



**APPROVED MINUTES**  
**City of Flagstaff**  
**TRANSPORTATION COMMISSION**  
**4:00 PM, Wednesday, February 5, 2014**

**CALL TO ORDER**

COMMISSION MEMBERS, voting:

Bob Kuhn, Flagstaff Unified School District – Alternate – Greg Webber - Present  
Jeff Meilbeck, NAIPTA, Vice-Chair - Present  
Bob Mullen - Present  
Kevin Parkes, Chair - Present  
Gary Robbins - Present  
Derik Spice - Present

COMMISSION MEMBERS, non-voting:

Lt. Frank Higgins, Flagstaff Police Department  
Jeff Bauman, Traffic Engineer

CITY STAFF:

Rita Severson, Recording Secretary

**I. PRELIMINARY GENERAL BUSINESS**

**PUBLIC COMMENT**

*At this time any member of the public may address the Commission on any subject within the Commission's jurisdiction that is not on this meeting's agenda. The Arizona Open Meeting Law prohibits the Commission from discussing or taking action on an item that is not listed on the prepared agenda. Commissioners may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future agenda.*

*To address the Commission 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.*

No Public Comment

**REORDER AGENDA**

**APPROVAL OF MINUTES**

Regular Meeting of September 4, 2013

**Commissioner Robbins** made a motion to approve the Minutes of September 4, 2013, motion seconded by **Vice Chair Meilbeck**, all in favor, motion carried.

Regular Meeting of December 4, 2013

**Commissioner Robbins** made a motion to approve the Minutes of December 4, 2013, motion seconded by **Vice Chair Meilbeck**, all in favor, motion carried.

## II. NEW BUSINESS

### A. **City of Flagstaff - North Fourth Street Corridor Study**

City Council held a mini-retreat with Staff on January 23<sup>rd</sup> to discuss the overall policy direction they would like to see on Fourth Street. The main policy question was whether Fourth Street in the future should evolve into more of a 'place to be more than a place to pass through', or a 'place to pass through more than a place to be'. Put another way more emphasis on being an arterial roadway or more emphasis on the adjacent neighborhoods. Here is the [link](#) to the study.

**Staff Recommendation:** Informational Item – review the report and staff presentation and discuss the project's path forward and timeline.

Karl Eberhard presented this topic to the Commission.

- ✓ City Council wanted to possibly add more signals on Fourth Street.
  - The Study includes Fourth Street from Route 66 North to Cedar
  - City of Flagstaff hired a consultant to work with stakeholders (property & business owners) and conduct public outreach.
  - Concerns heard from stakeholders:
    1. Pedestrian safety (missing sidewalks)
    2. Community is divided by Fourth Street
    3. Traffic speed on Fourth Street
    4. 6<sup>th</sup> & 7<sup>th</sup> avenue intersection
    5. Large number of driveways off Fourth Street
    6. Lack of urban design (more green, less grey)
    7. Multi modal transportation
    8. Fourth Street is part of the major arterial network
    9. Create more economic vitality
    10. More walk ability
    11. Consultant and stakeholders built a vision statement for the area
  - Using this information the consultant developed two different designs for the Fourth Street which was presented to the stakeholders and City Council.
    1. Village Square
      - Creation of gathering areas up and down Fourth Street
      - Leaving the current roadway
      - A large square at 6<sup>th</sup> & 7<sup>th</sup> Ave
    2. Linear Park
      - Deduction of traffic lanes

- Building a more linear park on each side of Fourth Street using land from the deduction of traffic lanes.
- Feedback from the stakeholders and Council on the two designs resulted into a plan that was a blend of both designs and included:
  1. Realignment of 6<sup>th</sup> & 7<sup>th</sup> Ave and Cedar & Lockett, driveway consolidation, paved medians.
  2. Urban design; Fourth Street and Route 66 gathering space, north end of Fourth Street a transit area, complete Fourth Street as a major arterial connection to Pulliam.
- ✓ One of the main decisions would be is Fourth Street a place to pass through or a place to be? Which would be the priority even though a balance would be best?
- ✓ Council did request from staff items that could be done today without implementing the larger study and would help the functionality of Fourth Street. Item that could be done now are:
  - Sidewalks
  - Streetscapes
  - Crossings
  - Consolidation of driveways
  - Medians
  - Realignments

Commission Discussion

<b>Mullens</b>	<b>Staff</b>
Who are the stakeholders?	Business owners, East Flag Residents, Churches, School District, Bus Company and many others the consultant identified on their scope of work.
Encourages seeking out the actual twelve thousand citizens that use Fourth Street especially if there will be consideration on eliminating a traffic lane.	
Fourth Street is a rare main arterial that moves north and south.	
West Cedar may not be appropriate for diverting Traffic and using as a main arterial.	
Pedestrian safety is a real concern on Fourth Street, is there any ideas to construct bridge crossings or overpasses.	Over passes are very costly and not appropriate for this area because of the grade.
Currently most of the businesses on Fourth Street are drive up types, with urban design and green belts what is the vision for Fourth Street.	With redevelopment and urban designs it could encourage more of a walk up community which would also help change how the current businesses do business.
In favor of anything that can be done	

rapidly to make Fourth Street safer for vehicular and pedestrian traffic.	
<b>Meilbeck</b>	<b>Staff</b>
What would be the next steps and the recommendation from staff?	At this time there is no recommendation, this is a policy issue that Council would have to answer to and what they see would be appropriate for the community. After Council makes a recommendation then staff will follow through with the Council's recommendation.
Would like to see other comparable models from other Cities if available and maybe get the citizens involved with a hands on build	
<b>Spice</b>	<b>Staff</b>
Agrees with Mullens, this item really needs to be reached out to the twelve thousand that use Fourth Street.	There was extensive outreach regarding this re-design.
Crossing Fourth Street is very dangerous, what is being considered to help with the current situation.	It is possible to see more sidewalks and street crossing within the next couple years if ROW negotiations are positive with the property owners.
<b>Robbins</b>	<b>Staff</b>
Having Fourth Street four lanes to Cedar would be preferred, but the realignments of 6 & 7 avenue would be helpful. The ability to have a couple of pedestrian activated crossings would also be a benefit for the community.	
<b>Chair Parkes</b>	<b>Staff</b>
With this item going back to Council is staff seeking any type of action or path forward from this Commission?	This is just an informational item at this time, it's a lot of information and staff would encourage the Commission to look at the complete study and get back with staff with questions and or suggestions. If the Commission would like to discuss further the item can come back to them in May for another review.
The need to look at the other studies concerning Fourth Street south to Pulliam as four lanes and the traffic counts that are predicted for the future could help with this discussion.	The study of the South Fourth Street corridor isn't complete but there are plenty of materials that staff would like to share with the Commission.

## **B. Proposed Revisions to Sidewalk Encroachment Ordinance**

City Staff has been working on revisions to the existing North Downtown Business District Encroachment Ordinance. The existing ordinance only concerns the North Downtown area, the new ordinance will expand to apply to the whole City. The new ordinance also resolves inconsistencies, and builds upon the experience the City has gained since the original ordinance was created. This ordinance in an earlier form was presented to the City Council in the Fall, to the Pedestrian Advisory Committee in December and after this Transportation Commission Meeting will go back to the City Council for adoption.

**Staff Recommendation:** Action Item – review the ordinance, Pedestrian Advisory Committee’s minutes and the staff presentation. Recommend the City Council approve this ordinance as written or with any recommended changes from the Pedestrian Advisory Committee or the Transportation Commission.

Jeff Bauman identified the changes in the ordinance; he reminded the Commission that this item will be a recommendation to Council.

All sidewalk encroachments will have an application fee and a permit fee. The application fee will be the same amount for all applications; the permit fee will be determined by the square footage of sidewalk to be used. Enforcement will also be used and if sidewalks aren’t permitted for use that would be a misdemeanor defense and no permit will be issued for two years.

**Commissioner Meilbeck** made a motion to approve the ordinance as a recommendation to Council, **Commissioner Robbins** seconded the motion, all in favor, motion carried.

### **III. OLD BUSINESS – None**

## **IV. CONCLUDING GENERAL BUSINESS**

### **A. Reports**

1. Report from the Bicycle Advisory Committee:
2. Report from the Pedestrian Advisory Committee:

**Chair Parkes** told the Commission that he did attend the last Pedestrian Advisory Committee meeting and invited the rest of the Commission to attend these meetings occasionally.

3. Status of Transportation Engineering Program Projects

- General update presentation on several projects and work orders performed by Transportation Engineering Staff

Loading zones on Phoenix Avenue are in place

Green bike lanes, one more are being tested at Dupont and Beaver.

**B. Informational Items to/from Commissioners and Staff**

1. Commissioner discussion

**Commissioner Meilbeck** informed the Commission that the legislation may let Cities authorize a yield to bus ordinance.

**C. Next Meeting**

1. **Regular Meeting: May 7, 2014**

Tentative Agenda Items:

1. North Fourth Street Corridor Study
2. Franklin Avenue Traffic Calming Project
3. Isabel Diverter Discussion

**IV. ADJOURNMENT**

On a motion by **Commissioner Mullens** and seconded by **Commissioner Meilbeck** the meeting adjourned at 5:34 P.M., all in favor, motion carried.