and destinations



FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Transportation Inventory

Existing transportation services and resources in the Flagstaff region

Fixed-route Public Transit

Mountain Line | NAIPTA

Description		Contact		
NAIPTA’s Mountain Line provides public transit service on eight fixed routes, throughout the City of Flagstaff. Most of routes operate on 30-minute frequencies during peak hour and on 60-minute frequencies before and after peak hour. Mountain Line also includes one high-frequency service, route 10, with 8 – 15 minute headways along a fixed and dedicated route between downtown Flagstaff, Northern Arizona University campus, and the Woodlands Village neighborhood.		NAIPTA 3773 North Kaspar Drive Flagstaff, Arizona 86004 928-779-6624 transportation@naipta.az.gov		
Service area	Hours	Eligibility	Fare	Fleet
City of Flagstaff	M-F: 5:45am-10:00pm Sa-Su: 7:15am-8:00pm	General public	\$1.25 adult \$0.60 sr/disabled/youth	Gillig hybrid-electric buses (28-passenger)

Campus Shuttle | Northern Arizona University

Description		Contact		
Northern Arizona University’s Campus Shuttle Services provides free bus service on three routes on NAU’s campus with 21 stops. A portion of the route follows the Mountain Line route 10 through campus and uses the same stops, to allow for direct connectivity between the two systems. Buses operate on 3 to 5 minute headways during peak hours (7:00 am to 4:30 pm), 15 minute headways from 4:30 to 9:00 pm, and 30 minute headways from 9:00 to 11:00 pm. Campus Shuttle Services provided 1.6 million rides during the 2016-2017 academic year. NAU’s SafeRide provides service between campus and downtown Flagstaff on Thursday, Friday, and Saturday nights from 9:00 pm to 2:00 am. This service makes stops at four locations on campus, and one in downtown Flagstaff.		NAU Parking Services 113 West Dupont Avenue Flagstaff, Arizona 86011 928-523-1182 erin.stam@nau.edu		
Service area	Hours	Eligibility	Fare	Fleet
NAU campus	NAU in session: M-Th: 7:00am-11:30pm, F: 7:00am-5:00pm NAU not in session: M-F 7:00am-5:00pm, NAU Safe Ride: 9:00 pm – 2:00am	NAU students, staff, and faculty with ID	Free	8 coaches and 12 cutaway vehicles. The cutaway vehicles include wheelchair lifts.

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Coordinated Public Transit – Human Services Transportation Plan

Paratransit Service				
Mountain Lift NAIPTA				
Description			Contact	
Mountain Lift is NAIPTA’s complementary curb-to curb paratransit service for persons with disabilities who are unable to use Mountain Line fixed-route service. Trips can be made to and from locations within 3/4 mile of a Mountain Line route.			NAIPTA 3773 North Kaspar Drive Flagstaff, Arizona 86004 928-779-6624 rbiles@naipta.az.gov	
Service area	Hours	Eligibility	Fare	Fleet
City of Flagstaff	M-F 5:45am-10:00pm Sa-Su: 7:15am-8:00pm	Persons with disabilities General public, when space is available	\$2.25 one way \$5.50 one way, non-ADA or outside 3/4 mile	
Taxi Programs NAIPTA				
Description			Contact	
NAIPTA offers two taxi programs, City and County, in the FMPO boundary for paratransit eligible clients. Please call for more info.			NAIPTA 3773 North Kaspar Drive Flagstaff, Arizona 86004 928-779-6624 kmorley@naipta.az.gov	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff Metropolitan Planning Organization	Anytime	Mountain Lift Clients	Taxi fares	Local taxi companies
Disability Resources Northern Arizona University				
Description			Contact	
NAU’s Disability Resources provides free transportation on campus for students with disabilities. This service complements fixed route shuttle service on campus.			Northern Arizona University PO Box 5633 Flagstaff, Arizona 86011 928-523-8773 dr@nau.edu	
Service area	Hours	Eligibility	Fare	Fleet
NAU campus	M-F: 7:00am-10:00pm	Students with disabilities	Free	One low-floor cutaway bus with an accessible ramp

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Coordinated Public Transit – Human Services Transportation Plan

Regional Transit				
Navajo Transit System Navajo Nation				
Description			Contact	
Navajo Transit System is operated by the Navajo Nation tribal government on 18 fixed routes throughout the Navajo Nation, which covers 27,000 square miles in Arizona, New Mexico, and Utah.			Navajo Transit System PO Drawer 1330 Window Rock, Arizona 86515 928-729-4002 lbigwater@navajotransit.com	
Service area	Hours	Eligibility	Fare	Fleet
Navajo Nation, plus service to Bluff and Blanding (Utah), Gallup and Farmington (New Mexico) and Flagstaff	M-F: 5:00am-7:00pm	General public	\$2.00 per day	7 mid-sized buses, and 4 vans. A 30-passenger, accessible coach is used on Route 11 to Flagstaff
Hopi Senom Transit System Hopi Tribe				
Description			Contact	
Hopi Senom runs 4 deviated fixed routes per day servicing the areas of Keams Canyon, Flagstaff, Kykotsmovi, and Winslow. Each route runs two trips a day on weekdays no service on weekends.			Hopi Senom Transit PO Box 123 Kykotsmovi, Arizona 86039 928-734-3231 jpolingyumtewa@hopi.nsn.us	
Service area	Hours	Eligibility	Fare	Fleet
Hopi Reservation, Flagstaff, Tuba City	M-F: 6:20am-7:00pm	General public	\$2.00 one-way Vets ride free.	23-passenger Arboc bus, two 15-passenger El Dorado buses, and a 15-passenger van.
Mountain Line Vanpool NAIPTA				
Description			Contact	
NAIPTA has a turnkey contract with Enterprise Rideshare for vanpool services. Vanpool service can be for any route with an origin or destination in Coconino County. Groups consist of 5 – 14 people.			NAIPTA 3773 N. Kaspar Dr. Flagstaff, AZ 86004 928-779-6624	
Service area	Hours	Eligibility	Fare	Fleet
Coconino County	Anytime	5+ people commuting together	Lease price based on mileage, NAIPTA provides \$400 monthly subsidy.	Enterprise Rideshare provides a variety of 7-14 passenger vehicles.

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Shuttle Services				
Arizona Shuttle				
Description			Contact	
<p>Arizona Shuttle is a private company that operates shuttle service to various destinations from Flagstaff, Phoenix, and Tucson. The company’s schedule includes 12 daily trips to Phoenix, with stops at Camp Verde, Phoenix Metro Center, and Sky Harbor Airport; 2 daily trips to Sedona; and 3 daily trips to the Grand Canyon via Williams.</p> <p>There are four pick-up points in Flagstaff, depending on the route; the Amtrak/Visitor Center downtown, Pulliam Airport, NAU central campus, and NAU south campus. Home pick-up and drop-off service, in conjunction with a regularly scheduled route, is also available by advanced reservation.</p> <p>Some vehicles have a lift and wheelchair tie-downs, and the company can accommodate travelers with disabilities but asks that reservations be made at least 48 hours in advance.</p>			<p>Arizona Shuttle 1840 West Kaibab Lane Flagstaff, Arizona 86001 928-226-8060 dvavala@arizonashuttle.com</p>	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff to Phoenix, Camp Verde, Sedona, Williams, and Grand Canyon	2:30am-11:00pm (depending on route)	General public	\$25 to \$45 one way	A variety of vehicles, from vans to buses with seating for 29 passengers
Coconino-Yavapai Shuttle				
Description			Contact	
<p>Private company provides van rides between Prescott and Flagstaff, with service to various communities in between, including Prescott Valley, Chino Valley, Williams, Sedona, Cottonwood, Oak Creek, Lake Montezuma, Ash Fork, and Chino Valley. Door-to-door service is available, and all rides are by appointment only.</p>			<p>Coconino-Yavapai Shuttle 11250 East State Route 69 Dewey, Arizona 86327 928-713-6650</p>	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff to Prescott and various communities	M-F: 8:00am-4:00pm	General public	\$45 one way \$80 round trip	Passenger van

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Shuttle Services (continued)

Inspire Shuttle				
Description			Contact	
Private company provides van rides between Flagstaff and Phoenix, and Sedona and Flagstaff. Rides are booked in advance.				
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff to Phoenix, Flagstaff to Sedona	8:00am-3:30pm	General public	\$45 to \$60 one way	Passenger van

Intercity Bus and Rail

Amtrak

Description			Contact	
Amtrak’s Flagstaff station is located in downtown Flagstaff on the south side of Route 66, between San Francisco and Beaver Streets. The facility is located in the historic train station, which Amtrak shares with the Flagstaff Visitor Center. Amtrak’s Southwest Chief passenger service stops in Flagstaff twice daily, with one westbound and one eastbound train.			Amtrak 1 East Route 66 Flagstaff, Arizona 86001 928-774-8679 www.amtrak.com	
Service area	Hours	Eligibility	Fare	Fleet
Nationwide	Westbound: 8:57pm Eastbound: 4:41am	General public	Varies	Passenger train

Greyhound

Description			Contact	
Greyhound Lines maintains a station on Butler Avenue near the New Frontiers Natural market and the Aspen Place commercial development. Greyhound’s daily schedule from this station include 5 buses southbound to Phoenix, 3 buses eastbound to Albuquerque, with stops at Holbrook, Gallup, and Grants, and 2 buses westbound to Las Vegas with stops at Kingman, Bullhead City, and Henderson. Accessible accommodations are available, including wheelchair lift-equipped buses, upon 48-hour notification.			Greyhound Lines 880 East Butler Avenue Flagstaff, Arizona 86001 928-774-4573 www.greyhound.com	
Service area	Hours	Eligibility	Fare	Fleet
Nationwide	10:00am-5:00am	General public	Varies	Passenger coach

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Non-emergency Medical Transportation				
Guardian Medical Transport				
Description			Contact	
Guardian is an emergency medical transportation provider (ambulance service), but also offers door-through-door non-emergency medical transportation in Flagstaff when medically necessary.			Guardian Medical Transport 1200 North Beaver Street Flagstaff, Arizona 86001 928-773-2145	
Service area	Hours	Eligibility	Fare	Fleet
Northern Arizona	24/7	Non-ambulatory patients who must be transported by ambulance	Varies	Ambulance
AHCCCS Transportation Services				
Description			Contact	
Statewide offers door-thru-door service for seniors, people with disabilities, and non-emergency medical patients in the AHCCCS system throughout most of northern Arizona, including Flagstaff, Prescott, Cottonwood, Sedona, Show Low, Winslow, Page, Tuba City, the Navajo Nation and the Hopi Reservation.			Contact number of back of AHCCCS card.	
Service area	Hours	Eligibility	Fare	Fleet
Northern Arizona	24/7	Seniors, persons with disabilities, non-emergency medical patients	Varies	Passenger cars, wheelchair and stretcher-equipped vans
Medstar Medical Transport				
Description			Contact	
Medstar Medical Transport specializes in providing non-emergency long distance trips throughout the United States. They provide hospice transport, stretcher transport, and wheelchair transportation to get to medical appointments and other reasons.			480-894-9555 main line	
Service area	Hours	Eligibility	Fare	Fleet
All of Arizona	24/7	No eligibility requirements. Focused on seniors, persons with disabilities, non-emergency medical patients	Flagstaff to Phoenix \$450 round trip. Local fares available upon request.	ADA vehicles, stretcher vehicles

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Non-emergency Medical Transportation (continued)

AZ Harmony Med Trans

Description			Contact	
AZ Harmony provides a variety of transportation service throughout AZ. They provide non-emergency medical transportation, transportation service for organizations and medical facilities, transportation for seniors and those with mobility challenges.			Coconino County Office 251 N. 4 th Street, Flagstaff, AZ 86004	
Service area	Hours	Eligibility	Fare	Fleet
All of AZ, bring their clients to the nearest hospital	M – F: 8am – 4pm, dispatch is open later and on weekends. Sometimes will pick up on weekends.	Indian Health AHCCCS and AZ long term care clients	Billing through access	No wheelchair accessible van or stretcher van.

Human Service Transportation Providers

Civic Service Institute at NAU

Description			Contact	
The Civic Service Institute’s Senior Corps Program uses volunteers, aged 55 and over, to transport home-bound elderly clients for appointments, social and recreational activities, shopping, and errands. Most of the volunteers in the program use their own vehicles; some that do not drive use Mountain Line, Mountain Lift or arrange other transportation.			Civic Service Institute at NAU P.O. Box 5063 Flagstaff, Arizona 86011 928-523-6585 Erin.Kruse@nau.edu	
Service area	Hours	Eligibility	Fare	Fleet
Northern Arizona	By appointment	Seniors, persons with disabilities	None	Volunteer’s private vehicles

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Human Service Transportation Providers (continued)				
Coconino County Community Services – Senior Services				
Description			Contact	
<p>Coconino County Community Services offers a weekly trip to Flagstaff from the senior center in Williams for shopping and medical appointments. A once a month senior outing is also offered. The agency does provide transportation services though mileage reimbursement to 4 volunteer drivers.</p> <p>The agency also subsidizes senior trips on Mountain Lift and Mountain Line to and from the lunch program at the Thorpe Park Senior and Community Center.</p>			<p>Coconino County Community Services 2625 North King Street Flagstaff, Arizona 86004 928-679-7447</p>	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff and Williams	Varies	Seniors	None	Several vans
Flagstaff Shelter Services				
Description			Contact	
<p>Flagstaff Shelter Services is a non-profit agency that operates an emergency shelter and day productivity center for homeless individuals in east Flagstaff. A high percentage of clients are elderly and/or disabled. The Shelter has two vehicles used to transport clients to over flow shelters.</p>			<p>Flagstaff Shelter Services PO Box 1808 Flagstaff, Arizona 86002 928-225-2533</p>	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff		Homeless individuals	None	2 cutaways
NAIPTA Discount Day Pass Program				
Description			Contact	
<p>NAIPTA provides reduced price passes for the Mountain Line Bus System for human service agencies to purchase for clients. Qualifying agencies are limited to 1500 passes per year.</p>			<p>NAIPTA 3773 North Kaspar Drive Flagstaff, Arizona 86004 928-779-6624 transportation@naipta.az.gov</p>	
Service area	Hours	Eligibility	Fare	Fleet
City of Flagstaff	M-F: 5:45am-10:00pm Sa-Su: 7:15am-8:00pm	General public	\$1.25 adult \$0.60 senior/disabled/youth	Gillig hybrid-electric buses (28-passenger)
Human Service Transportation Providers (continued)				

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Hozhoni Foundation				
Description			Contact	
Hozhoni Foundation provides individualized residential, vocational, and educational services for people with developmental disabilities. Transportation for clients is provided to and from their facility as well as trips for Special Olympics, family visits and medical appointments. Service recipients range from young adults to elderly and from fully ambulatory persons to wheelchair users.			Hozhoni Foundation 2133 North Walgreen Street Flagstaff, Arizona 86004 928-526-7944	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff area	6:00am-10:00pm	Individuals with developmental disabilities	None	24 vehicles
Northland Family Help Center				
Description			Contact	
A shelter for women and children who are escaping relationship violence. Provide bus passes or taxi voucher if emergency. Youth transport vehicles.			Northland Family Help Center 2532 North Fourth Street #506 Flagstaff, Arizona 86004 928-527-1900 nfhc@northlandfamily.org	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff	7:00am-10:00pm	Agency clients only	None	
Quality Connections				
Description			Contact	
Quality Connections provides vocational and residential services to individuals with disabilities. Transportation is provided daily to and from the day program, work activities, and medical appointments.			Quality Connections 3920 East Huntington Drive Flagstaff, Arizona 86004 928-773-8787 armando@qualityconnections.org	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff	M-F: 9:00am-5:00pm	Agency clients	None	

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Human Service Transportation Providers (continued)				
The Guidance Center				
Description			Contact	
The Guidance Center provides behavioral health services for low income, seriously mentally ill, chemically dependent, and child/family clients in Flagstaff, Williams, Northern Arizona, Coconino County, Grand Canyon and the Supai Nation. The Guidance Center provides transportation services for clientele to make doctor appointments procure groceries and trips to Phoenix if needed for services. The Guidance Center picks up and returns clients to their homes whether they need transportation to get to the facility or if they require disability transportation. Client transportation uses public services, including taxis and bus lines, as much as possible.			The Guidance Center 2187 North Vickey Street Flagstaff, Arizona 86004 928-714-5308	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff	M-F	Low income, seriously mentally ill, chemically dependent, and child/family clients	None	16 vehicles
Coconino County Public Health Services District HIV Prevention				
Description			Contact	
The Health Services District occasionally will provide riders to medical appointments for citizens the HIV Prevention Program.			Coconino County Public Health Services District 2625 North King Street Flagstaff, Arizona 86004 928-679-7276 928-308-7118	
Service area	Hours	Eligibility	Fare	Fleet
Coconino County	M-F	Through HIV case management	None	

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Human Service Transportation Providers (continued)

Disabled American Veterans

Description			Contact	
In Flagstaff, this program will drive veterans to medical appointments including those in Prescott and Phoenix. The program is run with volunteers and two donated vans. Mondays, Wednesday, Fridays vans go to Prescott. Tuesdays, Thursdays, the vans go to Phoenix, Scottsdale, or Cottonwood.			U.S. Veterans Administration Service 123 North San Francisco Street Flagstaff, Arizona 86001 928-214-8170	
Service area	Hours	Eligibility	Fare	Fleet
Northern Arizona	M-F	United States veteran.	None	No wheelchair capacity

School Transportation

Flagstaff Unified School District (FUSD)

Description			Contact	
FUSD provides student transportation services for more than 10,000 students at the district’s 10 elementary schools, 2 middle schools, and 2 high schools. FUSD operates 93 school buses on more than 200 routes, providing daily rides to 3,700 students. Transportation services are also provided for a variety of field trips, special events, and sports events. The district also provides curb-to-curb transportation service for special needs students. The special needs buses follow regular routes, although the routes are subject to frequent change due to changes in schedules and needs, and students moving into and out of the district.			Flagstaff Unified School District 3285 East Sparrow Avenue Flagstaff, Arizona 86004 928-527-6010 bkuhn@fUSD1.org	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff area	M-F: 6:15am-4:45pm	Students	None	20 special needs buses

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Senior Living Transportation Service				
Brookdale Senior Living				
Description			Contact	
Brookdale provides transportation service for their residences to doctors' appointments and community shopping centers. Monday and Wednesday mornings are for shopping, afternoon includes a scenic drive. Tuesdays and Thursdays are reserved for doctors' appointments and emergency appointments.			Brookdale Flagstaff 2100 S. Woodlands Village Blvd. Flagstaff, Arizona 86001 928-779-7045	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff area	M-Th: Mornings and afternoons	Brookdale Residents	None	1 van, ADA accessible
The Peaks				
Description			Contact	
The Peaks provides transportation service for their residences to doctors' appointments in the Flagstaff area.			The Peaks 3150 N. Winding Brook Rd Flagstaff, Arizona 86001 928-774-7106	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff area	Monday to Friday 7am – 4pm.	The Peaks Residents	None	2 buses, ADA accessible
Haven of Flagstaff				
Description			Contact	
Haven of Flagstaff, Haven Health provides transportation service for their patents to doctors' appointments, including dialysis.			Haven of Flagstaff 800 W. University Ave. Flagstaff, Arizona 86001 928-779-6931	
Service area	Hours	Eligibility	Fare	Fleet
Flagstaff area, including Munds Park	Monday – Saturday, sometimes on Sunday if relatives cannot bring them (extra cost). 4:30am – 7:30 pm	Haven of Flagstaff patients	Included with stay	3 vans, ADA accessible

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Taxi and transportation network companies			
Company	Contact	Fare	Fleet
Action Cab	928-774-4427	\$3.00 pickup + \$1.70/mile	
Apex Taxi	928-779-0000		
Friendly Cab	928-774-4444	\$3.00 pickup + \$1.70/mile \$1 discount (teachers, FMC employees, NAU/CCC students and staff, senior citizens)	ADA Accessible vehicle upon request.
Hurry Cab	928-525-3333	\$2.75 pickup + \$2.00/mile	
Sun Taxi	928-774-7400		
Top Hat Taxi	928-719-0909	\$2.00 pickup + \$2.00/mile, \$40 per hour	
Uber	Application via smartphone	Available at time of trip request	
Lyft	Application via smartphone	Available at time of trip request	

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Existing coordination

NAIPTA engages in a variety of coordination activities in the Flagstaff area, including training opportunities, vehicle maintenance, and performs mobility management responsibilities. These coordination efforts help fill transportation gaps which are described in more detail in the Transportation Gaps, Goals, and Strategies section below. Key existing coordination efforts include:

- **Driver training:** NAIPTA provides comprehensive driver training that is available to agencies receiving 5310 funds. Driver Training for Special Needs vans is provided by NAIPTA to several 5310 agency recipients. NAIPTA shares upcoming P.A.S.S. trainings with State-wide Mobility Managers. This helps address the human capital gaps.
- **Travel training:** Travel training is provided to individuals to assist them in using fixed route buses whenever possible. NAIPTA provides travel training to individuals and groups. This program helps address both information and human capital gaps.
- **Shared maintenance.** NAIPTA offers vehicle maintenance services to any local 5310 agency recipients and others. NAIPTA has the only facility and trained personnel in northern Arizona to service wheelchair lifts; having this service available locally can save significant time and money, as the next-nearest facility is located in the Phoenix area.
- **Taxi program:** This program provides Mountain Lift clients with an additional and flexible mode of transportation. They can use a taxi service instead of the Mountain Lift service, and it is available at times Mountain Lift does not operate. This program started in February 2007 to supplement the ADA paratransit services provided through Mountain Lift. This program helps address temporal and spatial gaps.
- **Discounted Day Pass Program:** Some bus tickets or passes are provided to organizations serving individuals with disabilities or low incomes who otherwise would not be able to afford the price of a bus fare.
- **ecoPass:** In FY2009, eight local agencies and businesses purchased the ecoPass for their employees, a one-year bus pass sold at a highly-reduced rate to encourage reduced carbon footprint in daily commuter activities. There were 6,903 ecoPasses distributed in FY2009, resulting in 3.9 percent of total ridership on Mountain Line system, with a total of over one million riders in FY2009.
- **Transportation support for local agencies:** NAIPTA provides mobility management coordination together with the FMPO. NAIPTA provides grant guidance, grant compliance, and shares NAIPTA trainings to the Coordinated Mobility Council. This helps address human capital gaps.

There are a variety of existing 5310 recipients in the region which help address transportation gaps and aid in coordination efforts. A summary of applications submitted for 5310 grant programs in the FMPO region for 2019 is included in the Appendixes.

Transportation Gaps, Goals, and Strategies

Strategies to enhance mobility

To be most effective, planning to fill transportation gaps must be an integral part of the region's overall transportation planning efforts. Transportation planning in the Flagstaff region includes several strategies to enhance mobility:

- **Land use.** Support compact development patterns, mixed-use neighborhoods, and higher densities to help reduce reliance on private automobiles and increase walking, bicycling, and access to transit
- **Alternate modes.** Encourage and promote walking and bicycling as affordable, healthy, and sustainable transportation modes
- **Fixed-route public transit.** Enhance NAIPTA's Mountain Line fixed-route transit service
- **Special needs transportation.** Close gaps in service and provide transportation that is convenient and attractive for all citizens, particularly disadvantaged populations.

The first three strategies are being considered in various on-going planning efforts:

- **Land use** patterns to support mobility are included as part of the process to update the regional comprehensive plan;
- Planning for **alternate modes** is also underway as part of the Active Transportation Master Plan process as well as the NAIPTA On-Demand Feasibility Study;
- **Fixed-route transit** planning and supportive services are covered in NAIPTA's recently-adopted Five-Year Transit Plan.

Types of transit service

This section is intended to illustrate the types and range of public transit services that might be provided by a transit agency. Special needs transportation service typically uses the last three categories, demand-responsive or dial-a-ride service, paratransit and escorted transportation.

- **Fixed-route service.** A service provided on a repetitive basis along a specific route according to a pre-arranged, published schedule with vehicles stopping to pick up and deliver passengers to specific locations. Each trip is run on a fixed route, servicing the same origins and destinations.
- **Skip-stop service.** A public-transportation service pattern in which not all vehicles make every stop along a designated route. While all vehicles may stop at every major hub station, some express buses or trains may serve only a few stops. This system attempts to reduce travel time and crowding at boarding stations.

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- **Limited-stop service.** An express service, usually on a larger bus, that operates on a fixed route either parallel to an existing fixed route or supplementing several existing routes. Its purpose is to provide quicker service to destinations with less frequent stops.
- **Deviated fixed-route service.** Service that allows on-request, limited-distance deviation (usually up to three-quarters of a mile) off a regular bus route for those who experience difficulty getting to bus stops. Planning for these routes often involves the use of computers and GPS systems to aid the driver.
- **Demand-responsive or dial-a-ride service.** A non-fixed-route service, using vans or small buses, with passengers calling the agency in advance (usually 24 hours) to arrange pickup to go to any location within a transit system's service area.
- **Paratransit.** Transportation service that supplements larger public transit systems by providing individualized rides that do not follow fixed routes or schedules. Although the definition may include a variety of flexible modes, it is increasingly used to refer to special transport services for people with disabilities.
- **Escorted transportation.** Any public transportation service which requires the use of a person to assist the passenger over the course of a trip. Such services can be classified as curb-to-curb, door-to-door, or door-through-door service.
- **On Demand Transportation.** A non-fixed-route service, open to the general public, using vans or small buses, with passengers using an app or calling a dispatch to arrange a pickup to go to any location within an identified service area with service provided within an identified, short-term period of time.

Levels of escorted transportation service

- **Curb-to-curb.** The most common designation for paratransit services; passengers are picked-up and discharged at the curb or driveway in front of their home or destination. The driver does not assist or escort passengers to the door.
- **Door-to-door.** A form of escorted paratransit service that includes passenger assistance between the vehicle and the door of his or her home or other destination but does not entail the driver going inside the destination.
- **Door-thru-door.** A hands-on service for passengers with significant mobility limitations in which a driver escorts the passenger from the home and into the destination. Assistance may also be given for belongings, like groceries. This level of service is for individuals who would otherwise not be able to use regular or even enhanced paratransit services.

Human services transportation level of service

Many human services agencies provide some form of transportation service to their clients. The level of service provided can vary significantly from agency to agency, depending on the clients' needs and the agencies' resources. Transportation services provided by human service agencies can generally be fitted into four categories, listed below in descending order of involvement and complexity.

- **Provide transportation** by operating vehicles to transport their clients.
- **Contract for transportation** for their clients through formal arrangements with other transportation providers.
- **Subsidize transportation** by providing clients with bus fare, taxi vouchers, mileage reimbursement, or cash.
- **Arrange for transportation** by assisting clients with trip planning and information on transportation options.

Coordination, and participation in the coordination planning process, is a potential benefit to all of these agencies regardless of the level of service provided.

Transportation Gaps

This plan addresses a variety of gaps in the transportation system for disadvantaged populations. These gaps were initially identified as a part NAIPTA's Mountain Mobility Business Plan and have been updated through CMC discussion over the past year.

The gaps include:

- Information
- Temporal
- Spatial
- Infrastructure
- Human capital

The following sections describe in more detail the unmet transportation gaps, the overarching vision for resolving each gap, and the associated strategies.

Dynamic Strategies

The strategies are divided into two categories, dynamic strategies and additional strategies. Dynamic strategies help solve more than one transportation gap. These strategies are a priority for the FMPO because they can be cost-effective means to solve multiple challenges. Table 9 depicts the dynamic strategies in relation to the transportation gaps they address.

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Table 9: Dynamic strategies

	Addresses:				
	Information Gap	Temporal Gap	Spatial Gap	Infrastructure Gap	Human Capital Gap
Dynamic Strategies:					
Develop travel training tools for agency personnel	■				■
Promote City and County Taxi Program	■	■	■		
Volunteer driving program		■	■		
Promote Mountain Line Vanpool	■	■	■		
Increase awareness of mobility issues to City staff	■		■	■	
Improve walkability in 3/4 mile to transit			■	■	
Share NAIPTA and statewide trainings	■				■
Coordination between ADOT and AHCCCS		■	■		■
Provide assistance to grant writing	■				■

Information Gaps

Unmet needs:

- Lack of knowledge of transportation resources, including NAIPTA programs and specialized agency transportation.
- Lack of central clearinghouse to identify all available transportation options. (Both consumer and stakeholders)

Vision: Stakeholder agencies and the community are aware of all the transportation options and programs throughout the FMPO region.

Goal: To increase education opportunities and resources for consumers, consisting of stakeholder agencies, existing riders, and prospective riders.

Performance Measures:

- Number of travel training events
- Number and type of promotional contacts
- Number of site visits on MoveMeFLG.com

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Dynamic Strategies	Action Items	Transportation Gap(s) Addressed
Develop travel training tools for agency personnel to introduce Mountain Line services to clients.	<ul style="list-style-type: none"> ▪ Share training materials with agency staff ▪ Conduct travel trainings with agency staff 	Information gap Human capital gap

Additional Strategies	Action Items
Continue outreach methods to the public regarding NAIPTA wide programs	<ul style="list-style-type: none"> ▪ Present all NAIPTA wide programs at outreach events ▪ Participate in wide range of outreach events with varying audiences
Promote travel training to numerous audiences to introduce prospective riders to transit	<ul style="list-style-type: none"> ▪ Reach out to existing contacts to conduct travel training
Promote MoveMeFLG.com to showcase transportation options in Flagstaff and surrounding region	<ul style="list-style-type: none"> ▪ Create market materials to showcase at outreach events ▪ Present website to key groups in Flagstaff: CBD, Chamber of Commerce, Realtors, etc.
Report on Coordinated Mobility Council activities and outcomes to all stakeholders.	<ul style="list-style-type: none"> ▪ Identify the type of outcomes and related performance metrics ▪ Develop reporting mechanisms to regularly inform agency partners and stakeholders of the CMC
Communicate identified transportation gaps and strategies with private developers	<ul style="list-style-type: none"> ▪ Educate private developers in the City’s private develop process about transportation gaps and strategies identified in the Coordinated Plan
<i>See additional strategies in Temporal gaps and Human Capital gaps strategies</i>	

Temporal Gaps

Unmet needs:

- Transportation services outside of Mountain Line and Lift hours.
- Human service agency trips have limited service after hours and on weekends.

Vision: Affordable and convenient transportation is available during all hours of the day.

Goal: Promote existing services and encourage partnerships to form additional transportation options during times of day when fixed-route service is no longer operating.

Performance measures:

- Number of trips carried after hours
- Number of trips in City and County Taxi program
- Number of participants in City and County Taxi program

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Dynamic Strategies	Action Items	Transportation Gap(s) Addressed
Promote City and County Taxi Program among Mountain Lift clients	<ul style="list-style-type: none"> ▪ Create an outreach plan, identifying key target audiences and marketing materials needed 	Information gap Temporal gap Spatial gap

Additional Strategies	Action Items
Increase money for operations through partnerships to help fund extended hours	<ul style="list-style-type: none"> ▪ Create an updated inventory of regional services that have ADA vehicles ▪ Brainstorm possible partnerships among agencies
<i>See additional strategies in Spatial gaps and Human Capital gaps strategies</i>	

Spatial Gaps

Unmet needs within Flagstaff:

- Neighborhoods in Flagstaff and FMPO region not served by fixed-route system.
- Transportation service to human service agencies.
- Fixed route service which more directly services senior housing.

Unmet needs outside of Flagstaff

- Transit service from Doney Park, Mountaineer, Kachina Village, or Bellemont to Flagstaff.
- Trips with origins and destinations outside of the FMPO, such as Williams, Winslow, the Navajo and Hopi Reservations, and Phoenix.
- Lack of transportation options in outlying communities and rural areas

Vision: Affordable and convenient transportation options are available in areas where Mountain Line fixed-route is not operating.

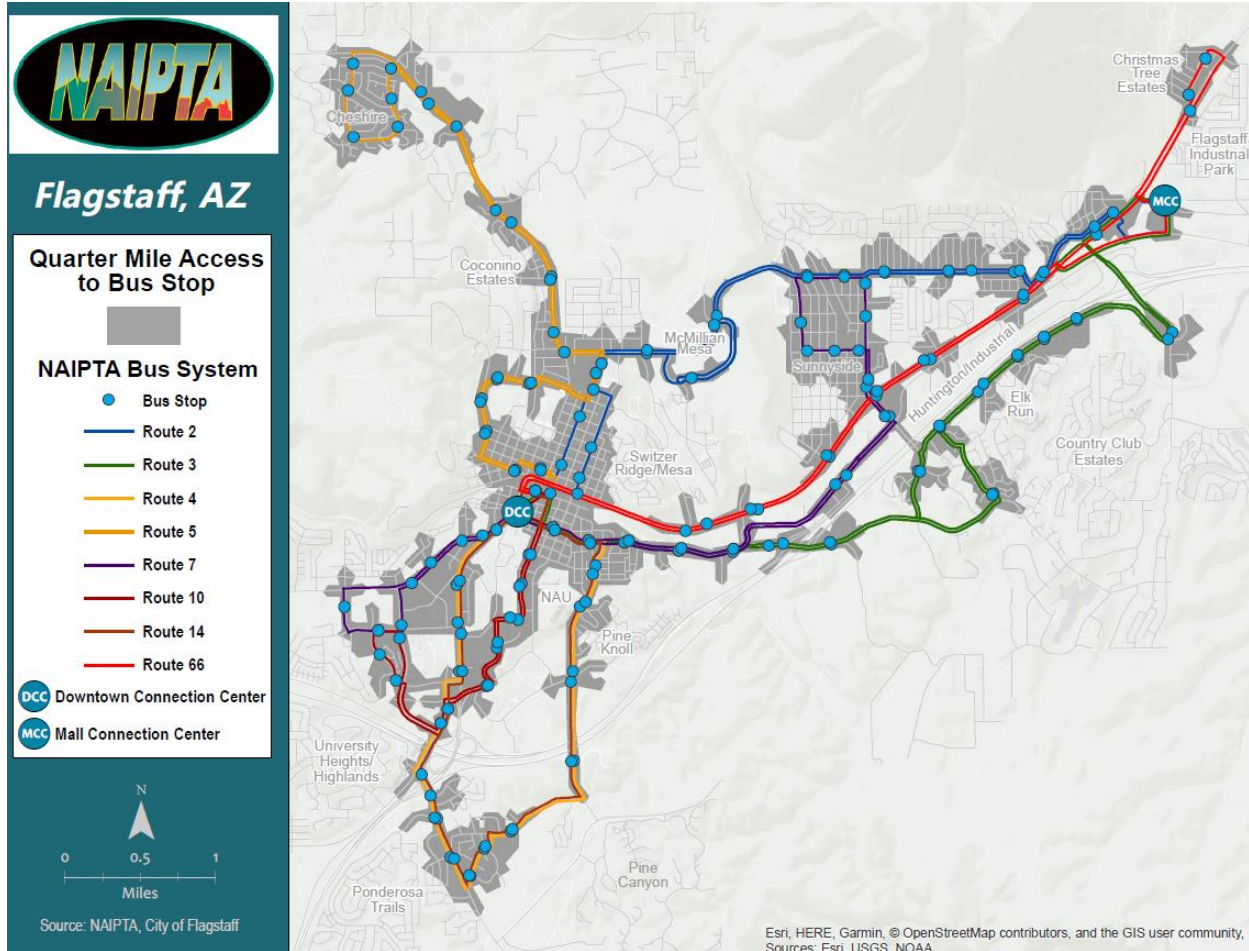
Goal: Implement transportation options, encourage partnerships between agencies to provide trips, and improve pedestrian and bicycle access to transit to offer some level of service to areas where fixed-route service is not operating.

Performance measures:

- Number of pedestrian improvements within ¼ mile catchment area of Mountain Line service network.
- Number of vans in Mountain Line vanpool program
- Development of a volunteer driving program
- Increasing passenger trips
- Increase in new pockets or neighborhoods served

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Map 3: Areas in Flagstaff underserved by transit



The above map depicts areas .25 mi outside of a transit stop based on the street network. Areas such as University Heights, Huntington/Industrial, and South Sunnyside are underserved by transit showcasing spatial gaps within Flagstaff.

Dynamic Strategies	Action Items	Transportation Gap(s) Addressed
Develop volunteer driving program	<ul style="list-style-type: none"> Strengthen capabilities of the Coconino County volunteer mileage reimbursement program to provide more trips and reach more persons for “hard to serve” trips. Encourage partnership dialogue with Disabled American Veterans to expand volunteer driver pool. Initiate conversations with Verde Valley Caregivers to expand into Flagstaff. 	Spatial gap Temporal gap
Promote Mountain Line Vanpool	<ul style="list-style-type: none"> Develop vanpool outreach plan 	Spatial gap

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	which addresses target markets and specific outreach material for each audience <ul style="list-style-type: none"> ▪ Continue to develop partnerships with Winslow, Navajo and Hopi tribes to help with outreach. 	Temporal gap Information gap
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Additional Strategies	Action Items
Funding seats in AZ shuttle to go to Phoenix	<ul style="list-style-type: none"> ▪ Promote this as an existing option with City and County Taxi Program ▪ Promote Mountain Lift paratransit clients to obtain visitor’s status in Phoenix to use their paratransit system.
Work with medical providers through closer collaboration with CHIP and Access to Care group to help pay for transportation services in Flagstaff and outside	<ul style="list-style-type: none"> ▪ NAIPTA to continue to attend County Health Improvement Plan meetings ▪ NAIPTA to continue participating in Well Women Well Communities Program with Coconino County Public Health Services District
Targeted fixed route expansion of service to identified and unserved neighborhoods	<ul style="list-style-type: none"> ▪ Secure additional funding to expand service ▪ Identify transit deserts in NAIPTA’s planning process
Encourage new partnerships with Tribal Transit stakeholders to address unmet transportation needs and promote increased mobility of Tribal members	<ul style="list-style-type: none"> ▪ Develop transfer opportunities to improve connections between Tribal Transit and Mountain Line services
On-demand shuttle service	<ul style="list-style-type: none"> ▪ Create implementation plan for on-demand service
Increase money for operations through partnerships to increase service area	<ul style="list-style-type: none"> ▪ Brainstorm possible partnerships among agencies
<i>See additional strategies in Spatial gaps, Infrastructure gaps, and Human Capital gaps</i>	

Infrastructure Gaps

Unmet needs:

- Missing pedestrian and bicycle infrastructure.
- Number of pedestrian improvements within ¾ mile catchment area of Mountain Line service network.
- Weather related improvements including sidewalk snow removal and bus shelter snow removal.
- Availability of accessible vehicles.

Vision: The built environment seamlessly connects to public transportation and is accessible by all levels of mobility.

Goal: Strengthen the pedestrian and bicycle network around key destinations and ensure paths to Mountain Line services are accessible for all levels of mobility.

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Performance measures:

- Number of sidewalk and pedestrian improvements within ¼ mile of Mountain Line routes.
- Increased funding for pedestrian improvements and bus stop improvements.
- Reduction in infrastructure barriers for wheelchair accessibility.

Dynamic Strategies	Action Items	Transportation Gap(s) Addressed
Increase awareness of mobility issues due to poor infrastructure design and expand use of Universal Design principles in the built environment	<ul style="list-style-type: none"> ▪ Provide information through either an information sheet, a letter, or a presentation to City Public Works on mobility issues 	Infrastructure gap Spatial gap Information gap
Improve pedestrian access to transit within a walkable ¼ mile for everyone in the city, as funding allows	<ul style="list-style-type: none"> ▪ Identify areas that do not have pedestrian access to transit and areas with limited pedestrian infrastructure to connect to transit ▪ Identify opportunities to leverage funds to increase walkability near transit 	Infrastructure gap Spatial gap

Additional Strategies	Action Items
Secure additional funding to expand infrastructure improvements	<ul style="list-style-type: none"> ▪ Research additional grant funding opportunities ▪ Leverage City funds with other grants
Review sidewalk and curb ramp standards to verify that they are accommodating of people with mobility limitations	<ul style="list-style-type: none"> ▪ Bring awareness of the mobility issue to the City ▪ Prioritize areas that need the most improvement
Keep sidewalks free of ice and snow and clear of other obstructions	<ul style="list-style-type: none"> ▪ Work with City code compliance on sidewalk enforcement issues
Improve snow plowing methodology to reduce snow build up	<ul style="list-style-type: none"> ▪ Bring awareness of mobility challenges to the City Public Works department

Human Capital Gaps

Unmet needs:

- Availability of volunteers and staff to drive vehicles or provide escorted transportation
- Staffing resources to focus on mobility related issues
- Section 5310 input, training, stability, and data collection
- Ability to advocate for transportation projects which meets everyone’s needs

Vision: Human service agencies, Coconino County, City of Flagstaff, FMPO, and NAIPTA are all in coordination providing efficient and effective transportation in the FMPO region.

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Goal: Develop new partner relationships with key stakeholder organizations to implement new mobility project solutions and enhance vehicle and staff efficiencies.

Performance measures:

- Meeting NAIPTA established Mountain Lift and Mountain Line performance measures
- Increased number of mobility choices and new service options, for Mountain Lift users.
- Expand number of outreach methods of existing information tools
- Total grant funding secured, including local match
- Number of partner meetings
- Number of travel training contacts/ training events with Mountain Lift users.

Dynamic Strategies	Action Items	Transportation Gap(s) Addressed
Share NAIPTA and other statewide trainings to CMC staff and Mobility Managers group	<ul style="list-style-type: none"> ▪ Coordinate with NAIPTA training staff to share upcoming trainings 	Human capital gap Information gap
Develop Arizona Department of Transportation (ADOT) and AHCCCS coordination to align policies to make sharing trips easier	<ul style="list-style-type: none"> ▪ Find an opportune moment to discuss this issue with Mobility Managers group ▪ Support efforts for coordination between agencies 	Human capital gap Spatial gap Temporal gap
Provide information-based technical assistance, as necessary, to partner agencies	<ul style="list-style-type: none"> ▪ Provide technical assistance to applicant agencies around 5310 grant applications ▪ Provide letters of support for agencies seeking transportation funding from non-transit sources 	Human capital gap Information gap

Additional Strategies	Action Items
Ensure Mountain Lift operations provides the most efficient, cost-effective and responsive service possible to ADA riders, in compliance with ADA regulations and within available resources	<ul style="list-style-type: none"> ▪ Review of operational procedures periodically to ensure maximum efficiency and effectiveness, including compliance with law.
Identify and develop vehicle-sharing trip options with 5310 grantees	<ul style="list-style-type: none"> ▪ Understand trip sharing limitations ▪ Discuss vehicle sharing with ADOT ▪ Address insurance issues between agencies
Actively promote travel training to ADA certified riders to enable more trips to be taken on fixed-route service.	<ul style="list-style-type: none"> ▪ Coordinate with Eligibility Specialist to discuss potential training opportunities with Mountain Lift clients
Promote application for Section 5310 capital requests by local agencies, to replace vehicles and develop lift-equipped capabilities to ensure a State of Good Repair and accessibility throughout the	<ul style="list-style-type: none"> ▪ Provide technical assistance to applicant agencies around 5310 grant applications ▪ Encourage Coordinated Mobility Council attendance

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region	
Promote volunteer driving among County employees and other organizations who are encouraged to volunteer per year	▪ Develop volunteer driver program within the FMPO
<i>See additional strategies in Informational gaps</i>	



Photo of NAU's Senior Companion Program

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Project Prioritization Process

Project prioritization in the FMPO region is facilitated using a methodology developed by NAIPTA and FMPO staff with approval from the Coordinated Mobility Council. This process is an evaluation criteria derived from the ADOT Coordinated Mobility Program Guidebook and FMPO’s regional priorities. This process is used for programs applying for Section 5310 funds. The highest weight of 100 points will be given to programs which address solutions to fill transportation gaps and address priorities, which are listed below. Additional consideration will be given based on resource management, coordination, and project management.

Below are the priorities for the FMPO region, derived from the strategies listed in the [Transportation Gaps](#) section. These priorities are geared towards maintaining funding for existing transportation programs and keeping vehicles in a state of good repair in the FMPO region.

FMPO Regional Priorities

First priority

Continue to fund and enhance existing 5310 programs

Mobility management position/function, enhancing coordination efforts and partnerships with NACOG and existing transportation programs, such as Tribal transit, human service agencies, and volunteer driver programs.

Ensure Mountain Lift operations provides the most efficient, cost-effective and responsive service possible to ADA riders

Replace vehicles and develop accessible capabilities to ensure a State of Good Repair and accessibility throughout the region

Promote NAIPTA wide programs (Mountain Lift, Taxi Program, Vanpool, Travel Training, MoveMeFLG.com)

Second priority

Targeted expansion of travel options to identified and unserved neighborhoods.

Capital improvements to seamlessly connect the built environment with transit.

Establish volunteer driving program

Increase span and frequency of Mountain Line fixed-route

Increase awareness of mobility issues due to poor infrastructure design and expand use of Universal Design principles in the built environment

Third priority

Develop travel training tools for agency personnel

Prioritize funding for programs open to the public compared to client-based services

Share NAIPTA and statewide trainings

Continue collaboration with CHIP and Access to Care group

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Project Prioritization Process

Project Specific Criteria		
Replacement Vehicles/Capital		60 points total
1	How is this vehicle being used? <ul style="list-style-type: none"> • Is the vehicle currently closing an identified gap or maintaining a gap being closed? (yes or no) • Does this vehicle serve trips which address priorities listed below? (20 points for First Priority, 10 points for Second Priority, 5 points for Third Priority, 0 points if not on Priorities List) 	20
2	Current mileage of vehicle – 2 points per 10,000 miles over 80,000 miles, up to 180,000 miles	20
3	Age of vehicle replacing – 2 points per year over 5 years up to 15 years	20
New/Expansion Vehicles/Capital		60 points total
1	How will this vehicle be used? <ul style="list-style-type: none"> • Will this vehicle either close an identified gap or maintain a gap being closed? (yes or no) • If yes, will this vehicle serve trips which address priorities listed below? (20 points for First Priority, 10 points for Second Priority, 5 points for Third Priority, 0 points if not on Priorities List) 	20
3	Describe the need based on existing fleet capacity. <ul style="list-style-type: none"> • Is the vehicle needed to serve additional clients, expand to new service areas, or provide new or expanded services? (30 points) • Is there storage space for this vehicle? (2 points) • Is there staffing and financial capacity for maintenance and operations? (2 points) • Will this vehicle be ADA accessible? (6 points) 	40
Operating		60 points total
1	Will this program either maintain an identified gap closed or close an existing gap? (yes or no) <ul style="list-style-type: none"> • If yes, will this program address priorities listed below? (20 points for First Priority, 10 points for Second Priority, 5 points for Third Priority, 0 points if not on Priorities List) 	20
2	Will this program prioritize seniors and individuals with disabilities? (12 points) <ul style="list-style-type: none"> • If yes, will this service also be for the general public? (4 point) 	16
3	Applicant’s program provides a cost-effective approach to address transportation gaps in the region. Cost effective measures can include but are not limited to: <ul style="list-style-type: none"> • Uses volunteers and other in-kind support (3 points) • Utilizes other funding sources beyond Federal Transit Administration (FTA) programs for operations or capital (3 points) • Develops programs incrementally using available funding resources (3 points) • Other: please explain (1 point for each cost-effective measure, up to 3 points total) 	12
4	Applicant’s program provides a resource efficient approach to address transportation gaps in the region. Resource efficient measures can include but are not limited to: <ul style="list-style-type: none"> • Program requires minimal new capital to operate (3 points) • Utilizes existing capital in FMPO region (i.e., through vehicle sharing) (3 points) • Other: please explain (1 point for each resource efficient measure, up to 3 points total) 	12
Coordination		25 points total
1	Applicant integrates coordination into transportation program through policies, budget, and/or staffing. (10 points)	10
2	Participation in Coordinated Mobility Council meetings. (5 points)	5
3	Applicant exemplifies high level of local support and/or partnerships (for example, through letters of support, funding, or meeting attendance). (10 points)	10
Project Management		15 points total
1	Current program subrecipients are on track to fulfill their ADOT Contractual Exhibit A scope requirements and submitting timely quarterly reports. (5 points)	5
2	New applicants have the staff, resources, and accounting systems necessary to manage federal funds. (5 points)	5
3	Applicants properly document the availability, source, and commitment of local match. (5 points)	5
Total project prioritization process:		100

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Appendix 1 | Vehicle inventory

Coconino County											
Make-model	Year	Vehicle class code	VIN	Grant funding	On Lien	Odometer reading	Replacement year	Condition code	Total seats	WC positions	Lift or ramp
Ford E-350	2008		1FT2534LX8DB38478	5310	No				8	1	Lift
Chevrolet Suburban	2010		1GNZCLEG7AR272975	5310	Yes				8	0	
Toyota Sienna	2010		5TDKK4CC9AS301252	5310	Yes				6	0	
Toyota Sienna	2010		5TDKK4CC6AS302519	5310	Yes				6	0	
Eldorado Amerivan Minivan	2011		2D4RN4DE2AR462608	5310	Yes				6		Ramp
Eldorado Amerivan Minivan	2011		2D4RN4DE5AR462618	5310	Yes				6		Ramp
Ford E350 Raised Roof Van	2011		1FTD53EL8BDB28546	5310	Yes				8	1	Lift
	7								48	2	4%

Hozhoni											
Make-model	Year	Vehicle class code	VIN	Grant funding	On Lien	Odometer reading	Replacement year	Condition code	Total seats	WC positions	Lift or ramp
Ford Cutaway	2001	6	1FDWE35S51HA61043	5310	No	112,290		Fair	9	2	Lift
Ford Cutaway	2003	6	1FDWE35S53HB28341	5310	No	113,644		Fair	8	3	Lift
Ford Maxi	2004	7	1FTSS34LX4HB39486	5310	No	93,217		Fair	5	2	Lift
Ford Cutaway	2005	6	1FDWE35S5X5B09965	5310	No	97,643		Fair	4	2	Lift
Ford E350	2005	7	1FBNE31L95HA32007	Contract	No	92,563		Fair	12	0	
Ford Cutaway	2006	6	1FDWE35S06DA15909	5310	No	71,026		Fair	4	2	Lift
Ford Passenger	2006	7	1FBNE31L86DA46991	5310	No	81,595		Fair	12	0	
Pontiac Vibe	2007	9	5Y2SL6587Z408239	Contract	No	63,796		Fair	5	0	
Ford Cutaway	2008	6	1FD3E5S08DB32511	5310	No	64,996		Good	4	3	Lift
Toyota Sienna	2010	8	5TDKK4CC6AS301158	5310	Yes	50,823		Good	7	0	
Toyota Sienna	2010	8	5TDKK4CC3AS301215	5310	Yes	79,056		Good	7	0	
Toyota Sienna	2010	8	5TDKK4CC3AS301652	5310	Yes	56,090		Good	7	0	
Toyota Sienna	2011	8	5TDZK3DC6BS146717	Lease	No	33,653		Good	7	0	
Toyota Sienna	2011	8	5TDZK3DC6BS148421	Lease	No	22,731		Good	7	0	
Ford Cutaway	2012	6	1FDEE3FS3CDA55367	5310	Yes	36,400		Excellent	9	3	Lift
Ford Cutaway	2012	6		5310	Yes	53,115		Good	9	3	Lift
Toyota Sienna	2012	8	5TDZK3DC7C5206263	Lease	No	32,143		Excellent	7	0	
Toyota Sienna	2013	8	5TDZK3DC7DS318773	Lease	No	20,433		Excellent	7	0	
Toyota Sienna	2013	8	5TDZK3DC5DS312826	Lease	No	15,987		Excellent	7	0	
Toyota Sienna	2013	8	5TDZK3DC9DS309301	Lease	No	24,313		Excellent	7	0	
Toyota Sienna	2013	8	5TDZK3DC1DS319448	Lease	No	18,215		Excellent	7	0	

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21			151	20	13%
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NAIPTA												
Make-model	Year	Vehicle class code	VIN	Grant funding	On Lien	Odometer reading	Replacement year	Condition code	Total seats	WC positions	Lift or ramp	
Chev Arboc Express 3500	2010	4	1GB9G5AG2A1136948	5316-5317	Yes	129,135	2017	Excellent	10	3	Ramp	
Ford E-450 Eldorado Aerotech	2013	4	1FDFE4FS2DDA15329	5310	Yes	64,408	2020	Excellent	11	3	Lift	
Ford E-450 Eldorado Aerotech	2013	4	1FDFE4FS9DDA15330	5310	Yes	73,401	2020	Excellent	11	3	Lift	
Ford E-450 Eldorado Aerotech	2013	4	1FDFE4FS0DDA15331	5310	Yes	64,847	2020	Excellent	11	3	Lift	
Ford E-450 Eldorado Aerotech	2013	4	1FDFE4FS2DDA15332	5310	Yes	61,046	2020	Excellent	11	3	Lift	
Ford E-450 Eldorado Aerotech	2013	4	1FDFE4FS4DDA15333	5310	Yes	66,366	2020	Excellent	11	3	Lift	
Ford E-450 Starcraft Allstar 22	2015	4	1FDFE4FS6FDA10718	5310	Yes	23,081	2022	Excellent	11	3	Lift	
Ford E-450 Starcraft Allstar 22	2015	4	1FDFE4FS8FDA10719	5310	Yes	22,323	2022	Excellent	11	3	Lift	
									87	24	28%	

Quality Connections												
Make-model	Year	Vehicle class code	VIN	Grant funding	On Lien	Odometer reading	Replacement year	Condition code	Total seats	WC positions	Lift or ramp	
Mazda Tribute	2002	9	4F2CU09162KM38185	No	No	152,705	2016	Poor	5	0	N/A	
Ford E350	2004	7	1FBNE31L24HA53098	No	No	93,617	2017	Fair	9	0	N/A	
Chevrolet Silverado	2006	9	3GCEC14Z96G187867	No	No	175,294	2017	Poor	2	0	N/A	
Chevrolet Uplander	2006	8	1GNDU23L06D199874	No	No	146,573	2016	Poor	6	0	N/A	
Dodge Grand Caravan	2006	8	2D4GP44L96R654714	No	No	66,460	2018	Good	4	1	Ramp	
Chrysler Town and Country	2007	8	1A4GJ45R47B118412	No	No	61,390	2017	Fair	4	2	Ramp	
Ford/Starcraft	2014	6	1FDEE3FL03DA83676	5310	Yes	22,694	2019	Excellent	9	3	Lift	
Dodge Caravan	2015	8	2C4RDGCG2FR722937	5310	Yes	11,100	2020	Excellent	6	0	N/A	
Dodge Caravan	2015	8	2C4RDGCG4FR722938	5310	Yes	17,219	2020	Excellent	6	0	N/A	
									51	6	12%	

The Guidance Center												
Make-model	Year	Vehicle class code	VIN	Grant funding	On Lien	Odometer reading	Replacement year	Condition code	Total seats	WC positions	Lift or ramp	
Ford F350 Cargo Van	1998	7	1FDWE3053WHA34390	Owned	No	133,834	2003	Poor	9	0		
Chevrolet Express Van	2012	7	1GAZG1FG3C1202738	ADOT	Yes	19,787	2017	Excellent	12	0		
Chevrolet Van 3500 EXT	2012	7	1GAZG1FAC1185361	ADOT	Yes	31,916	2017	Excellent	12	0		
Chevrolet Van 3500 EXT	2012	7	1GAZGIFA3C1185418	ADOT	Yes	20,626	2017	Excellent	12	0		
Kawasaki K4D Mule	2012	10	JK1AFED11CB505924	Lease	No	435.8 Hours	2017	Excellent	2	0		
Dodge Ram 2500	2012	8	3C6URS5L1FG548982	Lease	No	14,223	2017	Excellent	6	0		
Ford E350 Cargo Van	2013	9	1FDDS3EL2DDB22868	ADOT	Yes	12,857	2018	Excellent	9	1		

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Ford Escape	2014	9	1FMCU9GX9EUB80700	Lease	No	21,562	2019	Excellent	5	0	
Ford Escape	2014	9	1FMCU9G95EUB32046	Lease	No	20,679	2019	Excellent	5	0	
Honda Odyssey	2014	9	5FNRL5H21EB052263	Lease	No	17,693	2019	Excellent	7	0	
Chevrolet Express Van	2014	7	1GAZG1FG9F1102647	ADOT	Yes	8,585	2019	Excellent	12	0	
Ford Escape	2014	9	1FMCU9GX5EUB64283	Lease	No	23,270	2019	Excellent	5	0	
Ford Escape	2014	9	1FMCU9GX2EUB64399	Lease	No	21,797	2019	Excellent	5	0	
Ford Escape	2014	9	1FMCU9GX4EUC85483	Lease	No	16,871	2019	Excellent	5	0	
Ford Escape	2014	9	1FMCU9G90EUC76250	Lease	No	17,103	2019	Excellent	5	0	
Ford Escape	2014	9	1FMCU9G90EUB16417	Lease	No	19,011	2019	Excellent	5	0	
Honda CRV UT 4DSW	2014	9	5J6RM4H36EL106776	Lease	No	5,379	2019	Excellent	5	0	
Ford Escape	2014	9	1FMCU9G91EUB47689	Lease	No	18,257	2019	Excellent	5	0	
Honda CRV UT 4DSW	2014	9	5J6RM4H37EL118760	Lease	No	5,479	2019	Excellent	5	0	
Honda CRV UT 4DSW	2014	9	5J6RM4H38EL109324	Lease	No	3,331	2019	Excellent	5	0	
Honda CRV UT	2015	9	5J6RM4H36FL020319	Lease	No	7,277	2020	Excellent	5	0	
Toyota 4Runner 4WD	2015	9	JTEBU5JRXF5212113	Owned	No	24,824	2020	Excellent	5	0	
Honda CRV UT 4DSW	2015	9	5J6RM4H35FL072606	Lease	No	467	2020	Excellent	5	0	
Honda CRV UT	2015	9	2HKRM4H35FH613471	Lease	No	6,642	2020	Excellent	5	0	
Honda Odyssey Van	2015	9	5FNRL5H24FB055613	Lease	No	7,618	2020	Excellent	7	0	
Honda Odyssey Van	2015	9	5FNRL5H27FB115979	Lease	No	527	2020	Excellent	7	0	
Honda CRV UT	2015	9	2HKRM4H31FH618036	Lease	No	8,154	2020	Excellent	5	0	
Honda CRV UT 4DSW	2015	9	5J6RM4H32FL008913	Lease	No	15,159	2020	Excellent	5	0	
Honda CRV UT	2015	9	2HKRM4H33FH619057	Lease	No	7,160	2020	Excellent	5	0	
Honda CRV UT	2015	9	2HKRM4H31FH619333	Lease	No	4,978	2020	Excellent	5	0	
	30								190	1	1%

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Vehicle class codes

Code	Description
1	Heavy duty buses or coaches, 40 or more feet in length
2	Heavy duty buses, 30-40 feet in length, up to 40 passengers
3	Medium duty buses or mini-buses, 20-30 feet in length, up to 35 passengers
4	Medium or light duty large size cutaways, 20 to 30 feet in length, up to 35 passengers
5	Light duty medium size cutaways, 15-25 feet in length, up to 25 passengers
6	Light duty small size cutaways, 10-20 feet in length, up to 9 passengers
7	Maxivans/standard vans, up to 8 passengers with lift or 12-15 passengers without lift
8	Minivans, up to 5 passengers with ramp or 7 passengers without ramp
9	Support vehicles (sedans, station wagons, SUV's, pickups, etc.)
10	Other vehicles

Condition codes

Code	Description
Failure	Impossible or unsafe to use, using as spare or for parts.
Poor	Becoming unsafe and unreliable to operate, frequent breakdowns, excessive repair costs.
Fair	Near midpoint of useful life, obvious signs of wear, regular maintenance keeps it safe and operable, but costs exceed norm.
Good	Well-maintained, no ongoing mechanical problems, shows minor wear.
Excellent	Relatively new, no mechanical problems.

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Appendix 2 | Summary of Section 5310 grants pre-applications for 2019

FMPO summary of Section 5310 grant pre-applications for 2019 - Year 1

<i>Description</i>	<i>Applicants Priority</i>	<i>Regional Priority</i>	<i>Project Type</i>	<i>Federal Grant</i>	<i>Local Match</i>	<i>Total Amount</i>
Civic Service Institute at NAU						
Senior Companion Program	1	1	Operating	\$40,000	\$40,000	\$80,000
The Guidance Center						
Additional drivers	1	1	Operating	\$17,400	\$17,400	\$34,800
Quality Connections						
Replacement minivan w/ramp	1	1	Capital	\$37,200	\$10,230	\$47,430
NAIPTA						
Mobility management	1	1	Mobility Mgmt	\$107,531	\$26,883	\$134,414
ADA Plus	2	1	Operating	\$113,670	\$113,670	\$227,340
Taxi programs	3	1	Operating	\$70,000	\$70,000	\$140,000
Bus stop mobility program	4	1	Capital	\$80,000	\$20,000	\$100,000
NAIPTA total				\$371,201	\$230,553	\$601,754
FMPO total				\$465,801	\$298,183	\$763,984
By project type						
Mobility management				\$107,531	\$26,883	\$134,414
Capital				\$117,200	\$30,230	\$147,430
Operating				\$241,070	\$241,070	\$482,140
FMPO total				\$465,801	\$298,183	\$763,984
9 January 2019						

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

FMPO summary of Section 5310 grant pre-applications for 2019 - Year 2

<i>Description</i>	<i>Applicants Priority</i>	<i>Regional Priority</i>	<i>Project Type</i>	<i>Federal Grant</i>	<i>Local Match</i>	<i>Total Amount</i>
Civic Service Institute at NAU						
Senior Companion Program	1	1	Operating	\$40,000	\$40,000	\$80,000
The Guidance Center						
Additional drivers	1	1	Operating	\$18,270	\$18,270	\$36,540
Quality Connections						
Replacement minivan w/ramp	2	1	Capital	\$37,200	\$10,230	\$47,430
NAIPTA						
ADA Plus	2	1	Operating	\$113,670	\$113,670	\$227,340
Taxi programs	3	1	Operating	\$75,000	\$75,000	\$150,000
Bus stop mobility program	4	1	Capital	\$80,000	\$20,000	\$100,000
NAIPTA total				\$268,670	\$208,670	\$477,340
FMPO total				\$364,140	\$277,170	\$641,310
By project type						
Capital				\$117,200	\$30,230	\$147,430
Operating				\$246,940	\$246,940	\$493,880
FMPO total				\$364,140	\$277,170	\$641,310
9 January 2019						

**FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan**

Appendix 3 | Section 5310 grant pre-applications for 2019

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: Arizona Board of Regents for and on behalf of the Civic Service Institute at NAU			
Project Title	Senior Companion Program, Door Through Door and More		Priority Number 1
Location Address	19 W. McConnell Drive, PO Box 5063, Flagstaff, AZ 86011		
Brief Description of Proposed Project	The Civic Service Institute is budgeted for 10-15 Senior Companion (SCP) volunteers and 5-8 AmeriCorps (AC) members serving in the FMPO area where SCP has provided transportation and in-home services since 1985 and where AmeriCorps is proposing transportation and in-home services in the 2018-19 fiscal year. SCP provides and AC proposes a highly customized and reliable demand response door-through-door service to 40-50 homebound and/or disabled adults in Flagstaff. SCP recruits and enables those 55 and over with limited incomes to serve as volunteer Senior Companions and provide supportive individualized services to help clients maintain their dignity and independence at no cost to the client. Volunteers serve clients of partner agencies and may provide transportation, companionship, personal care, home management, information and advocacy, and respite care. AC will be recruiting members to serve in-home clients of behavioral health and other agencies who need assistance with pain management to abate opioid addiction. It is proposed that AC members will serve 2-5 clients per member, or 10-40 clients. SCP Volunteers and AC members will exceed the requirements of ADA by providing door-through-door service and more.		
Funding Request Amount for Year 1	FTA Request: 40,000	Local Match: 40,000	Total Cost: 80,000
Funding Request Amount for Year 2	FTA Request: 40,000	Local Match: 40,000	Total Cost: 80,000
Project Type Operations	Primary Project Service Area Small-Urban		COG/MPO Region FMPO

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: The Guidance Center Inc			
Project Title	Additional Drivers	Priority Number Click here to enter text.	
Location Address	2187 N Vickey St, Flagstaff, AZ 86004		
Brief Description of Proposed Project	As we are serving more members of the community with behavioral health, the demand on our curb to curb transportation has increase. We currently have 2 drivers attempting to transport our client. As our reach is very expansive, often times we are utilizing taxis. By increasing our driving staff by 1, if not 2, we would be better able to service more clients with the proper attention and care they require.		
Funding Request Amount for Year 1	FTA Request: \$17,400	Local Match: \$17,400	Total Cost: \$34,800
Funding Request Amount for Year 2	FTA Request: 18,270	Local Match: \$18,270	Total Cost: \$36,540
Project Type Operations	Primary Project Service Area Small-Urban		COG/MPO Region FMPO

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: Quality Connections			
Project Title	Replacement – Minivan with Ramp to replace VIN 3333		Priority Number 1
Location Address	5250 N. Highway 89 – Lot 140, Flagstaff, Az.		
Brief Description of Proposed Project	Replacement vehicle for 2013 Kia Soul (VIN 3333) in fair condition with high mileage that provides transportation for individuals with disabilities for employment, medical appointments, recreations and other daily living activities. This vehicle does not meet the needs of our individuals.		
Funding Request Amount for Year 1	FTA Request: 37,200	Local Match: 10,230	Total Cost: 47,430
Funding Request Amount for Year 2	FTA Request: Click here to enter text.	Local Match: Click here to enter text.	Total Cost:
Project Type Capital Vehicle	Primary Project Service Area Small-Urban		COG/MPO Region FMPO

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: Quality Connections			
Project Title	Replacement – Minivan with Ramp to replace VIN 3468	Priority Number	2
Location Address	3012 E. Route 66, Flagstaff, Az.		
Brief Description of Proposed Project	Replacement vehicle for 2013 Dodge El Dorado (VIN 3468) in fair condition with high mileage that provides transportation for individuals with disabilities for employment, medical appointments, recreations and other daily living activities.		
Funding Request Amount for Year 1	FTA Request: Click here to enter text.	Local Match: Click here to enter text.	Total Cost: Click here to enter text.
Funding Request Amount for Year 2	FTA Request: 37,200	Local Match: 10,230	Total Cost: 47,430
Project Type Capital Vehicle	Primary Project Service Area Small-Urban	COG/MPO Region FMPO	

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: NAIPTA			
Project Title	Mobility Management		Priority Number 1
Location Address	3773 N. Kaspar Dr., Flagstaff, AZ 86004		
Brief Description of Proposed Project	NAIPTA provides mobility management (MM) on behalf of the FMPO through a Memorandum of Understanding. The program facilitates the Coordinated Mobility Council, assesses gaps in services, identifies strategies to fill the gaps, and improve efficiencies. The program also provides travel training for customers and support for human service agencies. NAIPTA coordinates with NACOG, CYMPO and statewide Mobility Managers.		
Funding Request Amount for Year 1	FTA Request: 107,531	Local Match: 26,883	Total Cost: 134,414
Funding Request Amount for Year 2	FTA Request: Click here to enter text.	Local Match:	Total Cost: Click here to enter text.
Project Type Mobility Management	Primary Project Service Area Small-Urban		COG/MPO Region FMPO

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: NAIPTA			
Project Title	ADA Plus		Priority Number 2
Location Address	3773 N. Kaspar Dr., Flagstaff, AZ 86004		
Brief Description of Proposed Project	Mountain Lift ADA Plus program provides service that is above and beyond the requirements of ADA. ADA Plus services include same day reservations, trips outside of the ¾ mile boundary paratransit requirement, subscription service, and will call. This accounts for 10,441 trips annually or 47% of total trips. This program is a service that has been in place since 2006 as a part of NAIPTA’s demand response program serving ADA eligible customers. ADA Plus also includes the portion administrative of NAIPTA’s two Taxi Programs.		
Funding Request Amount for Year 1	FTA Request: 113,670	Local Match: 113,670	Total Cost: 227,339
Funding Request Amount for Year 2	FTA Request: 113,670	Local Match: 113,670	Total Cost: 227,339
Project Type Operations	Primary Project Service Area Small-Urban		COG/MPO Region FMPO

**FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan**

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: NAIPTA			
Project Title	Taxi Programs		Priority Number 3
Location Address	3773 N. Kaspar Dr., Flagstaff, AZ 86004		
Brief Description of Proposed Project	NAIPTA's Taxi Programs enable NAIPTA to provide subsidized taxi, Uber, and Lyft rides to ADA eligible clients within NAIPTA's boundary. This program provides more flexibility than the traditional paratransit service by offering on-demand trips and an unlimited number of bags. This program covers the NAIPTA boundary, providing a service to ADA clients outside of City limits, which have very limited transportation options. Where the program overlaps with the Mountain Lift service boundary, the Taxi Programs also provide NAIPTA with a per trip cost savings.		
Funding Request Amount for Year 1	FTA Request: 70,000	Local Match: 70,000	Total Cost: 140,000
Funding Request Amount for Year 2	FTA Request: 75,000	Local Match: 75,000	Total Cost: 150,000
Project Type Operations	Primary Project Service Area Small-Urban		COG/MPO Region FMPO

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

FY2019 Section 5310 Grant Pre-Application – FMPO Region			
Applicant Agency Name: NAIPTA			
Project Title	Bus Stop Mobility Program		Priority Number 4
Location Address	3773 N. Kaspar Dr., Flagstaff, AZ 86004		
Brief Description of Proposed Project	Capital project for mobility infrastructure improvements to bus stops. Improvements may include addition of concrete landing pads, equitable ADA seating areas, sidewalk replacement and curb ramp/sidewalk connections to existing public infrastructure within a reasonable distance from the bus stop.		
Funding Request Amount for Year 1	FTA Request: 80,000	Local Match: 20,000	Total Cost: 100,000
Funding Request Amount for Year 2	FTA Request: 80,000	Local Match: 20,000	Total Cost: 100,000
Project Type Capital	Primary Project Service Area Small-Urban		COG/MPO Region FMPO

Appendix 4 | Coordinated Mobility Council meeting agendas from 2017 - 2018



AGENDA

Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization

Coordinated Mobility Council

Friday, February 16th, 2018

10:00AM

VERA Room/NAIPTA Offices

3773 North Kaspar Drive

Flagstaff, Arizona 86004

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 928-679-8900 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

1. **Call to order**
2. **Welcome by Jamie Martinez, Chair**
3. **Roll call and introductions**
4. **Call to the public**
The public is invited to speak on any item or any area of concern that is within the jurisdiction of the FMPO-NAIPTA Coordinated Mobility Council. The Council is prohibited by the Open Meeting law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.
5. **Minutes from previous meeting**

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

Review and approval of minutes from August 30, 2016, November 29, 2016, March 1, 2017, May 23, 2017, September 6, 2017 and November 28th quarterly Coordinated Mobility Council meetings.

6. **Section 5310 grant**
Review and discuss FY2018 applications
7. **Discuss FMPO Coordinated Plan**
Update the Coordinated Public Transit Human Services Transportation Plan, ask for approval for the FMPO TAC and Executive Board
8. **Plan Updates/Transportation Tax**
Hear about the next steps with NAIPTA's 5 Year Plan, FMPO Active Transportation Master Plan, and updates on the Transportation Tax commission.
9. **Coconino County's Needs Assessment**
Results of Coconino County's Needs Assessment transportation section
10. **Ridematching/Volunteer Driver discussion**
Discuss opportunities for Ridematching software (ie. Goby) and volunteer driver program
11. **Upcoming trainings**
Information on scheduled upcoming trainings and discussion on need for other trainings.
12. **News and updates from CMC members**
An opportunity to report on any projects or work that may be of interest to group.
13. **Future agenda items**
14. **Adjournment**

February 16, 2018
Page 2 of 3

FMPO & NAIPTA
Coordinated Public Transit - Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at NAIPTA on 2/13/18, at approximately 11:30 a.m./p.m. in accordance with the statement filed by the Clerk of the Board with NAIPTA.

Dated this 13 day of Feb, 2018.

ATTEST:



Estella Hollander, Associate Transit Planner

February 16, 2018
Page 3 of 3

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan



AGENDA

Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization

Coordinated Mobility Council

Friday, May 18th, 2018

10:00 AM

VERA Room/NAIPTA Offices

3773 North Kaspar Drive

Flagstaff, Arizona 86004

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 928-679-8900 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

1. **Call to order (10:00 am)**
2. **Welcome by Jamie Martinez, Chair**
3. **Roll call and introductions**
4. **Call to the public**
The public is invited to speak on any item or any area of concern that is within the jurisdiction of the FMPO-NAIPTA Coordinated Mobility Council. The Council is prohibited by the Open Meeting law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.
5. **Minutes from previous meeting (10:15 am)**
Review and approval of minutes from February 26, 2018 quarterly Coordinated Mobility Council meetings.

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

6. **Other grant opportunities (10:15 am)**
Potential grants from US Department of Health and Human Services, Grants.gov, AARP, and United Way
7. **Section 5310 grant (10:25 am)**
Applications under review. Update on FMPO Coordination Plan
8. **Flagstaff Youth and Accessible Transportation Presentation (10:30 am)**
Presentation by Disability Awareness Commission Liaisons
9. **Brainstorm Activity (11:00 am)**
Brainstorming activity for first/ last mile(s) connections
10. **Ride matching (11:25 am)**
Discuss opportunities for Ride matching software
11. **Upcoming trainings (11:35 am)**
Information on scheduled upcoming trainings and discussion on need for other trainings.
12. **News and updates from CMC members (11:40 am)**
An opportunity to report on any projects or work that may be of interest to group.
13. **Future agenda items (11:50 am)**
14. **Adjournment (12:00 pm)**

May 18, 2018
Page 2 of 3

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at NAIPTA on 5/14, at approximately 12:45 a.m./6 p.m. in accordance with the statement filed by the Clerk of the Board with NAIPTA.

Dated this 14 day of May, 2018.

ATTEST:



Estella Hollander, Associate Transit Planner

May 18, 2018
Page 3 of 3

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan



AGENDA

Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization

Coordinated Mobility Council

Friday, August 17, 2018

10:00 AM

Training Room/NAIPTA Offices

3773 North Kaspar Drive

Flagstaff, Arizona 86004

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 928-679-8900 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

1. **Call to order (10:00 am)**
2. **Welcome by Jamie Martinez, Chair**
3. **Roll call and introductions**
4. **Call to the public**
The public is invited to speak on any item or any area of concern that is within the jurisdiction of the FMPO-NAIPTA Coordinated Mobility Council. The Council is prohibited by the Open Meeting law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.
5. **Minutes from previous meeting (10:15 am)**
Review and approval of minutes from May 18, 2018 quarterly Coordinated Mobility Council meetings.

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

6. **Section 5310 grant (10:15 am)**
2-year grant cycle, awards, applicant feedback
7. **Disability Awareness Commission Update (10:25)**
Presentation by Disability Awareness Commission Liaisons
8. **Age Friendly Arizona, transportation grant (10:35)**
Presentation by Kent Ellsworth from Verde Valley Caregivers
9. **Coordinated Public Transit Human Services Transportation Plan discussion (11:00 am)**
Discussion on strategies – determine rank criteria, prioritization, and responsibilities
10. **Upcoming trainings (11:40)**
Information on scheduled upcoming trainings and discussion on need for other trainings.
11. **News and updates from CMC members (11:45)**
An opportunity to report on any projects or work that may be of interest to group.
12. **Future agenda items (11:55)**
13. **Adjournment (12:00 pm)**

August 17, 2018
Page 2 of 3

FMPO & NAIPTA
Coordinated Public Transit - Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at NAIPTA on 8/13, at approximately 2:30 a.m./p.m. in accordance with the statement filed by the Clerk of the Board with NAIPTA.

Dated this 13 day of August, 2018

ATTEST:



Estella Hollander, Associate Transit Planner

August 17, 2018
Page 3 of 3

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan



AGENDA

Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization

Coordinated Mobility Council

Friday, November 16, 2018

10:00 AM

Vera Room/NAIPTA Offices

3773 North Kaspar Drive

Flagstaff, Arizona 86004

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 928-679-8900 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

1. **Call to order (10:00 am)**
2. **Welcome by Jamie Martinez, Chair**
3. **Safety Moment with Sam Short, Safety Coordinator, NAIPTA**
4. **Roll call and introductions**
5. **Call to the public**
The public is invited to speak on any item or any area of concern that is within the jurisdiction of the FMPO-NAIPTA Coordinated Mobility Council. The Council is prohibited by the Open Meeting law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.
6. **Minutes from previous meeting (10:15 am)**

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

- Review and approval of minutes from August 17, 2018 quarterly
Coordinated Mobility Council meetings.
7. **Section 5310 grant (10:15 am)**
Pre-application process, identify what to apply for
 8. **Inclusion and Adaptive Living Commission Update (10:25)**
Presentation by Inclusion and Adaptive Living Commission Liaisons
 9. **NACOG Passenger Transportation Study Update (10:35)**
Presentation by Tod Morris from NACOG
 10. **Coordinated Public Transit Human Services Transportation Plan discussion (11:00 am)**
Review substantive changes, discussion on rank criteria, prioritization, and responsibilities
 11. **Upcoming trainings (11:40)**
Information on scheduled upcoming trainings and discussion on need for other trainings.
 12. **News and updates from CMC members (11:45)**
An opportunity to report on any projects or work that may be of interest to group.
 13. **Future agenda items (11:55)**
 14. **Adjournment (12:00 pm)**

November 16, 2018
Page 2 of 3

FMPO & NAIPTA
Coordinated Public Transit - Human Services Transportation Plan

AGENDA
FMPO-NAIPTA
Coordinated Mobility Council

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at NAIPTA on 11/9/18, at approximately 11:30 ~~a~~^p.m. in accordance with the statement filed by the Clerk of the Board with NAIPTA.

Dated this 11 day of Nov, 2018.

ATTEST:



Estella Hollander, Associate Transit Planner

November 16, 2018
Page 3 of 3

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

Appendix 5 | Coordinated Mobility Council meeting minutes from 2017 - 2018



DRAFT MINUTES

Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization

Coordinated Mobility Council

Friday, February 16th, 2018

10:00AM

VERA Room/NAIPTA Offices

3773 North Kaspar Drive

Flagstaff, Arizona 86004

1. **Call to order**

The meeting was called to order at 10:04 am

2. **Welcome by Jamie Martinez, Chair**

Chair Jamie Martinez welcomed all those in attendance in the room and on the phone.

3. **Roll call and introductions**

Attendees:

Jamie Martinez, DES, chair
Doug Arnett, Quality Connections
Kelly Arnold, Quality Connections
Barbara Dupuy, NAIPTA
Marty Feldhake
Paul Ferry
Norma Gallegos, Coconino County
Joe Goitia, DDS
Estella Hollander, NAIPTA

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

DRAFT MINUTES

FMPO-NAIPTA

Coordinated Mobility Council

Erin Kruse, Civic Service Institute
Debra Kurkowski, Hope Lives
Erika Mazza, NAIPTA
Jennifer Mikelson, City of Flagstaff
Drew Monroe, VAC Housing
Kate Morley, NAIPTA
Tod Morris, NACOG
Shari Peralta
Russ Randall, FUSD
Tracy Sondergaard
Melinda Tracey, Coconino County
Kaitlyn Verfueth, City of Flagstaff DAC
Howadette Violissi

4. Call to the public

There were no public comments.

5. Minutes from previous meeting

Chair Martinez made, and Ms. Hollander seconded, a motion to approve the minutes of the quarterly Coordinated Mobility Council meetings from these dates:

- August 30, 2016
- November 29, 2016
- March 1, 2017
- May 23, 2017
- September 6, 2017
- November 28, 2017

The motion was approved unanimously

6. Section 5310 grant

Applications from the FMPO region for the 2018 5310 grant cycle were summarized:

- NAIPTA: ADA plus, taxi voucher program, mobility management

February 16, 2018
Page 2 of 6

FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan

DRAFT MINUTES

FMPO-NAIPTA

Coordinated Mobility Council

- NAU Civic Service Institute
- Hope Lives: have submitted a tentative application for an accessible vehicle, but may not submit a formal application

Ms. Kruse explained that the Civic Service Institute’s grant request for this year expands the volunteer driver program through Americorps. Drivers can now be of any age, and can go to the homes of clients to provide companionship, transportation, and alternate treatments to pain management. The last service is intended to address opioid addiction. She described the Senior Companion Program.

Ms. Morley and Mr. Ince gave key dates for the grant cycle:

- Grants are due in ADOT’s E-grants system by February 22
- A statewide committee will be convened in May
- Award announcements are anticipated in June

Ms. Peralta asked why additional funds were not requested for the taxi voucher program, to restore the full number of trips for clients.

Ms. Morley responded that the amount requested in the grant reflects recent data on usage. Since the voucher system has gone to a purchasing card system, the amount has been set at \$150 per month with no limit on trips or the amount per trip. Experience indicates that only a few clients use more than \$150 per month, but NAIPTA will continue to monitor the program and make changes as necessary. The new system could generate savings that could be rolled back into the program.

Ms. Peralta said she disagrees with the changes made to the program. Needs are not met for County residents, and those who need rides in Williams are no longer served. Four months of data are not indicative of trends, and the limited use of vouchers is because many people cannot afford the co-pay. She said she is concerned about the amount spent on program administration, and said we should be asking for the maximum grant amount.

Ms. Violissi indicated that she cannot afford the program.

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Mr. Ferry said that people need to take more trips than the program allows. Participation in the program is down because of decreased service area and increased cost.

Ms. Morley responded that decisions about the fare were debated for months prior to the decision by the NAIPTA Board. A fare for the County program was implemented to match the City program and to help balance the program's budget. As a matter of equity, all taxi rides now require the rider to pay a portion of the fare. The boundaries of the program were reduced (eliminating Williams) to match the NAIPTA service boundary.

Mr. Morris said that statewide funds for operating programs are limited by federal requirements. Ms. Mazza indicated that there is more need for operating funds than is available statewide. The County asked other communities in Coconino County to assist with funding for the program, but no additional assistance was provided. There needs to be broader community support for the program.

Ms. Peralta asked if there were other sources of funding for the program. There was a discussion about how much funding should be requested. Section 5310 grants are limited by the amount of statewide funding available, and the requirement for a 50/50 match from the sponsoring agency.

The Committee also discussed the number of rides than can be taken with the monthly voucher. There is a concern that cab companies may increase prices, and the program needs to account for the cost of living in Flagstaff.

There was a discussion about the difficulties with accessibility with cab companies, which are not always very accommodating and do not meet ADA.

7. Discuss FMPO Coordinated Plan

Mr. Ince presented annual updates to the Coordinated Public Transit – Human Service Transportation Plan (Coordinated Plan). He said the updated plan would be reviewed by the FMPO Technical Advisory Committee and approved by the FMPO Executive Board. Updates to the plan are required annually to keep applicants in our region eligible for 5310 grant funding.

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Mr. Arnett made, and Ms. Kruse seconded, a motion to recommend approval of the annual changes to the Coordinated Plan to the FMPO TAC and Executive Board. The motion was approved unanimously.

8. Plan Updates/Transportation Tax

Mr. Ince summarized the Citizens Transportation Tax Commission process and the recommendation for renewal of the City’s transportation tax. He described the pedestrian and bicycle portion of the tax.

Ms. Mazza described NAIPTA’s involvement in the process, and said they were looking for other funding options to implement the five-year plan.

9. Coconino County’s Needs Assessment

Ms. Gallegos from Coconino County Community Services presented the results of a recently completed community needs assessment for the County. The report is a requirement of the community service block grant program, and can be found on the county website.

She said the report addresses three main issues: transportation, employment, and housing. For the process a number of focus groups were convened. Surveys were also gathered from 900 clients.

For those in poverty, the geographic isolation of living in small communities away from Flagstaff was an issue. In Flagstaff, many individuals in poverty feel like they are less valued than students or tourists. She said that there is significant poverty in Coconino County.

For transportation, about 5 percent of County residents walk, bike, or take transit, versus 24 percent of low-income residents. It is important to make sure that everyone knows what transportation services are available.

Ms. Gallegos said that this report represents the assessment phase. Preparation of a strategic plan will be next.

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10. **Ridematching/Volunteer Driver discussion**

Ms. Morley reported that she is working with Ms. Gallegos to match those who need rides with those who can provide them.

The Next Door website is very popular in some neighborhoods, and there is a possibility that it could be used to identify rides for people in need. Goby Ride is an app that connects rides and riders and shares costs.

Recruitment is always the main issue for volunteer driver programs. This item should be scheduled for additional discussion at the next meeting.

11. **Upcoming trainings**

The Arizona Transit Association is holding their annual conference in Tucson in April. There will be a PASS train-the-trainer workshop in Tucson and Phoenix in April.

12. **News and updates from CMC members**

Chair Martinez recognized Ms. Arnold, Mr. Goitia, and Mr. Randall and their work with high school students in the Transition to Work program and Northern Arizona Community of Practice Transition Team. The group has conducted a survey of more than 500 high school students, and found that transportation is one of their main issues. Expanded transit service, including weekend and after hour service, is needed. Transportation is a significant reason why 30 percent of disabled individuals are underemployed. There is an interest in discussing this item at the next meeting.

Ms. Sondergaard reported that the Mountain Lift service is a challenge for emergency and last minute medical appointments.

13. **Future agenda items**

The next CMC meeting is scheduled for May 18, 2018.

14. **Adjournment**

The meeting was adjourned at 12:13 pm.

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FMPO & NAIPTA
Coordinated Public Transit – Human Services Transportation Plan



Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization
Coordinated Mobility Council

Friday, May 18th, 2018
10:00 AM
VERA Room/NAIPTA Offices
3773 North Kaspar Drive
Flagstaff, Arizona 86004

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 928-679-8900 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

Call to order

The meeting was called to order at 10:01 am

Welcome by Jamie Martinez, Chair

Chair Jamie Martinez welcomed all those in attendance in the room and on the phone.

Roll call and introductions

Attendees:

Jamie Martinez, DES, CMC Chair
Paul Ferry, ADL Solutions Contractor
Norma Gallegos, Interim Director Coconino County Community Services
Joe Goitia, NACoPTT Representative Youth Transition
Estella Hollander, NAIPTA
Barbara Thompson, NAIPTA

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Jennifer Meiser-Hayes, Veteran’s Administration
Martin Ince, Flagstaff Metropolitan Planning Organization
Jennifer Mikelson COF Housing Section
Melinda Tracey, Program Manager in Senior Services for Coconino County
Community Services
Randy Biles, NAIPTA,
Kate Morely, NAIPTA
Erika Mazza, NAIPTA
Shari Peralta
Howadette Violissi
Carol Mardries
Kelly Arnold, Quality Connections
Debra Kurkowski, Hope Lives
Tracy Sondergarrd

Call to the public

Ms. Violissi stated that 134 new homes constructed in Kachina Village

Jennifer from VA works with homeless mentioned the foodbank being moved and there is a need for a bus stop for VA homeless

Minutes from previous meeting

Chair Martinez made motion to approve the minutes from the February 16th with the correct from page 5 item 9 , from Ms. Sondergarrd. Ms. Hollander motioned to approve minutes and was seconded. Chair Martinez proposed a motion to approve the minutes with the correction as aforementioned and all voted so as the motion to approve was approved unanimously and motion carried.

Other grant opportunities

Ms. Hollander reviews different grant opportunities that she and Ms. Morley have been researching and the matrix that is utilized for applying for grants that are stainable over time:

- Ms. Hollander has the details on all grants

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Section 5310 grant

- Section 5310 applications are under review
 - Review process
 - Awards timeline
- FMPO Coordinated Plan update

Mr. Ince, of the MPO addressed the 5310 applications and FMPO region. and two different agencies applied for four different projects and NAIPTA submitted one for mobility management activities, one for ADA plus service, and third was the taxi program. Considerable number of the grants request were for vehicles and a lot of grants for operation expenses.

Committee has completed their portion of the process and it will go back to ADOT and they will convene and make the grant awards announcement sometime in June.

Flagstaff Youth and Accessible Transportation Presentation (10:30 am)

Presentation by Flagstaff Youth and Accessible Transportation was well received by members. Presented several questions regarding developing a survey to ask youths their transportation needs. Disability Awareness Commission will change their name to the Commission on Inclusion and Adapting Living.

Brainstorm Activity (11:00 am)

Brainstorming activity for first/ last mile(s) connections

Split the council into 5 groups, plus one group on the phone. Each group was given one or two gaps, which were brainstormed in a different CMC meeting last year. The gaps included information, temporal, spatial, infrastructure, human capital, and other gaps. Each group discussed solutions for 15 minutes. Each group presented their solutions in front of the group. These solutions will be discussed internally and will help update the Coordinated Transportation Plan to be carried out further.

Ride sharing (11:25 am)

Discussed opportunities for ridesharing platforms.

Ms. Hollander explained non-technology based ride mating such as bulletin boards at community centers. Then discussed technology based – apps (Next Door and Goby RIDE), and email list serve communication. Council thought Next

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Door could be a good idea since there is already neighborhoods that are using this website to communicate. NAIPTA will see if this website can be customizable to have a rideshare tab. Also discussed if Goby RIDE could do pilot projects for elderly and disabled. App based technology could still be a barrier for people without smart phones.

Upcoming trainings (11:35 am)

Information on scheduled upcoming trainings and discussion on need for other trainings.

Upcoming trainings include Valley Metro Travel Training, Train the Trainer Workshop – June 8th. Joe C. Montoya Senior Health and Activity Fair. May 29 and May 30th from 9am – 12pm.

News and updates from CMC members (11:40 am)

An opportunity to report on any projects or work that may be of interest to group.

No updates from the group

Future agenda items (11:50 am)

Presentation on Housing Bond, Presentation on Transportation Tax initiatives, Presentation on Disability Awareness Commission, Discuss coordination between Disability Awareness Commission and CMC .

Adjournment (12:00 pm)

Adjourned at 11:45 am

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at _____ on _____, at approximately _____ a.m./p.m. in accordance with the statement filed by the Clerk of the Board with NAIPTA.

Dated this _____ day of _____, 2017.

ATTEST:

Estella Hollander, Associate Transit Planner

May 18, 2018

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DRAFT MINUTES

Northern Arizona Intergovernmental Public Transportation Authority
Flagstaff Metropolitan Planning Organization

Coordinated Mobility Council

Friday, August 17, 2018

10:00 AM

Training Room/NAIPTA Offices

3773 North Kaspar Drive

Flagstaff, Arizona 86004

1. **Call to order**

Chair Martinez called the meeting to order at 10:07 am.

2. **Welcome by Jamie Martinez, Chair**

Chair Martinez welcomed all those in attendance in the room and on the phone.

3. **Roll call and introductions**

Attendees

Jamie Martinez, DES, chair
Doug Arnett, Quality Connections
Randy Biles, NAIPTA
Kent Ellsworth, Verde Valley Caregivers
Joe Goitia, DES
Estella Hollander, NAIPTA
Martin Ince, FMPO
Esther Kettle, Quality Connections
Erin Kruse, Civic Service Institute
Debra Kurkowski, Hope Lives

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Jennifer Meiser-Hayes, Veterans Affairs
Jennifer Mikelson, City of Flagstaff Housing Section
Kate Morley, NAIPTA Esther
Tod Morris, NACOG
Judith Niehues West
Darlene Phillips
Karen Rosner
Tracy Sondergaard
Barbara Thompson
Melinda Tracey, Coconino County

4. Call to the public

Mr. Goitia reported that they are planning to conduct a survey this fall regarding student transportation.

Ms. Rosner is a resident of the Sandstone Highlands senior community on High Country Trail. She said the closest bus stop is a half-mile away, and is difficult to get to. Many of the residents there are low-income.

Ms. Sondergaard said she has been advocating for locating a bus stop at Sandstone for 10 years. Mr. Arnett asked if there is a formal process to move forward a request like this for a bus stop. Ms. Hollander said she will forward the comments to NAIPTA's planners.

5. Minutes from previous meeting

Ms. Hollander made, and Ms. Mikelson seconded, a motion to approve the quarterly CMC meeting minutes of May 15, 2018, with corrections. The motion was approved unanimously.

6. Section 5310 grant

Mr. Ince reviewed Section 5310 grant awards from the FMPO region from the last cycle, and provided a brief history of grant awards from previous years.

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Ms. Hollander reported that ADOT will be moving to a 2-year cycle with the next grant cycle, and that the application and review process will be streamlined.

Ms. Meiser-Hayes said that Disabled American Veterans (DAV) may request a van in the next cycle.

7. Disability Awareness Commission Update

Chair Martinez provided an update from the City’s Disability Awareness Commission (DAC). He invited all to attend the monthly meetings, which are held on the fourth Tuesday of every month, from 12 noon to 1 pm, in the Council Chambers at Flagstaff City Hall. He said the Commission advocates on behalf of people with disabilities.

He reported on several items from recent DAC meetings:

- The DAC held an awards recognition ceremony in the City Hall lobby prior to a Council meeting. The ceremony was very successful, and they would like to make it an annual event.
- The Commission is planning to have a social media presence on Facebook, Twitter, and Instagram.
- On July 4, the Downtown Mile event included a wheelchair category.
- DAC has appointed several liaisons from outside groups, including Mr. Goitia and Kelly Arnold.
- DAC members have completed an accessibility audit of the City’s FUTS trail system, and is considering a grant to make the trails and exercise equipment in Buffalo Park more accessible.

8. Age Friendly Arizona, transportation grant

Mr. Ellsworth gave a short presentation on the Age Friendly program, which consists of a group of 80 or so foundations that are interested in exploring the use of technology to promote options and solutions for rural transportation for the elderly. He said an Age Friendly – Arizona group has

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just begun to meet, and are working to find funding for a local group that is interested in starting a pilot program. One of the goals of the program is to link rural areas to urban services. Two different models are under consideration, the Verde Valley Caregivers and Freedom Express in Wickenburg.

There is a trend in healthcare towards consolidation and centralization of services, which means the people in rural areas must travel much longer distances to access healthcare.

The program is also working to have more health services available via primary care givers, to reduce reliance on hospitals.

9. **Coordinated Public Transit Human Services Transportation Plan discussion**

Ms. Hollander led a discussion to help update the FMPO Coordination Plan. She recapped discussion from the last meeting, which focused on reviewing gaps in service. This meeting will focus on potential strategies to close them.

Information gaps

- Lack of knowledge of transportation resources
- Lack of a central clearinghouse for information

Strategies

- 1 Health partners database. The database is a recommendation of the County's health plan. The database is now available to agencies, but not yet open to the public.
- 2 Support dissemination of transportation information and outreach to agencies.
- 3 Share training opportunities.
- 4 Promote and expand the MoveMeFLG website as a resource.

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Temporal gaps

- Service needed outside of normal operating hours
- Human service agency trips are limited after hours and weekends

Strategies

- 1 Increase funding for services and build partnerships with 5310 recipients. Infrastructure may not be in place yet to provide additional trips. Arizona Shuttle may have an accessible van. An inventory of accessible options among private providers is needed. It may be possible to use 5310 funds to purchase an accessible vehicle.
- 2 Promote City and County taxi voucher program.

Spatial gaps

- No transit service to outlying communities
- Few transportation options outside of the FMPO
- Issues with aging in place for those living in rural areas

Strategies

- 1 County transportation tax to support rural transportation. Political will is a question. May be some options in grass roots efforts. Information from the County needs assessment and NACOG passenger study should be made available.
- 2 Autonomous buses.
- 3 Volunteer driver program. A program is needed in Flagstaff. Is there an overall volunteer agency for Flagstaff. There should be a community recruitment effort to create a pool of shared driver resources. Volunteer centers used to be more common in communities; the closest we have is the United Way Network.
- 4 Medical services. Closer collaboration is needed with the CHIP and access-to-care group. Working to change healthcare practices may be beyond the scope of this plan. Northern Arizona Healthcare is a potential

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partner that could potentially fund operations. Connecting rides with those who need them is a technology-related dispatch problem.

- 5 Accessible taxis. NAIPTA has a discount available for vehicles through CTAA. May be possible to reuse retired NAIPTA vans.
- 6 Funding for seats on AZ Shuttle to Phoenix. Could be considered for taxi voucher clients. They will need to get “visitor status” through Valley Metro to connect once in the Phoenix area.

Infrastructure gaps

- Missing pedestrian and bicycle infrastructure

Strategies

- 1 Partner with neighborhoods and businesses to provide benches and shelters, for example the pink stop at the Museum of Northern Arizona. A process needs to be developed.
- 2 Reconstruct accessible sidewalks and curb ramps. They are often too steep for people who use wheelchairs.
- 3 Review snow plowing methods to limit snow plowed onto sidewalks and curb ramps.
- 4 Provide training regarding mobility considerations in pedestrian and bicycle infrastructure.
- 5 Work with the City’s code compliance office on sidewalk issues. Provide a phone number to call to report issues.
- 6 Provide education and training for businesses regarding mobility issues and snow clearing.

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Human capital gaps

Strategies

- 1 Promote volunteer driving among County employees. The County allows time off for volunteer activities.
- 2 Replicate the County volunteer program at other agencies.
- 3 Coordinate and align policies to share rides between ADOT and AHCCS.

Ms. Hollander said next meeting will focus on prioritization methodologies.

10. **Upcoming trainings**

Ms. Hollander announced upcoming workshops for grant writing, financial planning in transportation, and performance-based planning and programming.

She also provided the open house schedule for the transportation tax and housing ballot measures. There will be a total of five open houses in September and October.

11. **News and updates from CMC members**

Ms. Hollander will share with the group the link to the MoveMeFLG website.

12. **Future agenda items**

The next meeting is scheduled for November 16. Potential agenda items include:

- Report on the NACOG passenger study
- Transition Team/DAC youth transportation survey
- Prioritization methodologies for strategies in the Coordination Plan

13. **Adjournment**

The meeting was adjourned at 11:54 am

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Appendix 6 | Community partners and stakeholders

Education

- FUSD
- NAU
- CCC
- Charter schools
- Private schools

Veteran’s organizations

- American Legion
- Veterans of Foreign Wars
- Disabled American Veterans
- Department of Veterans Affairs

Churches and faith-based organizations

Workforce development offices

- Arizona Department of Economic Security

Shelters and transitional living

- Flagstaff Shelter Services
- Sunshine Rescue Mission
- Hope Cottage
- Sharon Manor
- Inn Transitions
- Catholic Charities
- Salvation Army
- St. Mary’s Food Bank Alliance
- Northern Arizona Food Bank
- Flagstaff Family Food Center

Transportation providers

Assisted living centers and nursing homes

- The Peaks Assisted Living Facility
- Emeritus
- Haven Health

Hospitals and clinics

- Flagstaff Medical Center
- North Country HealthCare
- Southwest Behavioral Health Services
- The Guidance Center
- Native Americans for Community Action

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- Coconino County Health Services District

Human service organizations

- Abrio Family Services
- Tunland Corporation
- Hozhoni Foundation
- Quality Connections
- Lou Corporation

Appendix 7 | Federal initiatives and legislation

2003 GAO report

A June 2003 report from the Government Accountability Office, entitled “Transportation Disadvantaged Populations: Some Coordination Efforts Among Programs Providing Transportation Services, but Obstacles Persist,” identified 62 federal programs that provide funding for transportation services for transportation-disadvantaged populations, and found significant variation in the extent to which the programs coordinated their efforts.

Coordinating Council on Access and Mobility

In response, President Bush signed an Executive Order on February 24, 2004, “to enhance access to transportation to improve mobility, employment opportunities, and access to community services for persons who are transportation-disadvantaged.” The Executive Order also established the Interagency Transportation Coordinating Council on Access and Mobility (CCAM) to:

- Promote interagency cooperation and the establishment of appropriate mechanisms to minimize duplication and overlap of Federal programs and services so that transportation-disadvantaged persons have access to more transportation services,
- Facilitate access to the most appropriate, cost-effective transportation services within existing resources,
- Encourage enhanced customer access to a variety of transportation and resources available,
- Formulate and implement administrative, policy, and procedural mechanisms that enhance transportation services at all levels, and
- Develop and implement a method for monitoring progress on achieving the goals of the Order.

United We Ride

The CCAM developed United We Ride, a federal interagency initiative aimed at improving the availability, quality, and efficient delivery of transportation services for older adults, people with disabilities, and individuals with lower incomes, by advancing the following goals:

- Simplify customer access to transportation,
- Reduce duplication of transportation services,

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- Streamline federal rules and regulations that may impede the coordinated delivery of services,
- Improve the efficiency of services using existing resources.

SAFETEA-LU Surface Transportation Act

United We Ride’s mission was strengthened through the federal surface transportation legislation known as SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users), which was passed in 2005. This legislation includes a requirement that programs funded under Section 5310 (Elderly Individuals and Individuals with Disabilities), Section 5316 (Job Access and Reverse Commute), and Section 5317 (New Freedom) be derived from locally developed, coordinated human services transportation plans.

MAP-21 and FAST Surface Transportation Acts

Moving Ahead for Progress in the 21st Century, or MAP-21, which was signed into law in July of 2012, is the federal surface transportation legislation that superseded SAFETEA-LU. Sections 5316 and 5317 were repealed under MAP-21. Activities eligible under 5316 have been moved to the Urbanized Area Formula program (Section 5307) or the Rural Area Formula program (Section 5311), and activities funded by Section 5317 have been folded into Section 5310.

ADOT Coordinated mobility program and other funding sources

The FAST Act

The FAST Act (Fixing America’s Surface Transportation), which became law on December 4, 2015, replaces MAP-21 and generally extends the Section 5310 program. FAST Act secures long-term funding for transportation projects and included new grants to support coordinated mobility.

Section 5310 Grants

One tool to enhance coordination is the Federal Transit Administration’s Section 5310 program which is intended to enhance mobility for elderly individuals and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. The Act maintains the requirement that all funded projects are “included in” and “derived from” a coordinated human services transportation plan. Eligible projects include mobility management activities, purchase of capital equipment such as vehicles, equipment, and dispatch software, and operating expenses.

In Arizona, the Section 5310 grant program is managed by the Arizona Department of Transportation (ADOT). All MPO’s and COG’s in Arizona must have a Coordination Plan in place in order to be eligible for funding through the Section 5310 program. Each year the

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FMPO solicits application from local eligible entities for these programs. All entities that apply must be included in this plan, and must participate in the region’s quarterly coordination meetings.

A summary of applications submitted for these grant programs in the FMPO region for 2018 is included in the Appendixes.

Public Private Partnerships

Public Private Partnerships are an emerging trend for funding transportation projects. Health Care Reform has created financial incentives for insurance companies and for-profit medical providers to fund transportation for customers. This new requirement can be leveraged to support strategies in this plan to the benefit of all.

Other Funding Sources

- Mobility services have been funded through a variety of other federal, state, and private grants including but not limited to:
- Veteran’s Association
- Federal Highway Administration (FHWA)
- Congestion Mitigation Air Quality (CMAQ)
- Centers for Disease Control (CDC)
- Department of Energy (DOE)
- Department of Health and Human Services (HHS)
- State Grants (misc.)
- AARP

Appendix 8 | Framework of Coordinated Mobility

Northern Arizona Mobility and Coordination Mountain Mobility Business Plan 2015-2019

NAIPTA is emerging as the lead agency in implementing the Coordination Plan, and prepared the Business Plan to guide implementation strategies listed in the Coordination Plan. In particular, the Business Plan develops scenarios based on the possibility to create a mobility and coordination center at NAIPTA.

As part of preparation of the Business Plan, NAIPTA’s consultant has updated information on regional transportation providers and human service agencies, conducted stakeholder interviews and surveys, held public workshops, validated previously identified gaps in transportation service, and updated goals, objectives, and strategies to address those gaps.

Stakeholder workshops for the Business Plan were held on March 6, 2013 and August 20, 2013.

ADOT/CTAA Institute for Transportation Coordination

In November of 2011, a team from the Flagstaff region, consisting of representatives of the FMPO, NAIPTA, and FUSD, participated in a three-day training and planning forum. The team learned about coordination models, explored successful local coordination practices, discussed effective community outreach and partnership-building strategies, and increased their knowledge about technical tools and other operational issues. By the close of the workshop, the Flagstaff team had developed an action plan to implement a variety of coordination strategies, which is attached as an appendix to this document.

Easter Seals Transit Institute

In July of 2009, NAIPTA staff and member of the Committee on Accessible Transportation were awarded a grant from Easter Seals to travel to Washington DC for assistance in creating an accessible transportation plan. Goals, objectives, and other key elements in the resulting plan have been carried forward in subsequent planning documents.

CCAM ***Committee on Accessible Transportation***

This group meets quarterly to facilitate ongoing coordination with human service agencies and to identify and address transit issues related to aging or special-needs individuals. The committee is comprised of members of local community service agencies, transportation providers, and transportation riders with disabilities.

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Local coordination workshops, meetings, and planning

In 2007, ADOT hired a consultant team to develop initial coordinated plans for the rural COGs and small MPOs, with facilitation from the local region.

NACOG and the FMPO conducted regional transportation coordination plan meetings for stakeholders on December 8, 2006 and February 27, 2007, in conjunction with preparation of the first coordinated plan. The FMPO also hosted a coordination plan meeting for just the FMPO region on January 19, 2007. At these workshops, participants were asked to summarize existing transportation services and existing coordination efforts, identify unmet needs (service gaps), and explore further coordination options. The consulting team presented information on coordination options; new federal programs and changes to existing federal programs; and strategies for involving others and developing additional coordination projects. Discussion and comments from these workshops became the basis for the original coordination plan.

Beginning in 2008, the FMPO was responsible for preparing annual updates to the plan. As part of the annual update process, the FMPO typically does the following:

- Survey forms and a call for applications are sent out (via email and regular mail) to about 100 eligible applicants in the FMPO region, including private non-profits, governmental agencies, and other entities that provide transportation services for low-income, disabled, and elderly populations.
- Information about the plan and the grant programs are posted on the FMPO website.
- NACOG and the FMPO host a grant workshop and coordination meeting.

FMPO Funding Sources & Eligible Uses Matrix

Prepared May 18, 2017

Annual Funding									
Eligible Uses									
Source	Program	Abbreviation	Amount	Staff	Overhead	Planning / Data	Construction	Match	Non-eligible Activity
Federal Highway Administration	Metropolitan Planning	PL	\$110,000	★	★	★			
FHWA-ADOT	State Planning & Research	SPR	\$125,000	★	★	★			
FHWA	Surface Transportation	STBG	\$463,000	★	★	★	★		
Federal Transit Administration	Metropolitan & Statewide Planning	5305	\$36,000	★	★	★			
Local	General Funds	Local	\$27,500	★	★	★	★	★	★
In-State Competitive Grants									
Eligible Uses									
Source	Program	Abbreviation	Range Amount	Staff	Overhead	Planning	Construction	Match	Non-eligible Activity
FHWA	Highway Safety Improvement	HSIP	\$5,000,000				★		
FHWA	Transportation Alternative Program	TAP	\$1,000,000				★		
FTA-ADOT	Metropolitan & Statewide Planning	5305	\$300,000			★			
National Competitive Grants									
Eligible Uses									
Source	Program	Abbreviation	Range Amount	Staff	Overhead	Planning	Construction	Match	Non-eligible Activity
USDOT	Transportation Investments Generating Economic Recovery	TIGER	\$5,000,000-\$200,000,000				★		
FHWA	Fostering Advancements in Shipping & Transportation for the Long-term Achievement of National Efficiencies	FASTLANE	\$5,000,000 - \$100,000,000			★	★		
FHWA	Federal Lands Access Program	FLAP	\$250,000 - \$30,000,000			★	★		
FHWA	Advanced Transportation and Congestion Management Technologies Deployment		\$60,000,000 nationwide			★	★		
FHWA	Railway Highway Crossings Program						★		



FMPO STRATEGIC WORK PLAN

January 2019

(All items to be completed by December 31, 2019)

FMPO Mission Statement: Leverage cooperation to maximize financial and political resources for a premier transportation system.

FMPO Vision Statement: To create the finest transportation system in the country.

Guiding Principles

1. FMPO is focused:
 - a. Adopts clearly delineated objectives
 - b. Provides ambitious and credible solutions
 - c. Strategically plans for political and financial realities and possibilities
2. FMPO leads regional partners:
 - a. Provides targeted, effective and prolific communication to “speak with one voice”
 - b. Advocates for implementation, coordination and commitment
 - c. Provides collaborative leadership among and through its partners
 - d. Accountable for leveraging plans that lead to successful construction and services
3. FMPO leverages resources:
 - a. Strategically leverages project champions and other plans
 - b. Writes and secures competitive grants
4. FMPO plans for resiliency:
 - a. Invests time and resources to expand mode choice
5. FMPO is fair and equally representative
6. FMPO builds trust and credibility
 - a. Exhibits integrity in its work products
 - b. Exercises openness and transparency
 - c. Delivers on its promises

FMPO Measurable Objectives

1. Move the FMPO towards becoming more independent by...
 - a. Modifying the governing documents to grant the FMPO Executive Board greater authority to govern itself.
 - b. Amend and restate the governing Intergovernmental agreement.
 - c. Determine how the FMPO can best secure needed administrative and financial services.
 - d. Adopt financial, personnel and procurement policies for the FMPO.
2. Strengthen FMPO Board Leadership by...
 - a. Consider inviting NAU President’s office to serve on the FMPO Executive Board.
 - b. Evaluate and revise as needed FMPO governing documents to establish Executive Board’s authority for adopting policies related to personnel and financial decisions.
 - c. Developing a routine process for equipping the Board with the financial information they need.

3. Strengthen FMPO Staff by...
 - a. Identify leadership and staff training opportunities
4. Identify top 3 capital projects by...
 - a. Getting Board adoption
 - b. Creating clear messaging and talking points
 - c. Creating collateral material for all members
5. Create and deliver a communication plan by...
 - a. Rebranding the FMPO to reflect transportation planning and programming.
 - b. Defining standards for written and oral presentations.
 - c. Documenting roles and responsibilities for staff, TAC and Board members
 - d. Clarifying triggers and expectations for when communication will be provided.
 - e. Having communication plan adopted by Board.
6. Create a plan to fund top projects by...
 - a. Researching available funding sources and classifying those sources as high, medium and low confidence.
 - b. Adopting a 20 year fiscally constrained regional transportation plan, i.e. high confidence, capital plan.
 - c. Adopting a 5 to 10 year “aspirational” capital plan that identifies more ambitious projects and strategies for securing competitive funding.
7. Document for Board understanding FMPO role for regulatory and technical compliance
 - a. Translating RTP key concepts into understandable terms that clearly defines funding needs and project impacts.
 - b. Reinforce and build momentum for RTP key concepts by concisely updating the Board monthly and member agency governing bodies at least semi-annually.