

# Meeting Log

## Flagstaff Pathways Regional Transportation Plan

Prepared: 4/18/08

by: JMR

### Regional Transportation Plan Steering Committee

April 8, 2008, 8:30-10:00 am

Flagstaff City Hall Staff Conference Room

#### Participating:

City Staff: Kimberly Sharp, Rick Barrett, Autumn Speer

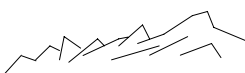
FMPO Staff: David Wessel

NAIPTA: Ron Knights

Charlier Associates: Jacob Riger, Brenda Johnson, Stephanie Bowker

#### Notes:

- After introductions around the room, Jacob explained his view of the role and purpose of the Steering Committee. He noted that the Committee is informal, and is meant to provide strategic guidance throughout the planning process; provide initial review for "test runs" of presentations to the public, stakeholders, and policy-makers; and provide initial review of certain draft work products.
- David clarified that certain technical products, such as future year traffic model runs, are probably most appropriately reviewed by the FMPO's Technical Advisory Committee, but that most work products, particularly those relating to the public and to the planning process and strategic policy issues, are the domain of this group.
- David also clarified that several invited members were not in attendance today, but that the Steering Committee membership included representatives from the County, ADOT, and other partner agencies. Members who could not attend today might also attend the workshops and/or stakeholder meetings. It was emphasized that meaningful coordination with and involvement of County staff is key.
- Jacob and David then briefly explained advertising efforts to date for the workshops - postcards mailed to the Travel Diary Survey project participant list, flyers distributed to schools and stakeholders, a media advisory written for the newspaper, radio/newspaper advertising, etc.
- Jacob noted that we are game-planning for up to 200 participants at each workshop but that it is difficult to estimate attendance. Having a few highly-engaged participants is more meaningful than having a roomful of dis-interested people.
- Jacob then gave an overview of what the Regional Transportation is, and the specific work tasks and products we will accomplish for the new plan.
- Jacob noted that we are coordinating the Plan (with the branding of "Flagstaff Pathways") with the City's Character Districts Study, ADOT's "Building a Quality Arizona (bqAZ)" statewide "smart growth" framework planning efforts, and NAIPTA's transit ballot funding measures initiative. He went on to note that we conducted the planning work for NAIPTA which had started about the same time as this project and thanked Dave for allowing this project to take a temporary back seat because of the time-sensitive nature of the planning



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work needed for NAIPTA's campaign. Jacob acknowledged that this temporarily delayed the RTP schedule, but that this week's events are on schedule and represent the project's first major milestone.

- There was also discussion that this project will involve other efforts and issues, such as downtown parking and updating future land use forecasts.
- Jacob went on to note that Jim Charlier of his firm is part of the bqAZ process and is consulting with Governor Napolitano and the bqAZ team. For this reason, Jim and Jacob are maintaining some internal separation between the firm's work on both projects.
- Jacob then finished talking about the project's major tasks and work products, particularly the emphasis on developing criteria for identifying and prioritizing project needs, and what it means to transform a "needs list" of projects into a "cost feasible" list to satisfy federal requirements. He also mentioned the other consulting firms assisting with the project - Smart Mobility for multimodal traffic modeling, Partners for Strategic Action (PSA) for public facilitation, and Kevin Gardiner & Associates (KGA) for transportation-related urban design.
- Jacob then led a discussion about how the City's Character Districts Study would be coordinated with the RTP Update. The combined goal of both efforts is to match appropriate transportation investments that enhance the uniqueness and character of distinct neighborhoods consolidated into several character districts. Reviewing neighborhood character and identifying appropriate transportation investments is the primary objective of the second RTP workshop series, tentatively scheduled for late August or early September.
- Jacob then explained the format and objectives of this week's workshops and stakeholder meetings. The workshop objectives are to formally introduce the project and to have participants identify and prioritize key issues, challenges, opportunities, and core values that the planning process should address. This will be accomplished using the Nominal Group Technique, which the group discussed. Jacob noted that the input received will be used to develop criteria to identify project needs and priorities, as well as generally guide the technical and policy direction of the plan. The project website was also discussed.
- For the stakeholder meetings, Jacob and Dave explained that the objectives were similar to those of the workshops. There will be six roundtable discussions, facilitated by PSA, involving five themes of stakeholders - economic development (two meetings), tourism, transportation and distribution, emergency management, and neighborhood/environmental interests. We are drawing from a stakeholder database of approximately 180 records, and will try to outreach individually with those who cannot attend this week. Another round of stakeholder meetings will be held in the fall to seek input on draft projects and strategies.
- The meeting concluded with the Committee emphasizing the importance of having briefings with city and county policy-makers, and that if the Committee is to play an advisory role, materials should be provided ahead of time for review. Jacob apologized for this, noting that materials had been prepared, but miscommunication had inadvertently prevented their being printed and available for the Committee.

