



DRAFT MINUTES

City of Flagstaff TRANSPORTATION COMMISSION

4:00 PM, Wednesday November 2nd, 2016

City Council Chambers

211 W. Aspen Avenue

<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 - Present

Gary Robbins, Chair - Present

Derik Spice, Vice-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.

Jackie an employee at FUSD Kinsey School approached the Commission. She told the Commission that she was representing the school by asking the Commission to consider placing the digital read out sign that allows motorist to see their speed on each sides of the Kinsey school crossing. The Kinsey school crossing is located on top of a hill and there have been problems with speeding vehicles. The police department has been out when available and have given tickets for speeding.

Commissioner Parkes made a motion to have the Kinsey school crossing put onto the next Transportation Agenda. **Commissioner Mullen** seconded the motion, four Commissioners were in favor one Commissioner abstained. Motion carried.

Commissioner Mullen made a motion to conduct a meeting on December 07, 2016 for the Kinsey school crossing. **Commissioner Parkes** seconded the motion, four Commissioners were in favor one Commissioner abstained. Motion carried.

APPROVAL OF MINUTES

Regular Meeting of October 5th, 2016

Commissioner Leid made a motion to approve the minutes of October 05, 2016 as submitted, motion seconded by **Commissioner Kuhn**, all in favor, motion carried.

II. OLD BUSINESS

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

In October the commission asked for a little more time in making this decision, the presentation this month will be very similar to October's.

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 have investigated the possibility of modifying the lane arrangement on Beaver Street to improve operations through the corridor.

Option A proposes to eliminate parking on the West side of Beaver Street in favor of a continuous Bike Lane. Option B proposes to eliminate the Bike Lane in favor of continuous Parking on both sides of Beaver Street and the addition of Shared Lane - Bike markings.

Here's a link to some information on the Beaver Street project:

<http://www.flagstaff.az.gov/index.aspx?NID=3480>

Staff Recommendation: Review and comment on the materials, presentation, and public participation. This is an action item, so a motion is anticipated to determine the status of the striping on Beaver Street from Columbus Avenue to Cherry Avenue. Likely motions are: to accept Option A or Option B, or to accept a modified Option A or Option B.

Commissioner Mazza made a motion to suggest and recommend Option A for the Road Repair & Street Safety for the Beaver Street project which, includes dedicated bike lanes, two travel lands and an east side parking lane, with the width of each lane to be determined by the City's Traffic Engineer. **Commissioner Parkes** seconded the motion.

No discussion on the motion, all in favor motion carries.

III. NEW BUSINESS

A. City of Flagstaff – Engineering Standards Updates - Transportation Impact Analysis

Transportation Engineering Staff will present an overview of the Transportation Impact Analysis (TIA) process, highlighting some of the proposed updates from the previous version.

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

Jeff Bauman the City's Traffic Engineer gave the overview to the Commission. Jeff gave more detail to the Commission regarding the process for a TIA which included:

1. The Flagstaff Zoning Code
 - a. Stipulates when a project needs a TIA
2. The City's Engineering Design and Construction Standards & Specifications
 - a. Outlines the required elements and area for the study for the TIAs
3. Purposes
 - a. Special Conditions
 - b. Development Mitigation Strategies
 - c. Guide for Fair and Proportional Mitigation

- d. Coordination of Development Activity and the General Plan
- 4. TIA Categories
 - a. New table and chart for the guidelines to help developers know what type of TIA they would need to submit.
- 5. Key Elements of a TIA
 - a. Data Collection
 - b. Trip Generation and Distribution
 - c. Capacity Analysis & Operational Analysis
 - d. Mitigation of Impacts
 - e. Level of Service

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: February 1st, 2016**
Tentative Agenda Items:
 1. None

IV. **ADJOURNMENT**

Commissioner Kuhn made a motion to adjourn, motion seconded by **Commissioner Kuhn**, all in favor, meeting was adjourned.