

March 21, 2011

TO: Members of the MAG Transportation Review Committee

FROM: David Moody, City of Peoria, Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Wednesday, March 30, 2011, 10:00 a.m.
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Transportation Review Committee (TRC) will be held at the time and place noted above. **Please park in the garage under the building. Bring your ticket to the meeting as parking will be validated. Bicycles can be locked in the rack at the entrance to the parking garage.**

The next meeting of the MAG Transportation Review Committee will be held at the time and place noted above. Committee members or their proxies may attend **in person, via videoconference or by telephone conference call**. Those attending video conference must notify the MAG site three business days prior to the meeting. Those attending by telephone conference call please contact MAG offices for conference call instructions.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Christina Hopes or Jason Stephens at the MAG Office. Requests should be made as early as possible to allow time to arrange the accommodation.

Please be advised that under procedures adopted by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum in order to conduct business. A quorum is a simple majority of the membership or twelve people for the MAG TRC. If the Transportation Review Committee does not meet the quorum requirement, members who have arrived at the meeting will be instructed a legal meeting cannot occur and subsequently be dismissed. Your attendance at the meeting is strongly encouraged. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. Please contact Eric Anderson or Christina Hopes at (602) 254-6300 if you have any questions or need additional information.

TENTATIVE AGENDA

	COMMITTEE ACTION REQUESTED
1. <u>Call to Order</u>	
2. <u>Approval of Draft February 24, 2011 Minutes</u>	2. Approve Draft minutes of the February 24, 2011 meeting.
3. <u>Call to the Audience</u> An opportunity will be provided to members of the public to address the Transportation Review Committee on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Citizens will be requested not to exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Transportation Review Committee requests an exception to this limit.	3. For information and discussion.
4. <u>Transportation Director's Report</u> Recent transportation planning activities and upcoming agenda items for the MAG Management Committee will be reviewed by the Transportation Director.	4. For information and discussion.
5. <u>Consent Agenda</u> Consent items are marked with an asterisk (*). Committee members may request that an item be removed from the consent agenda to be heard.	5. Recommend approval of the Consent Agenda.

CONSENT AGENDA

5a. <u>Arterial Life Cycle Program (ALCP) Status Report*</u> A Status Report on the Arterial Life Cycle Program (ALCP) for the period between October 2010 and March 2011 addresses ALCP project work, the remaining Fiscal Year 2011 ALCP schedule, program	5a. For information.
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deadlines, revenues, and finances. A copy of the ALCP Status Report is provided in Attachment One.

5b. Proposed Transportation Division Projects for FY 2012*

Each year, MAG produces a Unified Planning Work Program that outlines the various work activities to be conducted by MAG. The Transportation Division has proposed a number of projects for FY 2012 that are described in Attachment Two. MAG member agencies are invited to review and comment on the proposed projects as well as propose other projects that could advance transportation planning in the region.

5b. For information.

ITEMS TO BE HEARD

6. Project Changes – Amendment and Administrative Modification to the FY 2011-2015 MAG Transportation Improvement Program

The Fiscal Year 2011-2015 Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP) 2010 Update were approved by the MAG Regional Council on July 28, 2010, and have been modified four times with the last modification approved in January 2011. Since January 2011, there have been requests from member agencies to modify projects in the programs. Please refer to Attachment Three for a list of proposed project changes.

6. For information, discussion and recommendation to approve of amendments and administrative modifications to the FY 2011-2015 MAG TIP, and as appropriate, to the RTP 2010 Update.

7. MAG Complete Streets Guide

The FY 2009 MAG Unified Planning Work Program and Annual Budget, approved by the MAG Regional Council in May 2008, included \$75,000 for the development of the MAG Complete Streets Guide. The Guide provides a

7. For information, discussion, and possible recommendation to approve the MAG Complete Streets Guide.

process for integrating bicycle and pedestrian facilities as institutionalized components of streets. MAG Staff will provide an overview of the Complete Streets Guide. Copies of the summary transmittal and executive summary are provided in Attachment Four.

8. MAG Design Assistance Program Update

MAG Staff will give a short presentation on the changes to the MAG Design Assistance Program. Please refer to Attachment Five for additional information.

9. Federal Highway Administration (FHWA) Inactive Obligations

The Federal Highway Administration (FHWA) defines an “inactive obligation” as a project with unexpended federal funding obligation against which no expenditures have been charged (to the federal funds) within certain timeframes. FHWA classifies inactive projects in one of three tiers based on the following criteria: (i) Projects inactive for the past 12 months with unexpended balances more than \$500,000; (ii) Projects inactive for the past 24 months with unexpended balances of \$50,000 to \$500,000; and, (iii) Projects inactive for the past 36 months with unexpended balances less than \$50,000. FHWA has established a national performance measure related to inactive obligations of 4% or less. The stewardship agreement between FHWA and ADOT also establishes a state performance measure of 4% or less. In the last two federal fiscal years, Arizona has been unable to consistently meet this target. Please review the Attachment Six from ADOT for additional information and a discussion on future changes to the Federal billing process, JPAs, and the project completion/ close-out process.

8. For information and discussion.

9. For information and discussion.

ADOT Staff will present information on this topic.

10. Interim Closeout of the Federal Fiscal Year (FFY) 2011 MAG Federally Funded Program

The Federal Fiscal Year (FFY) 2011 Closeout Process is underway. To defer a project from FFY 2011 to a later year, MAG Member Agencies must complete and submit a deferral notification form, and, depending on the number of times previously deferred, submit a justification letter. The deadline to notify MAG of project deferrals is ongoing; however, MAG Staff would prefer member agencies report project deferrals for a first analysis by Friday, April 15, 2011. It is also requested that member agencies submit project requests to utilize these unused FFY 2011 funds. The deadline to submit projects requests for closeout is Thursday, April 14, 2011; late project submittals are not allowed. Please refer to Attachment Seven for specific details including the closeout process schedule, the deferral notification form, the minimum justification letter requirements, and the project submittal form.

11. Update on Exceptional Events and the MAG Five Percent Plan for PM-10

On January 25, 2011, the Arizona Department of Environmental Quality withdrew the MAG 2007 Five Percent Plan for PM-10 from any further action or consideration by the Environmental Protection Agency (EPA). The plan was facing a partial disapproval action by January 28, 2011 based on a timetable in a consent decree with the Arizona Center for Law in the Public Interest. On January 31, 2011, a notice of Finding of Failure to Submit a Plan was signed by EPA, which triggered the eighteen month

10. For information and discussion.

11. For information and discussion.

sanctions clock for tighter controls on industry and the twenty-four month clock for the loss of the federal highway funds and the imposition of a federal plan. The EPA also withdrew the adequacy finding for the motor vehicle emissions budget in the Five Percent Plan, which results in the region reverting to the previous approved motor vehicle emissions budget in the Revised MAG Serious Area Plan for PM-10. No new projects requiring a conformity determination can be added to the MAG TIP or RTP until conformity is demonstrated with the previous approved motor vehicle emissions budget. Please refer to Attachment Eight for additional information.

12. Request for Future Agenda Items

Topics or issues of interest that the Transportation Review Committee would like to have considered for discussion at a future meeting will be requested.

13. Member Agency Update

This section of the Agenda will provide Committee members with an opportunity to share information regarding a variety of transportation-related issues within their respective communities.

14. Next Meeting Date

The next regular Transportation Review Committee meeting will be scheduled Thursday, April 28, 2011 at 10:00 a.m. in the MAG Office, Saguaro Room.

12. For information and discussion.

13. For information.

14. For information.