



DRAFT MINUTES

City of Flagstaff TRANSPORTATION COMMISSION

4:00 PM, Wednesday August 3rd , 2016

City Council Chambers

211 W. Aspen Avenue

CALL TO ORDER

COMMISSION MEMBERS, voting:

Bob Kuhn, Flagstaff Unified School District

Julie Leid - Present

Erika Mazza, NAIPTA - Present

Bob Mullen - Present

Kevin Parkes

Gary Robbins, Vice-Chair - Present

Derik Spice, Chair

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 comments

APPROVAL OF MINUTES

Regular Meeting of April 6th, 2016

Commissioner Mazza had one correction to the minutes: II. Old Business A. NAIPTA Transit Spine Study, item 3. Add year round week day service for route 10 to be corrected to read 3. Additional week day service for route 10.

II. OLD BUSINESS

A. FMPO 2040 Regional Transportation Plan Updates

FMPO Staff will present an overview of the Draft Regional Transportation Plan – Blueprint 2040. Blueprint is an update of the 2009 Regional Transportation Plan (RTP) called Flagstaff Pathways and a close relation to the recently adopted Flagstaff Regional Plan 2030: Place Matters. This 2040 RTP takes the transportation goals and policies in the Regional Plan and sets more specific system plans, strategies and programs for their implementation. The RTP will soon be released for public comment so this is a preview presentation and opportunity to provide comment prior to the public release.

Staff Recommendation: Review and comment on the materials and presentation, no formal action or adoption is required of the Transportation Commission on this document.

David Wessel, the Manager for the FMPO presented this item to the Commission. David told the Commission that this plan is mandated for the FMPO to demonstrate how the federal funding will be spent over the next 20 years. This Plan is updated every five years.

David presented the process:

1. Policy, plan, projects including the scoring results for the projects.
2. Evaluations factors such as natural and cultural resources.
3. Options for the 20 year program which could consider one large project or several other partner projects.
4. Next steps for the plan will include a public comment period, TAC recommendations and the Executive Board Adoption.

Commissioner Leid inquired about the public comment period and how that will be conducted. David responded that this presentation will go before each of the City's Commissions and the County's P&Z which will include advertisement via paper and internet. Also there will be a survey conducted on line which will be advertised and include a mass emailed effort.

Commissioner Mazza asked David what the FMPO needed from the Transportation Commission on this items. David said at this time he is simply looking for feedback that the Commission would like to supply now or at the next Transportation Commission meeting.

B. Pedestrian Bicycle FUTS Master Plan

FMPO Staff will review the latest information for these master plans, including inventories and implementation strategies for missing sidewalks and bike lanes.

This link <http://flagstaff.az.gov/DocumentCenter/View/48937> will open a draft working paper regarding missing sidewalks, and this link <http://flagstaff.az.gov/DocumentCenter/View/49586> opens a draft presentation on missing bike lanes.

Staff Recommendation: Review and comment on the materials and presentation, no formal action is required.

Martin Ince the Multi Modal & Transportation Planner for the FMPO presented this item to the Commission. Martin told the Commission that with in the master plan there are two aspects which are the sidewalks and bicycle lane planning that has a five step process for each.

1. Inventory of existing and missing sidewalks and bike lanes.
 - a. A map was shared with the Commission that identified existing and missing sidewalks.
 - b. Bike lanes only go along the major arterials and collectors of the City.
2. Prioritization of the missing sidewalks and bike lanes.
 - a. There are a list of categories that were considered for missing sidewalks which help determine if the missing sidewalk would be a minor or major project.
 - b. Bike lane prioritization included the level of bike use, number of crashes, volume and speed.
3. The process included analyzing each of the missing sidewalks on a case to case bases which included other factors such as transit access.
4. Develop a recommendation.
5. Plans for implementation, which included cost estimates with the proposed improvements.

Commissioner Leid asked Martin if there would be a review of the current standards for bike lanes to insure they are adequate for the future. Martin said that the standards will be reviewed and there could be consideration of a separate and more protected bike lane on the streets and roads with higher vehicle volume and speeds.

III. NEW BUSINESS

A. Proposition 406 – Road Repair and Street Safety Initiative – Transportation Commission Oversight

With the approval of new local transportation tax, Proposition 406, also known as the Road Repair and Street Safety Initiative in November 2014, the City committed to a Citizens' oversight committee to monitor progress of the program and to ensure that expenditure of the dedicated tax revenues are consistent with the purposes as represented to and approved by the public.

Proposition 406 is a 1/3 cent sales tax to be used exclusively for:

- Road repairs to existing City streets
 - Road construction
 - Resurfacing (surface overlays)
- Ongoing surface treatments
- Pedestrian/Bike safety
- Repairs to underlying water and sewer utility infrastructure.

The ballot flier from Fall 2014 has been attached to the agenda.

The Transportation Commission has been recommended to be the Citizen's Oversight for Proposition 406 expenditures.

Staff Recommendation: Review and comment on the materials and presentation.

Eli Reisner a Capital Improvement's Project Manager outlined the proposed changes to Chapter 2-12 through Ordinance 2016-31. The Ordinance identifies the Transportation Commission as the Citizen's Oversight Commission for the Proposition 406 expenditures. Chair Spice asked if the Commission would have any authorization to make changes to the process of Prop 406. Bret Petersen the City's Capital Improvements Engineer told the Chair and Commissioners that the Capital Improvements Program would bring the proposed future projects and expenditures to the Commission for their feedback and discussion and then follow up with updates to keep them informed through the process. The Commission as a whole supported the additional changes in Ordinance 2016-31.

B. High Occupancy Housing Steering Committee – TC Membership

The High Occupancy Housing project will soon be forming a steering committee. They would like to include one Transportation Commission member on the Steering Committee.

Staff Recommendation: Staff is requesting a motion to appoint one member to serve on the High Occupancy Housing Steering Committee.

Sara Detcher the City's Comprehensive Planning Manager outlined what the High Occupancy Housing project will be looking for to develop a Steering Committee.

1. Roles of Steering Committee.
2. List of committed members to the Steering Committee at this point.

3. How the process of Steering Committee meetings will happen and time commitment.

Sara said her first introduction meeting for the Steering Committee will be in September. Chair Spice recommended that an email be sent to the Transportation Commission asking for a volunteer with a date to respond by. He said that would also give the two absence Commissioners an opportunity to be involved.

C. Bicycle and Pedestrian Advisory Committee Appointments

The Bicycle Advisory Committee has one reappointment and five new appointments to fill two vacancies and to replace three members whose terms have expired and are not eligible for reappointment.

The Pedestrian Advisory Committee has one reappointment and three new appointments to fill two vacancies and to replace one member whose term has expired and is not eligible for reappointment.

Staff Recommendation: Staff is requesting a motion to make appointments and reappointments to the Pedestrian and Bicycle Advisory Committees as listed in the attached staff report.

Commissioner Mullen made a motion to approve one reappointment and three new appointments to the Pedestrian Advisory Committee, motion second by Commissioner Mazza, all in favor, motion carries.

Commissioner Mazza made a motion to approve one reappointment and five new appointments to the Bicycle Advisory Committee, motion seconded by Commissioner Mullen, all in favor, motion carries.

IV. CONCLUDING GENERAL BUSINESS

A. Reports

1. Report from the Bicycle Advisory Committee:
<http://www.flagstaff.az.gov/index.aspx?nid=1822>
2. Report from the Pedestrian Advisory Committee:
<http://www.flagstaff.az.gov/index.aspx?nid=1824>

B. Informational Items to/from Commissioners and Staff

1. Commissioner Discussion
2. Membership Vacancies
<http://www.flagstaff.az.gov/index.aspx?NID=1886>

C. Next Meeting

1. **Regular Meeting: October 5th, 2016**

Tentative Agenda Items:

1. League of American Bicyclists – Bike Friendly Community – site assessment report

Jeff told the Commission that at this time he has five items for the next meeting, and if the Commission wanted to meet again in September the room is available. The

Commissioners in attendance were in favor of conducting a meeting on Wednesday September 7th.

IV. ADJOURNMENT

Commissioner Mazza made a motion to adjourn, motion seconded by Commissioner Mullen, all in favor, meeting adjourned at 5:30 P.M.