



MINUTES

City of Flagstaff

PEDESTRIAN ADVISORY COMMITTEE

Thursday, January 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 4:30 pm. On roll call, the following Committee members were present:

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

Members absent:

None

One vacancy

The following City staff was present:

Martin Ince, Multimodal Planner
Adam Langford, FMPO/NAIPTA Intern

Others present:

Kevin Parkes
Justin Pryzby

I. PRELIMINARY GENERAL BUSINESS

1. Announcements

Co-chair Taylor reported that the Maricopa Association of Governments (MAG) had announced the availability of Safe Routes to School grant funding for Valley communities. A total of \$4.4 million will be available. She said the MPO needs to plead its case to open SRTS funding for the rest of the state.

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Mr. Tuck said that NAU's Commission on Disability Access and Design (CDAD) will be conducting another scavenger hunt in February. Jim will email the Committee with details.

2. Public Comment

Kevin Parkes introduced himself as the chair of the City's Transportation Commission. He said he is new as the chair, but is starting his second term on the Commission.

Justin Pryzby presented a series of photos of sidewalks that are all blocked by snow and adjacent to City-owned properties. He also provided statistics on the status of previously-reported violations.

3. Approval of Minutes

Ms. Austin made, and Mr. Tuck seconded, a motion to approve the minutes of December 12, 2013. The motion was approved unanimously (6-0).

II. OLD BUSINESS

1. Sidewalk inventory and prioritization process

Mr. Ince described the methodology and results of the City's sidewalk inventory. Mr. Langford presented detailed information on the types of potential sidewalk project and cost estimates for constructing missing segments.

The Committee asked if the sidewalk on the south side of Pine Knoll would fall under the City's or NAU's jurisdiction, and if it were included in the list of missing sidewalks.

The Committee also discussed the difference between assisted housing and assisted living facilities, and determined that assisted living facilities like Emeritus and the Peaks should not be included with assisted housing developments.

2. Flagstaff Walks!

The Committee discussed events from Flagstaff Walks! in 2013:

Science in the Park

- Keep as an event for 2014
- A new activity or theme was discussed, based on dressing mannequins for reflectivity

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Community Market

- Keep as an event for 2014
- Was helpful to have the banner, and informative to have contact with the public
- One suggestion was received about a trail ambassador program for the FUTS

Downtown Mural Walk

- Would be good to keep as an event if Jack Welch is willing to lead

Accessibility Audit

- The event is interesting, but the same people typically attend; it would do more good to reach a larger audience
- Mr. Tuck will ask NAU4All – CDAD if they are interested in hosting an audit or scavenger hunt in the fall to coincide

Progressive Breakfast

- Was good to include Jack's group
- Should be kept as an event for 2014
- Ask Jack Welch to invite his group

Geocaching

- Not very well attended
- Should not be repeated as an event in 2014

International Walk to School Day

- Keep as an event for 2014
- Will probably include the same 5 schools as 2013
- Ms. Austin's position at the County is in danger of losing funding, if ADOT does not revive the Safe Routes to School grant program

Crossing Guard Appreciation

- Keep as an event for 2014

15 Minute Makeover

- Keep as an event for 2014

3. Sidewalk encroachment ordinance

Mr. Ince provided some follow-up information on the proposed sidewalk encroachment ordinance from the Committee's discussion at the January meeting.

The Committee wondered if encroachment permits would still be issued by the City once the downtown business association is formed

The Committee discussed the requirement for a barrier, and discussed which ADA provisions would be applicable. Mr. Ince provided excerpts from ADA regarding objects protruding into sidewalks.

Mr. Ince said the PAC was requested to discuss several specific issues, including whether permits should be year-round or seasonal, and whether hours of operation should be limited. In both cases, the PAC determined that neither issue would impact the pedestrian environment. The PAC thought there was some merit to a requirement to take in furniture every evening, to avoid unnecessary clutter on the sidewalk. Regarding prohibitions on speakers or music in outdoor cafes, the Committee asked if the issue was already addressed in noise ordinances.

III. NEW BUSINESS

1. Review of meeting procedures and public participation in commission discussions

Mr. Ince presented several options, and said that the Committee has some discretion in establishing some basic rules for conducting their meetings:

- Public comment at the beginning of the meeting can be formally limited to 3 minutes per speaker, or informally limited at the discretion of the chair.
- For public comment during agenda items, the Committee can, at a minimum, require the public to be acknowledged by the chair before addressing the Committee. The Committee can also establish a specific time during each agenda item for public comment, similar to the Planning and Zoning Commission. This would allow the Committee time to discuss issues without interruption.

The Committee considered the options and stressed that public comment is very important to their deliberations, but some basic rules would allow the Committee to function more effectively and be more fair and equitable to the public.

Mr. Tuck proposed three changes to the Committee's procedures:

- Announcements from the Committee and public comment at the beginning of the meeting should be limited to 3 minutes per speaker

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- Only Committee members should sit at the main table
- Public comment should be limited to 3 minutes per speaker
- The public should only address the Committee after being recognized by the chair

Ms. Austin asked for the rules to be written and available, so the public knows what to expect. She also asked that each Committee member have name plates, consisting of simple "table tents" printed with the name on both sides.

The Committee tabled discussion of this item to the next meeting.

IV. CONCLUDING GENERAL BUSINESS

1. Reports

There was no discussion on the Reports.

2. Announcements

Mr. Tuck said he would like to hear about the transfer of downtown responsibilities from the City to the downtown business alliance from Karl Eberhard.

V. ADJOURNMENT

The meeting was adjourned at 6:05 pm.