

AGENDA

City of Flagstaff

PEDESTRIAN ADVISORY COMMITTEE

Thursday, January 8, 2015 | 4:30 pm



City Hall, Council Conference Room
211 West Aspen Avenue, Flagstaff, Arizona

Members of the public are always welcome to attend and encouraged to participate in Pedestrian Advisory Committee meetings. In the interest of conducting an efficient and orderly meeting, and to be fair and respectful to all of its guests, the Pedestrian Advisory Committee asks the public to observe the following rules:

- Committee members and staff are seated at the main table; members of the public sit in the audience.
- The public may comment on subjects not on the current agenda during Public Comment (Item I.2. below). Comments are limited to three minutes per person.
- To address the Committee regarding items on the formal agenda, members of the public should wait for the Chair to call for public comments when the item is heard.
- At all times, members of the public should wait to be recognized by the Chair before addressing the Committee.



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Martin Ince at 928-213-2685 (774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

COMMITTEE MEMBERS:

Kim Austin, Co-Chair
Heather Taylor, Co-Chair
Georgia Duncan, Vice-Chair
Joyce Browning
Adam Langford
Cecile LeBlanc
Jim Tuck

CITY STAFF:

Martin Ince, Multi-Modal Planner
Jeffrey Bauman, Traffic Eng Manager
Stephanie Stearns, Montoya Fellow

I. PRELIMINARY GENERAL BUSINESS

1. Announcements

Members of the PAC and staff will be allowed three minutes to make announcements, suggest future agenda items, or comment on items not on the agenda. The Arizona Open Meeting Law prohibits the Committee from discussing or taking action on an item that is not listed on the prepared agenda. PAC members may, however, respond to criticism made by those addressing the Committee, ask staff to review a matter, or ask that a matter be placed on a future agenda.

2. Public comment

At this time, any member of the public is allowed three minutes to address the PAC on any subject that is not scheduled before the Committee on that day. The Arizona Open Meeting Law prohibits the Committee from discussing or taking action on an item that is not listed on the prepared agenda. PAC members may, however, respond to criticism made by those addressing the Committee, ask staff to review a matter, or ask that a matter be placed on a future agenda. To address the Committee 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.

3. Approval of minutes

Regular meeting of October 9, 2014
Regular meeting of December 3, 2014

II. OLD BUSINESS

1. Pedestrian master planning process

Continued discussion of the pedestrian master planning process

Requested action: Information and discussion

III. NEW BUSINESS

1. Update on City's Safe Sidewalks program

Information about the City's Safe Sidewalks program from Tom Boughner and the Community Code Compliance staff

Requested action: Information and discussion

IV. CONCLUDING GENERAL BUSINESS

1. Reports

- A. Downtown walking map
- B. Pedestrian and bicycle crash data
- C. Designated school drop-off locations
- D. Transverse pavement markings upgrade project
- E. Pedestrian countdown signal installation project
- F. Electric bicycles

2. Announcements

- A. Agenda items for next meeting: February 12, 2015

V. ADJOURNMENT

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall in accordance with the statement filed by the Recording Secretary with the City Clerk.

Posted at _____ on the _____ day of _____, 2015.

Martin Ince, Multi-Modal Planner



DRAFT MINUTES

City of Flagstaff PEDESTRIAN ADVISORY COMMITTEE

Thursday, October 9, 2014
4:30 pm

City Hall, Council Conference Room
211 West Aspen Avenue, Flagstaff, Arizona

CALL TO ORDER

The meeting was called to order at 4:35 pm. On roll call, the following Committee members were present:

Kim Austin, co-chair
Heather Taylor, co-chair
Joyce Browning
Georgia Duncan
Adam Langford
Cecile LeBlanc
Jim Tuck

Members absent:

None

The following City staff was present:

Kevin Burke, city manager
Martin Ince, multimodal planner
Stephanie Smith, assistant to the city manager
Stephanie Stearns, Montoya Fellowship intern

Others present:

Jack Welch
Dustin Woodman, Coconino County Public Works
Susan Zucker

I. PRELIMINARY GENERAL BUSINESS

1. Announcements

Ms. Austin relayed concerns she has heard about the crosswalk on Cedar Avenue in front of MEMS, that kids are not pushing the button to activate the light. She said she thought it would be a good project for kids for the spring.

Mr. Tuck said that the candlesticks are obscuring pedestrians at the two new crossings on Fourth Street.

Ms. Taylor reported that Ms. Austin's Safe Routes to School position would be funded through 2015.

2. Public Comment

Mr. Welch said that the walking group at the Adult Center recognized the crossing guards at Marshall School this month during Flagstaff Walks!.

3. Approval of Minutes

Ms. Austin made, and Ms. Taylor seconded, a motion to approve the minutes of September 11, 2014. The motion was approved unanimously (7-0).

II. OLD BUSINESS

1. Pedestrian master planning process

Ms. Stearns reported that the survey has been closed, and the results were being compiled. A total of 458 responses were received. She presented some preliminary results.

The Committee considered that the responses to the question, "what could be done to improve walking in Flagstaff" will include a lot of valuable information. The Committee asked if they could see the raw responses to this question.

2. Flagstaff Walks!

The Committee discussed events from the recently-concluded Flagstaff Walks!:

Festival of Science

- Did not have a good location for the booth; too far away from the middle
- Can ask for a better location at next year's sign-up
- The activity worked well

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Community Market

- Works well, should be repeated
- FUTS map/plan should be included

Jacks Walks

- Were all very successful
- Participation was 8 for the PAWS walk, 26 for the mural walk, and 17 for the peace walk

Breakfast Walk

- Well attended and starting to be a nice tradition
- Need to plan the route in advance, and include a short educational component

Geocaching

- Mr. Tuck said it may be growing and would like to do it again

Accessibility Audit

- Mr. Tuck is inclined not to repeat this event
- Lot of good information, but does not seem to be an effective way to get it out
- Future education could focus on how to report problems

International Walk to School Day

- Results have not been compiled
- Karin Eberhard will send out photos of the event
- All FUSD schools were included
- Anecdotally, it seemed that more parents were involved

Crossing Guard Appreciation

- Gifts were presented to most guards
- Need to prepare resolution in advance for next year

Cityscape

- Schedule needs to be set in advance to meet printing deadlines

Try Transit

- NAIPTA should be involved earlier in the planning process
- May be other options, like free day vouchers

III. NEW BUSINESS

1. Proposition 406

Mr. Burke from the City of Flagstaff made an informational presentation on Proposition 406, which will create a sales tax to fund street repair. He said that the tax would raise about \$100 million over 20 years. Streets are a core City function and essential to the economy. Unfortunately the financing system is broken, and as a result, budget available to keep streets in good repair has been reduced. The longer we wait to fix the problem, the more costly it will be.

He reported that about 15 percent of street repair funding goes to fixing adjacent sidewalks, curb ramps, and curb and gutter. Adjacent sidewalks would be fixed as part of this bond, and some money would be used to close the funding gap for the Florence-Walnut underpass.

The Committee asked what projects are included in the bike/ped safety portion of the proposed bond. Mr. Burke answered that the bond money would be used to repair existing sidewalks, but not add new sidewalks. He said that installing some missing sidewalks was recommended by the Citizen's Committee, but the Council was concerned that the total cost and the tax were getting too large.

Mr. Woodman of Coconino County's Public Works Department gave a corresponding presentation on the County's Proposition 403, which would create a new sales tax to pay for street maintenance and operations. He said that the County also used a citizen's committee, as well as focus groups and surveys, and that the tax increase will be mitigated somewhat by the expiration of the County's parks and open space tax. The County maintains about 300 miles of roads owned by the Coconino National Forest, and another 150 miles of Bureau of Indian Affairs roads.

Mr. Woodman answered several questions from the Committee:

- ADOT roads are not included in the proposition, but the funding may help leverage more state funds in our area.
- Flagstaff residents will vote on both Proposition 403 and 406, but County residents will have only Proposition 403 on their ballot.
- The City and the County do not currently share equipment, although they are willing to look into opportunities. Much of the specialized equipment is contracted out.
- The County is looking into ways to pool funds for joint projects with the City, but the bulk of the funding will be used on County roads outside the City.

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- Widening the shoulder of the Mormon Lake loop road is planned to accommodate bicyclists.

2. Downtown Flagstaff Walking Map

Mr. Ince showed the Committee a draft downtown walking map.

IV. CONCLUDING GENERAL BUSINESS

1. Reports

There was no discussion on the Reports.

2. Announcements

There were no Announcements.

V. ADJOURNMENT

The meeting was adjourned at 6:08 pm.



DRAFT MINUTES

City of Flagstaff PEDESTRIAN ADVISORY COMMITTEE

Thursday, December 3, 2014
4:30 pm

City Hall, Staff Conference Room
211 West Aspen Avenue, Flagstaff, Arizona

CALL TO ORDER

The meeting was called to order at 4:30 pm. On roll call, the following Committee members were present:

Kim Austin, co-chair
Heather Taylor, co-chair
Joyce Browning
Georgia Duncan
Adam Langford
Cecile LeBlanc
Jim Tuck

Members absent:

None

The following City staff was present:

Martin Ince, multimodal planner
Stephanie Stearns, Montoya Fellowship intern

Others present:

Matt Baldwin
Gaia Newton
Shawn Thomas, Coconino County Public Health Services District
Jack Welch

I. PRELIMINARY GENERAL BUSINESS

1. Announcements

Mr. Tuck expressed a concern that businesses are doing major renovations but not bringing the building into compliance with ADA. He also reported that the Museum repaved their parking lot and the accessible spaces meet dimensional requirements.

Mr. Langford reported that NAIPTA provided free transit and extended hours (until 1:15 am) on last year's New Year's Eve. It was successful, and they are planning on doing it again this year.

2. Public Comment

Mr. Thomas introduced himself as the new health policy analyst at the Coconino County Public Health Services District.

Gaia Newton, who is 10 years old and in the fifth grade at Marshall Elementary, addressed the Committee about the crosswalk at Humphreys and Cherry. She said that the crossing is right next to a school, so kids have to cross the street to get to the school, but no one stops for walkers in the crosswalk. She said the Cherry is also considered a bike route but the crossing at Humphreys is not safe. She proposed installing a push-button flashing light, like Humphreys and Butler.

The committee thanked Ms. Newton and asked if more information could be provided about ADOT's policies and process for installing flashing lights. Warrants for pedestrian activity are difficult to meet because pedestrians will avoid the crossing if it feels unsafe.

3. Approval of Minutes

Draft minutes from the meeting of October 9, 2014, were not ready in advance of the meeting.

II. OLD BUSINESS

1. Pedestrian master planning process

Ms. Stearns and Mr. Ince provided detailed results from the walking and biking survey. Mr. Ince said Ms. Stearns has done an excellent job organizing a massive amount of data from the survey. This evening a lot of very detailed information from the survey will be presented, and they want to hear the Committee's thoughts and questions. They will continue to pull useful information from the survey for the stakeholders and the public.

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The Committee asked questions and made comments about the survey results:

- Do drivers take advantage of the countdown pedestrian signals by speeding up when the countdown approaches zero? Do the countdowns assist pedestrians, or does it cause some anxiety?
- Traffic speed and volume seem to be a consistent problem. What can the City do to control traffic better?
- Regarding the number of concerns about transients and other individuals, there is a new City ordinance prohibiting alcohol in parks, but is it being enforced?
- The Committee asked if Tom Boughner could be present at future meetings.
- There was a lengthy discussion about two stage crossings, like the one at Humphreys and Butler, which require pedestrians to push the button again in the middle. The Committee said that few people realize they must do this to get the flashing lights for the second stage of the crossing. Although there is a small sign next to the button, most people don't see it. Also, a pedestrian cannot tell if the lights are flashing from where they stand, so they may not be aware that the warning lights are not flashing as they prepare to cross. Mr. Ince said that the two-stage crossings are typically used to minimize the length of time that traffic is stopped. One solution might be automatic detection in the middle, so the signal is activated without the need to push the button. Education for pedestrians may also be beneficial.
- There is a lot of interest in having a street closure for a Sunday parkway or cyclovia type event. A first Friday art walk would be a good opportunity. How do we go about making it happen?
- The Committee talked about the possibility of having a combined PAC and BAC meeting, to review the results of the survey and find common ground.

III. NEW BUSINESS

There was no New Business.

IV. CONCLUDING GENERAL BUSINESS

1. Reports

There was no discussion on the Reports.

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2. Announcements

There were no Announcements.

V. ADJOURNMENT

The meeting was adjourned at 6:08 pm.

Pedestrian – Bicycle – FUTS Specific Plans

Plan and process outline

First draft

5 January 2015



1 Purpose and organization of this document

This document provides an outline of the process to prepare and adopt pedestrian, bicycle, and FUTS specific plans for the City of Flagstaff. It is anticipated that pedestrian and bicycle will be combined into a single plan document, and FUTS will be a separate plan.

Planning and process topics to be covered in this document include:

- Policy framework
- Organizing principles
- Plan scope
- Why are walking and biking important
- Relevant plans and studies
- Working papers
- Public engagement
- Schedule

2 Policy framework

Pedestrian, bicycle, and FUTS master plans will fit within the policy structure established by the Flagstaff Regional Plan 2030.

The Regional Plan, which was adopted in May of 2014, is an aspirational document that embodies the community's vision for the natural and built environment. The document is a tool to make informed decisions about Flagstaff's future, and lists a range of goals and policies to help guide growth and development. This includes a number of goals and policies to promote walking, biking, and transit.

While the regional plan is general in nature and broad in scope, it anticipates that subsequent specific or area plans will be created to provide specificity and fill in some of the details. Specific plans are organized around a particular topic, such as utilities, open space, parks, or in this instance, walking, biking, and trails. Area plans cover a neighborhood or geographic sub-area, like Sunnyside or La Plaza Vieja.

A specific plan, like pedestrian, bicycle, and FUTS master plans, will include detailed strategies or actions to implement and achieve the vision, goals and policies of the Regional Plan. A specific plan will also include recommendations for projects and programs that further the vision.

In this way, specific and areas plans are an intermediate step between the high-level goals and policies of the Regional Plan and the detail of implementation or regulating documents, including the Capital Improvement Plan, the Zoning Code, and the Engineering Standards.

3 Organizing principles

Preparation of these plans is guided by a number of basic principles regarding walking and biking:

- Walking, biking, and transit provide a variety of social, economic, and environmental benefits for the community
- Being walkable and bicycle-friendly contributes significantly to Flagstaff’s community character
- Shifting trips to walking and biking is essential to managing congestion and enhancing mobility
- Our transportation system works best when it provides a range of legitimate transportation options, including walking, biking, and transit
- There is a substantial opportunity in Flagstaff to increase walking and biking
- Walking and biking need to be supported and encouraged in order to thrive
- Transit and walking and biking and mutually supportive: walk- and bicycle-friendliness encourage increased use of transit, and having a strong transit system promotes walking and biking

- More people will choose to walk and bicycle when it is comfortable, convenient, and appealing
- The design and character of pedestrian and bicycle facilities should reflect the context in which they are located
- An effective plan will be comprehensive in scope and address multiple aspects of walking and biking, as five E's typically associated with pedestrian and bicycle planning – engineering, evaluation, encouragement, enforcement, and education

4 Plan scope

This section describes the information that will likely be included in the plan documents. Subsequent refinements of this list will include separate lists for the pedestrian and bicycle plan and the FUTS plan.

- Relevant information and data regarding walking and biking in Flagstaff
- Inventory of existing facilities and conditions
- Specific strategies to implement the goals and policies of the Regional Plan and enhance walking and trails
- A description of best practices for walking and biking and where they may be applicable in Flagstaff
- Basic design guidance and principles for walking and biking facilities and trails
- “Systems” plans for walking, cycling, and trails
- A list of recommended infrastructure projects for pedestrians and bicyclists, including general cost estimates
- Potential programs and policies to support walking and biking
- Methods for setting priorities among potential projects and programs
- Engage the public; rally community partners

- Address the 5 E's of pedestrian and bicycle planning – engineering, evaluation, encouragement, enforcement, and education
- Set performance measures and goals

5 Why are walking and biking important

A pedestrian and bicycle-friendly environment directly benefits the community in a number of ways.

- Health and physical activity
- Community and quality of life
- Economic sustainability
- Environment
- Equity

6 Relevant plans and studies

General Plans

- [Flagstaff Regional Plan 2030 – Place Matters](#) (2014)
- [Flagstaff Area Regional Land Use and Transportation Plan](#) (2001)

Transportation Plans

- [FMPO Flagstaff Pathways 2030 Regional Transportation Plan](#) (2009)
- [NAIPTA Flagstaff Five-Year and Long Range Transit Plan](#) (2103)
- [FMPO Coordinated Public Transit – Human Service Transportation Plan](#) (2014)

Statewide Plans

- [ADOT Statewide Bicycle and Pedestrian Plan](#) (2013)
- [ADOT Pedestrian Safety Action Plan](#) (2009)
- [ADOT Bicycle Safety Action Plan](#) (2012)

Bicycle Plans

- [Flagstaff Bicycle Plan](#) (1991)
- [Flagstaff Bike Plan](#) (ca 1980)

Trails

- [Final Report – Flagstaff Urban Trails System Ad Hoc Committee](#) (1988)

Surveys

- [FMPO Trip Diary Survey](#) (2012)
- [Bicycle commuter survey](#) (2011)
- [Bicycle Town Hall Meeting Summary Report](#) (2008)
- [FUTS trail user survey](#) (2012)

7 Working papers

Working papers on a variety of topics will be prepared to provide background information for the preparation of the specific plans. Use of working papers allows detailed information to be collected that is useful and important for the planning process, but is too detailed or too much information to be included in the final documents. Much of the information in the working papers has already been collected or developed, and just needs to be compiled.

At this time, working papers on 15 potential topics have been identified, although topics may be added or deleted as the process progresses.

- WP01 Existing plans, policies, regulations, and guidelines
- WP02 Literature review
- WP03 Walking and biking survey
- WP04 Mode share trends and peer communities comparison
- WP05 Pedestrian and bicycle crash data
- WP06 Pedestrian environment factors
- WP07 Pedestrian generators and attractors
- WP08 Sidewalk inventory
- WP09 Pedestrian facilities best practices
- WP10 Bicycle comfort index

- WP11 Bike lane inventory
- WP12 Bicycle parking inventory
- WP13 Bicycle facilities best practices
- WP14 FUTS prioritization methodology
- WP15 Accessibility considerations

8 Public engagement

This section lists a variety of potential ways to engage the public throughout the planning process. Public involvement is of particular importance in this process, to insure that the plan addresses the issues that and that there is public support for the solutions. A detailed plan for public engagement will be developed as part of the planning process.

- Public meetings/open houses
- BAC and PAC meetings
- Combined BAC/PAC meeting
- Presentations to other boards and committees – Open Space, Parks and Recreation, Transportation, Planning and Zoning, Sustainability, Disability Awareness
- Presentations to community groups and organizations
- Dedicated website
- Interactive public engagement website
- Posting in bike shops, running shops, outdoor stores, etc
- Social media including Facebook and Twitter
- Notify Me facility on the City's website
- Direct engagement and participation of community partners

- Outreach help by community partners – Flagstaff Biking Organization, F3, Sierra Club, NABA, NAIPTA, etc
- Steering committee
- Outreach to groups or neighborhood associations to reach segments of the population that are typically not

9 Schedule

Listed below is a generalized schedule that should be refined as the process takes shape.

- Working papers Jan Feb Mar Apr
- Discussion, preparation Feb Mar Apr May
- First draft Jun
- Review, revision Jun Jul
- Final draft Aug
- Adoption Aug Sep