



DRAFT ACTION MINUTES

City of Flagstaff TRANSPORTATION COMMISSION

4:00 PM, Wednesday October 7th 2020

Location – Online

The following link will direct you to the live Teams Meeting:

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To comment on a discussion item, please use the Teams Chat function: simply type in 'public comment' to indicate to the Chair that you would like to comment. The Chair will then recognize you when it is time for public comment, unmute yourself for your turn at public comment, when finished kindly enable re-enable mute.



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Jeff Bauman at 928-213-2690 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER – 4:02 PM

COMMISSION MEMBERS, voting:

Bob Kuhn, Flagstaff Unified School District - [Present](#)
Bryan Burton – [Present, left at 6:00 PM](#)
Derik Spice - [Present at 4:30 PM](#)
Julie Leid, Chair - [Present](#)
Kate Morley, Mountain Line - [Present](#)
Kevin Parkes, Vice-Chair - [Present](#)
Nick Kraft - [Present](#)

COMMISSION MEMBERS, non-voting:

Lt. Frank Higgins, Flagstaff Police Department - [Present](#)
Jeff Bauman, Traffic Engineer - [Present](#)

CITY STAFF:

[Bret Petersen, Rick Barrett, Martin Ince, Reid Miller, Stephanie Sarty](#)

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at ___ in accordance with the statement filed with the City Clerk.

This agenda has also been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

I. PRELIMINARY GENERAL BUSINESS

WELCOME INCOMING COMMISSIONER – BRYAN BURTON

PUBLIC COMMENT - NONE

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.

APPROVAL OF MINUTES

August 5th, 2020

A motion was made by Kate Morley to approve the minutes of August 5, 2020 as submitted and **seconded by** Bob Kuhn.

Vote: 6 – 0 Unanimously

II. NEW BUSINESS

A. City of Flagstaff – Capital Improvements Program – 5 year program – 4:13 PM (10:17 recording)

City Staff will present the recently approved 5 year Capital Improvements Program. This presentation will highlight the transition from Transportation Tax 2000 funding to the 2018 election renewal which funds transportation improvements from 2020 through 2041.

Staff will spend some time discussing the Roles and Responsibilities of the Commission regarding Transportation Tax programming and expenditures.

Staff Recommendation: Informational item, no formal action is required.

Mr. Petersen gave a presentation.

Commissioner Discussion and Questions 4:35 PM (31:50 recording)

Completed item at 5:06 PM (1:03:45 recording)

**B. City of Flagstaff – Active Transportation Master Plan – 5:06 PM
(1:03:45 recording)**

City Staff will present an overview of the Active Transportation Master Plan including the schedule for outreach, review and adoption. Staff are interested in the level of review and time available by the Commission for this project, ie. every month we review a section in detail or more towards a general overview?

Staff will also provide a presentation on bikeways planning.

Staff Recommendation: Informational item with presentation. No formal action is required.

Mr. Ince gave a presentation.

Commissioner Discussion and Questions 5:31 PM (1:29:00 recording)

Leid – requests special work session meeting in November and invite BAC, PAC, and Inclusion & Adaptive Living. **Vote:** 6 – 0 Unanimously

Completed item at 5:43 PM (1:40:45 recording)

III. OLD BUSINESS

**A. Transportation Commission Enabling Legislation with updates –
Moved to later on the agenda 6:25 PM (2:22:55 recording)**

The Transportation Commission was created by the City Council consisting of 7 members, and created to generally promote pedestrian, bicycle, transit and driver education programs to the schools and the public at large; annually advise the City Council of the progress and expenditures of the City's Streets/Transportation Capital Improvement Program; and perform other duties relating to public safety with the scope of the commission.

An edited version of the current ordinance has been provided in the packet for review.

Staff Recommendation: Review the current and proposed legislation that created the Transportation Commission. Staff is looking for direction and support to move forward with an Ordinance to modify the current code in reference to the current Transportation Tax.

Ms. Leid gave a summary of the documents that Mr. Bauman sent out.

Commissioner Discussion and Questions 6:27 PM (2:23:50 recording)

Completed item at 6:32 PM (2:29:45 recording)

B. Boulder Pointe Traffic Calming preliminary alternatives – Moved up on the agenda 5:43 PM (1:40:45 recording)

At the August TC meeting the commission asked Staff to investigate some options for traffic calming – speed control measures for University Avenue.

The data indicates that speeds are higher than expected and accepted on University Avenue and that is unlikely to change with follow-up studies after the COVID-19 traffic altered period ends.

Based on the City's [Residential Traffic Management Guidebook](#) sketched several speed control traffic calming measures onto University Avenue to start a conversation with the commission.

Staff Recommendation: Informational item, staff will present several options for preliminary review and discussion. Staff is looking for input on which preliminary concepts should be furthered to the December TC meeting which will be broadly advertised through the HOA for HOA Board and general resident attendance and participation.

Ms. Sarty gave a presentation.

Public 5:58 PM (1:55:45 recording)

Brian Lee Wilson – Serves on the ROA board and is the chairman of the Woody Way Gate Committee. Appreciates that there are five (5) suggestions available. Would like to think about it and discuss it with the ROA and the other committee. May not need circles at both locations, many drivers turn onto Majestic, so only one circle at Tombaugh would slow them down enough. Also, maybe some other traffic calming past Majestic will help slow the vehicles that head westbound past Majestic.

Commissioner Discussion and Questions 6:02 PM (1:59:45 recording)

Completed item at 6:25 PM (2:22:55 recording)

IV. CONCLUDING GENERAL BUSINESS – 6:32 PM (2:29:45 recording)

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. Santa Fe Avenue – Police Department update
3. Transportation Engineering Staffing update
4. Boulder Pointe Gate follow up studies – COVID
5. Fourth / Cedar / Lockett Roundabout HSIP
6. Industrial / Steves Traffic Signal status

C. Next Meeting

1. **Regular Meeting: December 2, 2020**

Tentative Agenda Items:

1. Transportation CIP
2. Active Transportation Master Plan
3. Boulder Pointe – University Avenue
4. Citizen Petition – BASIS school area 15 MPH zone
5. Citizen Petition – Hwy 89 / Smokerise Traffic Signal
6. Woodland Drive – speeding and overflow parking
7. Mt. Pleasant – speeding and truck traffic
8. Climate Emergency Declaration

IV. ADJOURNMENT – 6:41 PM (2:38:50 recording)

A motion was made by Kate Morley to adjourn the meeting and **seconded by** Bob Kuhn.

Vote: 6 – 0 Unanimously