



# MINUTES

## City of Flagstaff PEDESTRIAN ADVISORY COMMITTEE

**Thursday, November 12, 2015 | 4:30 pm**

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

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### **CALL TO ORDER**

The meeting was called to order at 4:36 pm. On roll call, the following Committee members were present:

Kim Austin, chair  
Joyce Browning  
Cecile LeBlanc  
Jim Tuck

Members absent:

Heather Williams

Two vacancies

The following City and agency staff were present:

Martin Ince, multimodal planner  
Anja Wendel, City Attorney's office

Others present:

None

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

#### **1. Announcements**

Mr. Tuck said that the principal at Sechrist School would like a flashing crossing beacon on Fort Valley Road in front of the school. The beacon is not necessary during school drop-off or dismissal, because there is a crossing guard to direct traffic. The beacon is necessary at other times due to frequent crossings by users of the FUTS trail. He asked if this could be addressed at a future PAC meeting.

Ms. Austin asked for information about the schedule of construction for the pedestrian crossings on Fourth Street.

Ms. LeBlanc asked if the Committee could be informed in advance when it is asked to take action, and if background information could be provided in advance of the meetings for action items. For example, information could be presented at one meeting, and the PAC could take action at the next. Discussion and the decision-making process for the La Plaza Vieja neighborhood plan felt rushed, at the audience was at a disadvantage. It would be helpful to simply provide a brief introduction to the topic in advance.

Anja Wendel of the City Attorney's Office introduced herself and explained that representatives of the City Attorney's Office were attending all of the City's commission and committee meetings to check in and observe. She said that she volunteered for the Pedestrian and Bicycle Committees because it is something that interests her.

## **2. Public Comment**

There were no Public Comments

## **3. Approval of Minutes**

Ms. LeBlanc made, and Ms. Browning seconded, a motion to approve the minutes of the regular meeting of October 8, 2015. Mr. Tuck commented that the corrected minutes from the last meeting were not included in the packet. The motion was approved unanimously (4-0).

# **II. OLD BUSINESS**

## **1. Pedestrian and bicycle master plan**

Mr. Ince presented the findings from working paper number 4, which is an analysis of pedestrian and bicycle crashes. The Committee had a number of comments and questions:

- A paper review copy should be made available for those who do not want to review the document on a computer.
- The introduction should include a map of the FMPO for reference.
- The introduction should be written as if readers have no information or background on the master planning process. In this regard, it is important to include a thorough explanation of how the report will be used.

- Descriptions and cost estimates for specific projects will be developed as a subsequent phase in the planning process.
- The list of analysis tools should be annotated with a brief description.
- In the description of the age of pedestrians and bicyclists in crashes, the bullet points list an age range of 18-44 for pedestrians, but 18-24 for bicyclists. This is somewhat confusing.
- Provide a link or reference between individual finding in the Summary of Findings chapter and the chart or graph from which the information is drawn.
- In the Summary of Findings chapter, a note regarding pedestrian crashes in Sunnyside locations should be included in the Locations section.
- The data on bicycle theft could be included in a working paper on bike parking.
- The first section under the Recommendations for Next Steps chapter should clarify "continue collection of ADOT crash data."
- Consider using the total number of pedestrian and bicycle crashes in other communities as a benchmark.
- In the How this Information will be Used section of the Introduction, consideration of changes to existing laws regarding pedestrians should be listed.
- North on the maps should be oriented to the left or top.
- The term "kernel density" should be defined in the text.
- The percentage symbol should be included on the Y axis of charts.
- The gender chart should use colors other than green and blue, which are used consistently for pedestrians and bikes in the remainder of the document. Green and blue should be reserved to indicate pedestrian and bicyclist information only.
- For reference, a map should be included to show the boundaries of the districts without data.
- A larger map of the core area should be included.
- A drawing depicting different types of intersections would be helpful.

The Committee asked to continue review of the document at the December meeting.

**2. Flagstaff Walks!**

The Committee noted that wrap-up discussion of Flagstaff Walks! was complete, except for the report from Adam Langford on the geocaching event.

**III. NEW BUSINESS**

**1. Pedestrian Advisory Committee terms and vacancies**

Mr. Ince provided information on terms and expirations for the Pedestrian and Bicycle Advisory Committees. He said the Committee has two vacancies, and that Ms. Williams' term has expired and she is no longer eligible for reappointment. The City has received two applications for the PAC, and Mr. Ince expects that they will be appointed at the December Transportation Commission meeting.

The Committee expressed an interest in having an on-going position or positions for representatives of the County's injury prevention and safe routes to school staff, even as ex-officio members. Mr. Ince said it would probably require an amendment to the City Code section that establishes the Committees. Representatives from injury prevention and safe routes to school can always attend meetings and participate as members of the public, although they would not be able to vote.

The Committee asked if more information about the requirements could be brought to the next meeting.

**IV. CONCLUDING GENERAL BUSINESS**

**1. Reports**

There was a question if there was any new information from Basis School. Mr. Ince said he would find out for the next meeting.

The Committee asked for a presentation from NAIPTA when information was available regarding the route deviations at Basis School and Northland Prep Academy.

**2. Announcements**

There were no Announcements

**V. ADJOURNMENT**

The meeting was adjourned at 6:04 pm.