

MEETING MINUTES  
MARICOPA ASSOCIATION OF GOVERNMENTS  
TRANSIT COMMITTEE

January 10, 2013  
Maricopa Association of Governments; Chaparral Room;  
302 N. 1<sup>st</sup> Avenue, Suite 200  
Phoenix, Arizona

MEMBERS ATTENDING

#ADOT: Nicole Patrick

Avondale: Kristen Sexton for Rogene Hill

\*Buckeye: Andrea Marquez

Chandler: Dan Cook for RJ Zeder

El Mirage: Sue McDermott

\*Gilbert: Nicole Dailey

Glendale: Matthew Dudley for Cathy

Colbath, Chair

Goodyear: Cato Esquivel

Maricopa County DOT: Mitch Wagner

Mesa: Jodi Sorrell

Paradise Valley: Jeremy Knapp

Peoria: Maher Hazine

Phoenix: Neal Young

\*Queen Creek: Vacant/proxy not present

Scottsdale: Madeline Clemann, Vice Chair

Surprise: David Kohlbeck

# Tempe: Greg Jordan

\*Tolleson: Chris Hagen

Valley Metro: Wulf Grote

Youngtown: Grant Anderson for Jim Fox

\*Members neither present nor represented by proxy. + - Attended by Videoconference

# - Attended by Audioconference

OTHERS PRESENT

Eileen Yazzie, MAG

Marc Pearsall, MAG

Alice Chen, MAG

De De Gaisthea, MAG

Jami Garrison, MAG

Teri Kennedy, MAG

Jorge Luna, MAG

Christine McMurdy, Goodyear

Ken Kessler, Phoenix

Wendy Miller, Phoenix

Jessica Blazina, Surprise

Karen Savage, Surprise

Ben Limmer, Valley Metro

Jennifer Pyne, URS

Jeff Martin, agency proxy

### 1. Call to Order

The meeting was called to order at 10:02 a.m. by Vice Chair Madeline Clemann. She welcomed everyone in attendance and announced that a quorum was present. She noted that two members were joining the meeting by teleconference; Greg Jordan of Tempe and Nicole Patrick of ADOT. Vice Chair Clemann asked if there were any public comment cards, and there being none, proceeded to the next item on the agenda.

### 2. Approval of Draft December 12, 2012 Minutes

Vice Chair Clemann asked if there were any comments or corrections to the Draft December 12, 2012 meeting minutes. Hearing none, she called for a motion to approve the draft meeting minutes. Neal Young moved to approve the motion and Dan Cook seconded, and the motion passed unanimously.

### 3. Call to the Audience

Vice Chair Clemann stated that she had not received any request to speak cards from the audience and moved onto the next item on the agenda.

### 4. Transit Program Manager's Report

Vice Chair Clemann invited Ms. Eileen Yazzie to brief the Committee with the Transit Program Manager's Report. Ms. Yazzie noted that she had four items to present. She said the regional Transit Service Inventory report was being finalized by Mr. Jorge Luna and she thanked the operating agencies and staff for their participation in providing the information in order to ensure that the assets and operations inventory presented a complete picture of the Valley. She said that a draft version would be posted for the members to review and comment on for later in January for publication. She also added that there was an upcoming webinar on January 15th in advance of the upcoming stakeholders' meeting for the Sustainable Transportation & Land Use Integration Study on January 22.

Ms. Yazzie noted that under the new MAP-21 guidelines, there was a new requirement that MPOs and the region must publish a transit asset report, and since the region just performed an inventory, MAG and City of Phoenix were reviewing the language to see if the TSI may be submitted or if additional reporting was needed. She concluded by saying that the National Transit Database (NTD) data was published in November and therefore MAG had updated its PM distribution methodology, which was posted on the MAG website. Vice Chair Clemann thanked Ms. Yazzie for her report and moved onto the next item on the agenda.

5. Assignment of Designated Recipient for Federal Transit Administration (FTA), Section 5310 Enhance Mobility of Seniors and Individuals with Disabilities (Sr/ID) Program in the MAG region.

Vice Chair Clemann then requested Teri Kennedy of MAG present and update on the Committee on the Assignment of Designated Recipient for Federal Transit Administration (FTA), Section 5310 Enhance Mobility of Seniors and Individuals with Disabilities (Sr/ID) Program in the MAG region.

Ms. Kennedy explained that the purpose of the presentation was for the selection of the Designated Recipient for the Phoenix-Mesa Urbanized Area. She added that under MAP-21, the urbanized areas of over 200,000 in population, may in coordination with the State, determine which agency would be their Designated Recipient (DR) of FTA, under Section 5310 Sr/ID Program funding. She added that previously under SAFETEA-LU, the State of Arizona, Department of Transportation, Multimodal Planning Division was the DR of the Elderly and Persons with Disabilities program, and the City of Phoenix was DR of Section 5317 New Freedom program. However, she added, that under MAP-21 the two programs had been combined and renamed, and both agencies were eligible to accept the responsibilities of the DR. Because of this consolidation, the Region has been enabled to select their choice of DR for the combined programs, as directed by the FTA.

She did add that no matter whom the Region selected as the DR, the areas outside of the MAG Region (particularly the Avondale-Goodyear UZA and the rural areas), would still be able to participate in the 5310 Program, with ADOT would administering DR. She concluded by adding that MAG staff had recommended that City of Phoenix be the selected DR and that this was also recommended for approval during the December 2012 MAG Ad Hoc Elderly and Persons with Disability Transportation Committee, the MAG Transportation Review Committee, and the MAG Human Services Technical Advisory Committee.

Ms. Kennedy then explained the Section 5310 DR planning process thus far, with MAG becoming aware of the choice selection of DR via ADOT in November 2012. In December, a committee process was implemented to review whom the Region's eligible DR's may be, to determine the application schedule and also to determine the committee's preferences. She noted that Regional Council approval would be sought on January 30, 2013, with a letter of preference sent to ADOT thereafter, with ADOT under the 5303/5304 process, forwarding the letter to the Governor for her signature and recommendation before reaching the FTA, MAG and City of Phoenix. She did note that the City of Phoenix had previously been recommended as preferential DR by the other MAG Committees (TAP, TRC, HSTC, EPDTC, HSCC, with MC, TPC and RC due in late January) from December 2012 through January 2013. Brief discussion followed.

Ms. Kennedy concluded by noting that the item was on the agenda for information, discussion and possible action. Vice Chair Clemann thanked Ms. Kennedy and asked if there were any comments for her. She called for a motion to approve the recommendations. Maher Hazine moved to approve the motion as presented, and stated to recommend approval to designate the City of Phoenix, Phoenix Public Transit Department as the MAG Region's Designated Recipient of Federal Transit Administration, Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program, and Wulf Grote seconded, and the motion passed unanimously.

Vice Chair Clemann thanked Ms. Kennedy for her presentation and the Committee for their dialogue. Vice Chair Clemann then proceeded to the next item on the agenda.

## 6. MAG Regional Programming Guidelines for Federal Transit Formula Funds (44 mins)

[mms://video.azmag.gov/media2/Transit\\_13011016231788a48e98hi.asf](https://video.azmag.gov/media2/Transit_13011016231788a48e98hi.asf)

Vice Chair Clemann then requested that Alice Chen of MAG present and a followup update on MAG Regional Programming Guidelines for Federal Transit Formula Funds. Vice Chair Clemann noted that this was a continuation of the discussions from the December 2012 Transit Committee meeting.

Ms. Chen began by explaining that MAG staff had been working for months in collaboration with the Transit Committee, Regional Public Transit Authority (RPTA), the designated recipients City of Phoenix and the Transit Operators Working Group to draft policy guidelines for Regional Programming Guidelines for Federal Transit Formula Funds. She noted that at the December 2012 Transit Committee meeting, the voting members reached a consensus to fund Preventive Maintenance PHX-MESA UZA at 25% of the 5307 apportionment; and Job Access Reverse Commute (JARC) projects at the FY 2012 levels from the 5307 PHX-MESA apportionment. She summarized that the issues to be discussed during the current presentation included: 1) Programming funds for Avondale-Goodyear UZA, 2) Designee of Evaluation Committee, 3) Project Qualifying Criteria, 4) Closeout Process, 5) Draft Application, and 6) Evaluation criteria. She noted that attachments #2 and #3 were for additional information.

She then referred to her presentation, which outlined the agenda and featured: 1.schedule, 2.programming Avondale-Goodyear UZA 5307, 3.evaluation committee, 4.qualifying criteria, 5.closeout process, 6.evaluation criteria, 7.application, and 8.Next Steps. She then explained the Transportation Programs schedule for December 2012, with an overall financial outlook, programming levels for PHX-MSA UZA PM, programming Avondale-Goodyear UZA 5307, the JARC allocation of 5307 Funds and the evaluation Committee. Discussion Followed.

Ms. Chen then revisited the pending calendar ahead for the process, which featured the following dates for tasks: January 2013 - evaluation committee, qualifying criteria, closeout process, and evaluation criteria, with the Application's task dates as followed: February 2013 - full policy document for approval through MAG committee process, March 2013 - applications made available to member agencies, April 2013 - applications due, May 2013 - reading scores due, questions due June 2013 - projects approved by Transit Committee, and conclusion with July 2013 - projects approved by MAG Regional Council for inclusion in TIP.

She then reviewed the steps for programming the Avondale-Goodyear UZA 5307 for the FY2012 vs FY2013 Projected venues. She stated that the Avondale-Goodyear UZA recommendation was to 1.) Fund transit operations in the AVN-GDY UZA up to the FY 2012 amount for the FY TIP years 2014-2018. (FY 2012 ~ \$1,146,384), and 2.) the utilization of the balance of funds will be discussed during a future working group meeting comprising members of the Avondale-Goodyear UZA. She noted that the recommendations would have the ability to move through the following approval paths: Option 1: Transit Committee, Option 2: Transit Operators Working Group and Option 3: Ad-hoc working group comprising of representatives from member agencies. Discussion Followed.

Ms. Chen then proceeded in discussing the Qualifying Criteria for the program: The requirement was the Local Match as demonstrated by either the: CIP Budget or; a letter of commitment from the City

Manager. Then the next step was certifying that the item was in a preliminary project scope; and lastly that there was documentation of National Environmental Policy Act (NEPA) for the project had begun for non-Categorical Exclusion projects or demonstration of Category Exclusion. She then detailed the Closeout Process and its period of availability. She said that MAP-21 expanded the period of availability for section 5307 funds to six years (year of apportionment plus five additional years). She also noted that the Urbanized Area Formula Program funds apportioned in this notice were available for obligation in FY 2013 plus five additional years, and accordingly, funds apportioned in FY 2013 must be obligated in grants by September 30, 2018. She added that any FY 2013 apportioned funds that remain unobligated at the close of business on September 30, 2018 would revert to FTA for reapportionment under the Urbanized Area Formula Program. She said that the Design/Environmental portion must be completed by year 1 from project award date, with ROW completed by year 2 from project award date, and construction completed by year 3 from the project award date. Discussion Followed.

She then noted that there would be a Close Out Process that featured the following criteria: A maximum deferment period of one year after which the funds are available for close-out; Any deferments must go through committee process and demonstrate extraordinary circumstances; A call for project every 2 years consistent with new TIP programming cycles; A balance of funds for reprogramming will be discussed every 6 months at the Transit Committee; and the Transit Committee may request a call for projects as needed or funds be moved to preventive maintenance.

Ms. Chen completed her presentation by denoting the pending application schedule. She noted that the evaluation criteria comments were due by January 25, 2013, followed by a full policy document for approval through MAG committee process in February, applications made available to member agencies by March 2013, and applications due by April 2013. In May 2013, the reading scores and questions were due, with projects approved by Transit Committee in June 2013 followed by project approval by MAG Regional Council for inclusion in TIP in July / August 2013.

Vice Chair Clemann thanked Ms. Chen for her presentation and the Committee for their participation in the agenda item. Vice Chair Clemann then proceeded to the next item on the agenda.

## 7. U.S. Census Urban Boundary Smoothing

Vice Chair Clemann introduced Jami Garrison of MAG, who would present and update on the Committee on the U.S. Census Urban Boundary Smoothing. Ms. Garrison noted that under federal legislation, MAP-21 and its predecessors, allowed for the US Census to define urban area boundaries which would be smoothed in order to address transportation needs.

Ms. Garrison then referred to her presentation and explained the definition of what was an Urban Area. She noted that as per the US Census Bureau, and Urban Area represented a densely developed area, represented the "Urban Footprint", was based on residential population density and that the criteria must account for non-residential urban land uses that were functionally part of the urban landscape. She then explained why the MAG Region must smooth boundaries and how it affected the region as a whole. She noted that the smoothing did not affect funding availability to the region, but did provide the following stipulations: where MAG STP funds may be expended; reporting and programming requirements; for federal funding and Highway Functional Classification.

She then briefly explained how the FHWA Programs distinguished between urban and rural areas: denoting Highway Functional Classification, HPMS Reporting, distribution of STP Funds STP Apportionment Formula, and control of outdoor advertising, and also mentioned the key FHWA and FTA Programs impacted: specifically MPOs such as MAG, Transportation Management Areas (TMAs) regarding application of conformity requirements and STP funding availability. She then referred to and displayed comparison urban area maps revealing the census' original vs smoothed maps from 2000 and 2010.

Ms. Garrison then concluded her presentation with a time-line for the boundary smoothing efforts. She added that in March 2013, feedback was due to ADOT, in April/May 2013, then ADOT would submit smoothed boundaries to FHWA for approval, in May 2013 to 2014 the functional classification changes would be made based on approved UZA as needed, and with June 2014, being the final due date for any UZA adjustments to be approved by FHWA.

Vice Chair Clemann thanked Ms. Garrison for her presentation and asked if there were any additional comments. Hearing none, Vice Chair Clemann then proceeded to the next item on the agenda.

#### 8. Request for Future Agenda Items

Vice Chair Clemann asked the members of the Committee if there were any issues that they would like added as future agenda items. Mr. Matthew Dudley inquired if a his previous request for a summary update could be provided regarding the status of available future funding for the 5310 and 5317 programs; specifically under MAP-21. Vice Chair Clemann replied that an update would be provided in the near future. Hearing no further comments, Vice Chair Clemann proceeded to the next item on the agenda.

#### 9. Next Meeting Date

Vice Chair Clemann thanked those present and she announced that the next meeting of the MAG Transit Committee would be held on Thursday, February 14, 2013 at 10:00 a.m. in the MAG Office, Ironwood Room. There being no further business, Vice Chair Clemann adjourned the meeting at 11:15 a.m.

Adjourn.