



MEETING MINUTES

City of Flagstaff
Commission on Inclusion
and Adaptive Living
Tuesday, March 23, 2021
12:00pm

City of Flagstaff Council Chambers
211 W. Aspen Ave., Flagstaff, AZ 86001

I. Call to Order

The regular meeting of the Commission on Inclusion and Adaptive Living was held on March 23, 2021 at 12:00 PM. The meeting was located City of Flagstaff, 211 W. Aspen Ave, Flagstaff, AZ 86001.

James Martinez called this meeting to order at 12:00 p.m. and welcomed all in attendance.

II. Members Present:

James Martinez (Chair)	Russell Randall (Vice-Chair)
Monica Attridge	
Andrea Thomas	
Alexander Davenport	
Sakenya McDonald	
James Hasapis	

III. Members Absent:

IV Public Participation

Chair Jamie Martinez read Recommend Protocol. No Public Participation

V. Informational Items

- a. Monica Attridge: Hozhoni update. They are slowly opening up their employment program depending on individuals needs and abilities and how fragile the case is. All of our clients and good portion of staff have been vaccinated.
- b. Chair recognized a hand up from Vice Chair Russell Randall. Russell commented that we have agreed to go on screen when sharing information, confirmation from Chair Martinez. FUSD has initiated phased re-opening. K-8 are in in-person learning and also grades 9 & 12 this week and next week 10 & 11 about 65% of students are in-person and 35% working remotely and that is upon request by parents. Secondly, I do not see Kelly Arnold present, she is our youth liaison, but I can report for her, she is also the chair of community and practice transition team. The team has completed a survey that we did about a year and half ago of youth in Flagstaff relative to transportation and Flagstaff Urban Trails System and

youth activities in general and we are now finishing up on that information. We will have some information to report to the commission in our next meeting.

- c. Chair recognizes Jamie Hasapis; hello everyone. Little bio about me and why I wanted to be on the commission. I have a number of friends who are differently abled plus family members and I see its very important. I also work with a lot of seniors; I am currently working with the Center for Service & Volunteerism at NAU as coordinator for senior companion programs and foster grandparent programs. These are stipend programs where we pay a stipend for volunteering for people who are lower income in our senior community. These programs help volunteer to those individuals who are shut in. Helps to provide transportation, companionship and services of that nature. I applied to join the commission as I have a number of friends who have influenced me to join and several other encouraged me to get on and make a difference in the community.

Chair Martinez: I definitely think you will Jamie and we are thrilled that you are here. Jamie and I go way back as we actually go to the same church and were in Choir together, so welcome. Any questions for Jamie?

Russ Randal: Comment, introduces himself and welcomes Jamie.

VI. Staff Participation & Liaison Reports

- a. Chair asked if Alan Keay was present for any staff participation and he stated nothing at this time. Alan introduced LisaRenee Keita as the new HR Analyst. LisaRenee introduces herself to the commission. Chair Martinez welcomes LisaRenee. Stacy Fobar introduces herself to LisaRenne as the Deputy City Clerk and that we have regular scheduled liaison meeting where she can learn more about commissions. Alan did comment that he was Recording the Commission Meeting for note taking purposes.
- b. Liaison Reports: Estella Hollander: Quick introduction. I am one of the liaisons for this commission and I am the mobility planner with Mountain Line the public transit in Flagstaff. Basically, I help lead the coordinated mobility council which meets quarterly to help identify transportation gaps and strategies geared towards seniors and people with disabilities and help coordinate and develops the transportation plan which helps to highlight these transportation gaps in more detail. If there is any specific information you would like to know please feel free to reach out to me. One of the projects I would like to highlight is our Micro Transit Program that we are working on in the Huntington Industrial Corridor. Essentially right now is that we are in the planning stage to implement a micro transit pilot to serve this area such as the Food bank, shelter and DES. Micro Transit is something new to Flagstaff this is something that Mountain Line has not implemented before. This is a flexible transportation option which will use our paratransit vehicles and you will able to hail these on demand though an app or call in option and will be open to the general public. Really trying to make this area more inclusive by working with a number of agencies to provide an inclusive transportation option in this area. Goal is to launch this pilot in August and will run for 9 months or at least till grant funding is complete. I can provide a more detailed report next month and presentation on the size of the project as well as feedback from the commission. I am happy to answer any questions.

Chair recognizes LisaRenee: Thank-you, will this service be available Monday to Friday or 7 days a week? Estella: That is still to be determined.

VII. Approval of minutes Held on February 23rd, 2021

Commissioner Monica Attridge made a motion to approve the minutes from the Meeting held on February 23rd, 2021. Russell Randall seconded motion. All in favor in approval of minutes from February 23rd, 2021 as written signify by say yea, all opposed signify as nay, no nay's. The yea's carried and everyone agreed, the minutes have been approved and motion carried and passed.

VIII. Date of Next Meeting

Chair Martinez informed participants that next meeting would be the regularly scheduled Meeting on Tuesday April 27th, 2021 at 12:00pm.

IX. Action Items

Update on ADA Services offered by the City and Coconino Libraries. Presented by Jared Tolman, Library Director Flagstaff City-Coconino County Public Library and Richard Tutwiler, Interim Deputy Director of Public Services City of Flagstaff -Coconino County Public Library.

Presenting First Jared Tolman. Overview of programs and changes to facilities in services offered in ADA accessibility for the public. First are facility changes to our Tuba City Library, just to let commission know we have 10 libraries throughout the county that the district oversees and helps run. All facilities are currently up to code, other than our main library which we are currently working on with the new entrance ramp project. and I would like to go over some changes to make those libraires up to date.

Tuba City Library was built in 1915 and did not have ADA accessibility and it was not even a library to begin with. An addition was built 20 years ago at the back of the building and this addition provided new restrooms that meet ADA requirements and an elevator that provided access to the basement, ground floor and upper floor access. Also handicap parking was put into this space.

Our East Flagstaff Library we recently made some changes. Renovations include removing walls and built to make a previously existing ADA restroom available to the public, this also acts as our family restroom. As part of the renovation, both public restrooms were also renovated and brought up to current ADA standards. This was completed last year right as the pandemic started so public has not had the opportunity to see changes.

Main Library Facility changes include remodel to public restrooms to not only provide a safe place for children to use, but to bring the adult restrooms up to current ADA standards. Currently working on the Main Library Entrance Project because current ramp does not meet current ADA requirements and this needs to be revamped to make room for a ramp that meets ADA requirements. This project should begin and be completed in the summer of 2021. Now I would like to turn this over to Richard Tutwiler.

Presenting Richard Tutwiler on Library ADA Resources. Our in-person resources include resources for adaptive living which is available to all of our members. New Braille materials with physical braille materials added to the collection which is available at the Downtown location near the Large-Print and other languages collections. These are available for both adults and children.

Our Simon Reading Machine, this is easy to operate and acts just like a photo copier; place your book, magazine or other text on the glass, press "Start" button, and a clear voice will playback the text verbally.

Uniphone Tele-Typewriter, the UNIPHONE 1150 is an all-in-one concept, combining a telephone, TTY, and amplified-phone-all-in one. People who are deaf, hard of hearing can all share one phone.

We offer two to three Large Print Keyboards; these are housed in the reference section of the downtown library. These allow patrons who have difficulty seeing to more easily complete word-processing tasks within the library.

We offer multiple trackballs both standard and Big Trackballs for individuals who have trouble using computer mice. We also offer Electronic Magnifiers, these magnifiers, both portable and handled, allow individuals to see high quality, zoomed in images or text throughout the library and these are available at the information desk.

We have a Braille Typewriter, and this allows for individuals to type documents in braille. Another service that we offer is Sun Sounds of Arizona which provides a radio and headphones to allow access to this service which provides audio access and print information to individuals who cannot read or hold print materials and Broadcasts occur 24/7.

We have Courtesy Wheelchair which was donated from the Friends of the Library and this wheelchair is accessible to any patron within the building.

AZ Talking Book Library Audio Player which is part of the National Library Service (NLS) which provides a suite of services for the blind and visually impaired. NLS digital talking book players are available for free to eligible individuals. A display model is available at the library and these play NLS cartridges that are imprinted with braille.

In the children's section, we have Combined Print/Audio Children's Books, and these include packaged materials that include both a storybook and Audio CD perfect for both singalongs and reading together. In addition, we offer Dial-A-Story Radio where you can call in to 928-779-1733 to hear a taped children's story and these change out every Monday and is available 24/7. Other updates are Preference for Wheelchair access, many of our in-person services, including computer access, catalog access and typewriter access, have special tables set-up for wheelchair access.

Expanded Digital/Online Resources that are offered and this includes the Arizona Talking Book Library which is a Regional library of the National Library Service for the blind and physically handicapped Library of Congress. So, who are they? The Arizona Talking Book Library is a component of the Arizona State Library, of which the Flagstaff City-Coconino County Public Library is a partner. The Talking Book Library provides a wealth of material to people and organizations facing adaptive living challenges. All services through the Talking Book Library are free to eligible members of the public. You can be certified for this service through the Flagstaff City-Coconino County Public Library. Who can access this program? Certified individuals, AZ Residents who have Low Vision, Difficulty holding or handling print books, reading disabilities resulting from organic dysfunction. Schools, Libraries, Nursing Homes, Hospitals and other Institutions that aide the visually or physically impaired. This service provides Lending Library which includes Online Catalog for Audio Books and Magazines, Movies and Audio Descriptions, Braille Books and Magazines and Postage Free Mail. Loan of Special Equipment which includes Digital Audio Book Players with Braille Cartridges. Audio and Braille Book Downloads (BARD) and Arizona Newslines which features Audio Newspapers and Magazines available via phone and online.

New This Month, Books By Mail, this is for those individuals who would like to physically browse and access books in the library which includes Large Print, Audio Books and Braille Material and we mail them out to those individuals through free United States Postal Service Program through Publication 347. Questions?

Chair Martinez: I would just like to Thank-you for the presentation, this is excellent to find out what is available for folks with disabilities at the library. Can the presentation materials be shared with the commission? Richard: Absolutely. Chair: That way we can help get the word out about the programs. Any Questions for Jared and Richard?

Jamie Hasapis: Just want to say I am glad on the progress on the braille materials and materials for the sight impaired. I especially love the books by mail program.

X. Reports/Discussion Items

- A. Kate Morley Deputy General Manger Mountain Line to present on Downtown Connection Center Designs.

Kate, Thank you Chairman and members of the commission. Presenting PowerPoint on the Mountain Line Downtown Connection Center (DCC). I am excited to present an overview of this project. This is just a start of the conversation and we still have a lot of work to do and to engage the commission along the way. I will go over the history of the project, our goals and needs, site selection, concept and next steps.

History; currently located on Phoenix Ave, been there since 2008. Operating 6 routes with 30' buses and 158 buses per day. In 2019 we operate 10 routes and 40' and 60' buses with 355 buses per day and 2 and a half times more riders we had in 2008. This site is City owned property. We are currently at Maximum capacity which is challenging access for busses and patrons and lacks customer amenities.

Goals we are looking to achieve is to elevate the transit experience in the community and to reflect who we are and how we treat our customers. Elevate Mountain Line throughout the community and to maintain support of the Southside community.

Needs: Bus bays (11 today, 13 long term bays. To enhance safety operations (separate cars and buses, light at Phoenix, alignment with Mikes Pike. Admin offices with customer services. This will be our showcase piece, inviting and welcoming for riders.

Little bit about the site, we are currently on located the site and want to expand on this site our Number One Priority is compatibility with the Rio de Flag project. Additionally, the Southside Plan identifies keeping us on this site. Input from Community Please See Slide Southside Plan and supporting slides.

Southside Plan

- A. The western end of the property could be more industrial and support bus operations with site screening, a welcoming area, and community amenities.
- B. The middle of the site may be used for commercial mixed use, civic space, or as another type of transition area.
- C. The east end could be programmed for civic/park space with park spaces that invite people into the greater DCC site.
- D. Amtrak is considering moving the location where passengers board and disembark, Keeping Amtrak in the core of town with connectivity to other transportation services could be an overall asset.
- E. The design of Phoenix Avenue between South Milton Road and South Beaver Street could be altered.
- F. The Active Transportation Master Plan shows pedestrian and bike routes that will run through the future DCC.
- G. Crossings of Milton



Input

PAC and Stakeholder Input Summary

- **A community amenity:**
 - Community space accessible to all
 - Active, people-friendly
 - A safe and inviting place, community pride
 - Minimize parking
- **DCC Building:**
 - Mountain Line and potentially City of Flagstaff offices only, less receptive to other users on site
- **Transit Hub:**
 - Efficient bus operations
 - Safe connections for people who walk or bike to the site
- **Site should:**
 - Reflect the diverse history of Flagstaff
 - Have elements that represent a cultural connection to surrounding neighborhoods

FCF Survey

Beautiful civic space but low maintenance requirements, e.g. shade, benches, hardscape

Create a space high income people would want to use that genuinely supports everyone's transportation needs. I would like to see a mix of people from variety of economic levels coming and going in a safe manner.

The whole design needs to say, "Welcome to this amazing town!"

I want it to be a place where people want to be and linger, the civic space invites passer-by use, people choose to socialize and get a coffee or snack on their way to or from

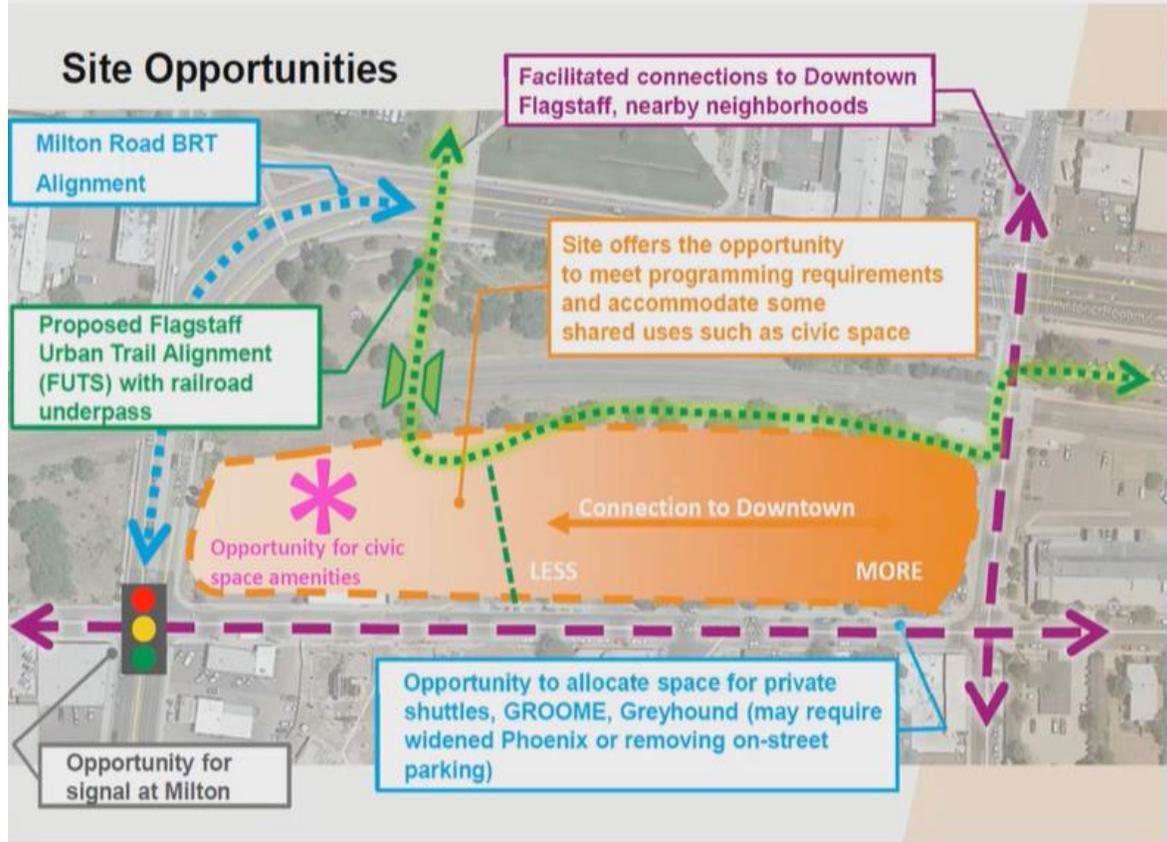
I would like social services to include assistance and resources for our neighbors experiencing homelessness. I would just love to see a space that is welcoming to people from all walks of life.

This is all early stage input and will be working to incorporate in design as we move forward.

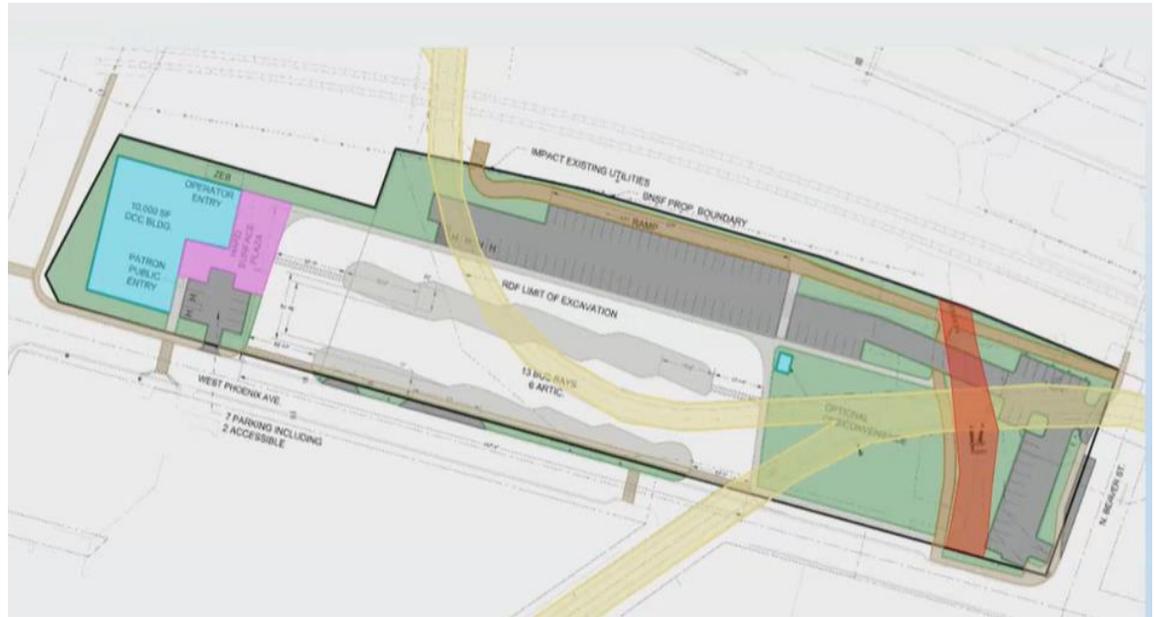
Alternative Analysis this is really about the site selection process to maintain its presence downtown, the hub of our system and what it was built around. The summary of the analysis is that there are few sites in which to do this project and remain downtown. We can not finalize site selection until environmental process is done because this is a federally funded project, but we do want to stay where we are based on all information.

Lot of opportunity for staying on site it is big enough to have partnerships with other transportation providers.

Site Opportunities



Site Constraints and Challenges in that we are really designing around that Rio de Flag Project trying to make that compatible. Tring to meet community needs including the need for parking currently 159 on site with 7 RV spaces and if we expand there will be a trad off of less parking. We are also trying to recognize the Southside 's desire for civic space.



Concept: Blue that you see would be a new admin building with customer service ability which currently do not exist downtown with a small plaza that connects to the bus bays which is the Large white grey area that allows us the ability to have a little bit of expansion room. Also, an opportunity to bring in Greyhound, plips bus, groom shuttle these are all things we would like to connect. You can see we put some parking North of that and obviously not as much parking, but we are trying to maximize opportunity. Connection that will come into the property. Unprogrammed spaced in the green area where we could meet some of those desires by the Southside community for civic space and potential to have some more parking opportunity. Many thing to figure out with the final design but are excite in the opportunities with this site. This concept really prioritizes out of way of Rio de Flag and limits impacts. Provides extra bus bays for growth and tour busses. Building forward on Milton and the ability to have civic space. Provides Safety with a PD substation and provides for potential Human Services Agencies to locate on this property.

There are parking impacts with this project approximately 65 spaces versus 159. There is some special use parking that occurs on this property, overnight parking during the winter, Amtrak Parking and RV/Trailer parking. We can accommodate most of these except for RV/Trailer.

Our next steps will be to continue to refine design, review by the City staff. Input from stakeholder groups as well as broad outreach. Securing Federal Approvals with NEPT clearance, FTA concurrence and then Final Site Selection with IGA/Acquisition agreement. Our Stake Holder Group includes Southside Neighborhood, La Plaza Vieja Neighborhood, Transit Rider, DBA, Chamber of Commerce, County Sustainable Building, ParkFlag, Parks and Rec and the Heritage Preservation.

Project Delivery CUP: Fall 2021. Final Design by Spring 2022 and Construction Phase in 2022-2023. Our Budget is an FTA Grant of \$22M. With that I would like to open this up for questions.

Lisa Keita: You mentioned in the layout the Greyhound Buses to use the site, would that be an actual pick-up and drop point for customers in the future?

Kate: For Greyhound the idea would be a full connection for them. Whether they would add it to their route is still up for conversation.

Jamie Hasapis: From your presentation there will be less parking which seems to me to be an issue with both the Southside and Downtown areas. Any discussion on going up with parking as opposed to out?

Kate: Great question, this has been a big topic of debate over the past 9 months. We did explore a parking garage when we first looked at this site, but because of the easement of Rio de Flag being so large it is not possible to go over this, so that is where the limitation comes from. We do recognize there is a trade off consideration with the expansion of the transit center means less space for other things. We are hopeful that people will see the benefit despite the loss of parking.

Jamie: Follow-up on that, will the hours be increased going downtown and around the community what are we doing for the community to increase out transportation system?

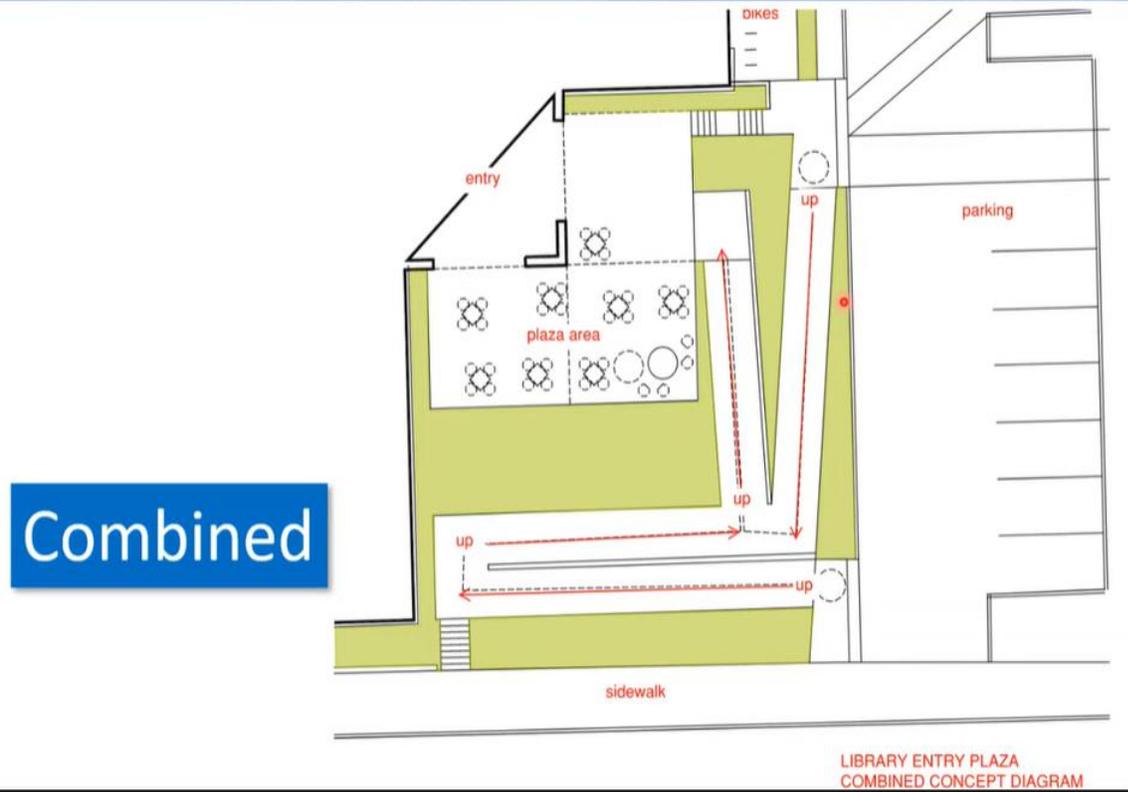
Kate: To be frank during this last year during COVID we have not been encouraging people to ride the system, we have been messaging to people to leave this service to those who absolutely need it. As, COVID reduces we fully expect to market the services. In 2018 we went to the voters with a tax initiative to increase frequency on the Mountain Line Buses which votes did not want to see more transit. We about to kick off a new 5-year transit plan which is federally required to do every 5-year and our time is coming up to have that conversation with the community again. I will put this on my list to bring that 5-year plan to the commission.

Jamie: I see the lack of access inhabiting people for those in need. Thank-you.

Chair: I would like to thank Kate for being here today and presenting.

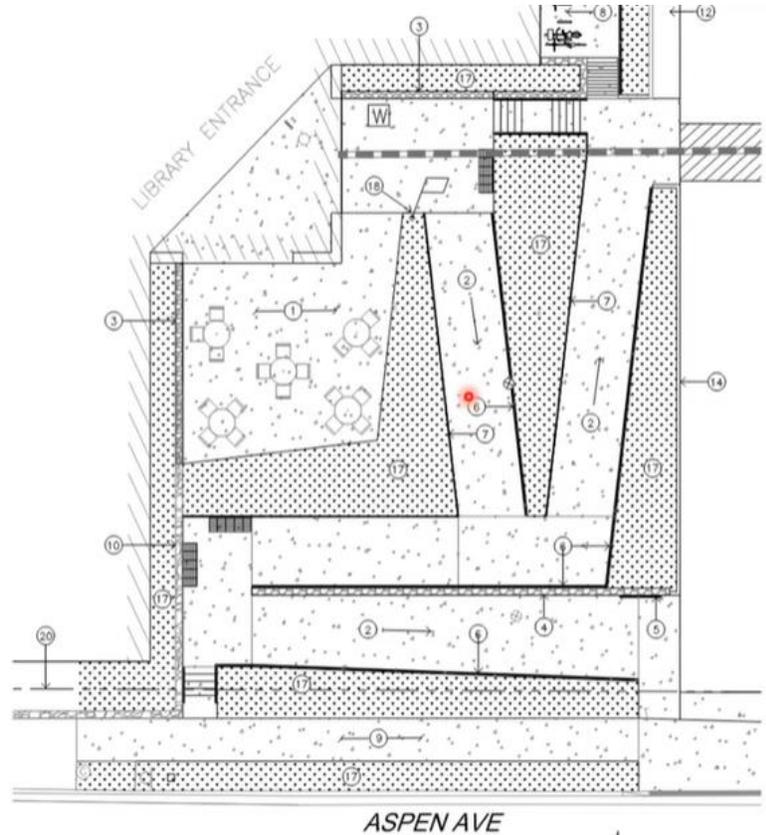
B. Update and Discussion regarding Library Accessibility (Ramp) Concepts 6 & 7 –
Jeremy DeGeyter Project Manager for Capital Improvements

Jeremy: Good Afternoon everyone. Brief update on project, where we left off last time was here with the combined concept: See Diagram



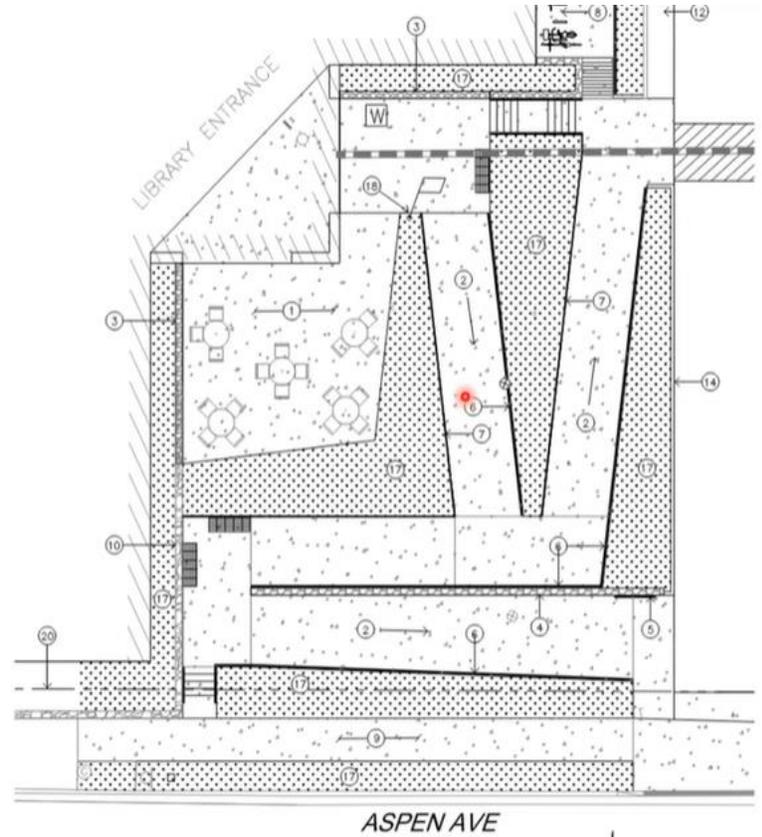
This is the combined approach from Concepts 6 & 7 that the commission had seen earlier. We had agreed on this from a rough conceptual layout. So, we continued work on this and now our current concept is:

Current Concept



There are a few tweaks, roughly the same gently sidewalks with tweaks to the angles and still in discussion on the shape of the plaza. Ramps are pretty well set at this point. Would like to get some feedback from you on, we added handrails. These dark lines are added handrails, not required but due to some of the feedback that this will provide support for some of the users. Another thing still up for discussion is adding stairs from ramp coming up from Aspen ramp to Plaza connection on west side. We want to get your feelings and feedback on whether or not this negatively impacts the overall inclusivity of this design which has been our guiding light on this project.

Current Concept



Rough Rendering shows how this design looks without landscaping and handrails and does not show potential stairs from ramp to plaza. We continue to work on those details and will be back to update as we move forward.

Existing Conditions



Existing Conditions: This is what the current Library looks like. Few things that have been brought up. Impacts to existing trees. Two memorial trees, one located just East of front entrance and the other one behind the Library Sign. We have had some feedback to see if we could incorporate in keeping any of these trees in place. The first tree I mentioned due to location of ramps will more than likely be unable to keep on site. The second one behind the Library will be able to keep. With construction there will still be a chance of damage and not to survive the process. We have been in contact with the families for the two memorial trees and they have given their blessing for us to either relocate or replace the trees. Our next steps will be to go to the Beautification Public Arts Commission and City Council, and we will likely be going with two options. One is going to be conserving this tree (Behind Library Sign) and adding that connection stairs. We have a concept that allows us to keep that memorial tree, we have not gotten fully into the details also with some slight tweak to the ramps by this tree by Aspen. We will bring this back to the commission. Next steps will be to fill in the detail on Concept Plan. Get IDS Concept Plan Approval, this is a city process. Have Commission on Inclusion and Adaptive Living updates. Present to BPAC and City Council. Two things we would like to get feedback on are the addition of the stairs on the westside on whether that would negatively impact the overall inclusivity of the design and any concerning on the tweak to the design on preserving the memorial tree. With that I open it up for discussion and questions.

Chair Martinez: Thank-you so much and are there any questions for Jeremy?

Russ Randall: We appreciate you keeping us involved on the updates. As speaking for one person as a commission member, I do think that those stairs added would subtract from the inclusivity of the entrance. That would be my view on it, I would prefer to see the design without the stairs.

Chair Martinez concurs with what Russ has stated. I think that anytime we can eliminate that possibility (stairs) we go for it. Stairs have a tendency to detract from the inclusivity that we are reaching for.

Jeremy: Thank you all for the feedback and if you have any questions please feel free to reach out to me. Jamie: Can you provide an update at next meeting? Jeremy: Yes I will be here for that update.

Chair Martinez: Next on the Agenda is an Update regarding grant application for improvement to Buffalo Park by Martin Ince.

Alan Keay: Jamie Martin had to leave the meeting and will not be presenting and will schedule him for the April 27th Commission meeting. This item will be carried over.

Chair Martinez: Our last Agenda Item is Agenda for next meeting before we adjourn

XI. Agenda for Next Meeting

Agenda for next meeting will be to place those items to which we already spoke about. But if you have any addition agenda items, please refer those to Alan or myself and we will make that happen.

Chair Martinez: Thank-you for your time and participation and have a good month.

Adjournment

James Martinez adjourned the March 23rd meeting at 1:05 pm.