



# MINUTES

## City of Flagstaff

### PEDESTRIAN ADVISORY COMMITTEE

Thursday, May 8, 2014  
4:30 pm

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

#### **CALL TO ORDER**

The meeting was called to order at 4:33 pm. On roll call, the following Committee members were present:

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

Members absent:

Heather Taylor, Co-Chair

One vacancy

The following City staff was present:

Martin Ince, Multimodal Planner

Others present:

None

#### **I. PRELIMINARY GENERAL BUSINESS**

##### **1. Announcements**

Mr. Tuck reported that he participated in a local "shadow" version of Pat's Run. The main run takes place in Tempe.

##### **2. Public Comment**

There was no Public Comment.

**3. Approval of Minutes**

Minutes from the March 13, 2014 meeting were not available.

**II. OLD BUSINESS**

**1. Sidewalk inventory – pedestrian master planning process**

Mr. Ince provided some background on a project to expand the sidewalk inventory work into a full pedestrian master plan, and handed out a draft walking and biking survey. The Committee had several comments and questions:

- Should the 3 master plans (pedestrian, bicycle, and FUTS) be combined into a single document
- Ms. Austin said she may have an intern who can devote some time to the project
- Extra effort may be needed to solicit walking responses, since bicyclists strongly self-identify, but walkers typically do not
- The survey should be sent out to Jack's email list
- Include NATRA's summer running series in the list of potential events
- Busy intersections would be good locations to collect surveys
- High school students should be encouraged to take the survey
- Consider including both the BAC and PAC at an open house as part of the public outreach process
- Maps would be helpful and should be at least 11x17 inches in size
- Consider leaving in the highlighted areas from the draft survey; these paragraphs help explain why we are asking the questions
- Maps should use a numbered key so respondents can orient themselves
- The survey should be specific that we are looking for areas within the city, not in the forest or outlying areas
- The "budget" amount should be more like \$100,000 or more; \$100 is not a realistic number

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- Instead of asking respondents how they would spend \$100, they could be asked to order their priorities from 1 to 5
- The list of bridges and tunnels needs to map to show specific locations
- It could be divided into 2 surveys, one for biking and one for walking
- NAU could help distribute surveys
- The school district, through Karin Eberhard, could also help distribute surveys
- The survey is fairly long, and may need to be shortened

### 2. **Flagstaff Walks!**

The Committee asked that this item be scheduled first at the next PAC meeting. The schedule of events should be determined at the next meeting.

### 3. **Review of meeting procedures and public participation**

Mr. Ince provided a draft of text that would be added to the top of future PAC agendas. The committee made three changes to the text:

- In the first bullet, remove the word "may" from "the public may sit in the audience"
- Change the third bullet to "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."
- Change the fourth bullet to "At all times, members of the public should wait to be recognized by the Chair before addressing the Committee."

The Committee directed Mr. Ince to include the new text on the next agenda.

### 4. **Sidewalk encroachment ordinance**

Mr. Ince provided a copy of the adopted Sidewalk Encroachment ordinance. The Committee asked if this could be discussed on the next agenda, and asked if Mr. Ince could summarize changes from the draft.

### 5. **FUTS project status**

Mr. Ince gave a brief verbal report on the status of on-going FUTS projects.

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### **6. Bike to Work Week**

Ms. Austin said she is organizing two events during Bike-to-Work Week; a big bike rodeo on May 20, and an ice cream social and bike games on May 22. She asked if any member of PAC would be available to volunteer at either of the events.

### **III. NEW BUSINESS**

There was no New Business.

### **IV. CONCLUDING GENERAL BUSINESS**

#### **1. Reports**

There was no discussion on the Reports.

#### **2. Announcements**

The Committee asked to have information on vacancies and terms for the next meeting.

### **V. ADJOURNMENT**

The meeting was adjourned at 6:00 pm.