



# 2010 Doney Park Multi-modal Transportation Plan

ADOT MPD Task Assignment 32-10  
PGTD 0484  
Contract # T08-49-U0001

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## Work Plan

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*Prepared for:*

ARIZONA DEPARTMENT OF TRANSPORTATION  
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COCONINO COUNTY PUBLIC WORKS DEPARTMENT

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## 1 INTRODUCTION

The Arizona Department of Transportation (ADOT), through the Planning Assistance for Rural Areas (PARA) program, awarded funding to Coconino County for the Doney Park Multi-Modal Transportation Plan.

This Plan will identify needs and deficiencies for multi-modal travel within Doney Park, with particular emphasis on pedestrian, bicycle, and public transportation. The Plan will recommend a program of projects to address multi-modal transportation needs and it will also serve as a guide for community development, project funding applications, and project implementation.

### 1.1 Study Area

Doney Park, located northeast of Flagstaff, Arizona, is an unincorporated community of approximately 8,000 residents, encompassing an area of approximately 62 square miles.

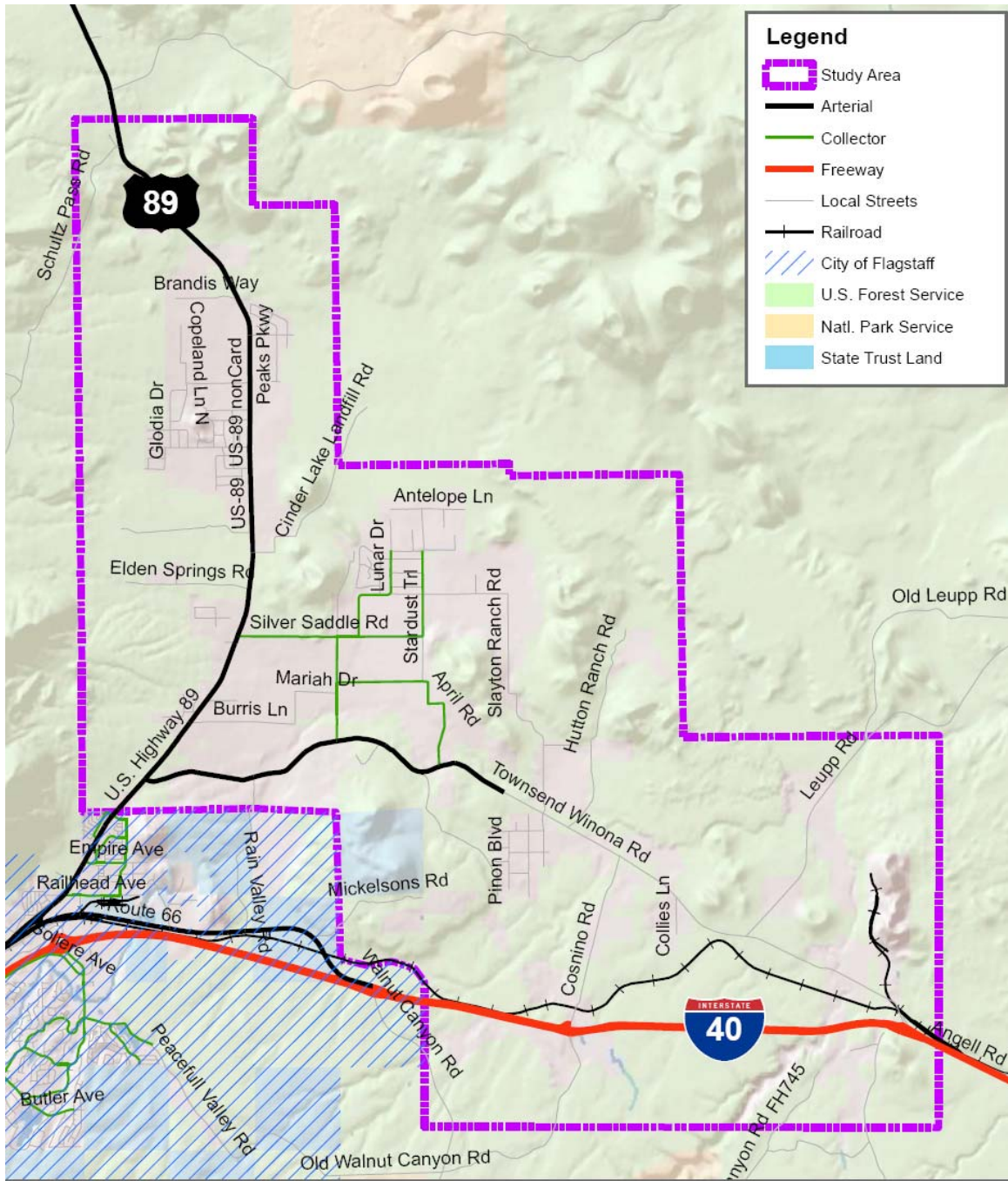
Major transportation facilities in the area include U.S. 89 and Interstate 40. Local streets include Townsend-Winona Road, Leupp Road, Silver Saddle, and Koch Fields Road.

The study area for the Doney Park Multi-modal Transportation Plan is depicted in Figure 1.

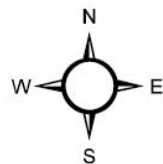
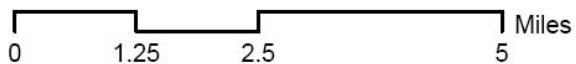
### 1.2 Study Purpose

The Plan will identify a program of projects that upon implementation will improve bicycle, pedestrian, and public transit travel in Doney Park. This will be accomplished through completion of the following:

- Document current and future conditions relating to multi-modal (pedestrian, bicycle, and transit) mobility and safety throughout Doney Park. Identify key activity centers in Doney Park.
- Review and confirm needs and deficiencies as identified in the Doney Park Timberline Fernwood Area Plan (2001). Identify and summarize multi-modal mobility and safety needs and deficiencies; identify connectivity needs to key activity centers.
- Recommend a program of projects that upon implementation, will improve multi-modal mobility and safety conditions in Doney Park. The program of improvements will provide Coconino County with a planning document that can be used to help secure funding for implementation of the multi-modal improvements. The program of improvements and the Plan will serve to guide future development of trails and bicycle and pedestrian facilities.



## Doney Park Multi-modal Transportation Plan



**Figure 1: Study Area**



## **1.3 Study Objectives**

### **1. Identify and Document Multi-Modal Safety Needs**

Through our work for the Flagstaff Metropolitan Planning Organization (FMPO), Regional Transportation Plan Update: Safety Component, and the ADOT Pedestrian Safety Action Plan, Kimley-Horn analyzed pedestrian crash locations throughout the FMPO area. Exhibit 1 (on page 5) shows the approximate locations of 21 pedestrian crashes (2002 to 2006 data) in the Doney Park area and along U.S. 89. One additional pedestrian-motor vehicle crash occurred at the intersection of Townsend-Winona and Slayton Road, outside the extents of Exhibit 1. Five of the crashes displayed in Exhibit 1 were fatal crashes. In fact, the segment of U.S. 89 from Snowflake/Trailsend Drive to Townsend-Winona Road was identified as having an abnormally high rate of pedestrian crashes. The ADOT Pedestrian Safety Action Plan recommended several improvements to this segment, including construction of a raised median to provide pedestrian refuge and evaluation of pedestrian crossings. Much of this segment lacks sidewalk facilities; however, a well-worn foot path in this area is evidence of the need for pedestrian facilities along U.S. 89. The concentration of pedestrian crashes along U.S. 89 is indicative of a need for improved pedestrian facilities along and crossing U.S. 89.

A Road Safety Audit for Townsend-Winona Road was completed in 2008 by ADOT and Coconino County staff. Recommended countermeasures included improvements to signing, pavement markings, maintenance of roadside clear zone, vegetation management, lighting at selected intersections, and access control. The status of these recommendations will be reviewed and incorporated into the Plan.

### **2. Evaluate Existing and Needed On-Street Multi-Modal Accommodations**

Most of the existing roadways within the study area were constructed primarily to accommodate vehicular travel. Facilities are needed that provide a greater degree of separation between pedestrians, bicycles, and vehicles. We will evaluate improvements that could be made to existing roads to improve pedestrian and bicycle accommodation. There are five listed below types of on-street improvements that may be considered in the Doney Park area that will improve conditions for bicyclists and pedestrians: 1) improved/widened shoulders, 2) pavement width reallocation, 3) sidewalks 4) multiuse pathways, 5) pedestrian crossings.

A particular emphasis of the study will be to explore, in collaboration with, and with buy-in from Coconino County and ADOT, to explore in detail the need, feasibility, and safety considerations of a pathway adjacent to U.S. 89. A U.S. 89 pathway has the potential to be an extension of the FUTS.

If the need for a pathway along U.S. 89 is confirmed, and public support is demonstrated during the Plan, the Kimley-Horn team will develop a preliminary, planning level layout, identify major obstacles and engineering constraints, and develop an implementation plan. Our planning efforts for this path will emphasize the following:

- Review existing conditions: Perform a field review with technical staff that understands not only the planning concerns of a path, but also the constructability issues. Drainage, existing grades, and avoidance of existing utilities must be taken into consideration in the path planning efforts.
- Review right-of-way and easements: review right-of-way and easement information from ADOT and identify the approvals, permits, or easements that may be necessary to construct a path along U.S.89.
- Develop a concept for a pathway that emphasizes mobility and safety: In collaboration with the Technical Advisory Committee (TAC), stake-holders, and Coconino County staff, planning documents may be developed that include: general location of new pathway; cross section and width of the pathway; identification of materials and nature of visual barrier between the pathway and roadway; locations for crossings; identification of engineering and drainage constraints.

Another opportunity that may be explored in the Plan is a pathway parallel to Townsend-Winona. This evaluation would need to consider the multiple access points along this corridor (there are over 100 driveways that access Townsend-Winona). A key need that we anticipate will be identified in the Plan is for pedestrian crossings of major corridors, such as U.S. 89. We will evaluate pedestrian crossing opportunities at signalized intersections, the potential need for additional signalized pedestrian crossings, or opportunities to use drainage culverts as pedestrian crossings.

### 3. Identify Off-Street Pathways Opportunities

In addition to on-street facilities (shoulders, sidewalks, parallel pathways), the Plan will evaluate opportunities for off-street multiuse facilities (trails and paths) to improve non-vehicular connectivity. Off-street facilities may have the benefit of improving user comfort and safety, and reducing travel distances, which will ultimately promote increased non-vehicular travel in Doney Park. We will identify opportunities for paths or trails that connect activity centers such as Peaks View County Park, commercial centers, and schools.

Several unauthorized social trails and informal access to National Forest lands exist in Doney Park. The Plan will identify where trail easements may be required, as part of new subdivisions, that connect forest service lands to neighborhoods. In fact, the Area Plan specifies that new residential subdivisions adjacent to forest lands are required to provide trail easement access to the forest, and requires developers to construct the trail in conformance to County standards.

### 4. Identify Connectivity to Activity Centers

Activity centers in Doney Park include the Peaks View County Park and Cromer Elementary School. We will review access to these activity centers and identify projects that will improve their accessibility and safety of pedestrians. As an example, recommendations to improve safety near Cromer Elementary School were previously identified in the Doney Park Timberline Fernwood Area Plan. Recommendations included no-parking signs, additional sidewalks, and pathways in the vicinity of the

school, development of a “School Route Plan” to improve traffic patterns, additional crosswalks at Silver Saddle Road and Koch Field Road and various site design improvements of driveways at the school. We will review the current status of these improvements and incorporate these needs, as well as additional needs that may be identified, into the Plan.

U.S. Forest Service trail heads also serve as activity center destinations. Currently, access to U.S. Forest Service lands is in more of a ‘wildcat’ manner with undefined access points. This results in unauthorized trails. We will identify improvements that may serve to formalize trail heads, and reduce use of ‘wildcat’ and unauthorized trails.

### **5. Improve Connectivity to Transit Facilities**

The Flagstaff Five Year Transit Plan (2005) identified a need for transit service to and from Doney Park to service both commuters and to provide improved access to social and medical services. The Plan will review recommendations of the Flagstaff Five Year Transit Plan, and an update of the Transit Plan that is currently underway, and the FMPO Regional Transportation Plan. The Plan will evaluate non-vehicular connections to potential future transit facilities, such as park-and-ride lots.

### **6. Identify other roadway and safety improvements required to improve overall multi-modal travel in Doney Park**

While the emphasis of the Plan is on non-vehicular travel, identification of safety needs and improvements to vehicular travel will also be documented. These may include roadway improvements (turn lanes, shoulder widening), and traffic control devices (stop signs, yield signs, traffic circles, pavement markings, etc). We recognize that improving vehicular safety will also improve pedestrian and bicyclist safety. Improvements identified in the FMPO Regional Transportation Plan will also be reviewed. Recommendations from the Townsend-Winona Corridor Study (2008) will also be reviewed and considered for incorporation into the Plan.

### **7. Review Winter Roadway Maintenance Practices**

The County has expressed concern that environmentally sensitive lands are negatively impacted by winter roadway maintenance practices. This was a significant issue in Kachina Village, where concern was expressed over the use of cinders. However, during the Kachina Village study, the public demonstrated support for the continued use of cinders as opposed to use of chemical deicing. If desired by Coconino County and the TAC, the Doney Park plan may take the opportunity to gauge public satisfaction with current winter maintenance practices, for input to Coconino County as they evaluate if modifications to their practices are required or desired by the public.

### **8. Develop a Guidance Document for Implementation**

The Plan will provide a guidance document to assist County planners in securing funding for implementation of the program of projects. It is anticipated that the Plan will assist planners in developing funding applications, such as for Transportation Enhancement

Funds, Highway Safety Improvement Programs, Safe Routes to Schools, FMPO funds, and other funding opportunities.

### 1.4 Project Team

Arizona Department of Transportation, Multimodal Planning Division, will lead the Study. Justin Feek serves as ADOT Project Manager. Kimley-Horn and Associates serves as prime consultant for the Doney Park Multi-modal Transportation Plan. Brent Crowther serves as Consultant Project Manager. Contact information is listed in Table 1.

**Table 1. Project Contacts**

Name / Organization	Role	Contact Information
Justin Feek Arizona Department of Transportation, Multimodal Planning Division	ADOT Project Manager	206 South 17th Avenue, MD 310B Phoenix, AZ 85007 Telephone: 602-712-6196 <a href="mailto:JFeek@azdot.gov">JFeek@azdot.gov</a>
John Aber Coconino County Community Development	Coconino County Project Manager, Lead Local Contact	2500 North Fort Valley Road, Building One, Flagstaff, AZ 86001 Telephone: 928-679-8850 <a href="mailto:jaber@coconino.az.gov">jaber@coconino.az.gov</a>
Tim Dalegowski Coconino County Public Works Department	Coconino County, Alternate Local Contact	5600 E. Commerce Ave Flagstaff, AZ 86004 Telephone: 928-526-2735 <a href="mailto:timdalegowski@coconino.az.gov">timdalegowski@coconino.az.gov</a>
Brent Crowther Kimley-Horn and Associates	Kimley-Horn Project Manager	Kimley-Horn and Associates, Inc. 2210 East Fort Lowell Road, Ste. 200 Tucson AZ 85719-2460 Telephone: 520-615-9191 <a href="mailto:Brent.crowther@kimley-horn.com">Brent.crowther@kimley-horn.com</a>
Adria Henderson Kimley-Horn and Associates	Kimley-Horn Project Analyst	Kimley-Horn and Associates, Inc. 2210 East Fort Lowell Road, Ste. 200 Tucson AZ 85719-2460 Telephone: 520-615-9191 <a href="mailto:adria.henderson@kimley-horn.com">adria.henderson@kimley-horn.com</a>
Mike Colety Kimley-Horn and Associates	Kimley-Horn Project Advisor	2080 E. Flamingo Road, Ste. 210 Las Vegas, NV 89119-5178 Telephone: 702-862-3609 <a href="mailto:Mike.colety@kimley-horn.com">Mike.colety@kimley-horn.com</a>

### 1.5 Technical Advisory Committee

The TAC will represent a valuable means of soliciting study input. A TAC has been established, consisting of the following agencies, departments, and jurisdictions:

- ADOT, Multi-Modal Planning Division

- ADOT, Communication and Community Partnerships
- ADOT, Flagstaff District
- Coconino County Community Development
- Coconino County Parks and Recreation
- Coconino County Public Works
- Flagstaff MPO
- Northern Arizona Intergovernmental Public Transit Authority (NAIPTA)

TAC meetings will be held at key milestones and/or decision points during the Study. The purpose of the meetings will be to communicate Study progress, provide opportunities for discussion, and present Study documents (Work Plan, Working Papers, Summary Reports, and Final Reports) for review and comment. Milestone points at which TAC meetings will be held are identified in Tasks 1 through 8 in the Project Work Plan.

## **1.6 Public Involvement Plan**

### **1.6.1 Public Involvement Goal**

The goal of public involvement is to educate stakeholders and the public about the plan, provide opportunities for community input, and create a process for building consent in support of the plan.

### **1.6.2 Public Open Houses**

Two public open houses will be held during the study at a location to be determined. The first open house will be scheduled in late September 2010 and the second in April 2011.

#### **1.6.2.1 Notification**

- **Utility bill** inserts will be placed in the Doney Park Water Company residential bills the month prior to the public open houses. Approximately 3,400 residents receive water bills monthly.
- **Web site notifications** will be posted two weeks prior to the public open houses on the ADOT and Coconino County Web sites.
- **Publicity posters** will be developed and distributed two weeks prior to each public open house. Posters will be delivered and displayed at participating businesses along US 89 north of Townsend Winona Road in addition to the following:
  - Coconino County Building
  - East Flagstaff Community Library
  - Flagstaff City Hall
  - Flagstaff Post Office
  - Flagstaff City – Coconino County Public Library
  - Flagstaff Chamber of Commerce
  - Flagstaff Medical Center

- Flagstaff Mall and Marketplace
  - Flagstaff Community College
  - Northern Arizona University
  - Flagstaff Unified School District Office
- **Email Notifications** will be distributed to an established email distribution list which includes local business owners, government agencies, media, and residents. These emails will be distributed using Constant Contact one week prior to each public open house to serve as a reminder. ADOT will also request a notification email to be distributed through the Coconino County Board of Supervisors distribution list.
  - **Earned Media** opportunities will be available through the distribution of media releases. ADOT CCP will distribute three media releases during the study. The first will announce the study and its goals, the second will announce the first public open house, and the third will announce the second public open house. These media releases will be distributed to media contacts in and surrounding the Flagstaff/Doney Park area.

### 1.6.2.2 Format

Community members are encouraged to attend the public open houses and participate in shaping their transportation future. Each open house presentation will begin with opening remarks, followed by a brief presentation given by the ADOT MPD Project Manager (PM) as well as a representative from the technical consultant team. At the conclusion of the presentation, guests will be asked to participate in a question and answer discussion led by ADOT CCP. All formal public open house activities will be digitally recorded for accurate study documentation. Prior to and following the formal public open house format, guests will be allowed to discuss study details one-on-one with project team members. Oral comments gathered during one-on-one discussions will not be included in the public open house summaries. Comment forms will be developed to capture the participants comments and summarized.

### 1.6.2.3 Purpose

Public open house 1 is intended to present information and findings related to existing and future conditions, needs, and deficiencies for public input and review. Public open house 2 is intended to present information and findings related to the plan for improvements for public input and review.

### 1.6.3 Public Open House Summaries

Summaries of each public open house will be produced to document meeting procedures and comments received from the public. Each summary will include a list of participating elected officials and study team members, a brief summary of the presentation given, a summary of questions asked and answers provided, and a complete compilation of comments received from participants. Summaries will be prepared,

reviewed, and finalized within two weeks of the date of the meetings for inclusion in the technical documents. Upon completion, the summaries will be posted on the ADOT MPD project Web site for public viewing.

### 1.6.4 Timeframe of Public Involvement Activities

Public Involvement Activity	Timeframe	Tasks included in Activity
Public Involvement Plan (PIP)	July 2010	<ul style="list-style-type: none"> <li>Draft Public Involvement Plan for review by ADOT MPD PM, ADOT CCP, technical team, Coconino County, and Technical Advisory Committee (TAC).</li> <li>Incorporate comments and finalize Public Involvement Plan.</li> <li>Provide final PIP to ADOT MPD for inclusion on ADOT Web site.</li> </ul>
Stakeholder List	July 2010	<ul style="list-style-type: none"> <li>Develop list of stakeholders for review by ADOT MPD PM, ADOT CCP, technical team, Coconino County, and TAC.</li> </ul>
Public Open House 1 Publicity	August/September 2010	<ul style="list-style-type: none"> <li>Secure the meeting location.</li> <li>Provide Doney Park Water Company with utility bill notification material.</li> <li>Develop publicity posters to post at local community buildings and businesses throughout Doney Park and surrounding areas.</li> <li>Distribute reminder email notification to area distribution list and stakeholders.</li> <li>Provide Coconino County Board of Supervisors with information to include in email for distribution.</li> <li>Draft media release for review by ADOT MPD PM, ADOT CCP, technical team, Coconino County, and TAC and for distribution by ADOT CCP.</li> <li>Post public open house announcement on ADOT, County, local media outlet, and local community Web sites.</li> </ul>
Public Open House 1	September 2010	<ul style="list-style-type: none"> <li>Coordinate all logistics of the public open house, including room setup, audio/visual equipment, and light refreshments (if needed).</li> <li>Assist in preparing public open house presentation, handouts, and displays.</li> <li>Attend public open house.</li> <li>Greet and sign in participants.</li> <li>Take notes and digitally record the public open house.</li> <li>Clean up meeting location and ensure the location is secured.</li> </ul>



Public Involvement Activity	Timeframe	Tasks included in Activity
Public open house 1 Summary	October 2010	<ul style="list-style-type: none"> <li>• Compile comments received at public open house.</li> <li>• Draft Public open house Summary for review by ADOT MPD PM, ADOT CCP, technical team, Coconino County, and TAC.</li> <li>• Incorporate comments and finalize Public open house Summary.</li> <li>• Provide Public open house Summary 1 to ADOT MPD for inclusion on ADOT Web site.</li> </ul>
Public Open House 2 Publicity	February/March 2011	<ul style="list-style-type: none"> <li>• Secure the meeting location.</li> <li>• Provide Doney Park Water Company with utility bill notification material.</li> <li>• Develop publicity posters to post at local community buildings and businesses throughout Doney Park and surrounding areas.</li> <li>• Distribute reminder email notification to area distribution list and stakeholders.</li> <li>• Provide Coconino County Board of Supervisors with information to include in email for distribution.</li> <li>• Draft media release for review by ADOT MPD PM, ADOT CCP, technical team, Coconino County, and TAC and for distribution by ADOT CCP.</li> <li>• Post public open house announcement on ADOT, County, local media outlet, and local community Web sites.</li> </ul>
Public Open House 2	April 2011	<ul style="list-style-type: none"> <li>• Coordinate all logistics of the public open house, including room setup, audio/visual equipment, and light refreshments (if needed).</li> <li>• Assist in preparing public open house presentation, handouts, and displays.</li> <li>• Attend public open house.</li> <li>• Greet and sign in participants.</li> <li>• Take notes and digitally record the public open house.</li> <li>• Clean up meeting location and ensure the location is secured.</li> </ul>
Public Open House 2 Summary	May 2011	<ul style="list-style-type: none"> <li>• Compile comments received at public open house.</li> <li>• Draft Public open house Summary for review by ADOT MPD PM, ADOT CCP, technical team, Coconino County, and TAC.</li> <li>• Incorporate comments and finalize Public open house Summary.</li> <li>• Provide Public open house Summary 1 to ADOT MPD for inclusion on ADOT Web site.</li> </ul>

### 1.6.5 Stakeholders

Key stakeholders that may provide additional perspectives and input to the Plan will be identified. These may include representatives of neighborhoods, schools, land management agencies, resource management agencies, and others as identified during the course of the Plan. We will conduct one-on-one interviews selected stakeholders and members of the TAC as needed. All stakeholders will be invited to attend public open house meetings. Input from the TAC and stakeholders interviews will inform the documentation of current and future conditions, and identification of needs and deficiencies. Stakeholders will subsequently be informed during the progress of the Plan.

Name	Organization	Title
Smith, Sybil	ADEQ Northern Regional Office	Northern Regional Director
Harper, John	ADOT	Flagstaff District Engineer
Nuno, MacKenzie	ADOT	Flagstaff District Public Information Officer
Ogonowski, Mark	Arizona Game and Fish Department	Urban Wildlife Planner
Murray, J.R.	Arizona Snowbowl	Manager
Bornstein, Leah L.	Coconino Community College	President
Bertelsen, Andy	Coconino County	Director, Department of Public Works
Towler, Bill	Coconino County	Community Development Director
Pribil, Bill	Coconino County	Sheriff
Fischer, Verna	Coconino County	Community Services Director
Conner, Mike	Coconino County	Construction Manager (Peaks View County Park)
Gross, Geoffrey	Coconino County	Parks Project Coordinator (Timberline Trail)
Archuleta, Liz	Coconino County Board of Supervisors	Supervisor, District Two
Metzger, Mandy	Coconino County Board of Supervisors	Supervisor, District Four
Nagiller, Susan	Coconino National Forest	
Kevil, Jennifer	Coconino National Forest	
Stillings, Ed	FHWA	Engineering Development Coordinator
Quintile, Anthony	Flagstaff Biking Organization	
Pastrick, Julie	Flagstaff Chamber of Commerce	President/CEO
George, Sue	Flagstaff Mall & Marketplace	Senior Property Manager
Bradel, William	Flagstaff Medical Center	President
Hickman, Barbara	Flagstaff Unified School District	Superintendent
Ryan, Matt	Coconino County Board of Supervisors	Chairman, Supervisor District 3 Coconino County
Wessel, Dave	FMPO	Manager
Putzova, Eva	Friends of Flagstaff's Future	President, Board of Directors

Fetzer, Chris	NACOG	Transportation Planner
Meilbeck, Jeff	NAIPTA	General Manager
Haeger, John D.	Northern Arizona University	President
Howard, Don	Summit Fire District	Fire Chief
Burman, Brenda	The Nature Conservancy	Northern Arizona Program Director
Hedwall, Shaula	US Fish and Wildlife	Flagstaff Sub-Office
Poturski, Brian	US Forest Service	Peaks and Mormon Lake District Staff Officer

## 1.7 Project Schedule

The project is proposed to be completed within a 16-month timeframe. The project schedule is presented in Figure 2. Key elements of the project schedule are listed in Table 2.

**Table 2. Project Milestones and Deliverables**

### Technical Advisory Committee Meetings

TAC 1	July 2010
TAC 2	October 2010
TAC 3	February 2010
TAC 4	June 2010
TAC 5	September 2010 (if necessary)

### Project Deliverable

Work Plan	July 2010
Working Paper No. 1 – Current and Future Conditions	October 2010
Working Paper No. 2 – Program of Projects	March 2011
Draft Final Report and Executive Summary	June 2011
Final Report and Executive Summary	August 2011

### Public Open House Meetings

Public Open House No. 1	September 2010
Public Open House No. 2	April 2011



Plan will also include the Public Involvement Plan that will be developed in collaboration with the ADOT CCP Consortium.

Task 1 includes project management and project coordination activities. Our project management and project coordination approach includes monthly communication with the ADOT project manager, monthly progress report/reporting, and up to five TAC meetings.

### Work Tasks

- Schedule, prepare for, and attend a teleconference kick-off meeting with the ADOT project manager and local contact to discuss the Work Plan and Public Involvement Plan. The Kimley-Horn team will prepare a meeting summary.
- Address ADOT comments to the Work Plan made at the kick-off meeting. Submit a revised Work Plan for review and approval for distribution to the TAC.
- Schedule, prepare for, and attend the first TAC meeting. The Kimley-Horn team will prepare a meeting summary.
- Address TAC comments made at the first TAC meeting and prepare the final Work Plan and submit the final Work Plan.
- Prepare monthly invoices and progress reports.

### Deliverables

- Work Plan (Study Area Boundary, Scope of Work Staffing Resources, Project Schedule, and Study Goals and Objectives)
- Public Involvement Plan (developed by ADOT CCP, incorporated into Work Plan)
- TAC Meeting No. 1 agenda, presentation materials, and meeting summary

## 2.2 Task 2: Current Conditions

The objective of Task 2 is to compile available data and information on existing conditions in the study area, as listed in Table 3, necessary to identify needs and deficiencies. This process will involve various data collection techniques, including stakeholder and TAC interviews. The Kimley-Horn team proposes a field review walkabout to be held with County planning staff, ADOT, and other key stakeholders to review considerations related to multi-modal safety and access, and environmental concerns.

### Work Tasks

Perform an inventory of current conditions:

- Obtain and review recently completed and ongoing transportation studies that have addressed multi-modal safety and access needs in the study area.
- Obtain relevant programming, planning, and design documents including design concept reports, project assessments, or other documents relating to projects within the study area from state, regional, and local agencies.
- Conduct a field review with County staff, ADOT staff, and key stakeholders. The purpose of the field review will be to identify key multi-modal needs and

deficiencies, and to gather information for the documentation and analysis of current and future (Task 3) conditions.

- Conduct interviews with TAC members and stakeholders identified in collaboration with the local contact and ADOT project manager. Stakeholders may include representatives from neighborhoods, schools, businesses, environmental, land management, and natural resource agencies such as National Park Service, ADOT Environmental Planning, U.S. Forest Service, Arizona Game and Fish, Arizona State Land Department, and the Bureau of Land Management (BLM).
- Document and describe current conditions in the study area: current land use patterns (community facilities, residential areas), current daily traffic volumes, and location and condition of multi-modal facilities (street and path conditions, bridges, roadway shoulders).
- Document and summarize multi-modal crash history. A 5-year period of crashes will be requested to provide sufficient information as to where vehicular, bicycle and pedestrian crashes have occurred.
- Document environmental and socioeconomic conditions necessary for environmental justice considerations. Characteristics of the existing residents and businesses in the area will be determined by a review of U.S. Census data and local plans. Minority and low-income populations will be identified.

### Deliverables

The findings of Task 2 will be documented into a combined Working Paper No. 1- Current and Future Conditions

### **2.3 Task 3: Future Conditions, Needs and Deficiencies**

The objective of Task 3 is to forecast future conditions in the study area for the purpose of identifying multi-modal transportation needs and deficiencies (Task 4). Future conditions, needs, and deficiencies for near-term, mid-term, and long-term planning horizons will be documented.

This process will involve reviewing anticipated future land use patterns and locations of future community facilities and pedestrian destinations (e.g., parks, schools, recreation centers, commercial and employment centers, etc). Following forecast of future conditions and considering input and data documented in Task 2 (current conditions), we will perform an evaluation of multi-modal needs and deficiencies for near-term, mid-term, and long-term planning horizons.

A transit element will be prepared, in collaboration with NAIPTA and FMPO that documents that need for transit service to Doney Park. The transit element will draw from the in-progress update of the Five Year Transit Plan, as made available to the study team.

### Work Tasks

- Forecast future conditions for multi-modal connectivity, safety and access for near-term, mid-term, and long-term planning horizons.

- Using information collected and summarized in Task 2 (current conditions), the field review workshop, agency land use maps, general plans, and population forecasts, forecast future conditions in the study area.
- Document infrastructure needs and deficiencies for multi-modal access and safety for near-term, mid-term, and long-term planning horizons.
- Prepare draft Working Paper No. 1 – Current and Future Conditions. The Working Paper will include quantitative and qualitative descriptions of multi-modal safety and access deficiencies for near-term, mid-term, and long-term planning horizons.
- Submit the draft Working Paper for review and approval for distribution to the TAC.
- Schedule, prepare for, and attend the second TAC meeting to present Working Paper No. 1. The Kimley-Horn team will prepare a meeting summary.
- Address TAC comments and prepare the final Working Paper No. 1 and submit the final Working Paper for posting on the ADOT website.

**Deliverables**

- Working Paper No. 1 – Current and Future Conditions and Deficiencies in the Study Area
- TAC Meeting No. 2 agenda, presentation materials, and meeting summary

**Table 3. Summary of Current/Future Conditions Data Collection**

Type of Data	Source	Comment
Current and future land use patterns	Coconino County General Plan, Doney Park Timberline Fernwood Area Plan, land use maps	Land uses will be mapped on a GIS database. Identify current and planned activity centers
Demographic and socioeconomic data	Arizona Department of Commerce, FMPO, Coconino County	
Travel data (traffic counts, traffic circulation patterns)	Coconino County, FMPO, and ADOT	Other traffic information from ADOT and Coconino County will be obtained
Traffic Forecast Data	FMPO Travel Demand Model	
Functional classifications of the roadways	Coconino County, ADOT	Existing functional classifications will be reviewed
Roadway	TAC and Stakeholder input, Clarkdale staff, windshield survey, aerials	Lanes, shoulders, right-of-way intersection traffic control.
Transit	NAIPTA, FMPO	Coordinate with NAIPTA
Crash history (five years of crash records)	ADOT and Coconino County	Identify high crash locations and characteristics.
Non-Motorized Transportation	Windshield survey, aerial	Roadways with sidewalks and pedestrian or bicycle facilities will be identified.

## **2.4 Task 4: First Phase of Public Involvement and Summary Report 1**

The objective of Task 4 is to support the public involvement consortium to implement the first public meeting. The purpose of the first public meeting will be to present information and findings related to existing and future conditions, and needs and deficiencies for public input and review. Details of public involvement activities will be developed in collaboration with the ADOT CCP and the assigned public involvement consortium.

### **Work Tasks**

- Review plans and information developed by the public involvement consortium in preparation for the public meeting.
- Prepare presentation board and handout files.
- Attend and present information at the public meeting; respond to questions, take notes of questions.

### **Deliverables**

- Public meeting display boards
- Meeting observations and notes for input to the Public Involvement Summary Report No. 1

## **2.5 Task 5: Program of Projects**

The objective of Task 5 is to develop a program of projects and implementation strategies that address multi-modal safety and access needs and deficiencies identified in Task 2 and 3 and identified by the public in Task 4. The program of projects will be prioritized considering potential to improve safety and access, community perspectives, and cost/funding. Project development will focus on improving safety and access between residential areas of Doney Park, current and future community facilities, and transit facilities. Transit recommendations will build upon recommendations of the Flagstaff Five-Year Transit Plan, and updates made available to the project team. Each project will be developed to enough detail for development of planning-level cost estimates. Projects will be prioritized consistent with developed project evaluation criteria, which may include cost, effectiveness, likelihood to be funded, and stakeholder input and perspectives.

If the need for a U.S. 89 multiuse path is confirmed in earlier tasks, and is supported by the TAC, stakeholder, and the public, this task will include a preliminary concept and layout of the multiuse path. Constraints that will need to be overcome will be identified. A cost estimate and implementation strategy will be developed.

### **Work Tasks**

- Recommend and define specific projects and implementation strategies that address the identified needs and deficiencies for near-term, mid-term, and long-term planning horizons. Project development will focus on improving safety and access between residential areas, activity centers, and recreation areas. Projects

- may include pedestrian pathways, shoulder improvements, pedestrian bridges, sidewalks, and other multi-modal amenities. Future design studies that will be required will be identified.
- Develop conceptual layout for U.S. 89 multiuse path. Identify key constraints that will need to be overcome.
  - In collaboration with Coconino County and the TAC, and considering public input, identify needs for modification to current winter roadway maintenance practices.
  - Using generally accepted planning criteria, the findings of Working Paper No. 1, and public input, recommend specific projects and implementation strategies that address identified deficiencies and special needs for near-term, mid-term, and long-term planning horizons.
  - Develop project prioritization criteria. Criteria may include improved safety, access benefits, and available funding. Prioritize the specific projects.
  - Prepare planning-level cost estimates for project implementation.
  - Prepare draft Working Paper No. 2.
  - Submit the draft Working Paper No. 2 for review and approval for distribution to the TAC.
  - Schedule, prepare for, and attend the third TAC meeting to present Working Paper No. 2. The Kimley-Horn team will prepare a meeting summary.
  - Address TAC comments and prepare the final Working Paper No. 2 and submit the final Working Paper for posting on the ADOT website.

### Deliverables

- Working Paper No. 2 –Evaluation Criteria and Plan for Improvements
- TAC Meeting No. 3 agenda, presentation materials, and meeting summary

## **2.6 Task 6: Second Phase of Public Involvement and Summary Report 2**

The objective of Task 6 is to support the public involvement consortium to implement the second public meeting. The purpose of the second public meeting will be to present information and findings related to the program of projects for public input and review. Details of public involvement activities will be developed in collaboration with the ADOT CCP and the assigned public involvement consortium.

### Work Tasks

- Review plans and information developed by the public involvement consortium in preparation for the public meeting.
- Prepare presentation board and handout files.
- Attend and present information at the public meeting; respond to questions, take notes of questions.

### Deliverables

- Public meeting display boards

- Meeting observations and notes for input to the Public Involvement Summary Report No. 2

## **2.7 Task 7: Draft Final Report and Executive Summary**

The objective of this task is to compile the data and findings from the working papers and summary reports prepared in previous tasks into a Final Report and Executive Summary.

### **Work Tasks**

- Prepare a Final Report outline that contains a compilation of data from all working papers and input received from the stakeholders and the public.
- Prepare draft Final Report in conformance with the approved outline.
- Prepare draft Executive Summary that provides the most relevant information from the Study.
- Submit the draft Final Report and draft Executive Summary for review and approval for distribution to the TAC.
- Schedule, prepare for, and attend the fourth TAC meeting at which the draft Final Report and draft Executive Summary will be presented. The Kimley-Horn team will prepare a meeting summary.
- Compile comments received on the draft Final Report and draft Executive Summary, prepare a comment resolution summary, and attend a comment resolution meeting with the ADOT project manager.
- Address each comment in the preparation of the Final Report and Executive Summary.

### **Deliverables**

- Draft Final Report
- Draft Executive Summary
- TAC Meeting No. 4 agenda, presentation materials, and meeting summary

## **2.8 Task 8: Final Report and Executive Summary**

The objective of Task 8 is to finalize the Draft Final Report and Executive Summary based on comments received from the TAC and stakeholders.

### **Work Tasks**

- Compile comments received on the draft Final Report and draft Executive Summary, and prepare a comment resolution summary.
- Address each comment in the preparation of the Final Report and Executive Summary.
- Schedule, prepare for, and attend the fifth TAC meeting (if needed) to present the Final Report and Executive Summary. The Kimley-Horn team will prepare a meeting summary.
- Produce and submit 20 CD copies and 10 hard copies of the Final Report and Executive Summary to Coconino County, two CD copies and five hard copies of the Final Report and executive Summary to the ADOT project manager; and one

CD and one hard copy of the Final Report and Executive Summary to each member of the TAC. Each CD will contain all Working Papers, the Final Report, and the Executive Summary.

### **Deliverables**

- Final Report and Executive Summary
- CD containing the Working Papers, Final Report, and the Executive Summary