

October 28, 2003

TO: Members of the MAG Management Committee

FROM: Terry Ellis, Peoria, Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Wednesday, November 5, 2003 - noon (Meeting will begin promptly at noon)
MAG Office, Suite 200 - Saguaro Room
302 North 1st Avenue, Phoenix

The next Management Committee meeting will be held at the MAG offices at the time and place noted above. Members of the Management Committee may attend the meeting either in person, by videoconference or by telephone conference call. The agenda and summaries are being transmitted to the members of the Regional Council to foster increased dialogue regarding the agenda items between members of the Management Committee and Regional Council. You are encouraged to review the supporting information enclosed. Lunch will be provided at a nominal cost.

Please park in the garage under the building, bring your ticket, parking will be validated. Special parking places marked "MANAGEMENT COMMITTEE MEMBER" will be reserved for Management Committee members on the fourth and fifth levels of the garage. For those using transit, Valley Metro/RPTA will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

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 Valerie Day at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

Members are reminded of the importance of attendance by yourself or a proxy. Any time that a quorum is not present, we cannot conduct the meeting. Please set aside sufficient time for the meeting, and for all matters to be reviewed and acted upon by the Management Committee. Your presence and vote count.

**MAG MANAGEMENT COMMITTEE
TENTATIVE AGENDA
November 5, 2003**

COMMITTEE ACTION REQUESTED

1. Call to Order

2. Pledge of Allegiance

3. Call to the Audience

An opportunity will be provided to members of the public to address the Management Committee for items that are not included on the agenda. 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 Management Committee requests an exception to this limit.

4. Executive Director's Report

The MAG Executive Director will provide a report to the Management Committee on activities of general interest.

5. Approval of Consent Agenda

Prior to action on the consent agenda, members of the audience will be provided an opportunity to comment on consent items that are being presented for action. Following the comment period, Committee members may request that an item be removed from the consent agenda. Consent items are marked with an asterisk.

3. Information.

4. Information and discussion.

5. Recommend approval of the Consent Agenda.

ITEMS PROPOSED FOR CONSENT*

MINUTES

*5A. Approval of October 8, 2003 Meeting Minutes

5A. Review and approve the October 8, 2003 meeting minutes.

TRANSPORTATION ITEMS

*5B. Maintenance Resolution

At the September 17, 2003 TPC meeting, \$279 million was included in the RTP for maintenance.

5B. Information.

This action was incorporated into the maintenance resolution that resulted from the meetings of the Maintenance Stakeholder Group. On October 15, 2003, the Transportation Policy Committee recommended approval of the maintenance resolution. Please refer to the enclosed material.

*5C. Proposed 2004 Revisions to MAG Standard Specifications and Details for Public Works Construction

The MAG Standard Specifications and Details Committee has completed its review of proposed 2004 revisions to the MAG Standard Specifications and Details for Public Works Construction and these revisions are currently being reviewed by MAG Member Agency Public Works Directors and/or Engineers. It is anticipated that the annual update packet will be available for purchase in early January 2004. Please refer to the enclosed material.

5C. Information and discussion.

GENERAL ITEMS

*5D. Draft MAG 208 Water Quality Management Plan Amendment for the Town of Buckeye Festival Ranch Water Reclamation Facility

The Town of Buckeye is requesting that MAG amend the 208 Water Quality Management Plan to include the Festival Ranch Water Redamation Facility. The City of Surprise and Maricopa County unincorporated area are within three miles of the project, and both have indicated they do not object to the proposed facility. On August 27, 2003, the MAG Water Quality Advisory Committee authorized a public hearing on the draft amendment. The public hearing was conducted on October 16, 2003 and no public comments were provided. Immediately following the hearing, the MAG Water Quality Advisory Committee unanimously recommended approval of the Draft 208 Plan Amendment. Please refer to the enclosed material.

5D. Recommend approval of the proposed Town of Buckeye Festival Ranch Water Reclamation Facility as part of the MAG 208 Water Quality Management Plan.

- *5E. Amendment to the FY 2004 MAG Unified Planning Work Program and Annual Budget to Accept Additional Federal Transit Administration Funding

A modification is being requested to the FY 2004 MAG Unified Planning Work Program and Annual Budget. The Arizona Department of Transportation has notified MAG that the amount of Federal Transit Administration (FTA) 5303 planning funds for 2003 has been increased by \$21,270. This funding needs to be added to the FY 2004 MAG Work Program. Please refer to the enclosed material.

- 5E. Recommend approval of an amendment to the FY 2004 MAG Unified Planning Work Program and Annual Budget to add \$21,270 in FY 2003 Federal Transit Administration 5303 planning funds.

ITEMS PROPOSED TO BE HEARD

TRANSPORTATION ITEM

6. Regional Transportation Plan Update

On September 24, 2003, the Regional Council unanimously approved the Regional Transportation Plan (RTP) for an air quality conformity analysis. This signifies the completion of an important step toward preparing for a May 18, 2004 election. The air quality conformity analysis has been published for public review and comment. Action to certify the Plan to the Governor and Legislature has been scheduled for a special Regional Council meeting on November 25, 2003. In addition, the State Transportation Board unanimously passed a resolution in support of the RTP on October 17, 2003. Please refer to the enclosed material.

6. Information and discussion.

AIR QUALITY ITEM

7. Finding of Conformity for the Draft Special FY 2004-2007 Transportation Improvement Program and Draft Regional Transportation Plan

The Draft 2003 Conformity Analysis concludes that the draft Transportation Improvement Program (TIP) and the Regional Transportation Plan (RTP) meet all applicable federal conformity requirements and are in conformance with applicable air quality plans. Following a 30-day public review and comment period, a public

7. Information and discussion.

hearing will be held November 21, 2003 on the draft TIP, Regional Transportation Plan, and Conformity Analysis. The MAG Air Quality Technical Advisory Committee is anticipated to make a recommendation on the conformity analysis on November 24, 2003. Approval of the conformity finding by the Regional Council is required for MAG adoption of the TIP and RTP. Please refer to the enclosed material.

GENERAL ITEMS

8. 2005 Population Options

At the October Management Committee meeting, the recommendation for allocating the costs of the 2005 census survey was discussed. The MAG Management Subcommittee on 2005 Population Options recommended that the \$9.4 million cost of the survey be distributed to member agencies based upon a share of population for jurisdictions less than 6,000 people and whose growth rate is less than 3.5 percent. For other jurisdictions, the cost would be based upon their share of the total housing units sampled in the survey. In response to a request from the Management Committee action on the recommendation was deferred to November. Please refer to the enclosed material.

9. Draft Policies for the MAG Community Emergency Notification System

In January 2003, the Arizona Department of Environmental Quality awarded a \$2.5 million contract to MAG to develop and operate a Community Emergency Notification System (CENS) for Maricopa County. A CENS Stakeholder Working Group of MAG member agency representatives was formed to ensure all interested parties had a voice in setting the policies to guide the CENS program. After several meetings, the Working Group reached a consensus that the system would be activated for emergency incidents only and that activation costs would be paid with the CENS program funds until January 1, 2005. On October 23, 2003, the 911 Oversight Team concurred with the Stakeholders, and restated that further

8. Recommend approval of the undertaking of a region-wide Census Survey with the \$9.4 million cost to be distributed to member agencies.

9. Recommend approval of the draft policies for the MAG Community Emergency Notification System.

refinements and review may take place on the policies during the first year of system operation. Please refer to the enclosed material.

10. Update on Human Services Technical Committee and Human Services Coordinating Committee

An update will be provided on key Human Services areas, including SSBG Allocations, Earned Income Tax Credit (EITC), public transportation, and other priorities for study and development. A special presentation on EITC will be brought forward for information and support. Members of the Human Services Staff of the Tempe Community Council, City of Mesa, City of Phoenix, as well as the IRS, will briefly highlight the potential benefits of this tax credit for residents and businesses of each community. Please refer to the enclosed material.

11. Status Update on the June 30, 2003 Single Audit and Management Letter Comments. MAG's Comprehensive Annual Financial Report (CAFR) and OMB Circular A-133 Reports (i.e., "Single Audit") for the Fiscal Year ended June 30, 2003

The public accounting firm of Deloitte & Touche LLP is in the process of completing the audit of MAG's Comprehensive Annual Financial Report (CAFR) and Single Audit for the fiscal year ended June 30, 2003. For Fiscal Year 2003, MAG implemented Governmental Accounting Standard Board Statement #34. We are awaiting an audit opinion from Deloitte & Touche and expect that one will be issued no later than mid-November. To date, there has been no discussion regarding reportable conditions or instances of noncompliance. Please refer to the enclosed material.

12. Comments from the Committee

An opportunity will be provided for Management Committee members to present a brief summary of current events. The Management Committee is not allowed to propose, discuss, deliberate or take action at the meeting on any matter in the summary, unless the specific matter is properly noticed for legal action.

10. Information, discussion and comment.

11. Information and discussion.

12. Information.