



DRAFT MINUTES

City of Flagstaff TRANSPORTATION COMMISSION

4:00 PM, Wednesday September 7th, 2016

City Council Chambers
211 W. Aspen Avenue

The following link will direct you to live streaming of this meeting.

<http://www.flagstaff.az.gov/index.aspx?NID=1461>

CALL TO ORDER

COMMISSION MEMBERS, voting:

Bob Kuhn, Flagstaff Unified School District - Present
Julie Leid - Present
Erika Mazza, NAIPTA - Present
Bob Mullen - Present
Kevin Parkes
Gary Robbins, Chair
Derik Spice, Vice-Chair - 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 comments

APPROVAL OF MINUTES

Regular Meeting of August 3rd, 2016

The minutes of August 3rd, 2016 were approved, all in favor.

II. OLD BUSINESS

No Items

III. NEW BUSINESS

A. NAIPTA Transit Tax: Proposition 411

Proposition 411: Continuation of Mountain Line Sales Tax. The Mountain Line transit sales tax expires on June 30, 2020. The City of Flagstaff imposes a sales tax dedicated for public transit, called the Mountain Line transit sales tax. The transit tax was first approved by city voters in 2000, and increased by voters in 2008. The current rate is 0.295%, or 29.5 cents on a \$100 purchase.

If the existing transit sales tax is not continued, the Mountain Line system will have to be significantly reduced and may be eliminated altogether. City voters have authority to control the local sales tax rate, under the City Charter.

For more information: <http://mountainline.az.gov/prop411/>

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

Jeff Meilbeck CEO and General Manager of the NAIPTA presented Proposition 411 to the Commission.

The Proposition:

1. Requests from the voters to continue the Mountain Line sales tax until 2030 at its current rate.
2. The original tax started in 2000, extended in 2008 and will sunset in 2020.
3. Mountain Line has experienced strong growth within the last 16 years and the cost per passenger has had a significant decrease.
4. The transit tax pays for about half of the Mountain Line with a match of 27% from federal funds. Passenger fares pay about 22% of the cost for running the Mountain Line.
5. The current tax is 0.295% and Prop 411 is requesting that current tax rate.
6. The Mountain Line system has a high satisfaction rating amongst its riders.

Commissioner Mullen commented that the Mountain Line system is an outstanding operation and has made a strong contribution to the City.

The Commission had no further comments or discussion on the item.

B. NAIPTA Route Changes Update and Public Comment Period

NAIPTA has opened a public comment period related to proposed Mountain Line service changes for January 2017. Changes proposed involve Route 2, Route 3 and Route 10a.

The comment period is open now and continues through September 20, 2016.

For more information: <http://mountainline.az.gov/?s=service+changes>
<http://mountainline.az.gov/wp-content/uploads/2016/07/January-2017-Service-Changes-MAP.pdf>

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

NAIPTA's Capital Project Manager Ann Duno presented this update to the Commission outlining the proposed service changes for FY2017 which will begin in January.

1. Route 3, which currently runs from the Flagstaff Mall to the Downtown Connection Center (DCC) via Foxglenn would change to discontinue using Foxglenn and run through the south section of Fourth Street to Sawmill and onward to penetrate the north side of NAU before ending at the DDC.
2. Route 2 which currently runs San Francisco N to Forest and then to the east side of the Medical center will change to San Francisco N to Silva and onto Beaver to a stop that Route 5 utilizes this will enable passengers to continue east from Route 5 more efficiently connect with Route 2.

These changes did go through a public hearing process which will end on September 21st.

C. NAIPTA – Bus Stop Mobility and Amenities Project

NAIPTA staff will present materials related to their ongoing Mobility and Amenities project.

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

NAIPTA's Capital Project Manager Ann Duno also updated the Commission on this item.

1. NAIPTA has received an ADOT grant for this project which is specifically for Bus Stop ADA improvements. Currently 18 improvements have been completed with seven more in the process. Most of these improvements are curb ramps, landing areas, wheel chair boarding, shelter pads and items that help with mobility access at the bus stops.
2. Included in this project is the revised shelter designs that can reduce unit cost and maintenance with a smaller footprint.

Commissioner Leid asked Ann what were the guide lines considered for the connectivity from the shelters to other obstacles that could be enhanced for ADA accessibility? Ann replied that for this project they surveyed the areas that were within reason, such as if within 75 ft. there was a corner that didn't have a curb ramp then a curb ramp would be installed, or if a small portion of the sidewalk was missing the project would address that installation. Between the agencies there is a larger effort for long term planning to help identify areas that need improvements to help the connectivity to the bus stops. This particular project's scope was to include up to 100 ft. from the bus stops. In some instances private projects have begun which has enabled the build out of sidewalks in different areas throughout the City. With the City and NAIPTA working together on a higher level of planning to identify areas of improvements outside of this project's scope the hope is to secure grants and provide some cost sharing to complete some of the larger improvements and enhancements needed.

D. City of Flagstaff Engineering Standards Updates

City Engineering Staff will present an overview of their project to update the City of Flagstaff's engineering standards, highlighting several items of interest.

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

Gary Miller the City's Development Engineer presented this update to the Commission as part of the outreach. These proposed changes to the City's Engineering Standards that has been developed within the last year, will eventually be presented to the City Council. The last revisions to the Standards were in 2012.

1. Revisions are done to incorporate best practices, new technologies and to address errors and omissions.
2. The process to recommend revisions included a committee made up of employees from several Divisions, these employees brought forth proposed changes, which the committee approved as a whole. There were also meeting

that included consultants and key community partners. The outreach included an online forum and presentations at City Commissions and to anyone who requested a presentation about the changes.

3. Gary Miller turned over the presentation to Dana Cole one of the City's Development Engineering Project Manager to highlight some of the substantive changes to the Standards. Dana referred the Commission to a spreadsheet that was in the agenda packet for the meeting. Dana gave an overview with details of the changes.
4. The changes for the Utility section of the Standards included items such as pipe connections, seals, air release valves and meter box material type.
5. There will be a change to the Chip Seal standards permitting process.
6. The Fire Code major changes will include fire access width which will affect the cul de sac details to insure fire access has room to turn around in the cul de sac.
7. Modifications was made to the Standards appeal process to better clarify the process.
8. Added detail and clarification to the Traffic Impact Analysis (TIA) criteria to achieve a more consistence type of submittals that are received and to help reduce review time.

The Commission had some questions regarding the TIA and criteria, Jeff offered to give them a presentation on the process of the TIA at a future meeting.

E. City of Flagstaff – Road Repair and Street Safety Initiative – Beaver Street Project

Capital Improvements staff are beginning to design what is called Bundle #2 of the Road Repair and Street Safety Initiative. Beaver Street from Columbus Avenue to Cherry Avenue is one of the projects in Bundle #2.

Transportation Engineering staff are investigating the possibility of modifying the lane arrangement on Beaver Street to improve multimodal access through the corridor. This is an initial meeting on the subject, more data collection and a formal recommendation will be presented at the October TC meeting.

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

The City's Transportation Engineer Jeff Bauman told the Commission that this project is the second bundle of the Road Repair and Street Safety Initiative which was approved by the voters. Just last week there was an internal meeting regarding this portion of the initiative and the discussion developed some opportunities to modify Beaver Street, which Jeff is bringing to the Transportation Commission for further discussion. Jeff outlined the project limits which is Beaver Street from Birch to Columbus. In many places on Beaver there is a parking lane, bike lane, two travel lanes then a shared bike/parking lane. With the RRSSI project the curbs can be modified to the standard vertical curb from the rolled curb. Currently the parking and bike lanes are under

standard widths with this project there is an opportunity to make some modifications to the lanes to help add more of a uniformed design for all the lanes for the length of Beaver.

1. One change could be to eliminate parking on the West side of Beaver and have parking only on the East side of Beaver. The bike lane could also be on the East side this could add safety to cyclist regarding the opening of car doors.
2. The work still needed to be completed is the analysis of several items such as crash data, parking study and traffic counts before a final recommendation is decided on the reconfiguration of the lanes.
3. After a recommendation is reached there will be a public outreach to the neighborhood.

Commission discussion and comments:

Commissioner Kuhn asked Jeff if there has been any consideration regarding snow removal and accidents as far as the preferred right or left parking. Jeff told the Commission that he will ask Public Works if there is preferred parking for the snow removal, but Beaver is also a street that doesn't allow overnight parking. Jeff also indicated that he isn't aware of any issues for crashes left or right but he'll see if there are any national statistics regarding the crashes left or right.

Commissioner Mullen stated that he would be very interested in the crash report on Beaver, because of the narrowness of the street he personally avoids travel down Beaver. The crash report may supply the safety problems on Beaver which could help with demonstration on why the lanes need to be reconfigured.

Commissioner Leid inquired about width of the ROW on Beaver Street. Jeff said the ROW is to the back of the sidewalk. Also adding that there isn't additional ROW to be utilized.

Commissioner Mazza commented that she would like to meet with the Transportation program to discuss the fact that BRT is looking to use Beaver in the future because this is a direct route from downtown to the medical center.

Vice Chair Spice asked if there was a way to acquire more ROW for this project. Jeff's response was because of the scope of this project it doesn't leave time for acquiring more ROW and it's best to keep the RRSSI project moving forward.

Commissioner Leid added that eliminating the parking on the West side of Beaver will help eliminate some of the obstruction of a cyclist's line of sight.

Vice Chair Spice recommended that a pedestrian crossing with some lighting maybe considered to deter high rates of speed which could happen with a new smooth road being completed. Jeff told the Commission that a pedestrian crossing isn't part of the scope because the RRSSI is intended to return the street back to the way they were. The RRSSI doesn't have the funding abilities for those types of enhancements, but in the future with other funding that could be done.

To close the presentation Jeff shared the timeline with the Commissioners stating that this project will be ready to start construction June of 2017.

F. Transportation Engineering – Isabel Street Diverter status

Transportation Engineering Staff will present an overview of the Isabel Street diverter and the background of its installation, and current status of the citizen request to remove the diverter.

The requesting citizen has submitted an email outlining his concerns and requesting the removal of the barrier.

Staff Recommendation: Review and comment on the materials and presentation. Discuss whether a neighborhood mailing and public meeting should be scheduled as an item on the October Transportation Commission meeting agenda.

Stephanie Sarty one of the City's Transportation Project Managers presented this item to the Commission. Stephanie familiarized the Commission with a picture and map of the area at Isabel and 2nd avenue where a temporary cul de sac was built for traffic control. This item has come to light because of a letter from a citizen requesting to have the temporary cul de sac removed and to continue Isabel as a through street. The Transportation Program would like to invite the surrounding neighborhood to the next meeting so the Commission could further understand the request and the neighborhood's concern about removing the cul de sac or if they are in favor of the removal.

Vice Chair Spice stated that back in 2006 the Transportation Commission requested to have the barrier at 6th Ave. installed and if that barrier was working properly then to remove the temporary cul de sac would be considered. Vice Chair Spice wanted to know what is the threshold to determine if the 6th Ave. barrier is working as designed. Stephanie replied, the next step would be to complete some traffic counts at the 6th Ave. barrier and compare to some historic data. Commissioner Kuhn added that if the Isabel Street is opened up again that there would be a lot of illegal right hand turns at 6th avenue giving traffic a direct route to Arrowhead. Lt Higgins said he would also see an increase of the traffic and speed having Isabel opened up again. Jeff asked the Commission to visit the site and possibly at the next meeting the staff could invite the neighborhood to attend the meeting to get their feedback on the two diverters.

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. Beaver Street RRSSI
2. Isabel Street Diverter

V. ADJOURNMENT

Commissioner Kuhn made a motion to adjourn, motion seconded by Commissioner Mullen, all in favor meeting adjourned at 5:35 P.M.