



**MARICOPA
ASSOCIATION of
GOVERNMENTS**

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October 10, 2007

TO: Members of the MAG Regional Council Executive Committee
Members of the Building Lease Working Group

FROM: Mayor James M. Cavanaugh, City of Goodyear, Chair and
Mayor Keno Hawker, City of Mesa

SUBJECT: REVISED MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDAS FOR
THE MAG REGIONAL COUNCIL EXECUTIVE COMMITTEE AND POSSIBLE EXECUTIVE
SESSION AND JOINT MEETING OF THE MAG REGIONAL COUNCIL EXECUTIVE
COMMITTEE AND THE BUILDING LEASE WORKING GROUP

Executive Committee

Monday, October 15, 2007 - 2:00 p.m. (REVISED START TIME)
MAG Office, Suite 200 - Cholla Room
302 North 1st Avenue, Phoenix

Joint Executive Committee & Building Lease Working Group

Monday, October 15, 2007 - 2:45 p.m. (REVISED START TIME)
MAG Office, Suite 200 - Cholla Room
302 North 1st Avenue, Phoenix

This meeting will convene as soon as the Executive Committee meeting adjourns.

A meeting of MAG Regional Council Executive Committee, followed by a joint meeting of the MAG Regional Council Executive Committee and the Building Lease Working Group (BLWG) has been scheduled for the times and place noted above. Members of the Committee and the Working Group may attend the meeting either in person, by telephone conference, or by video conference.

Please park in the garage under the building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority 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 Alana Chávez at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

If you have any questions regarding the Executive Committee agenda items, please contact Mayor James Cavanaugh at (623) 882-7782. For the BLWG, please contact Mayor Keno Hawker at (480) 644-2388. For MAG staff, please contact Dennis Smith, MAG Executive Director, at (602) 254-6300.

A Voluntary Association of Local Governments in Maricopa County

TENTATIVE AGENDA

	<u>COMMITTEE ACTION REQUESTED</u>
1. <u>Call to Order</u> The meeting of the Executive Committee will be called to order.	
2. <u>Call to the Audience</u> An opportunity will be provided to members of the public to address the Executive 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. Members of the public 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 Executive Committee requests an exception to this limit. Please note that those wishing to comment on action agenda items will be given an opportunity at the time the item is heard.	2. For information and discussion.

ITEMS PROPOSED FOR CONSENT* BY THE EXECUTIVE COMMITTEE

3. <u>Approval of Executive Committee Consent Agenda</u> 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. Approval of Executive Committee Consent Agenda.
*3A. <u>Approval of the September 12, 2007 Executive Committee Meeting Minutes</u>	3A. Review and approve the September 12, 2007, Executive Committee meeting minutes.
*3B. <u>Amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget to Include a Regional Transit Framework Study</u> MAG is responsible for system level transit planning activities that have the potential of impacting the Regional Transportation Plan (RTP). In cooperation with Valley Metro/RPTA	3B. Approval of an amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget to conduct the Regional Transit Framework Study in the amount of \$980,000.

and Valley Metro Rail, MAG has drafted a scope of work and request for proposals for developing the Regional Transit Framework Study. The study will provide a technical framework for evaluating future transit investments beyond those contained in the RTP. It is anticipated that the results of this study would be incorporated into the MAG RTP for approval by the MAG Regional Council. This project will require an amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget. MAG federal funds would be used for this project. On October 3, 2007, the MAG Management Committee recommended approval of this item. Please refer to the enclosed material.

*3C. MAG Traffic Counts Data Retrieval System Design and Development Consultant Selection

The FY 2008 MAG Unified Planning Work Program and Annual Budget includes \$150,000 to conduct the MAG Traffic Counts Data Retrieval System Design and Development project. The traffic counts data retrieval system will serve as a primary data management tool for regionwide traffic counts related information. A request for proposals (RFP) was advertised in July 2007. Three proposals were received and reviewed by a multi-agency proposal evaluation team. On October 3, 2007, the MAG Management Committee recommended approval of this item. On September 12, 2007, the evaluation team interviewed the firms and recommended to MAG the selection of Midwestern Software Solutions to conduct the study for an amount not to exceed \$150,000. Please refer to the enclosed material.

3C. Approval of Midwestern Software Solutions to conduct the MAG Traffic Counts Data Retrieval System Design and Development for an amount not to exceed \$150,000.

**ITEMS TO BE HEARD
BY THE EXECUTIVE COMMITTEE**

4. Update on the Regional Office Center

At the September 12, 2007, Executive Committee and Building Lease Working Group meeting, staff reported on the status of land acquisition negotiations with the landowner, status of legal agreements with the building

4. Information, discussion and possible action to recess the meeting and go into executive session for the purpose of discussion and consultation with MAG's attorneys for legal advice and for MAG to consider MAG's position and instruct its attorneys concerning negotiations for contracts concerning the Regional Office Center including

agency partners, reviewed the project's financial transaction, reported on the status of development agreement negotiations with the City of Phoenix and activity related to the Design-Build Request for Qualifications and the Request for Proposals for underwriter services processes. The committee unanimously approved the selection of underwriter services for the Regional Office Center project. MAG staff will provide an update on the status of negotiations with the City of Phoenix, the Design-Build selection process and any alternatives associated with future direction of the project.

The Executive Committee may vote to recess the meeting and go into executive session for the purpose of discussion and consultation with MAG's attorneys for legal advice and for MAG to consider MAG's position and instruct its attorneys concerning negotiations for contracts concerning the Regional Office Center including land acquisition from owner, construction of building, and development agreement with the City of Phoenix, and claim by RYAN. A.R.S. 38-431.03(A)(3) and (4). The meeting may then be reconvened to take action regarding acquisition of property and construction of the Regional Office Center.

land acquisition from owner, construction of building, and development agreement with the City of Phoenix, and claim by RYAN. A.R.S. 38-431.03(A)(3) and (4). The meeting may then be reconvened to take action regarding acquisition of property and construction of the Regional Office Center.

**ITEMS PROPOSED TO BE HEARD
BY THE JOINT EXECUTIVE COMMITTEE AND
THE BUILDING LEASE WORKING GROUP**

5. Update on Regional Office Center and Procurement Status

At the September 12, 2007, Executive Committee and Building Lease Working Group meeting, staff reported on the status of land acquisition negotiations with the landowner, status of legal agreements with the building agency partners, reviewed the project's financial transaction, reported on the status of development agreement negotiations with the City of Phoenix and activity related to the Design-Build Request for Qualifications and the Request for Proposals for underwriter services processes. The Committee unanimously approved the selection of underwriter services for the Regional Office Center project. MAG

5. For information, discussion, and possible action.

staff will provide an update on the status of negotiations with the City of Phoenix, the Design-Build selection process and any alternatives associated with future direction of the project. MAG staff will seek direction from the committee pertaining to continuing with the current procurement process or cancelling the current procurement to pursue alternative scenarios for a facility which may include, but not limited to the following: 1) Initiating a MAG-only building procurement process at current or alternative site, 2) Retain broker services to lease or lease to purchase space in downtown or mid-town location.

6. Approval of a Design-Build Team

At the July 9, 2007, Executive Committee meeting, MAG staff received direction to issue a Request for Qualifications (RFQ) for the design and construction of the Regional Office Center per Title 34 procurement guidelines. The RFQ was issued on August 1, 2007, and the Statements of Qualifications were due to MAG by August 30, 2007. A five member panel reviewed and short-listed applicants on September 6 and interviews were held on September 11, 2007. Formal action to approve selection of a design build team was delayed at the September 12, 2007, Executive Committee meeting pending further selection panel discussion and deliberations. The panel has presented a recommended ranking of the following firms to MAG as follows: (1) McCarthy/DMJM, (2) Sundt/SmithGroup, and (3) Ryan/RNL. The Executive Committee is requested to possibly accept the rankings for the one-step design-build services RFQ and authorize MAG to enter into negotiations for a design-build team.

7. Adjournment

6. Information, discussion and possible action to accept the rankings for the one-step design-build services RFQ and authorize MAG to enter into negotiations for a design-build team.

MARICOPA ASSOCIATION OF GOVERNMENTS

INFORMATION SUMMARY... for your review

DATE:

October 8, 2007

SUBJECT:

Amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget to Include a Regional Transit Framework Study

SUMMARY:

MAG is responsible for system level transit planning activities that have the potential of impacting the Regional Transportation Plan (RTP). In cooperation with Valley Metro/RPTA and Valley Metro Rail, MAG has drafted a scope of work and Request for Proposals for developing a Regional Transit Framework Study. The study will provide a technical framework for evaluating future transit investments beyond those contained in the RTP. The overall goal of the study is to prepare a Regional Transit Framework Study in cooperation with RPTA and METRO. It is anticipated that the results of this study would be incorporated into the MAG RTP for approval by the MAG Regional Council. This project will require an amendment to the MAG Unified Planning Work Program and Annual Budget. MAG federal funds would be used for this effort. A meeting to review the draft scope of work was held on September 24, 2007. Notification of the meeting was distributed to the Management Committee, Transportation Review Committee, and MAG Intergovernmental Liaisons. Twenty-six people attended the meeting and provided input on the draft scope of work.

PUBLIC INPUT:

None.

PROS & CONS:

PROS: This process will establish a regional framework for developing and implementing future transit services and programs.

CONS: None.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The study is being undertaken to establish a technical framework for guiding transit investments and decisions. The resulting study document will provide a mechanism for coordinating on-going transit studies among MAG, Valley Metro/RPTA, Valley Metro Rail, and MAG member agencies.

POLICY: The Regional Transit Framework Study will provide decision-makers with a comprehensive perspective on the costs, schedules, trade-offs, impacts, and policy implications of future transit investment options. The study will also identify potential amendments to the Regional Transportation Plan.

ACTION NEEDED:

Approval of an amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget to conduct the Regional Transit Framework Study in the amount of \$980,000.

PRIOR COMMITTEE ACTIONS:

On October 3, 2007, the MAG Management Committee recommended this item.

MEMBERS ATTENDING

Jan Dolan, Scottsdale, Chair	Jim Nichols for Brian Dalke, Goodyear
Rogene Hill for Charlie McClendon, Avondale, Vice Chair	* Mark Johnson, Guadalupe
# Bryant Powell for George Hoffman, Apache Junction	Darryl Crossman, Litchfield Park
Jeanine Guy, Buckeye	Christopher Brady, Mesa
* Jon Pearson, Carefree	Tom Martinsen, Paradise Valley
* Usama Abujbarah, Cave Creek	Carl Swenson for Terry Ellis, Peoria
Mark Pentz, Chandler	Frank Fairbanks, Phoenix
Pat Dennis for B.J. Cornwall, El Mirage	John Kross, Queen Creek
Alfonso Rodriguez, Fort McDowell Yavapai Nation	* Bryan Meyers, Salt River Pima-Maricopa Indian Community
Tim Pickering, Fountain Hills	Jim Rumpeltes, Surprise
* Lynn Farmer, Gila Bend	Jeff Kulaga, Tempe
* Joseph Manuel, Gila River Indian Community	* Reyes Medrano, Tolleson
George Pettit, Gilbert	Gary Edwards, Wickenburg
Horatio Skeete for Ed Beasley, Glendale	Lloyce Robinson, Youngtown
	Dale Buskirk for Victor Mendez, ADOT
	Kenny Harris for David Smith, Maricopa County
	David Boggs, Valley Metro/RPTA

- * Those members neither present nor represented by proxy.
- # Participated by telephone conference call.
- + Participated by videoconference call.

CONTACT PERSON:

Kevin Wallace, MAG, (602) 254-6300.

DRAFT

REGIONAL TRANSIT FRAMEWORK STUDY

SCOPE OF WORK

SEPTEMBER 25, 2007

Introduction

The Maricopa Association of Governments (MAG) is requesting proposals from qualified consultants for a Regional Transit Framework Study that will establish priorities for future transit investments. Specific expertise is sought in the areas of regional transit planning, consensus building, public participation, and travel demand modeling. This project will be managed by the Maricopa Association of Governments (MAG). The Regional Public Transportation Authority (Valley Metro/RPTA) and Valley Metro Rail (METRO) will be key players in managing the technical work effort. The project will be completed at a cost not to exceed \$980,000.

A draft study will be completed by December 19, 2007. The Valley Metro/RPTA Board of Directors and the METRO Board of Directors will review and comment on the study before it is submitted to the MAG Regional Council for approval.

Background

Project Partners

The Maricopa Association of Governments is the designated Metropolitan MPO for transportation planning for the metropolitan Phoenix area. MAG is also the designated Air Quality Planning Agency for the region. The MAG membership consists of the 25 incorporated cities and towns within Maricopa County and the contiguous urbanized area, the Gila River Indian Community, the Salt River Pima-Maricopa Indian Community, Fort McDowell Yavapai Nation, Maricopa County, the Arizona Department of Transportation (ADOT), and the Citizens Transportation Oversight Committee (CTOC). ADOT and CTOC serve as ex-officio members for transportation-related issues.

Valley Metro/RPTA provides transportation solutions that make the Valley a better place to live, work, play and visit. In 1993, the RPTA Board adopted the name Valley Metro as the identity for the regional transit system in the Phoenix metropolitan area. Under the Valley Metro brand, local governments joined to fund the Valley-wide transit system that the public sees on the streets today. Valley Metro Board member agencies include Avondale, Chandler, El Mirage, Gilbert, Glendale, Goodyear, Maricopa County, Mesa, Peoria, Phoenix, Queen Creek, Regional Public Transportation Authority (Valley Metro RPTA), Scottsdale, Surprise and Tempe.

METRO is the brand name for Valley Metro Rail Inc., a nonprofit, public corporation charged with the planning, design, construction and operation of the initial 20-mile light rail starter segment, as well as future extensions. METRO member cities are Phoenix, Tempe, Mesa, Glendale, Chandler, and Peoria. These cities comprise the METRO Board of Directors. The METRO Board establishes policies, receives and disburses funds and grants, has the power to enter into contracts, to hire or contract for staff, and to undertake extensions to the system.

Regional Transit Funding

On November 2, 2004, the voters of Maricopa County passed Proposition 400, which authorized the continuation of the existing half-cent sales tax for transportation in the region (also known as the

Maricopa County Transportation Excise Tax). This action provided a 20-year extension of the half-cent sales tax through calendar year 2025 to implement projects and programs identified in the MAG Regional Transportation Plan (RTP). Over the twenty year funding period, approximately \$4.7 billion of the revenues collected from the half-cent sales tax will be deposited into the Public Transportation Fund (PTF) for public transit programs and projects. A schedule of projected expenditures is provided in the RTP, which is available online at: <http://www.mag.maricopa.gov/project.cms?item=411>.

While there will be considerable regional and local investments in transit over the next twenty years, additional transit funding will be needed to keep pace with anticipated growth. The Regional Transit Framework Study will address this concern on two levels: 1) by identifying priority transit investments that will be needed between now and 2025 to supplement Proposition 400 funding; and 2) by extending the transit planning horizon to 2030 to identify longer term transit investment needs.

Project Objectives

The study is being undertaken to establish a technical framework for guiding transit investments and decisions. The overall goal of the study is to prepare a Regional Transit Framework Study in cooperation with RPTA and METRO. It is anticipated that the results of this study would be incorporated into the MAG Regional Transportation Plan for approval by the MAG Regional Council. Key project objectives are to:

1. Conduct a comprehensive evaluation of existing and future transit needs in the MAG region.
2. Develop a transit plan that provides for the seamless integration of commuter rail, light rail, streetcar, bus rapid transit/express bus, regional bus routes, local bus routes, connections to inter-city rail and airports, park-and ride facilities, and transit support facilities.
3. Identify opportunities to integrate transit investments with parallel street and freeway investments including shared right-of-way for multi-modal transportation corridors.
4. Based on an analysis of current and future travel demand, establish appropriate transit service thresholds for subareas within the MAG region. For underserved subareas and corridors, define transit capacity, operational characteristics, and associated capital infrastructure needs.
5. Utilize performance based measures to recommend priority transit investments.
6. Prepare and implement a proactive outreach program that engages citizens and elected officials in the planning process.
7. Prepare a Regional Transit Framework Study summary and presentation suitable for wide distribution to a general audience.

Proposed Tasks

The consultant is encouraged to be creative in developing a sound analytical approach which achieves the objectives for this project. The consultant is urged to be as specific as possible when describing the activities and anticipated outcomes for each of the tasks outlined below. However, the consultant will not be required to adhere strictly to the proposed tasks specified below, and may propose additional tasks to meet the objectives of this study. The consultant is urged to make maximum use of matrices, tables and drawings in working papers produced for the project to ensure conciseness and clarity and to minimize the amount of text required.

The proposed tasks outlined below are intended to help answer the following questions:

1. What are the current and future travel patterns within the region? What is the forecasted demand for travel by transit? How can this information be applied to develop an integrated, seamless transit system?

2. What is the utilization of the existing transit system? (e.g., identification of routes that are over capacity and those that are underutilized).
3. Will the transit system contained in the Regional Transportation Plan (RTP) meet anticipated travel needs in the future, or will additional service be warranted? Should RTP service be accelerated to meet anticipated travel demand?
4. What is the best methodology for identifying appropriate transit service levels for various subareas in the MAG region? What would be needed to reach consensus among MAG member agencies on these service levels?
5. What additional transit service will be needed five years beyond the sunset of Proposition 400 funds (2030)?
6. How can the Regional Transit Framework Study coordinate existing and ongoing transit studies into a comprehensive, integrated transit system with maximum efficiency and effectiveness (e.g., How and where would a potential commuter rail line connect to a light rail system, or should bus rapid transit service end at a termini of a light rail line or continue on a parallel route)?
7. How can this process identify and represent the needs of both existing and future transit customers?
8. What types of transit supportive policies (e.g., transit oriented development, parking, mode split targets, congestion pricing, etc.) will be needed to increase transit ridership?

Task 1 Detailed Scope of Work

The consultant's first task will be to prepare a detailed Scope of Work that identifies the specific tasks and deliverables. In addition, throughout the course of this project, inquiry and discussion may result in some revisions to the Scope of Work and Project Schedule. As necessary, the consultant will refine the Scope of Work for this project based upon professional experience and input from MAG, RPTA, and METRO. This work will be performed under the general direction of the MAG project manager. The consultant will prepare documentation of any such revision, including a revised labor/dollar allocation and project task cost breakdown, and submit the revision to MAG for approval.

Specific tasks for developing the detailed Scope of Work will include the following:

- A. Review and incorporate findings of previous plans and studies.
- B. Assess and refine the goal and objectives of the Regional Transit Framework Study and identify work tasks necessary to achieve them.
- C. Prepare a detailed explanation of work tasks and workflow relationships, a staff resource plan, a schedule for the study process, and project deliverables.

Task 2 Planning Process Coordination and Monitoring

- A. Coordinate and collaborate with other ongoing studies at MAG, RPTA, METRO, ADOT, and MAG member agencies. Compile necessary data and provide a summary of current and recently completed transportation studies, including transportation framework studies, commuter rail studies, alternatives analyses, light rail configuration studies, sub-regional studies, bus rapid transit studies, and bus capital/operating studies.
- B. Identify and document issues, procedures, methodologies, and findings that require resolution and/or joint application among ongoing studies.

- C. Establish a Project Management Team (PMT), composed of staff from MAG, RPTA, and METRO. The PMT will meet regularly to provide input and review work products.
- D. Prepare a project management plan that includes appropriate quality assurance measures.

Task 3

Public and Agency Involvement

A number of fundamental policy questions will be raised in developing the Regional Transit Framework Study. For example, what role should transit play in meeting regional transportation needs? What are the most critical transit investments? To answer these types of questions, and to ensure support for the final study, a comprehensive public involvement plan is needed. General tasks to accomplish the public and agency Involvement task are outlined below.

- A. Prepare and implement a proactive public involvement program, taking into account ongoing public involvement in related planning studies and other activities. The program should clearly define the opinions and needs of a wide variety of interests, including MAG member agencies, existing transit customers, potential transit markets, employers, and the business community.
- B. Prepare and distribute appropriate public information collateral for the project. Examples include newsletters, presentation materials, briefings, meeting summaries, and a project web page.
- C. Develop and execute appropriate opportunities for obtaining input and presenting study findings. Examples include stakeholder interviews, meetings, and workshops; surveys and public opinion polls; public meetings; focus groups; and agency forums.
- D. Establish a Study Review Team (SRT), composed of staff from the Project Management Team and MAG member agencies. The SRT will meet regularly to provide input and discuss technical work products.
- E. Provide briefings and presentations at MAG, RPTA, and METRO committee meetings and other agency meetings.

Task 4

Transit Travel Demand

The MAG model (TransCAD) will be used to identify travel demand patterns and to analyze the impacts of potential transit service improvements. MAG staff will run the regional model based on input from the consultant. Specific elements of this task include the following:

- A. Define the travel demand, transit mode split, and overall travel patterns.
- B. Define market segments relevant to each transit mode. MAG staff will assist the consultant in applying the market segmentation results.
- C. Divide the MAG region into logical subareas for evaluating base year, 2020, and 2030 travel demand patterns. Identify subareas and corridors that are underserved by transit for each time period. Evaluate various options to address transit capacity and coverage improvement needs, as defined in Task 5.

Task 5

Evaluation of Needs and Opportunities

There will be significant local and regional investments in the transit system over the next twenty years. Because of rapid urban growth, particularly in the fringe areas of the

metropolitan area, it is likely that additional transit service will be needed. The consultant will evaluate base year travel demand, as well as travel demand for 2020 and 2030, and will recommend appropriate service improvements. The consultant will also identify future transit improvements that should be considered beyond the 2030 planning horizon.

To accomplish these tasks, the consultant will develop a set of transit performance indicators to facilitate the evaluation of existing and future transit service options.

- A. Utilizing existing information from Valley Metro/RPTA and METRO, define a set of transit performance indicators and service standards. Once defined, the performance indicators will be used as a management tool for assessing performance and relating the quality and quantify of transit service at the corridor and subarea levels.
- B. Evaluate transit improvement alternatives in relation to transit, highway, and street improvements contained in the Regional Transportation Plan and various transit studies and transportation framework studies. Transit modes for consideration include commuter rail, light rail, streetcar, bus rapid transit/express bus, limited stop bus, local bus, transportation demand management, and others, as appropriate. Include considerations for associated paratransit services with new transit routes.
- C. Evaluate the connection of modes to ensure transportation investments are not duplicated and the services will serve the demand from a roadway and transit perspective. This effort will include, but is not limited to the need for park-and-rides, intermodal facilities, and other transit support facilities.
- D. Review existing transit services and identify capacity deficiencies in existing corridors/routes. Identify when and where capacity is exceeded. Evaluate the need for additional service.
- E. Review planned transit improvements included in the RTP and identify additional transit service needs. Identify capacity and coverage improvements needed to address deficiencies.
- F. Evaluate transit demand beyond the Regional Transportation Plan, with a horizon year of 2030. Address the need for additional high capacity corridors and transit routes. Assess all potential transit modes to meet anticipated demand. In addition, provide a conceptual review of transit needs beyond 2030, including appropriate linkages to build-out scenarios developed by MAG for on-going regional transportation framework studies.
- G. Concurrently with the analysis of transit travel demand, evaluate appropriate transit supportive policies to encourage additional transit ridership. Areas for exploration should include transit oriented development, parking, mode split targets, improved fixed route service to provide travel options for seniors and people with disabilities, etc.

Task 6

Cost Analysis

- A. For each transit investment scenario, identify annualized costs through 2030 for capital, operating and maintenance, and modernization and upgrades.
- B. Assess cost-effectiveness of new and expanded transit services.

Task 7

Regional Transit Framework Study

- A. Identify new corridors, transit modes, routes, and supporting facilities that address demand.

- B. Identify existing/planned corridors that require service improvements.
- C. Integrate transit modes for maximum efficiency and effectiveness. Identify the most appropriate mode of service for individual corridors and the connections of that service to other modes of transportation to ensure that trips are linked in a convenient yet cost effective manner. Recognize that high capacity corridors are preliminary and subject to a subsequent Alternatives Analysis which will select the appropriate transit technology (e.g., light rail versus bus rapid transit).
- D. Develop three scenarios that provide low, medium, and high transit investment options. For each scenario, develop a priority list and implementation schedule with annualized costs.
- E. Provide decision-makers with a comprehensive perspective on the costs, schedules, trade-offs, impacts, and policy implications of alternative implementation approaches.
- F. Prepare a document to be considered by the MAG Regional Council, RPTA Board of Directors, and METRO Board of Directors, including assembling any supplementary planning studies or technical documents.
- G. Prepare a summary document and presentation directed at a general audience and focusing on the essential features of the Regional Transit Framework Study.

Task 8 **Study Record**

- A. Assemble all final products from the study tasks into a complete study record.

Deliverable Products

The products of this project are listed below. Each working paper should present information in a succinct manner with extensive use of tables, matrices and drawings. The working papers ultimately will be consolidated into a final report. An administrative draft of each working paper will be submitted in both electronic and hard copy format to the MAG project manager for review. Comments from the PMT will be incorporated into the working paper by the consultant, before it is distributed for external review. Comments received during the external review process will be incorporated into the working paper by the consultant, which will then become a chapter in the draft final report.

- Task 1** Updated study objectives; detailed scope of work.
- Task 2** Summary of data collection efforts; Project Management Team process and meeting notes; Project Management Plan.
- Task 3** Public Involvement Plan; Study Review Team process and meeting notes; public information collateral as defined in the detailed scope of work (Task 1); stakeholder workshops and meetings; public meetings; agency forums; participation at MAG, RPTA, and METRO committee meetings; outreach meetings; summary of public and agency involvement activities and collateral.
- Task 4** Identification of transit market segments; Working Paper #1 - Analysis of Transit Travel Demand.
- Task 5** Working Paper #2 - Transit Performance Indicators and Service Standards; Working Paper #3 – Existing Transit Services and Deficiencies; Working Paper #4 - Analysis of Planned Improvements, Future Deficiencies, and Additional Service Options.
- Task 6** Working Paper 5 - Cost Analysis for Transit Capital, Operating, Maintenance, and Modernization.

Task 7 Regional Transit Framework Study (draft and final documents); Plan Summary and Presentation; CD containing the Regional Transit Framework Study and Summary with an easy to navigate table of contents page that provides direct links to key sections of project documents.

Task 8 Study Record.

MARICOPA ASSOCIATION OF GOVERNMENTS

INFORMATION SUMMARY... for your review

DATE:

October 8, 2007

SUBJECT:

MAG Traffic Counts Data Retrieval System Design and Development Consultant Selection

SUMMARY:

The FY 2008 MAG Unified Planning Work Program and Annual Budget includes \$150,000 to conduct the MAG Traffic Counts Data Retrieval System Design and Development project. The final product of this project, a traffic counts data retrieval system, will serve as a primary data management tool for regionwide traffic counts related information. The system will ensure efficient data management of the regional traffic counts data. The data retrieval system will also provide user-friendly Web-enabled access to the traffic counts data for the MAG member agencies, consulting and business community, and general public.

The request for proposals was advertised on July 25, 2007. Three proposals were received from Wilbur Smith Associates, Carter & Burgess, Inc., and Midwestern Software Solutions. A multi-agency proposal evaluation team consisting of MAG member agencies and MAG staff reviewed the proposal documents. On September 12, 2007, the evaluation team interviewed the firms and recommended to MAG the selection of Midwestern Software Solutions to conduct the project in an amount not to exceed \$150,000.

PUBLIC INPUT:

No public input was received.

PROS & CONS:

PROS: This project will enhance MAG capability of managing, maintaining and presenting the available traffic counts data. It will provide MAG member agencies, the consulting and business community, and the general public with a better access to MAG traffic counts data.

CONS: None.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: A traffic counts data retrieval system will be developed. This system will host all of MAG's historical and future (5-10 years) traffic counts data in a unified database and present them via interactive maps and tables. The system will facilitate traffic counts data exchange between MAG member agencies. The system will include tools to manipulate data records, conduct data analysis, and generate reports and graphics.

POLICY: Enhance access to traffic counts data for MAG member agencies and general public.

ACTION NEEDED:

Approval of Midwestern Software Solutions to conduct the MAG Traffic Counts Data Retrieval System Design and Development for an amount not to exceed \$150,000.

PRIOR COMMITTEE ACTIONS:

On October 3, 2007, the MAG Management Committee recommended this item.

On September 12, 2007, the proposal evaluation team interviewed three firms and recommended to MAG the selection of Midwestern Software Solutions to conduct the project in an amount not to exceed \$150,000.

PROPOSAL EVALUATION TEAM

Carol Slaker, City of Mesa
Doug Eberline, Arizona Department of Transportation
Hong Guo, City of Chandler
Jamal Rahimi, City of Peoria
Joe Jobe, City of Phoenix
John Lynch, City of Scottsdale
Nicolaas Swart, Maricopa Department of Transportation
Audrey Skidmore, Maricopa Association of Governments
Sarath Joshua, Maricopa Association of Governments

CONTACT PERSON:

Wang Zhang, MAG (602) 254-6300.

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
MAG REGIONAL COUNCIL EXECUTIVE COMMITTEE and
BUILDING LEASE WORKING GROUP

September 12, 2007
MAG Offices, Cholla Room
302 N. 1st Avenue, Phoenix, Arizona

MEMBERS ATTENDING

Mayor James M. Cavanaugh, Goodyear, Chair	Mayor Keno Hawker, Mesa
# Mayor Mary Manross, Scottsdale, Vice Chair	# Mayor Thomas L. Schoaf, Litchfield Park
# Councilmember Peggy Neely, Treasurer	# Mayor Marie Lopez Rogers, Avondale
* Mayor Steven M. Berman, Gilbert	

BUILDING LEASE WORKING GROUP MEMBERS ATTENDING

Mayor Keno Hawker, Mesa, Chair	Mayor James M. Cavanaugh, Goodyear
* Councilmember Ron Clark, Paradise Valley	Frank Fairbanks, Manager, City of Phoenix

PARTNERING AGENCIES ATTENDING

David Boggs, Valley Metro/RPTA	Rick Simonetta, Valley Metro Rail
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* Not present
Participated by video or telephone conference call

1. Call to Order

The Executive Committee meeting was called to order by Chair James M. Cavanaugh at 12:06 p.m. Chair Cavanaugh stated that public comment cards were available for those members of the public who wish to comment. He noted that transit tickets were available from Valley Metro for those using transit to come to the meeting. Parking validation was available from MAG staff for those who parked in the parking garage. Chair Cavanaugh noted that a transaction schedule for the Regional Office Center had been distributed for review.

2. Call to the Audience

Chair Cavanaugh noted that according to the MAG public comment process, members of the audience who wish to speak are requested to fill out the public comment cards and stated that there is a three minute time limit. Public comment is provided at the beginning of the meeting for items that are not on the agenda that are within the jurisdiction of MAG, or non-

action agenda items that are on the agenda for discussion or information only. He noted that no public comment cards had been received.

3. Update on the Regional Office Center

Chair Cavanaugh turned the gavel over to Mayor Hawker, Chair of the Building Lease Working Group (BLWG).

Mayor Hawker stated that the first item was an update on the Regional Office Center (ROC). Mayor Hawker introduced Dennis Smith, MAG Executive Director, to provide an update on this item.

Mr. Smith stated that MAG staff had worked diligently during the summer on the Regional Office Center. He thanked RPTA and Valley Metro for their cooperation in addressing some organizational issues pertaining to the project. Mr. Smith added that the acquisition of property played a crucial role in moving forward and that MAG had been authorized to do a land appraisal. Mr. Smith acknowledged that Mr. David Kaye, the landowner of the ROC site, was present at the meeting and that Mr. Kaye had been very supportive about the project and very accommodating regarding the timing of the land purchase transaction. Mr. Smith noted that Marlene Pontrelli, MAG General Counsel, had been the primary contact for negotiations between MAG and Mr. Kaye and that Ms. Pontrelli would provide a brief update on the status of those negotiations.

Ms. Pontrelli stated that a cost-sharing agreement had been drafted among the three agencies, RPTA, Valley Metro, and MAG, for the purpose of dividing up-front costs associated with the project. She noted that despite missing a tentative date to sign a letter of intent with the landowner, Mr. Kaye remained committed to working with MAG on this effort. Ms. Pontrelli noted that until a design-build team was retained to identify building design and construction cost and an underwriter could identify the project's financing costs to ensure all agencies could afford to build the building, a purchase of the land could not occur. She stated that Mr. Kaye understood the agencies' position and that he remained committed to selling his property at the negotiated price per earlier discussions. Ms. Pontrelli conveyed that Mr. Kaye was aware that, depending on the selection of the design-build team, dates associated with the land transaction and financing would be extended to early 2008.

Mayor Hawker asked whether findings of the appraisal value concurred with the asking purchase price for the property.

Ms. Pontrelli responded that the appraisal was favorable and that one of the reasons for the land appraisal was to confirm that the land was not overpriced.

Mayor Hawker asked the committee if there were any questions.

Mr. Smith noted that there was a general project update and announced that MAG had hired Denise McClafferty's replacement, Alana Chavez. Mr. Smith expressed his confidence in Ms. Chavez noting her experience with the City of Phoenix Downtown Development Office in downtown development and construction projects.

Alana Chavez, Management Analyst, stated that she was happy to be at MAG and thanked Mr. Smith for his introduction. Ms. Chavez added that she would provide an update on the current status of the ROC project. Ms. Chavez noted that Monique de Los Rios-Urban, MAG Program Manager, would review the building's transaction process. She announced that MAG had completed a Request for Proposals for underwriter services on August 31, 2007 and a Request for Qualifications on August 30, 2007. Ms. Chavez introduced Ms. de los Rios-Urban to present on the building transaction process.

Monique de los Rios-Urban stated to the committee that she will summarize the various project components using a graphic presentation. She acknowledged that this transaction is complex, with multiple layers and several moving parts. Looking at the summary transaction diagram that was handed out and viewable on the screen, she indicated that the proposal involves the three agencies creating the Regional Office Center (ROC) LLC; the sole member of the LLC would be a 501 (c)3 corporation. The Community Finance Corporation is proposed to be the 501 (c)3 entity. The LLC would work with the Phoenix Industrial Development Authority (IDA) to engage bond trustees and secure financing for this project. This transaction would include tax exempt bonds as well as taxable and convertible bonds. Convertible bonds are bonds that start out with a taxable status and after a certain period, can be converted into non-taxable. She stated that in this project there are three major components involved, and that their execution would need to converge in order to successfully complete all proposed transactions. Ms. de los Rios-Urban added that the main components are: the land purchase, the design build contract, and the bond financing. In addition, the master development agreement with the City of Phoenix and associated lease transactions are among other necessary steps to complete this development. As part of the financial transaction, there are also several documents that are components of the Phoenix IDA application, which include financial documents such as the trust indenture and loan agreements.

The formation of the ROC LLC is proposed as an immediate next step and it is anticipated that, once formed, the LLC would be the entity entering into the master development agreement with the City of Phoenix. As part of this agreement, the LLC would initiate an application for GPLET status with Phoenix, and - subject to City Council approval - the three agencies could be considered government activity users and, as such, be exempt from GPLET and ad-valorem taxes in perpetuity. It is anticipated that a small portion of the square footage in this building would be used temporarily for commercial office leases, or other uses. In the proposal, those portions would be subject to GPLET taxes for the duration of those non-governmental activities. Ms. de los Rios-Urban continued her presentation by stating that MAG has initiated conversations with Phoenix regarding the main points of this proposed agreement including potential reimbursements for items such as the construction

sales tax, rental sales tax considerations, and the nominal annual lease fee. She reminded everyone that the terms of this agreement will be subject to City Council approval.

Mr. Smith added that this taxable activity would apply to the retail piece and could apply to one of the partnering agencies if they lease to a for-profit entity.

The transaction proposes that the ROC LLC would purchase the land, then proceed with a design build contract and construction of the facility. After receiving a certificate of occupancy, the ownership of the land and improvements would be transferred to Phoenix, who would then master lease the building back to the LLC. The agencies would then sign subleases with the LLC to occupy the building. It is proposed that MAG would be the managing agent to be in charge of building management responsibilities including administration and maintenance and all other common area building functions. After the 30 year period, when the bonds are retired, each agency would have the option to purchase their portion of the building. She stated that if the Committee had any questions she would be happy to answer them.

Mayor Manross asked for clarification regarding the taxable and tax exempt bond allocation and what percentage of each package comprises.

Mr. Smith responded that the percentage was currently not available. He stated that RPTA would be making a determination of their status for the next 10 years and that provided they have extra space, they would probably opt to lease it out for the first 10 years.

Mayor Manross asked how MAG, as the managing agent, would determine the overhead cost for the other agencies and whether they would be included as part of that process.

Mr. Smith responded that the overhead costs would be shared and that some of the other costs would be shared in managing and operating the conference center.

Mayor Hawker asked if MAG could continue to lease after the 30 years and if so what would the lease rate be. He also asked if the building would be paid off entirely or if there would be money left to pay on the building or recover.

Ms. de los Rios-Urban responded to Mayor Hawker's question by stating that some of those terms have not been completely defined, but that it has been determined that the agencies would have the option to exercise a purchase of their square footage or continue to lease at the end of the lease term.

Mayor Hawker asked how the conference center space cost would be allocated in the purchase.

Mr. Smith responded that there would be an operating agreement that would specify that the partnering agencies share the cost of the conference center.

Ms. Chavez thanked Ms. de los Rios-Urban for her presentation. Ms. Chavez noted that the land appraisal was received on August 17th and that it was a favorable appraisal. She stated negotiations with the land purchase transaction with Mr. Kaye were continuing pending further action on contracting with a design-build team and underwriter. Ms. Chavez indicated that MAG was continuing to work with Valley Metro and RPTA on the development of various legal agreements. She noted that per Mr. Michael Ladino, General Counsel, VMR, the Cost Sharing Agreement among the agencies had been unanimously approved by the VMR Board on August 19th and that Mr. Boggs from RPTA had administratively approved the Cost Sharing Agreement. Ms. Chavez added that a Memorandum of Cooperation (MOC) would be cooperatively drafted to provide further details regarding the roles and responsibilities between the three agencies. She identified that other draft agreements included the purchase agreement with the land owner, the development agreement with the City of Phoenix, the master lease and subleases. Ms. Chavez introduced Becky Kimbrough, Fiscal Services Manager, to provide a brief update on the Underwriter Services RFP.

Ms. Becky Kimbrough, Fiscal Services Manager, stated that the Underwriter RFP was issued on August 2, 2007 and proposals were due on August 31, 2007. She stated that 11 RFP's were received, all from very highly respected firms. On September 4, 2007, the evaluation team made a recommendation to MAG for approval of Piper Jaffray.

Ms. Chavez stated that the Design-Build RFQ was issued under a Title 34 procurement process on August 1, 2007 and proposals were received on August 30, 2007. She acknowledged that ten (10) proposals were submitted by very qualified design-build teams. A five-member panel including representation from the three agencies, a licensed engineer and a member of the downtown business community short listed proposals on September 6, 2007. Interviews were held on September 11, 2007 and presently the panel was continuing to deliberate. Ms. Chavez asked Ms. Kimbrough to provide an update on next steps related to the project's financial process.

Ms. Kimbrough stated that the next step in the financial process was to approve the underwriter and submit an application to the Phoenix Industrial Development Authority (IDA) for either their September or October meeting. She added that the finance team hoped to complete the financing process and possibly target the issuance of final statements on November 19, 2007.

Mr. Smith noted that, based on the design-build team and the GMP, the bond issuance date could be impacted and that bonds may be issued in January.

Ms. Chavez continued that MAG would work on finalizing terms for a development agreement, including the Government Property Lease Excise Tax, with the City of Phoenix. She also announced that MAG staff would attend the next Roosevelt Action Association neighborhood meeting on September 19 as they are an integral part to the project's success.

Chair Cavanaugh asked staff to confirm his understanding of the process that Phoenix would be the master lessor with the LLC acting as lessee from Phoenix and the lessor of the three principal agencies. He asked if the lease payments were expected to approximate the amortization of the bond.

Ms. De Los Rios Urban responded that Chair Cavanaugh was correct.

Mayor Hawker continued on with two other items on the agenda. He asked if there were any more updates on the Regional Office Center.

4. Selection of Underwriter Services

On July 9, 2007 the Executive Committee approved staff to proceed with a request for Proposals for Underwriter Services. The RFP was issued on August 2, 2007 and the proposals were due to MAG by August 31, 2007. A five member panel, which included one person from each agency reviewed the proposals and came to a conclusion. The team recommends Piper Jaffray for the underwriter services.

Mayor Hawker asked the committee if there are any questions.

Mayor Hawker asked about the timing if the selection. He asked how it fits in with the schedule. Do they do all the work in advance, and go to Phoenix, or does there have to be a timing process so we do not spend money without knowing something else will fall through.

Ms. Kimbrough responded that the underwriter services are tied into the financing of this building so if we don't have a project that goes forward, there will be no payment. The underwriter first will have to determine our creditworthiness and submit the application to the Phoenix IDA.

Mayor Hawker asked what the anticipated cost for that will be.

Ms. Kimbrough responded that cost would be approximately \$553,000.

Mayor Hawker asked about the step to get in the application to the IDA. Is that the whole amount needed or are there additional monies needed after that.

Ms. Kimbrough responded that, no they would not be billing us. It will be part of the financing. The arrangement is, they will complete the entire process not only will they complete the application, but they will market the bonds and will be issuing the statements.

Frank Fairbanks explained that what is going to happen is they will get paid with the proceeds of debt that will be included in the financing. When the financing is done, they will get their money, but if it does not occur, they will not get their money.

Ms. Kimbrough agreed with Mr. Fairbanks as to that is the way it will occur.

Mayor Hawker asked the committee if there were any more comments or questions. The recommendation was made for Piper Jaffray for the underwriter services.

Chair Cavanaugh moved to approve motion of the recommendation for Piper Jaffray to perform the Underwriter services. Frank Fairbanks seconded the motion, and the motion carried unanimously.

5. Approval of a Design-Build Team

Mr. Smith stated that MAG also issued an RFQ for the design and construction of the Regional Office Center. He thanked the executive committee for moving the meeting from Monday to Wednesday. The team met yesterday and determined that they still need to discuss the selection, therefore, there is no recommendation at this time.

Mayor Hawker asked if this item will be on the agenda at the next meeting for possible action.

Mr. Smith replied that it will be on the next agenda.

6. Adjournment of the Building Lease Working Group

With no further business, the Building Lease Working Group meeting adjourned.

7. Approval of Executive Committee Consent Agenda

Chair Cavanaugh stated that public comment is provided for consent items. Each speaker is provided with a total of three minutes to comment on the consent agenda. After hearing public comments, any member of the Committee can request that an item be removed from the consent agenda and considered individually. Chair Cavanaugh stated that items #8A, #8B, and #8C were on the consent agenda. He noted that no public comment cards had been received. Chair Cavanaugh asked members if they had any questions or any requests to hear an item individually. None were noted.

8A. Approval of the August 13, 2007 Executive Committee Meeting Minutes

The Regional Council Executive Committee, by consent, approved the August 13, 2007 Executive Committee meeting minutes.

8B. Amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget to Include Federal Highway Administration Funds From the MAG FY 2007-2011 TIP for MAG Transportation Planning and Air Quality Program Support

The Regional Council Executive Committee, by consent, approved, an amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget to Include Federal Highway Administration Funds From the MAG FY 2007-2011 TIP for MAG Transportation Planning and Air Quality Program Support. On July 26, 2006, the Regional Council approved the FY 2007-2011 MAG Transportation Improvement Program that included \$3 million for MAG Transportation Planning and Air Quality Program Support. To use this funding it is necessary for MAG to amend the FY 2008 MAG Unified Planning Work Program and Annual Budget to include this funding. Approval to amend the FY 2008 MAG Unified Planning Work Program and Annual Budget to include \$3 million from the FY 2007-2011 Transportation Improvement Program (TIP) that was allocated for MAG Transportation Planning and Air Quality Program Support.

8C. Authorization to Amend the FY 2008 MAG Unified Planning Work Program and Annual Budget to Include Additional FTA 5339 Funds for On-Call Consulting Services for Transportation Modeling

The Regional Council Executive Committee, by consent, approved an amendment to the FY 2008 MAG Unified Planning Work Program and Annual Budget, approved by the Regional Council in May 2007, includes a work element for regional travel demand model improvements. The improvements are required in order to update and re-calibrate the MAG transportation model with new sets of data and enable additional modeling features for road and transit planning. In response to the Federal Transit Administration (FTA) solicitation for Section 5339 Discretionary Funds under the Alternatives Analysis Discretionary Program, a joint proposal was submitted by the City of Phoenix, the Regional Public Transportation Authority, Valley Metro Rail, and MAG, (the "Agencies"), for FTA funding for regional travel demand model improvements. On Wednesday, August 22, 2007, the FTA funds notice was published in the Federal Register Vol. 72, No. 162 naming the "Agencies" as the grantee for the funding for this discretionary allocation. The FTA 5339 funding allocated to the City of Phoenix for MAG is \$440,000. MAG desires to issue a RFQ for on-call consulting services for transportation modeling to include the amount that will be received from the FTA. Please refer to the enclosed material. Authorization to amend the FY 2008 MAG Unified Planning Work Program and Annual Budget to include \$440,000 additional FTA 5339 funds, for a project total of \$940,000, for on-call consulting services for transportation modeling.

9. Desert Peaks Awards

Kelly Taft, Communications Manager, stated that MAG biannually hosts the Desert Peaks Awards. The award is presented to agencies and individuals who have demonstrated a commitment to promote, recognize, and attain the ideals of regionalism. This year's event will be held on June 25, 2008, in conjunction with the MAG Annual Meeting. Ms. Taft noted that staff would seek input regarding potential venue locations and any recommended changes to the nomination timeline to allow cities more time to prepare entries. She reported that recipients would be notified in advance to guarantee the attendance count and announced

that MAG would not charge a fee to attend the event.. Costs of the event will be offset through sponsorships. Ms. Taft proposed that the MAG Chair would serve as emcee and members of the Executive Committee would serve as presenters at this year's event. Ms. Taft reported that, following feedback from last year's program, all entrants will be notified of their recipient status prior to the event. She also added that the five award categories would remain the same as the prior year and that she was interested in any input regarding keeping an open seating policy or changing the event to reserved seating.

Mr. Smith asked whether there was concern that members from cities that won awards were not able to sit at same table and why MAG did not have reserved tables for the winners.

Ms. Taft stated that an open seating policy was established based on previous surveys, but some individuals have noted that the open seating posed an issue when city officials ran late and had no reserved place to sit. MAG is anticipating that the event will continue to have open seating, unless other direction is provided by the Executive Committee. Other feedback MAG received was to consider a change in venue. Although the Arizona Club has been an accommodating facility for prior events, comments received indicated that the venue was not large enough and technical difficulties have arisen in executing the event. Ms. Taft informed the Executive Committee that MAG was considering the Arizona Biltmore, Airport Marriott, and the Downtown Hyatt Regency and will be looking to enter into a contract with a facility in the near future. She also noted that staff was recommending changing the nomination timeline so that the nomination forms would be sent to cities in mid-November instead of February to give cities ample time to prepare entries. She proposed that reminders would go out in January and February and that the entry deadline would move from late March to early March to allot enough time to prepare the presentations. As a result, this would keep MAG from extending the deadline further. Ms. Taft asked the Executive Committee to consider nominating individuals who have a good sense of the concept of regionalism to serve as possible judges to review entries.

Chair Cavanaugh asked the members of the committee to give input regarding the schedule, venue, and seating arrangements.

Mayor Manross stated that she would like a change in venue and supported staff's recommendations. She expressed that it was important to ensure the location was comfortable and allowed for good event execution. She agreed with the change in time line and felt that open seating would give the opportunity to meet new people.

George Weisz, City of Phoenix Mayor's Office, stated that his recommendation was for the Desert Botanical Gardens due to its easy accessibility and outdoor setting.

Mayor Schoaf stated that he really enjoyed the Arizona Club but, does support a change in venue since the Arizona Club appeared to be inadequate in some areas. He stated he would prefer a central location for the event such as the Hyatt Regency hotel. He agreed with the change in timeline and supported either open or reserved seating.

Mayor Lopez Rogers stated that she agreed with all that had been said. She asked to include the Phoenix Convention Center and the Desert Botanical Gardens if it could accommodate the event.

Mr. Smith asked Kelly how many people were anticipated to be in attendance.

Ms. Taft stated that approximately 200 people attend the event. She also asked if the Desert Botanical Gardens would be considered a central location per the by-laws.

Mr. Smith responded that if the venue was in Phoenix it would be ok.

Chair Cavanaugh asked Mayor Hawker for his input.

Mayor Hawker stated that his preferences were open seating, and central location and that the change in timeline was fine.

Chair Cavanaugh asked how many judges were required or how many had participated previously.

Ms. Taft responded that usually five to nine judges have participated.

Chair Cavanaugh stated that he preferred open seating, the venue could be chosen by MAG staff, and that the change in timeline was good. Chair Cavanaugh also asked if action was needed on this item.

Mr. Smith responded that they had enough information to move forward and that no action was required.

Chair Cavanaugh asked the Committee member if there were any questions.

10. Adjournment

There being no further business, the Executive Committee adjourned at 10:45 a.m.

Chair

Secretary