



FLAGSTAFF METROPOLITAN  
PLANNING ORGANIZATION  
CITY OF FLAGSTAFF ♦ COCONINO COUNTY ♦ ARIZONA DOT  
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**

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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**

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 11<sup>th</sup> 10 to Noon
- ADOT Board Dinner April 11<sup>th</sup> and Meeting April 12<sup>th</sup> 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.

***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 7<sup>th</sup> day of March 2019.

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Sunshine Coffman, FMPO Admin Specialist