

NOTICE AND AGENDA

BICYCLE ADVISORY COMMITTEE
WEDNESDAY
MARCH 19, 2026

HYBRID MEETING
COUNCIL CONFERENCE ROOM
211 W. ASPEN AVE.
4:30 P.M.

[Click here to join the meeting](#)

For Teams participants wishing 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 click mute.

1. Call to Order

This meeting will be conducted both in-person in the Council Conference Room at Flagstaff City Hall, as well as online via Microsoft Teams. Members of the public are always welcome to attend and encouraged to participate. To join the online meeting, click on the meeting link above. To comment on a discussion item, please use the MS Teams Chat function: simply type in 'c' or 'q' 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, then re-enable mute when finished. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Martin Ince at 928-213-2685 (774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

2. ROLL CALL

NOTE: One or more Commissioner may be in attendance through other technological means.

DANIEL CRIM, Chair
JEN HANKS
KEVIN HAYES
MARK SPINTI

ALLISON SHARP
SAMANTHA MEIER
VALERIE PIET

CITY STAFF:

Jeff Bauman, City Traffic Engineer
Stephanie Santana, Senior Transportation Engineer
Carlton Johnson, Transportation Planner
Dee Williams, Administrative Specialist - City Engineering
Kevin Rueb, Police Department
Adam Williams, Police Department

3. 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.

A. Approval of Minutes

Approval of December 18, 2025 and January 15, 2026 meeting minutes.

4. ACTION ITEMS

None

5. DISCUSSION ITEMS

A. Safe Routes to School -- Existing Conditions and Action Plan

Informational update from Kim Austin, discuss schools' active transportation report cards

B. Project Prioritization Process Tool

Information and discussion with Kate Morley, MetroPlan Executive Director

6. REPORTS

- A. Safe Routes to School Infrastructure
- B. Butler Ave Complete Streets Conversion
- C. Bicycle Friendly Community Silver Award
- D. First Mile/Last Mile -- 180 Crossings

7. NEXT MEETINGS

- Pedestrian Advisory Committee: March 26, 2026
- Transportation Commission: April 1, 2026
- Bicycle Advisory Committee: May 21, 2026
- Pedestrian Advisory Committee: May 28, 2026
- Transportation Commission: June 3, 2026

8. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF

9. ADJOURNMENT

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this _____ day of _____, 2026.

Deeda Williams, COF Engineering Division

ADDITIONAL INFORMATION: 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 928-774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.



Bicycle Advisory Committee

A.

From: Deeda Williams, Administrative Specialist

DATE: 03/19/2026

SUBJECT: **Approval of Minutes**

STAFF RECOMMENDED ACTION:

Approval of December 18, 2025 and January 15, 2026 meeting minutes.

Executive Summary:

Attachments

BAC Minutes - 2025-12-18

BAC Minutes - 2026-01-15

Form Review

Form Started By: Deeda Williams

Started On: 03/17/2026 12:50 PM

Final Approval Date: 03/17/2026

DRAFT

NOTICE AND AGENDA

BICYCLE ADVISORY COMMITTEE
WEDNESDAY
DECEMBER 18, 2025

HYBRID MEETING
COUNCIL CONFERENCE ROOM
211 W. ASPEN AVE.
4:30 P.M.

[Click here to join the meeting](#)

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1. CALL TO ORDER

- A. [Call to order occurred at 4:32pm](#)

2. ROLL CALL

NOTE: One or more Commissioner may be in attendance through other technological means.

DANIEL CRIM, Chair
JEN HANKS
KEVIN HAYES
SAMANTHA MEIER

VALERIE PIET
ALLISON SHARP
MARK SPINTI

CITY STAFF:

Jeff Bauman, City Traffic Engineer
Martin Ince, Multimodal Transportation Planner
Carlton Johnson, Transportation Planner
Chris Phair, Transportation Planner
Adam Williams, Police Department

- A. [Daniel Crim \(Chair\), Jen Hanks, Kevin Hayes, Samantha Meier, Valerie Piet, Allison Sharp present. Mark Spinti not present.](#)

3. OPEN CALL TO THE PUBLIC

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.

- A. [Public member Susan Hueftle's commented on the state of the bike lane curbs on Butler Ave](#)

- B. Public member Matthew Mitchell commented on a recurring water spot on Beaver and Benton that accumulates in the bike lane is creates hazardous conditions in the winter. City staff agree to direct notice to water services.
- C. Public member Kim Austin, TDM Planner of MetroPlan, commented on her ongoing work with AECOM to produce an existing conditions report in 2026.

4. APPROVAL OF MINUTES

[Combined meeting of October 23, 2025](#)

Combined meeting of November 20, 2025

5. ACTION ITEMS

A. Mode share report

Accept and forward to Transportation Commission

- i. Transportation Planner Martin Ince shares a presentation on the recent update to the City of Flagstaff mode share data and trends report, which now includes data through 2024. This report aids City staff in drawing conclusions about who we are reaching with multimodal efforts and improvements. It also serves to help make walking and biking more accessible to members of the community. Chair Daniel Crim motioned to forward the finalized report to Transportation Commission. Sam Meier seconded. The motion was unanimously approved by the BAC.

6. DISCUSSION ITEMS

A. Capital planning - pedestrian and bicycle projects

Information and discussion

- i. Mr. Ince provides an overview of the City's proposed updates to next year's capital budget. The goal is to share the prioritized projects with committee members and get feedback on the decision-making of staff. Martin introduced the idea of providing these projects in an uninfluenced list for committee members to review and rank their top few projects. This will be included in next meeting's agenda.

B. Bikeways Master Plan

Information and discussion

- i. Mr. Ince provided a presentation with information related to the City's ongoing efforts to plan primary, secondary, and tertiary bikeways.

C. BAC meeting dates for 2026

Information

7. REPORTS

A. Safe Routes to School infrastructure study

- i. City staff provided update and current state of project

B. Safe Streets Master Plan

- i. City staff provided update and current state of project

C. Butler Ave Complete Streets Conversion

- i. City staff provided update and current state of project

D. Butler/Fourth corridor project

- i. City staff provided update and current state of project
 - E. Micromobility share
 - i. City staff provided update and current state of project
 - F. Road Repair and Street Safety
 - i. City staff provided update and current state of project
 - G. Bicycle Friendly Community status
 - i. City staff provided update and current state of project
 - H. PAC/BAC vacancies and appointments
 - i. No vacancies, welcome to Allison Sharp and Mark Spinti
- 8. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF**
- A. BAC members Sam Meier and Valerie Piet recounted their attendance at the last TC meeting to share information on behalf of the BAC.
 - B. BAC member Jen Hanks drew attention to right-hook incidents along Fourth St, with a specific instance while turning into the Maverick Gas Station.
- 9. NEXT MEETINGS**
- Bicycle Advisory Committee: Jan 15, 2026
 Pedestrian Advisory Committee: Jan 22, 2026
 Transportation Commission: Feb 4, 2026
- 10. ADJOURNMENT**
- A. Chair Daniel Crim adjourned the meeting at 6:35pm.

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Dated this _____ day of _____, 2026.

 Deeda Williams, COF Engineering Division

ADDITIONAL INFORMATION: 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 928-774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

NOTICE AND AGENDA

BICYCLE ADVISORY COMMITTEE
WEDNESDAY
JANUARY 15, 2026

[HYBRID MEETING](#)
COUNCIL CONFERENCE ROOM
211 W. ASPEN AVE.
4:30 P.M.

[Click here to join the meeting](#)

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Meeting started at 4:32 p.m.

2. ROLL CALL

NOTE: One or more Commissioner may be in attendance through other technological means.

DANIEL CRIM, Chair
JEN HANKS
KEVIN HAYES
SAMANTHA MEIER

VALERIE PIET
ALLISON SHARP
MARK SPINTI

CITY STAFF:

Jeff Bauman, City Traffic Engineer
Stephanie Santana, Senior Transportation Engineer
Carlton Johnson, Transportation Planner
Chris Phair, Transportation Planner
Kevin Rueb, Police Department
Adam Williams, Police Department

Present: Daniel Crim, Jen Hanks, Samantha Meier, Valerie Piet, Allison Sharp, Mark Spinti. Absent: Kevin Hayes.

3. PUBLIC COMMENT

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Council member David Spence provided an update on the 2026 COF Council Boards and Commissions discussion -- other committees are considering consolidation, but no discussion was related to changes to the BAC, PAC, and Transportation Commission.

Matt Mitchell, member of the Transportation Commission, made a comment regarding snow removal on Lucky Ln in the Walmart area. He noted some hotels in the area were pushing their snow into the bike lanes, but he filed a complaint and it was quickly addressed.

Kim Austin, Transportation Demand Management Planner for MetroPlan, reported on some of MetroPlan's ongoing work with consultant AECOM to create an 'existing conditions report' for Safe Routes to School areas across the City.

4. Approval of Minutes

A. Approval of minutes from 12/18/2025

Not enough people read the minutes to approve at this meeting. The minutes from 12/18/2025 will be included on the agenda for our next BAC meeting on 3/19/2026.

5. ACTION ITEMS

A. Pedestrian/Cyclist priority project survey review

Finalize a list of priority projects to be shared with the Transportation Commission.

Transportation Planner Carlton Johnson led a discussion on the prioritized projects from the survey recently taken by members of the Bicycle Advisory Committee and Pedestrian Advisory Committee. Some highlights from the discussion include improvements along Fort Valley Rd, missing sidewalk segments on San Francisco St, the planned University FUTS trail, the planned Santa Fe FUTS trail, the Milton Bikeway, and several crossing enhancements. BAC Chair Daniel Crim motioned to share the survey results and key BAC discussion points with the Transportation Commission with the request that the information be passed onto council ahead of their budget retreat. Committee member Samantha Meier seconded. The BAC members unanimously approved the motion.

6. DISCUSSION ITEMS

A. JWP Extension - Airport to Lake Mary Rd AZSMART

This item was for discussion only.

Transportation Planner Christopher Phair provides a brief presentation on a recently submitted AZSMART application for the JWP Extension - Airport to Lake Mary Rd. The application is for \$2.3M to design the new road segment to 100%, and if awarded, will require the City to apply to the RAISE/BUILD federal grant program for construction. BAC members showed their support for the project with its generous on-street buffered bike lanes and off street shared use paths.

B. Future meeting schedule/format

This item is for discussion only.

Mr. Phair provides updates to the BAC on his recent resignation from the City of Flagstaff, with his last day to be 2/13/2026. With the reduction in City staff, the next few months will switch to an adjusted meeting schedule, going down to one meeting every other month for the BAC.

7. REPORTS

No major updates were reported on these projects. Chris Phair discussed the history of micromobility. He will send overview/updates on the other projects.

- A. Safe Routes to School infrastructure study
- B. Safe Streets Master Plan
- C. Butler Ave Complete Streets Conversion
- D. Butler/Fourth Corridor Project
- E. Micromobility Share
- F. Road Repair and Street Safety
- G. Bicycle Friendly Community status

8. NEXT MEETINGS

Thursday, March 19, 2026.

9. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF

Committee member Samantha Meier drew attention to the water spot in the bike lane on Beaver and Benton, which is still there despite discussion and City action.

Committee member Valerie Piet brought up the gym near the Galaxy Diner and a lack of bike parking available. She is working with the gym to implement a better parking solution.

10. ADJOURNMENT

Meeting adjourned at 6:09 p.m.



Bicycle Advisory Committee

5. A.

From: Deeda Williams, Administrative Specialist

DATE: 03/19/2026

SUBJECT: **Safe Routes to School -- Existing Conditions and Action Plan**

STAFF RECOMMENDED ACTION:

Informational update from Kim Austin, discuss schools' active transportation report cards

Executive Summary:

Informational update from Kim Austin
Discuss schools' active transportation report cards

Attachments

Safe Routes to School Staff Report
Safe Routes to School Report Card Presentation

Form Review

Form Started By: Deeda Williams

Started On: 03/16/2026 01:13 PM

Final Approval Date: 03/16/2026



METROPLAN

GREATER † FLAGSTAFF

STAFF REPORT

REPORT DATE: March 13, 2026

MEETING DATE: March 19, 2026

TO: City of Flagstaff Bicycle Advisory Committee

FROM: Kim Austin, Transportation Demand Management Planner

SUBJECT: Safe Routes to School Existing Conditions and Action Plan

1. RECOMMENDATION:

None. For discussion purposes only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 4: Implement Programs that Encourage Mode Shift

Objective 4.2: Implement programs at K-12 schools to reduce parent pick-up and drop-off.

3. BACKGROUND:

The Safe Routes to School (SRTS) Existing Conditions and Action Plan: *Building Safer, Healthier Ways for Flagstaff Students to Travel* provides a baseline understanding of current travel behaviors, infrastructure conditions, and barriers to walking, biking, carpooling, yellow bus, and transit use, and provides strategies for future planning and implementation of SRTS strategies within Flagstaff schools. The Plan aligns with Phase II of MetroPlan's SRTS program: to conduct qualitative data collection on student travel modes, determine walk/bike shed, and assess school infrastructure to identify deficiencies and provide recommendations. Information the document provides includes:

- The benefits of Safe Routes to School programs
- Overview of regional policies recommending Safe Routes to School strategies
- Student mode of travel information
- Air quality around schools
- Key findings and takeaways
- School report cards with recommendations for decreased parent-driven students



METROPLAN

GREATER † FLAGSTAFF

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

None

5. FISCAL IMPACT:

None

6. ALTERNATIVES:

None

7. ATTACHMENTS:

None



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GREATER † FLAGSTAFF

Safe Routes to School Existing Conditions and Action Plan



METROPLAN
GREATER † FLAGSTAFF



Safe Routes to School Report

This report was funded in part through grants from the Federal Highway Administration and the Arizona Department of Transportation. The contents do not necessarily reflect the official views or policies of the Arizona Department of Transportation or the Federal Highway Administration.

1.1 Safe Routes to School Benefits

Quick Facts:



SRTS promotes children's active travel, helping them reach the Centers for Disease Control and Prevention (CDC) recommended **60 minutes of daily physical activity** to reduce chronic disease risks.



18 states found that SRTS programs **reduced pedestrian and bicyclist injury rates among school-age children by 23%**.



Lack of transportation can be a barrier to getting to school on time or at all, especially for students in disadvantaged communities. Studies suggest **improved attendance rates of up to 2%** at participating schools.



Nationally, **about 10% to 14% of morning rush-hour car trips are for school travel**. SRTS reduces car trips by shifting families to walking and biking, helping cut both traffic and carbon output.



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Plans/Policy Review

• FUSD Climate Action Plan

- Optimize and Promote yellow school bus use
- Promote carpooling and ride-sharing
- Promote active modes of transportation to/from school or work
- Coordinate with city/county about safe pathways near school and walking and biking routes

• FUSD Wellness Policy

- Provide a multifaceted learning environment involving nutrition and physical education to foster the development and practice of lifelong health/wellness behaviors
- Establishment of a wellness committee to monitor implementation of wellness policy
- Encourage students to walk or bike to school
- Encourage participation in Walk/Bike to School Day

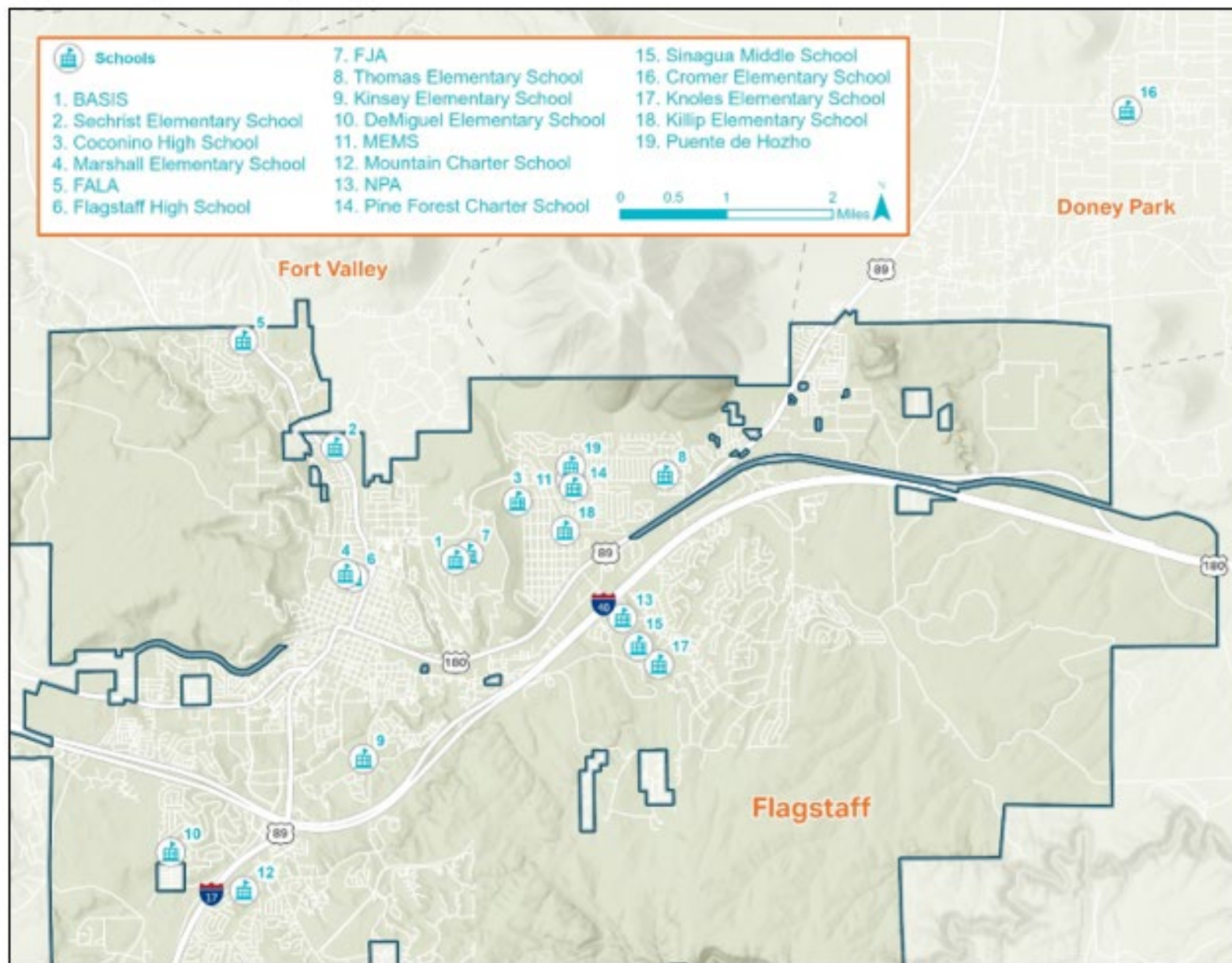
• City of Flagstaff ATMP

- Re-establish a SRTS program
- Establish comprehensive education and safety programs for pedestrians, bicyclists, and motorists
- Partner with local schools to develop inventories of walking, biking, and transit opportunities
- Bike education and encouragement

• Flagstaff Carbon Neutrality Plan

- Achieve carbon neutrality by 2030
- Strengthen our neighborhoods
- Encourage residents and visitors to walk, bike, roll, and bus

Figure 1: Map of Participating Schools





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Table 2: Student Mode of Travel from Student Travel Tally (Fall 2025 School Year)

Student Mode	Count	Percentage
Drove to School by Parents	2,262	62.1%
School Bus	540	14.8%
Walk	302	8.3%
Carpool	169	4.6%
Unspecified	109	3.0%
Bike	98	2.7%
Drove Themselves	81	2.2%
City Bus (Mountain Line)	73	2.0%
Scooter	7	0.2%
Skateboard	3	0.1%
TOTAL	3,644	100%

Source: MetroPlan Student Travel Tally Data (MetroPlan, 2025)



SRTS Benefits

- Walking and biking increases daily physical activity, resulting in healthier kids
- Fewer cars at drop-off makes streets safer for everyone and improves the air quality
- More people walking builds neighborhood connections and strengthens community



Key Findings

- Most students are driven to school, leading to congestion and safety risks
- Many schools are in walkable neighborhoods, offering strong potential for mode shift
- Parents expressed high interest in safer walking, biking, and transit options



Top Recommendations

- Training and education remain foundational components with relatively low costs
- Complete sidewalk and bike lane networks near schools provides the highest impact
- Implement low-cost programs like Walk and Bike to School Days and park and walk programs



School Report Cards



F
Failing

Safe Routes to School Report Card

Northland Preparatory Academy



Grades Served: 6-12

Quick Facts

645
Enrollment

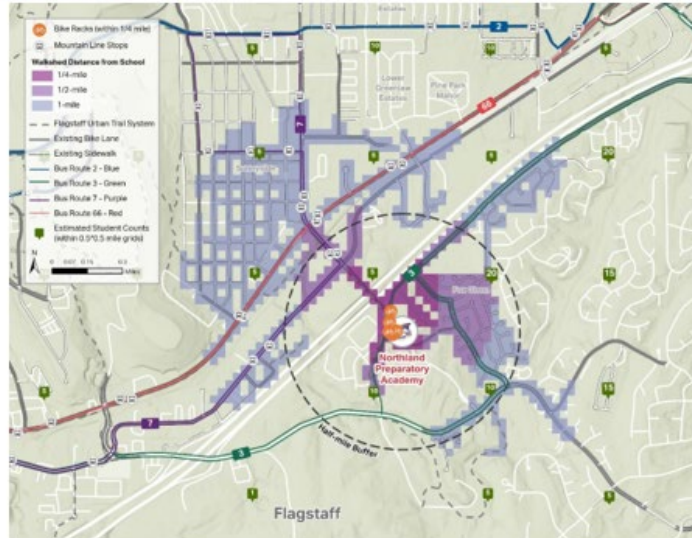
2 (Route 3)
Number of Mountain Line Bus Stops within 1/4 Mile

60 (6.3%)
Students Walking or Biking

How Do Students Get to School?



Walkshed Map



Top Concerns

- High speeds** – Fourth Street is a high-speed road, and there is no reduction in speed since the school is not directly along this roadway.
- Presence of school zone signage** – Presence of school zone signs informs drivers to slow down approaching a school zone.
- Lack of crossing guards** – Provided survey data indicated that only one crossing guard is present at the intersection of Fourth Avenue and Sparrow Road.

Safe Routes to School Recommendations

For resources on SRTS recommendations, please go to MetroPlan's website, www.metroplanfig.org/safetyplan/srts.

Recommendation	Benefits	Responsible Agency
Complete sidewalk network along Mustang Way, Butler Ave., and Elk Run St.	Separates road users in space. Create a safe and dedicated space for pedestrians and cyclists.	City of Flagstaff (Lead)/MetroPlan (Support)
Participate in Mountain Line's ecOPASS program	Promotes transit use by providing students with a free transit pass.	NPA (Lead)/Mountain Line (Support)
Additional crossing guard at Fourth Ave. and Sparrow Rd.	Provides numerous benefits related to safety, education, and community well-being by creating a secure environment for pedestrians, especially children.	NPA (Lead)
Implement a parking fee for students	Encourages carpooling or other modes of transportation, helping reduce traffic congestion and promoting sustainable transportation habits.	PTO (Lead)/NPA (Support)
Develop how to ride transit materials (Mountain Line Travel training program)	Familiarizes students with the transit system and helps them ask questions, gain confidence, and navigate it.	Mountain Line (Lead)/NPA (Support)
Install flashing school zone signs	Improves safety by giving drivers more reaction time, increasing visibility, and greatly lowering the risk and severity of crashes.	City of Flagstaff (Lead)/MetroPlan (Support)
Promote and expand existing carpooling	Reduces the number of vehicles during school pickup and drop-off times.	PTO (Lead)
Provide pedestrian and bike education	Provides students with basic pedestrian and bicycle safety skills for safe travel to school.	NPA (Lead)



Bicycle Advisory Committee

5. B.

From: Carlton Johnson, Transportation Planner

DATE: 03/19/2026

SUBJECT: Project Prioritization Process Tool

STAFF RECOMMENDED ACTION:

Information and discussion with Kate Morley, MetroPlan Executive Director

Executive Summary:

Information and discussion with Kate Morley, MetroPlan Executive Director

Attachments

Project Prioritization Staff Report
Project Prioritization Presentation

Form Review

Form Started By: Carlton Johnson

Started On: 03/17/2026 08:42 AM

Final Approval Date: 03/17/2026



METROPLAN

GREATER † FLAGSTAFF

STAFF REPORT

REPORT DATE: March 13, 2026

MEETING DATE: March 19, 2026

TO: City of Flagstaff Bicycle Advisory Committee

FROM: Kate Morley, Executive Director

SUBJECT: Project Prioritization Process

1. RECOMMENDATION:

None. For discussion purposes only.

2. RELATED STRATEGIC WORKPLAN ITEM:

Goal 2: Deliver Plans that Meet Partner and Community Needs

Objective 2.4: Position partners for successful implementation of plans.

3. BACKGROUND:

MetroPlan has kicked off a new project, the MetroPlan Connect Project Prioritization Tool – a GIS-based platform that consolidates all identified and planned transportation projects across the region. The platform will serve as a centralized clearinghouse that integrates with partner GIS systems to enhance regional coordination, data transparency, and funding readiness.

This project will also establish a prioritization framework and scoring process grounded in MetroPlan's Vision Zero goal and adopted transportation values, enabling MetroPlan and its partners to identify shared priorities for programs such as the Strategic Grants Plan, ADOT's P2P process, and Safe Streets and Roads for All (SS4A) funding. The resulting tool will create a scalable foundation for future integration with capital programs and safety initiatives, and will ultimately align with the planned efforts of the Safe Streets Master Plan (SSMP).

Major deliverables of the scope include the consolidation of projects from over 15 separate transportation plans in the region, identified as over 1900 projects, digitization of those projects into a GIS platform, scope refinement for projects with conflicting or unclear recommendations, cost estimate refinement, development of prioritization criteria based on MetroPlan values, and development of a grant filter which would allow a quick glance at eligible projects for a variety of federal grants such as RAISE/BUILD and grant priorities such as safety, bridges, etc.



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It is hoped that the project will also be a useful tool for developers, partner capital planning, and prioritization processes. The tool will be available in September 2026.

4. TAC AND MANAGEMENT COMMITTEE DISCUSSION:

None

5. FISCAL IMPACT:

None

6. ALTERNATIVES:

None

7. ATTACHMENTS:

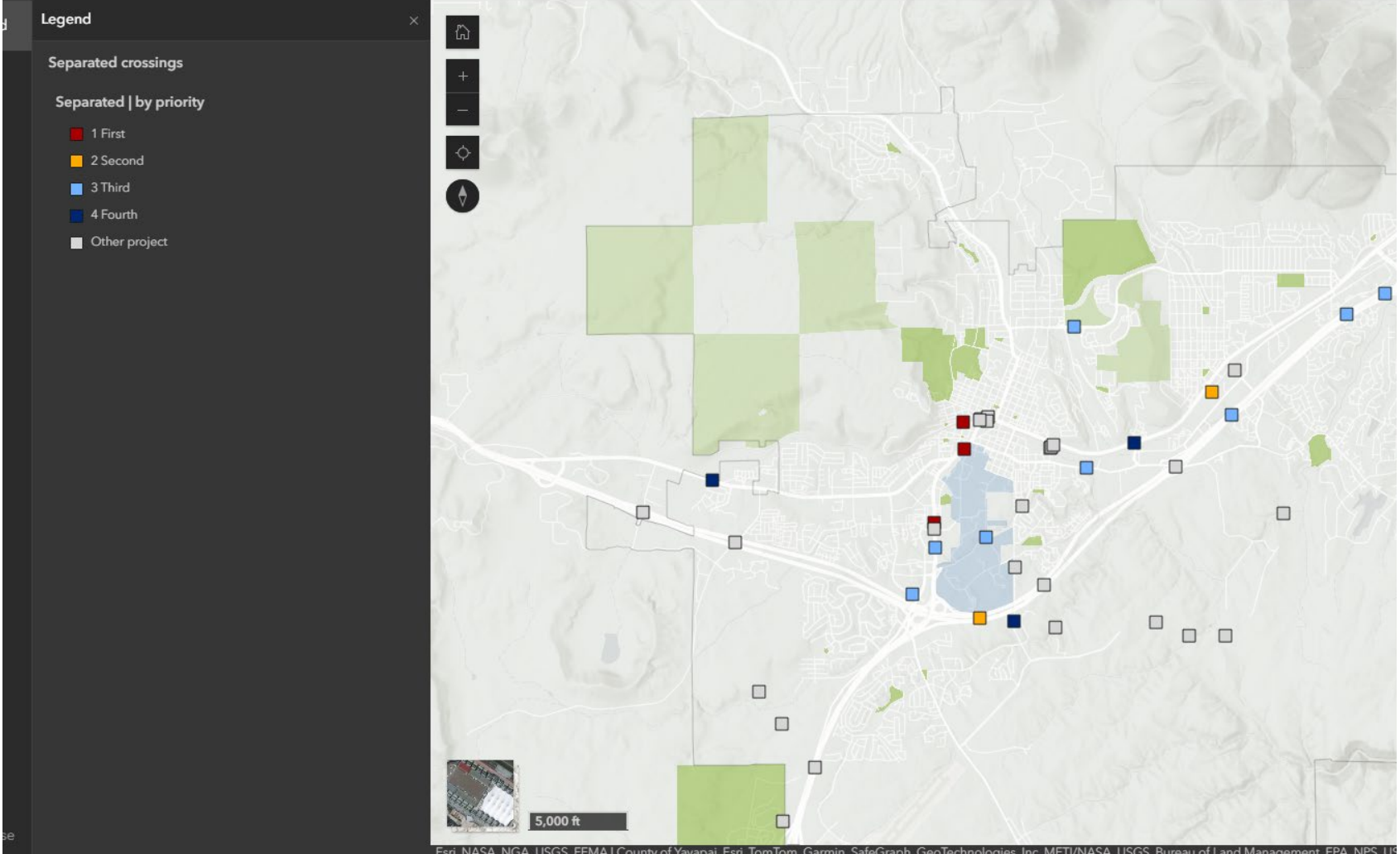
None



-
- Need
 - All planned projects in one place.
 - GIS Based system
 - Rank based on MetroPlan values
 - Filter based on funding requirements
 - Available to partner teams, including capital teams, for integration into their processes



City of Flagstaff | Active Transportation Master Plan planning map



Esri, NASA, NGA, USGS, FEMA | County of Yavapai, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US

Project Prioritization Process

- Example from Active Transportation Master Plan

