

FINAL MEETING MINUTES
MARICOPA ASSOCIATION OF GOVERNMENTS
TRANSIT COMMITTEE

January 9, 2014
Maricopa Association of Governments; Ironwood Room;
302 N. 1st Avenue, Suite 200
Phoenix, Arizona

MEMBERS ATTENDING

*ADOT: Nicole Patrick	*Paradise Valley: Jeremy Knapp
Avondale: Kristen Sexton for Rogene Hill	*Peoria: Maher Hazine
*Buckeye: Andrea Marquez	Phoenix: Maria Hyatt
Chandler: Dan Cook for RJ Zeder	Queen Creek: Muhamed Youssef for Chris Anaradian
El Mirage: Bryce Christo for Sue McDermott	Scottsdale: Madeline Clemann, Chair
Gilbert: Leslie Bubke	Surprise: David Kohlbeck
Glendale: Matthew Dudley for Cathy Colbath	*Tempe: Robert Yabes
*Goodyear: Cato Esquivel	*Tolleson: Chris Hagen
# Maricopa: David Maestas	Valley Metro: Ben Limmer for Wulf Grote
Maricopa County DOT: Mitch Wagner	Youngtown: Grant Anderson
Mesa: Jeff Martin for Jodi Sorrell	

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

OTHERS PRESENT

Eileen Yazzie, MAG	Dianna Evans Phoenix
Marc Pearsall, MAG	Ted Mariscal, Phoenix
Alice Chen, MAG	Jason Pagnard, B&N
DeDe Gaisthea, MAG	Jennifer Pyne, URS
Chaun Hill, MAG	
Teri Kennedy, MAG	
Jorge Luna, MAG	

1. Call to Order

The meeting was called to order at 10:04 a.m. by Chair Madeline Clemann. She welcomed everyone in attendance and announced that a quorum was present. He noted that one member was joining the meeting by teleconference; David Maestas of Maricopa. 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 October 10, 2013 Meeting Minutes

Chair Clemann asked if there were any comments or corrections to the Draft October 10, 2013 meeting minutes. Hearing none, she called for a motion. Mr. Anderson moved to approve the motion, Mr. Martin seconded, and the motion passed unanimously. Chair Clemann then proceeded to the next item on the agenda.

3. Call to the Audience

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

Chair Clemann invited Eileen Yazzie of MAG to brief the Committee with the Transit Program Manager's Report.

Ms. Yazzie noted that she had three items to present. She noted that back in October of 2013 the FTA released a request for comments on the National Public Transportation Safety Plan, the Public Transportation Safety Plan and other management and asset management plans. The FTA's inquiry included 123 questions directed at agencies for response. Valley Metro, City of Phoenix as the designated recipient and MAG reviewed the questions while also using APTA's responses as a guide to assist with the MAG Region feedback. The comments submitted back to the FTA highlighted flexibility in the three plans to permit each region in Arizona, namely Phoenix and Tucson, to customize its needs in lieu of a one-size-fits-all program. State of Good Repair was also emphasized as well as consistency with existing safety and operations plans instead of recreating the wheel with new plans as well as eliminating burdensome record keeping and duplicative paperwork. Ms. Yazzie then noted that the MAG Region was still awaiting the Federal FY2014 apportionments. She also reminded the Committee that a Transportation Alternatives/Safe Routes to School Program applications were previously sent out. She noted that if an agency had applied in the past for Safe Routes to School education funding for bike/ped for K through 8, the new application was available for review and the due date for submittals was February 6th.

Ms. Yazzie also advised the committee that longtime MAG transit planner Mr. Jorge Luna would be departing MAG for the new Senior Service Planner at Valley Metro. She thanked Jorge for all of his dedication and fine work over the years. She stated that she was sad to see him go but excited for him and the region as we would still continue to work with him in his new capacity at Valley Metro. Mr. David Maestas of Maricopa also echoed her thoughts in thanking Mr. Luna. Ms. Yazzie completed her report.

Chair Clemann thanked Ms. Yazzie for her report and moved onto the next item on the agenda.

5. Job Access Reverse Commute

Chair Clemann invited Ms. Alice Chen and Ms. DeDe Gaisthea of MAG to present on the Job Access Reverse Commute agenda item.

Ms. Chen thanked the committee and noted that the item was on the agenda for possible action. She then began her presentation by thoroughly explaining the JARC programming guidelines, with information from post audit and with feedback from FY2013 JARC process. She then introduced Ms. DeDe Gaisthea of MAG to walk the Committee through the presentation.

Ms. Gaisthea noted that she would review the MAG Certification Review and peer agencies summary (stating that not all regions had a dedicated JARC program). She summarized that from the audit, there was a genuine need to define program goals; increase collaboration; and fund the most critical/best projects. She explained that post Audit, there were three main elements that were recommended from the findings: 1) Define program goals, 2) Increase collaboration with other organizations and non-profits and 3.) Fund the most critical/best projects. She also discussed the MAG Certification Review process in November 2013 with the FHWA, and the panel noted the need and importance for further community outreach, specifically with the task of perhaps engaging people, for example, at a local laundromat, which had been successful in other communities.

Ms. Gaisthea then delved into detail on lessons learned from the Peer Review; which gave real-world examples of other projects and solutions from MAG peer agencies from around the nation. A substantial sampling of peer projects included: (Chicago) Pace I-90 Service Expansion Phase I; expansion of Routes 600 Northwest Express and 610 Prairie Stone Express; route bi-directional during peak period weekdays to serve reverse riders going to work and school; volunteer expresses; a volunteer driver program supplementing the services offered by Hanover Township's Dial-A-Bus program; volunteer drivers utilizing their own vehicles will provide the door-to-door service.

Ms. Chen also showcased additional peer agency programs, such as: local share provided with transportation development credits; Swan Island Business Association's Evening Shuttle, a last-mile shuttle, which served shift times when transit is not offered, connects to TriMet bus and MAX service. Ride to Work Program: provide reverse commute employment transportation for low-income persons who have criminal records and are residing in Cook County, IL; daily service, to be operated by a private contractor, will cover three employment shifts; individuals transported to and from five designated pick-up points in Chicago to employers located in the suburbs; concrete waiting areas at bus stops, up to 150 concrete pads and ancillary connections to accessible paths with pads located against a raised curb to facilitate "level boarding" from the pad to the buses bottom stop or provide a landing area for a wheelchair lift. Lastly, matched with Transportation Development Credits (Toll Credits) with the Community Cycling Center's Create a Commuter, where eligible participants received bicycle safety education and fully-equipped commuter bicycles.

She then discussed the Bikeshare program, where people who meet the eligibility requirements received a free membership, as well as free bike safety training, a helmet and route-planning assistance. Bike Link-on was an on demand parking system to make it easier to use transit and other mobility alternatives, www.bikelink.org. She also noted the Metropolitan Family Service's Ways to Work, was a national program operated locally that provided vital access to jobs and job-related

support services for low-income parents; and support staffing and direct program costs to provide low interest loans and financial education. They included loan sizes range up to \$8,000 with an interest rate of 8 percent.

Ms. Chen continued by explaining the International Rescue Committee Operating Project, which distributed seventeen auto loans to low-income job seekers with either low or no credit history. The program currently has a 100% repayment rate. With Ways to Work, it provides small, short-term, low-interest loans to low-income families for the purpose of purchasing or repairing a car. It supported operating costs associated with client screening and case management, and for a small loan guarantee pool. With Trip-Based Services, a special program was included in the fare policy to offer a 50% reduction in the price of bus tickets and passes to not-for-profit organizations that provide transportation assistance to low-income citizens.

In Toms River Connection, NJ, there were posted timetables and route maps at the bus stops and developed a rider's guide to Ocean Ride services; particular care was taken to ensure the information was not intimidating for new riders. The TMA paid for and produced the guide, with a JARC funded the route. The mini-travel training includes information on all Toms River Connection bus routes and designated staff is available to "walk" new customers through which routes will best serve their travel needs. In the Steps to Success program; transports participants to employment training and Ride Connection promotes travel to older adults in the workforce and provides free training. Ms. Chen further continued with additional examples: The International Rescue Committee – Mobility Management program assisted over 1,100 refugees and low-income community members in accessing public transportation for their job commutes. It had helped clients in submitting 684 job applications and securing 328 jobs. The Metra Visual Information Systems (VIS) at Non-key ADA Metra Stations; Fund the installation of electronic visual sign systems at 11 non-key ADA Metra stations. The signs will provide real time information about Metra train service in Chicago.

Ms. Chen also detailed Portland Community College's Job Link; PCC's Workforce Network (WFN) provides employment and training services for unemployed and under-employed residents. Safety Transportation Training Program; Assess and provide training to the disabled and older adults. St. Madeleine Sophie's Center – Mobility Management; and Mobility Management Training (in class and in community) for 85 adults with developmental Disabilities. Four of them became so adept at learning to use public transportation that they served as mentors to the others.

She then summarized and discussed the program's goals. To improve access for low-income persons to jobs and job-related services. Eligibility, operating; new routes; route extensions; increased frequency; modification of existing routes; additional late night and weekend fixed-route service. She noted the eligibility of non-operating services; such as transit-related aspects of bicycling such as adding bicycle racks to vehicles to support individuals that bicycle a portion of their commute or providing bicycle storage at transit stations or other locations as identified in coordinated plan; Information , information technology (GIS, ITS, GPS etc.) and dispatch systems; promotion, marketing, and pass programs; local car loan programs that assist individuals in purchasing and maintaining vehicles for shared rides; travel training, travel assistance, and other forms of facilitating use of fixed-route.

She also explained the Mobility Management Projects, funding and operating perimeters. There were two years guaranteed funding for non-grand-fathered routes; one additional year for extenuating

circumstances and currently grand-fathered routes. For non-operating, two years guaranteed funding; were permitted to re-apply after two years but demonstrate its success. The funding amounts were: \$30,000 Minimum and \$200,000 Maximum funding request. 5% set-aside for non profit agencies \$90,000.

She then touched on Human Services Coordination Transportation Plan gaps analysis, coordination and outreach. They increased due diligence, contacting business or social services directly for input. They then solicited letters of support (2 minimum) from stakeholders including businesses, non-profits and/or social services. With the Participation in Transportation Ambassadors Program (TAP) and Performance Indicators, there was focus on cost/benefit, desired outcome, performance evaluation methodologies, and sustainability. Other methodology included: project readiness, meets program goals, evaluation process, presentation, no presentation, question and answer session, evaluation team. This also included a transit working group, plus Chair and Vice-Chair of Elderly and Persons with Disabilities Transportation Committee.

Ms. Chen summarized her presentation with a reminder of a Call for Projects in Spring 2014 (in the March/April time-frame). She elaborated on the need for collaboration, with a run-down of next steps, and the Transit Ad-Hoc Working Group to work on application and evaluation criteria, that would occur before the next Transit Committee meeting. She then discussed the Preliminary Call for Projects Timeline: Feb 13, 2014 - Transit Committee recommends inclusion of expanded JARC elements in MAG Programming Guidelines for Federal Transit Formula Funds; Feb 18, 2014 - Applications made available to member agencies; March 26, 2014 - MAG Regional Council approves updated Guidelines; March 31, 2014 - Applications due to MAG Offices; May 8, 2014 - Transit Committee recommends list of projects to Regional Council for approval; and June 25, 2014 - Regional Council Approves list of projects for inclusion in the FY2013-2018 Transportation Improvement Plan.

Chair Clemann thanked Ms. Chen and asked if there were any further questions or comments. First, Ms. Clemann asked that since the project was so large and the committee so vast, that the information and the slide presentation should be sent out first so that it may be digested by the committee, especially since there may be an audit, then a decision could be made later. Discussion followed. Mr. Anderson offered additional commentary and also asked that the information be disseminated before a policy approval. Ms. Chen noted that the deadline was a couple months away so that there was time for additional review. Mr. Cook and Ms. Yazzie discussed the next FY programming schedule. Ms. Sexton clarified that Avondale was required to work directly with ADOT for their applications. Ms. Chen responded in the affirmative due to the Avondale/Goodyear UZA. Ms. Hyatt requested that a working group be convened soon so that a decision could be garnered from the Transit Committee meeting in a meeting setting. Ms. Chen replied that she was planning on such a meeting by early February. Discussion followed on MAP-21. Chair Clemann asked how many participants would be interested in submitting a liaison to the working group. Ms. Chen said that she would send a meeting notice to the competitive grants working group list in order to expedite the new working group.

Chair Clemann again thanked Ms. Chen and Ms. Gaisthea for their presentation and asked if there were further questions or comments regarding the agenda item. Hearing none, she moved onto the next item on the agenda.

6. Designing Transit Accessible Communities - Final Report

Chair Clemann invited Ms. Alice Chen to present on the Designing Transit Accessible Communities - Final Report agenda item.

Ms. Chen thanked the committee and noted that the item was previously heard at the October 2013 Transit Committee meeting, but was not approved so that members may have additional time to review the DTAC report. She noted the item was on the agenda this time for possible action.

She explained that the Designing Transit Accessible Communities study was the result of an ongoing partnership with stakeholders ranging from facilities staff, transportation planners, human services coordinators, and special needs coordinators. Numerous workshops were held in order to solicit input and dialogue between the stakeholders. She also mentioned that the study featured Case Study Locations for projects from throughout the MAG Region, as well as a development of a helpful bus stop categories chart. She noted that public surveys played a large part of the study and that a priorities list was created - In order of preference, the respondents selected the following amenities as most important for transit: 1. Shade Trees (68%), 2. Bus Schedule Information (64%), 3. Streetlights (60%), 4. Landscaping (55%), 5. Bicycle Lanes (52%), 6. Bicycle Parking (51%), 7. Curb Extensions (50%), 8. Medians (43%), 9. Decorative Pavement (41%), and 10. Art (40%).

Ms. Chen also noted that the Transit Accessibility Toolkit was a major achievement of the DTAC. It reflected issues, areas of importance, improvement considerations, planning/policy guidance and cost. Additional elements reviewed in the presentation included lighting, information signing, wayfinding, seating, shelter, landscape shading, adjacent land use, bike access, bike parking and sidewalks. She also noted that there was a new Implementation Checklist for projects and that the Draft Final Report was available for review on the MAG web site. Ms. Chen completed her report.

Chair Clemann thanked Ms. Chen for her report and asked if there were any questions or comments. Mr. Dudley suggested that the members share this document with their agency engineering and planning departments as it was a valuable tool to assist with understanding complete streets during the updating of the general plan and general transportation improvements. Additional discussion continued. Hearing no further comments, Chair Clemann called for a motion. Mr. Anderson moved to approve the motion, Mr. Martin seconded, and the motion passed unanimously. Chair Clemann proceeded to the next item on the agenda.

7. Multi-Modal Level of Service Project

Chair Clemann again invited Ms. Alice Chen to present on the Multi-Modal Level of Service (MMLOS) Project agenda item.

Ms. Chen explained that the purpose of the MMLOS featured two components. First was the What: a method for assessing how well an urban street serves the needs of all of its users: auto drivers, transit passengers, bicycle riders, and pedestrians. The second was the How: the Level Of Service (LOS) models were ideal for evaluating the benefits of “complete streets” and “context sensitive” design options because the models quantify the interactions of the modes sharing the same street right-of-way. She also discussed the pedestrian LOS Urban Street factors; Pedestrian Level of

Service Signalized Intersection factors; Bike LOS - Urban Street Segements factors; and Bike LOS - Signalized Intersection factors. She also advised of the approach which was to develop a model that relates to LOS, with Model Inputs that include 'inside the ROW' variables such as speed, frequency, reliability, etc. She also reiterated the state of practice, sample applications and examples. She showcased the goals of the study, which was to develop evaluation tool that can be made available to member agencies; create MMLOS for Pilot Area to be utilized as an example project; and lastly to educate member agency staff who are interested learning and utilizing the concept and tool. Ms. Chen summarized that part of the project included an Input Request where agencies were asked if the MMLOS tool of interest to an agency; would an agency be interested in being a candidate for the pilot location; and were there any concerns / inputs regarding the goals of the study.

Chair Clemann thanked Ms. Chen and asked if there were any questions or comments regarding the agenda item. Ms. Yazzie, Mr. Cook, Mr. Martin, and Ms. Bubke made brief comments and noted that the topic would be of great interest to the Streets Committee. Chair Clemann, Mr. Dudley and Ms. Hyatt noted that the tool would be ideal for identifying future candidate locations for bus to bus, bus to rail and BRT to rail connectivity opportunities and the creation of a LOS map for the region. Ms. Chen took note that all of the member agencies in the room would be interested it potentially being included in the candidate list and that each would be provided subsequent information on the pilot project.

Chair Clemann again thanked Ms. Chen for her presentation and asked if there were further questions or comments regarding the agenda item. Hearing none, she moved onto the next item on the agenda.

8. Request for Future Agenda Items

Chair Clemann asked the members of the Committee if there were any issues that they would like added as future agenda items. Mr. Dudley of Glendale requested a summary update on all of the MAG transportation and transit related studies that had been commissioned over the years that may pertain to the future NexGen RTP (Proposition 500). He noted that since the regional agencies' staff had been discussing the future plan over the past year, it would be helpful to review all of the transportation and transit related studies. He added this would better inform the committee and regional agency leaders as to what tools were available in the future should the MAG Region move forward with a new RTP in the coming years.

Chair Clemann asked the members of the Committee if there were any additional issues that they would like added as future agenda items. Hearing no further comments, Chair Clemann proceeded to the next item on the agenda.

9. Next Meeting Date

Chair Clemann thanked those present and announced that the next meeting of the MAG Transit Committee would be held on Thursday, February 13, 2014 at 10:00 a.m. in the MAG Ironwood Room. There being no further business, Chair Clemann adjourned the meeting at 11:21 a.m.