

DRAFT MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
TRANSPORTATION REVIEW COMMITTEE

October 27, 2011

Maricopa Association of Governments Office
302 North First Avenue, Suite 200, Saguaro Room
Phoenix, Arizona

MEMBERS ATTENDING

Peoria: David Moody, Chair	Litchfield Park: Paul Ward for Woody Scoutten
Scottsdale: David Meinhart, Vice-Chair	Maricopa County: John Hauskins
ADOT: Robert Samour for Floyd Roehrich	Mesa: Jeff Martin for Scott Butler
Avondale: David Fitzhugh	*Paradise Valley: Bill Mead
Buckeye: Scott Lowe	Phoenix: Rick Naimark
Chandler: Dan Cook for Patrice Kraus	Queen Creek: Tom Condit
El Mirage: Lance Calvert	RPTA: Bob Antilla for Bryan Jungwirth
Fountain Hills: Randy Harrel	*Surprise: Bob Beckley
*Gila Bend: Eric Fitzer	Tempe: Chad Heinrich
*Gila River: Doug Torres	Valley Metro Rail: John Farry
Gilbert: Tami Ryall	*Wickenburg: Rick Austin
Glendale: Terry Johnson	Youngtown: Grant Anderson for Lloyce Robinson
Goodyear: Cato Esquivel	
*Guadalupe: Gino Turrubiarres	

EX-OFFICIO MEMBERS ATTENDING

Street Committee:	Bicycle/Pedestrian Committee: Katherine Coles, City of Phoenix
* ITS Committee: Nicolaas Swart, Maricopa County	*Transportation Safety Committee: Julian Dresang, City of Tempe

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

OTHERS PRESENT

Eric Anderson, MAG	Andy Granger, Peoria
Christina Hopes, MAG	Mike Sabatini, Michael Baker
Roger Herzog, MAG	Robert Reiss, Gannett Fleming Inc.
Nathan Pryor, MAG	Art Brooks, Strand Assoc.
Steve Tate, MAG	Ashleigh Hope, MCDOT
Eileen Yazzie, MAG	Nicole Patrick, MCDOT
Jenna Goad, Glendale	

1. Call to Order

Chairman David Moody from the City of Peoria called the meeting to order at 10:01 a.m.

2. Approval of Draft September 22, 2011 Minutes

Chairman Moody asked if there were any changes or amendments to the September 22, 2011 meeting minutes, and there were none. Mr. Grant Anderson from Town of Youngtown motioned to approve the minutes. Mr. David Fitzhugh from the City of Avondale seconded, and the motion passed by a unanimous voice vote of the Committee.

3. Call to the Audience

Chairman Moody announced that he had not received any cards requesting to speak and moved on to the next item on the agenda.

4. Transportation Director's Report

Chairman Moody invited Mr. Eric Anderson from MAG to provide the Transportation Director's Report. Mr. Anderson announced that Interstate 11 (I-11) had been selected by the Brookings Institute as one of fifteen transformative investments in the United States. He stated the Mr. Bob Hazlett, MAG Senior Engineer, had been invited to a national conference in Colorado to discuss I-11 on a transformative investment panel. Mr. Anderson explained that these investments were projects that could transform the economic landscape of the country.

Mr. Anderson announced that the previous evening, the Regional Council had adopted the MAG Federal Fund Guidelines and Procedures. He stated the Ms. Yazzie, MAG Transportation Planning Project Manager, would address the implementation of the guidelines later in the meeting.

Next, Mr. Anderson discussed the tour of the Salt Lake City transit system hosted by the Utah Transit Authority. Mr. Anderson stated the 40 individuals including elected officials and staff had attended the tour. He reported that the elected officials in Utah concurred on what transit meant to the region and how the jurisdictions had integrated transit into their communities.

Moving on, Mr. Anderson updated the Committee on revenue collections. He stated that revenue collections for the Highway User Revenue Fund (HURF) were half a percent lower than the previous year. He added that year-to-date HURF revenues were similar to last year. Mr. Anderson stated that Regional Area Road Fund (RARF) revenues were up 8.4 percent for the first three months of Fiscal Year (FY) 2012. He reported that September RARF revenues were up 10.9 percent, which was the largest increase to occur for several months.

Chairman Moody inquired if there were any questions or comments. There were none, and he

proceeded to the next item on the agenda.

5. Consent Agenda

Addressing the next item of business, Chairman Moody directed the Committee's attention to the consent agenda. He asked the Committee if there were any questions or comments regarding consent agenda item 5a on the Arterial Life Cycle Program Status Report. There were none. Mr. John Hauskins from Maricopa County motioned to approve the consent agenda. Mr. David Meinhart from the City of Scottsdale seconded, and the motion passed with a unanimous voice vote of the Committee.

6. Fiscal Year 2012 - 2014 MAG Highway Safety Improvement Program Projects

Chairman Moody invited Mr. Sarath Joshua, MAG ITS and Safety Program Manager, to present on the Fiscal Year (FY) 2012 -2014 Highway Safety Improvement Program (HSIP) Projects. Mr. Joshua discussed the allocation and distribution of HSIP funds in Arizona. He stated that MAG receives \$1 million per year to fund qualified improvements in the region. Mr. Joshua stated that qualifying projects were determined by guidelines and requirements established by the Federal Highway Administration (FHWA) and the Arizona Department of Transportation (ADOT).

Mr. Joshua announced that 29 projects had received HSIP funds in 2010 and 2011. He stated that a portion of the FY2011 funds also were being used to perform Road Safety Assessments (RSAs) at 23 intersections in the region. He noted that the RSAs currently were underway.

Mr. Joshua announced that ADOT set aside 70 percent of the HSIP funds allocated to the state for large scale safety improvements. He reported that since 2010, ADOT had provided an additional \$42 million in HSIP funds for improvements in the region.

Mr. Joshua informed the Committee that strict standards had been established for HSIP projects. He stated that MAG Staff and the Transportation Safety Committee (TSC) coordinated with FHWA and ADOT to ensure that recommended projects were eligible for HSIP funds.

Next, Mr. Joshua announced that the TSC had recommending projects to be programmed in FY 2012, 2013, and 2014. He stated that the recommendation to program three fiscal years was in response to a request from ADOT to help expedite the implementation of HSIP projects. Mr. Joshua informed the Committee that a call for projects had been issued on August 31, 2011. He stated that 23 applications from 12 member agencies had been submitted. He reported that the applications included requests for safety improvements, such as:

- pedestrian countdown signals;
- street name sign upgrades to clearview font;
- large traffic signal heads (8" to 12" LED);
- traffic signals with preemption for emergency vehicles; and,
- sign inventory management systems.

Mr. Joshua reported that on October 4, 2011, the TSC recommended to allocate HSIP funds to 38 projects. He stated the recommendation including allocating the HSIP funds as follows:

- FY 2012: \$1,015,443 for 13 projects at 11 agencies
- FY 2013: \$1,000,000 for 13 projects at 10 agencies
- FY 2014: \$1,000,000 12 projects at 9 agencies

Mr. Joshua noted that ADOT would provide the additional \$15,443 needed for FY 2012. Chairman Moody inquired if there were any questions or comments about the agenda item.

Mr. Paul Ward from the City of Litchfield Park motioned to recommend allocating the HSIP funding the Fiscal Year 2012 - 2014 safety improvement projects as described in Attachment Two. Mr. Rick Naimark from the City of Phoenix seconded, and the motion passed with a unanimous voice vote of the Committee.

7. Implementation of the Federal Fund Programming Guidelines

Next, Chairman Moody invited Ms. Eileen Yazzie, MAG Transportation Planning Project Manager, to present on the implementation of the Federal Fund Programming Guidelines (Guidelines). Ms. Yazzie directed the Committee's attention to the attachments for the agenda item. She encouraged the Committee to provide input on the strategies to implement the Guidelines. Ms. Yazzie acknowledged that Guidelines approved by the Regional Council the previous evening could not be implemented automatically because the project development process for federally funded project typically required five-years.

Ms. Yazzie reported that the memorandum in the agenda packet addressed project implementation based on the fiscal year programmed. She stated that the proposed implementation approach included a 'clean state' for currently programmed projects. She explained that under the 'clean slate' approach, previous deferrals would not be counted against projects.

Chairman Moody inquired about the rationale behind the 'clean slate' approach citing pressure from FHWA and ADOT to shore up the MAG Federal Fund Program. Ms. Yazzie acknowledge the pressure from FHWA and ADOT. She explained that the 'clean slate' approach was being considered at this point because the Guidelines were new to region. She added that MAG could begin implementing the Guidelines as-is immediately if the Committee desired.

Ms. Tami Ryall from the Town of Gilbert inquired about the average length of the environmental process at ADOT for the member agencies in attendance. Mr. Robert Samour from ADOT stated that he was unsure of the average length of time for the environmental process at ADOT, but assumed it would be approximately six months to a year. He noted that projects that disturb the ground would have a longer environmental review process than pavement preservation projects. Mr. John Hauskins from Maricopa County stated that the typical review period for County projects was between 12 to 24 months. Ms. Ryall noted that

the average period for the Town was about 22 months. A brief discussion followed.

Ms. Yazzie informed the Committee that the Guidelines included a deferral exception for ADOT processing delays. She explained that project sponsors would not be penalized for deferrals if the delay was caused by an ADOT hold up.

Mr. Eric Anderson addressed the update of the ADOT Local Governments Manual. He stated that the draft exceeded 350 pages. He equated the draft to a desk manual as opposed to a users guide. Mr. Anderson stated that a simplified version of the draft was needed. He added that MAG would continue to coordinate with ADOT on revisions to the draft that included a more user-friendly version.

Mr. Hauskins suggested that ADOT develop a quick reference guide similar to software development companies. Mr. Anderson agreed and added that MAG had been encouraging ADOT to use more electronic guides and materials.

Mr. Chad Heinrich from the City of Tempe inquired if deferral decisions would be heard by the Transportation Review Committee (TRC). Ms. Yazzie replied that deferral requests would occur semi-annually when status reports were heard through the MAG Committee process. Mr. Heinrich inquired if documentation of previous issues would be required under the 'clean slate' approach. Ms. Yazzie replied the previous deferrals would be acknowledged, but would not be held against a project under the 'clean slate' approach. A brief discussion followed.

Ms. Yazzie stated that project deletion appeals would be presented to the MAG Regional Council for approval. She explained that during the review of the programming process of peer Metropolitan Planning Organizations (MPOs) and Councils of Government (COGs), many peer organizations required appeals to be presented and approved by the Regional Councils.

Ms. Yazzie directed the Committee's attention to page two, which included a detailed programming schedule. She stated that in December, MAG Staff would present the first status report to the Committee. She stated that the first report would provide an update on 93 projects funded with Congestion Mitigation and Air Quality (CMAQ) funds programmed in the first two years of the Transportation Improvement Program (TIP). She stated that at this time, the status report would not address other federal funds project such as those funded with Highway Safety Improvement Program (HSIP) or Transportation Enhancement (TEA) funds.

Mr. Grant Anderson from the Town of Youngtown commented that the MAG Street Committee was a committee without function. He suggested that the MAG Street Committee should review the project status reports instead of the TRC.

Mr. Ed Stillings from the Federal Highway Administration (FHWA) explained that concerns about federal fund deferrals began when MAG Member Agencies requested to defer more than \$35 million in one fiscal year. He commended the efforts of Ms. Yazzie and her staff to reduce the number of deferrals occurring in the region and acknowledged that project schedules would shift for a variety of reasons due to the numerous components.

Mr. Stillings commented on the lack of funding at ADOT. He stated that historically ADOT had been able to absorb local agency deferrals, but that ADOT could no longer continue the practice due to a lack of funding. He emphasized that if the region did not obligate the federal funds programmed, then the region would lose those funds. Mr. Stillings stated that when deferrals occurred, FHWA would conduct a fiscal constraint analysis to determine what projects could be advanced. He emphasized the need for a zero sum balance to avoid losing federal funds.

Ms. Yazzie reported that the current TIP window was Fiscal Year 2011 to 2015. She stated that MAG had not programmed specific projects for FY2015. She explained this was a management decision to address the deferral problem. She added that if the region continued to request deferrals, then programming FY2015 funds would not be required because the deferred projects would use those funds. She emphasized the need for fiscal constraint in the program.

Mr. David Meinhart from the City of Scottsdale stated that it appeared that region was making progress on the deferral issue. He stated that a transition period was logical and expressed support for the 'clean slate' approach. He noted that when deferrals occurred that MAG and the member agency needed to reprogram the project in the appropriate year.

Mr. Paul Ward from the City of Litchfield Park stated that the updated Local Government Manual would help reduce project deferrals. He noted that the situation at ADOT had not changed substantially over past several years citing the limited number of reviewer in the Local Governments Section. He inquired about the potential for hiring personnel dedicated to reviewing projects in the MAG region. Mr. Eric Anderson stated that MAG had discussed the possibility with ADOT in the past. He stated that he thought the staffing issue at ADOT had been resolved adding that MAG could discuss the issue with ADOT again. He noted that staffing was not the sole issue at ADOT causing the delay in project reviews.

Mr. Samour reported that several organizational changes had occurred at ADOT. He noted that Jennifer Toth was the new State Engineer and that Floyd Roehrich was now in charge of the Multimodal Planning Division. He stated that Ms. Toth was reviewing the organizational structure to determine if additional changes were needed. He reported that as part of that review, ADOT was trying to determine if the review of MAG projects should be moved from the Local Governments Section to the Valley Projects Group.

Ms. Ryall commented that the two major processing bottlenecks for non-self certified agencies was environmental and planning, specifications, and estimates (PS&E). She stated that moving reviews to Valley Projects would not alleviate those bottlenecks. She explained that 100 percent of PSE was never 100 percent because agencies would encounter multiple revisions after plans were approved at 100 percent. A brief discussion followed.

Mr. Terry Johnson from the City of Glendale inquired if a Joint Project Agreement (JPA) would be required before obligation could occur. Ms. Yazzie replied that based on the initial review of the updated Local Governments Manual that a JPA would be required before obligation. Mr. Johnson noted that requiring the JPA to be signed before the obligation could occur would add another six months to the project schedule.

Ms. Yazzie reported that MAG Staff was in the process of reviewing and commenting on the updated Local Governments Manual. She stated that MAG had emphasized the need for a detailed and comprehensive flow chart with estimated start and completion times. She stated the current and draft Manual do not clearly identify when the JPA process should be initiated.

Chairman Moody inquired if there were any additional comments or questions at this point in the presentation. There were none, and Ms. Yazzie continued with her presentation. Ms. Yazzie informed the Committee that the Federal Fund Closeout process would still apply; however, it would occur during the June/July. Ms. Yazzie stated that at the December meeting, the Committee would establish the priorities for closeout. She noted that after the current fiscal year that the Committee would establish programming priorities in June for the following fiscal year.

Ms. Yazzie stated that in the Guidelines, advancements of federally funded projects would be subject to the same requirements as currently programmed projects. She explained that advancements would be taken on a case by case basis this year because the milestones established in the Guidelines were not in place last year.

Next, Ms. Yazzie discussed project changes. She stated that MAG would allow project changes at this time. She stated that once a change was approved that the project would be subject the Guidelines. She encouraged the Committee to make the programming changes needed.

Ms. Yazzie inquired if the Committee had any additional comments or input about the implementation of the Guidelines. Chairman Moody inquired if Ms. Yazzie would like the input at a follow-up meeting or via email. Ms. Yazzie replied that she was soliciting input at the current Committee meeting.

Mr. Dan Cook from the City of Chandler noted that the process had taken a lot of thought and effort. He stated that MAG Staff and the Federal Fund Work Group had done very well in developing a program that would put the region in the right direction. He thanked MAG Staff for their efforts. Chairman Moody concurred.

Ms. Yazzie acknowledged Mr. Grant Anderson's comment about having the MAG Street Committee review the status reports. She stated that in December, the TRC would review the status reports adding that once that review occurred modifications to review process could be made if warranted.

Mr. Johnson requested clarification on the approach towards federally funded projects programmed in FY2012. Ms. Yazzie stated the FY2012 projects had a 'clean slate.'

Mr. Lance Calvert from the City of El Mirage commented on the impact that staffing changes and reorganizations had on the project development process. He stated that it would be good for agencies to track local projects by federal fiscal year as well as jurisdictional fiscal year to ensure that issues did not arise. He noted the uncertainty at the federal level in terms of funding allocations. He encouraged the stewardship of projects by ADOT, FHWA or another entity to

ensure that important projects did not get dropped from the program due to organizational changes and issues.

Ms. Yazzie acknowledged Mr. Calvert's comments. She stated that the semi-annual status report would serve as a continuous evaluation of project to catch those projects falling off the charts. She noted that the Guidelines were similar to the Arterial Life Cycle Program Policies and Procedures, which are revisited as necessary when a policy/procedure was not working.

Mr. Grant Anderson praised Ms. Yazzie and MAG for their efforts. Chairman Moody inquired if there were additional questions or comments about the agenda item. There were none, and he proceeded to the next item on the agenda.

8. Update on MAG Freight Transportation Framework Study

Moving on, Chairman Moody invited Mr. Tim Strow, MAG Transportation Planner III, to provide an update on the MAG Freight Transportation Framework Study. Mr. Strow informed the Committee that the Freight Transportation Framework Study (Study) was a Joint Planning Advisory Council project managed by MAG and that included Maricopa, Pinal and Pima counties. He reported that the Study was initiated in January 2011 and was expected to be complete in July 2012. He stated that the goal of the Study was to identify and develop freight related economic development opportunities.

Mr. Strow announced that Phase One of the Study, which included a shipper and carrier survey and commodity flow analysis, was underway. He stated that MAG had conducted an internet survey of 2,500 firms across the United States to determine how freight flows in the region. Mr. Strow reported a response rate of two percent. He stated that the average response rate was seven percent, and that the low response rate indicated that many surveyed did not have an economic interest in the MAG Region.

Mr. Strow stated that additional interviews in person or by telephone were conducted with 25 shippers and transportation service providers with operations in the Sun Corridor, to discuss existing infrastructure, needed infrastructure improvements, and border security. He reported that the survey results indicated that transportation costs, highway capacity, and land availability, solid workforce and legislation were the strengths for Sun Corridor compared to Southern California. He noted that the respondents indicated that they would ship to Mexico from China due to the lower cost. He stated that respondents expressed concerns about bottlenecks experienced between Phoenix and Tucson as well as congestion in downtown Phoenix.

Next, Mr. Strow displayed maps illustrating the results of the commodity flow analysis. He explained that the data showed that a premium is paid to ship goods to the Phoenix metro area from major North American manufacturing and transportation hubs, such as Southern California or Chicago. He noted that the average rate of a shipment by truck from Southern California to Phoenix was \$721.

Mr. Strow showed the next map of the average rate to ship exports. He reported that the average rate from Southern California to the Sun Corridor was about \$721 whereas, the average rate to ship from the Sun Corridor to Southern California is about \$401. He explained that the figures indicated the region was a major consumption area. Mr. Strow indicated there was an opportunity for suppliers to locate to the Sun Corridor area, create jobs and put goods on the outbound trucks at a good rate.

Mr. Strow stated that much of the west-east commodity flow in the United States was passing through Arizona. He explained that the region could benefit from the creation of trucking support services. He noted that early study results showed that a greater focus on the north-south commodity flow from Mexico was needed.

Mr. Strow stated that the next steps include conducting a low level commodity flow forecast, identifying key infrastructure improvements, such as Interstate 11 and the South Mountain Freeway, and their impacts, and working with the Arizona Mexico Commission on border opportunities.

Chairman Moody inquired if there were any questions or comments. Mr. Eric Anderson stated that MAG Economic Development Committee (EDC) had been focusing on the border issues, such as travel delays at the border crossings that were impacting freight operations. He explained that at times these delays last several hours and that the backups can be for several miles. He attributed the limited hours of operations at the commercial border crossings for a portion of the delay. Mr. Anderson stated that Texas was aggressive with their border crossings, which operated non-stop unlike the Arizona crossings, which are open from 8 a.m. to 5 p.m.

Mr. Jeff Martin from the City of Mesa inquired how the region would address these issues and how the Study fit with the region's vision for the next 20-years. He questioned what the region's goals were and encouraged a visioning process for the region. Mr. Martin stated that he did not think the region had a cohesive vision, which was needed to address transportation needs.

Mr. Eric Anderson stated that a tremendous amount of freight traveled through Arizona between California to Texas. He explained that there were opportunities for value-added services in the region. He informed the Committee that there was evidence of a shift in manufacturing from the Pacific Rim back to North America. He stated that the shift was based on several factors that included fuel costs, shipping and travel time, and quality control issues. Mr. Anderson explained that Mexico would be a key location for the shift in activities. He stated that challenge for the region would be how to accommodate the increased freight movement and how to take advantage of the current and future freight opportunities. A brief discussion followed.

Chairman Moody inquired if there were any additional questions or comments on the presentation. There were none, and he continued to the next item on the agenda.

9. Request for Future Agenda Items

Chairman Moody inquired if the members had any topics or issues of interest they would like to have considered for discussion at a future Committee meeting. Mr. Chad Heinrich from the City of Tempe requested a debrief of the Salt Lake City Utah trip that reviewed how the regional players in Utah interacted as well as a discussion of activities in the MAG region. Mr. Ward mentioned that a debrief of the Utah trip had been presented to the MAG Transportation Policy Committee meeting earlier in the month.

Mr. Meinhart inquired about the status of the Proposition 400 performance audit and request a presentation on the audit results. Mr. Eric Anderson replied that MAG had received a confidential draft of the report for review before the exit conference on November 9, 2011. He stated that after the exit conference, the Arizona Auditor General would need to review the results. Mr. Anderson stated that a presentation on the audit findings would like occur in December 2011 or January 2012 at the earliest.

Mr. Stillings announced that City of Tucson was conducting a visioning process called Imagine a Greater Tucson. He stated that process was very detailed and included public meetings and focus groups. Mr. Stillings suggested that MAG may want to invite a member from PAG to present on the process if entities in the MAG region were interested in initiating a new visioning process.

There were none, and Chairman Moody moved onto the next agenda item.

10. Member Agency Update

Chairman Moody inquired if the member agencies had any updates for the benefit of the Committee.

Mr. Hauskins announced that next Friday, the County Engineer's Regional Meeting would be held in Laughlin. He stated that at the meeting the members would discuss strategies to address budget and staff reductions. He inquired if the Committee would be interested in receiving materials regarding the presentation. Several members expressed interest in receiving materials.

Mr. Meinhart announced that City of Scottsdale had reached the gold level by the League of American Bicyclists. He stated that the City would official receive the award next week. He added that Scottsdale was the second city in Arizona and the first in the MAG Region to be achieve the gold level. Ms. Katherine Coles stated that City of Phoenix received an honorable mention from League of American Bicyclists. She noted this was the first year that Phoenix had applied for the award.

11. Next Meeting Date

Moving on, Chairman Moody informed members in attendance that the next regularly scheduled meeting of the Committee would be held on Thursday December 8, 2011, at MAG. There be no further business, Chairman Moody adjourned the meeting at 11:30 a.m.