



Teams Virtual Meeting

Join on your computer, mobile app or room device.

[Join the meeting now](#)

Meeting ID: 265 860 975 242

Passcode: sNuaGv

In-Person Location

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

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

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

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

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

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

EXECUTIVE BOARD MEMBERS

- Jeronimo Vasquez, Coconino County Board of Supervisors, Chair – **Excused**
- Miranda Sweet, Flagstaff City Council, Vice-Chair
- Judy Begay, Coconino County Board of Supervisors
- Austin Aslan, Vice Mayor of Flagstaff
- Tony Williams, Mountain Line Board of Directors
- Jim McCarthy, Flagstaff City Council
- Jamescita Peshlakaj, Arizona State Transportation Board Member
- Patrice Horstman, Coconino County Board of Supervisors (*alternate*)
- Becky Dagget, Mayor of Flagstaff (*alternate*)

METROPLAN STAFF

- Kate Morley, Executive Director
- David Wessel, Planning Manager
- Mandia Gonzales, Transportation Planner
- Sandra Tavel, Transportation Planner – **Excused**
- Kim Austin, Transportation Demand Manager
- Corey Cooper, Safe Routes to School Coordinator
- Ty Holliday, Montoya Fellow – **Excused**
- Aubree Flores, AmeriCorp Fellow

A. PRELIMINARY GENERAL BUSINESS

1. CALL TO ORDER

Vice-Chair Sweet called the meeting to order at 1:00 pm

2. ROLL CALL

See above

3. PUBLIC COMMENT

At this time, any member of the public may address the Board on any subject within their jurisdiction that is not scheduled before the Board on that day. Due to Open Meeting Laws, the Board cannot discuss or act on items presented during this portion of the agenda. To address the Board on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

None provided.

4. APPROVAL OF MINUTES

Executive Board Regular Meeting Minutes of October 2024.

Paragraph	Current	Recommended Changes
6	Member McCarthy recommended that experiences from other areas <u>much</u> be incorporated.	Member McCarthy recommended that experiences from other areas <u>should</u> be incorporated.
7	Member Peshlakai stated there is an increase in the elderly population and micromobility devices are not safe for that population. She asked that be investigated in the study.	Member Peshlakai stated <u>that</u> there is an increase in the elderly population and micromobility devices are not safe for that population. She asked that <u>this issue</u> be investigated in the study.
8	Member Begay said that the research should include site visits for areas where such devices are in use and share safety concerns	Member Begay said that the research should include site visits for areas where such devices are in use and the research should share safety concerns.
10	Executive Director Morley explained that NAU recognizes these devices will be on campus as well as ADOT realizing that these devices will also be on ADOT roads, and the interagency impacts is one of the reasons MetroPlan is looking at this.	Executive Director Morley explained that NAU recognizes these devices will be on campus and she noted that ADOT realizes that these devices will also be on ADOT roads. She noted that the interagency impacts are one of the reasons that MetroPlan is looking at this.

Motion: Board member McCarthy made a motion to approve minutes with the recommended changes. Board member Williams sectioned the motion. None opposed. Motion passed.

5. CONSENT AGENDA

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

There were no items on the consent agenda.

B. GENERAL BUSINESS

1. RECOGNITION OF DEPARTURES

Kate Morley provided recognition for Member McCarthy service on the MetroPlan Executive Board. MetroPlan wishes Member McCarthy well.

Recognition of former MetroPlan staff member Karen Moeller for her 43 years of community service to the Flagstaff Region. MetroPlan wishes her a wonderful retirement.

2. CONSIDER ELECTION OF A CHAIR AND A VICE-CHAIR FOR METROPLAN EXECUTIVE BOARD

MetroPlan Staff: Kate Morley

Recommendation: Staff recommends the Executive Board elect a new Chair and Vice-Chair for the term January 1, 2025, to December 31, 2025.

Executive Director Moley stated that Chair Vasquez would like to nominate Member Sweet as Executive Board Chair for 2025.

Motion: Board member McCarthy made a motion to approve member Sweet as the 2025 Executive Board Chair. Board member Williams seconded the motion. None opposed. Motion passed.

Executive Director Moley stated that Chair Vasquez would like to nominate Member Begay to Vice-Chair of the Executive Board.

Motion: Board member Williams made a motion to approve Member Begay to Vice-Chair of the Executive Board. Board Member McCarthy second the motion. None opposed. Motion passed.

3. CONSIDER RESTATED METROPLAN MOUNTAIN LINE INTERGOVERNMENTAL AGREEMENT

MetroPlan Staff: Kate Morley

Recommendation: Staff recommend that the Board delegate authority to finalize and approve the Restated MetroPlan Mountain Line Intergovernmental Agreement to the Executive Director.

Motion: Board Member McCarthy approved the Restated MetroPlan Mountain Line Intergovernmental Agreement to be signed by the Executive Board Chair. Board

Member Williams seconded the motion. None opposed. Motion passed.

4. CONSIDER SOCIAL MEDIA POLICY

MetroPlan Staff:

Recommendation: Consider Adoption of Social Media Policy

Aubree Flores provided a presentation on the needs of MetroPlan social media policy.

Motion: Board Member Williams approved adopting the new MetroPlan Social Media Policy. Board member McCarthy seconded the motion. None opposed. Motion passed.

5. SAFE STREETS MASTER PLAN (SSMP) UPDATE

Recommendation: None. For information and discussion only.

David Wessel presented an update on the partnership with regional partners and the scoping of the Safe Streets Master Plan (SSMP). The intent is for the scope to be finalized and approved in January 2025. Procurement is estimated in the spring of 2025. Kick-off of project estimated in May 2025.

6. WEST ROUTE 66 OPERATIONAL ASSESSMENT UPDATE

Recommendation: None. For information and discussion only.

Mandia Gonzales provided an update on the West Route 66 Operational Assessment. This update provided an overview of the tasks in progress by the Project Advisory Group (PAG).

Member McCarthy stated the need to be sensitive to neighborhood concerns when looking at connectivity.

Member Aslan submitted questions regarding the addition of bicycle and pedestrians' facilities as part of the assessment. Staff informed member Aslan that the solutions under review all include these facilities.

Member Aslan submitted a question regarding the Woody Mountain overpass and potential improvements under Prop 419. Staff will direct the question to city staff for follow-up after the meeting.

Member Aslan suggested any opportunities to defer widening be considered.

7. FY2025 QUARTER 1 FINANCIAL REPORT

Recommendation: None. For information and discussion only.

MetroPlan Staff: Kate Morley provided a presentation on the financial report for FY2025 Q1. This item was provided previously to the Executive Board in the form of a report.

8. UPDATE ON KEY PERFORMANCE INDICATORS

Recommendation: None. For information and discussion only.

Kate Morley provided a KPI update on Goal 1:

- 11 grants have been pursued; however, several are still pending award.
- The legislative agenda encourages ADOT to maintain ADOT's AZ Smart program, RTAC projects, and reauthorization of BIL/IIJA federal funding.

David Wessel provided a KPI update on Goal 2:

- Working to meet partners' needs at the SSMP meetings to inform future project scoping.
- New data sets related to Vulnerable Road Users will be provided in FY25 Q2.

Mandia Gonzales provided KPI updates on Goal 3:

- 3 community events attended in Q1 reaching over a hundred community members
- Social media followers continue to rise for each quarter. Growth is slow this quarter but is expected to rise as new project information and participation will be implemented in Q2.

Kim Austin provided an update on KPI Goal 4:

- TDM education activities have continued to grow.
- Mode shift information will be updated in January when 2023 census data is available, along with the results of the recently completed Trip Diary.

9. METROPLAN HAPPENINGS

MetroPlan Staff: Kate Morley

Recommendation: None. For information and discussion only.

Kate Morley provided a presentation on MetroPlan Happenings

C. CLOSING BUSINESS

1. ITEMS FROM THE BOARD

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

Board Member Sweet provided an update that City Council members will review and pick board/ committee assignments on January 7, 2025.

Kate Morley provided an update on meeting invites. Member Aslan requested his calendar invites be directed to Shawn Johnson, City of Flagstaff Chief of Staff.

2. NEXT SCHEDULED EXECUTIVE BOARD MEETING

January 9, 2025

3. ADJOURN

Member Sweet adjourned the meeting at 2:32 pm