



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

MINUTES 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 ([departed at 1127](#))
- Matt Ryan, Coconino County Board of Supervisors
- Jim McCarthy, Flagstaff City Council
- Charlie Odegaard, Flagstaff City Council ([joined at 1003](#))
- 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

Chairperson Art Babbott called the meeting to order at 1001.

B. ROLL CALL

(See above, page 1)

C. PUBLIC COMMENT None

(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 None (A suggestion was made to move this section to the end of agenda for next month.)

(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

MOTION: Board member Coral Evans moved to approve both the regular and executive session minutes without edits. Board Member Matt Ryan seconded. The motion was passed unanimously.

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.

There was a slight preference for new logo with icons of bike, car, pedestrian and bus. The Board would like the Words "Greater Flagstaff Transportation" as part of the logo and name. The drafts will be shared with people who are not in transportation or government for feedback.

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.

Executive Director Jeff Meilbeck will update PowerPoint to be clear on "thanks" and "asks," specifically, Black Canyon I-17 reversible lane will be added as a "thanks" and Fourth Street will be the main "ask."

Executive Director Jeff Meilbeck will provide single page talking points to FMPO Board before April 10th. Talking points will be used as a reference for the April 10th meeting with Director Halikowski, the April 11th ADOT Board dinner, and the 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.

A letter will be drafted from the Board Chair to the NAU President's office and NAIPTA Chair. The letter will invite NAIPTA and NAU to serve on the FMPO Executive Board with \$5,000 membership dues. Letter will also provide options to serve on Management Committee and TAC. Letter will ask NAU and NAIPTA how they want to participate. The Org chart needs to include the parent agencies (City, County, State, NAIPTA, NAU). Staff were directed to update the Org Chart to include the Executive Director and staff on the chart.

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.

[Fourth Street and Lone Tree are the priorities. The Board will consider adding West Route 66 as a priority when they are provided more information.](#)

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.

[MOTION: Board Member Jim McCarthy moved to adopt Resolution 2019-01 supporting state legislative action to increase transportation funding. Board Member Charlie Odegaard moved to approve. Motion passed unanimously.](#)

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.

[MOTION: Board Member Charlie Odegaard moved to approve the adoption of the 2019 FMPO Coordinated Public Transit – Human Services Transportation Plan. Board Member Matt Ryan seconded the motion. Motion passed unanimously.](#)

IV. RECESS INTO EXECUTIVE SESSION – FMPO Executive Director Contract [return 1204](#)

(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: Board Member Jim McCarthy moved to recess into Executive Session. Board Member Charlie Odegaard seconded. Motion passed unanimously. Board recessed into Executive Session at 1147 and returned to Regular Session at 1204.](#)

V. CLOSING BUSINESS

A. ADJOURN

The meeting adjourned at 1216.

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 April 1, 2019 at 1:00 pm in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 1st Day of April 2019.

Sunshine Coffman, Administrative Specialist