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April 6, 2011

TO: Members of the MAG Bicycle and Pedestrian Committee

FROM: Brandon Forrey, Peoria, Chair of the MAG Bicycle and Pedestrian Committee

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Tuesday, April 19, 2011 at 1:30 p.m.  
MAG Offices, Suite 200 - Cholla Room  
302 North First Avenue, Phoenix

A meeting of the MAG Bicycle and Pedestrian Committee will be held at the time and place noted above. Committee members may attend the meeting either in **person, by video conference or by telephone conference call**. Those attending by videoconference must notify the MAG site five days before the meeting. Those attending by telephone conference call are requested to call (602) 452-5073 at least an hour before the time of the meeting on the day of the meeting.

If you are attending in person, please park in the garage under the building. Bring your ticket to the meeting and 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 parking 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 Maureen DeCindis at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

Please be advised that under procedures adopted by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. If you have any questions, please contact Maureen DeCindis at (602) 452-5073, or send email to [mdecindis@mag.maricopa.gov](mailto:mdecindis@mag.maricopa.gov).

A Voluntary Association of Local Governments in Maricopa County

City of Apache Junction ▲ City of Avondale ▲ Town of Buckeye ▲ Town of Carefree ▲ Town of Cave Creek ▲ City of Chandler ▲ City of El Mirage ▲ Fort McDowell Yavapai Nation ▲ Town of Fountain Hills ▲ Town of Gila Bend  
Gila River Indian Community ▲ Town of Gilbert ▲ City of Glendale ▲ City of Goodyear ▲ Town of Guadalupe ▲ City of Litchfield Park ▲ Maricopa County ▲ City of Mesa ▲ Town of Paradise Valley ▲ City of Peoria ▲ City of Phoenix  
Town of Queen Creek ▲ Salt River Pima-Maricopa Indian Community ▲ City of Scottsdale ▲ City of Surprise ▲ City of Tempe ▲ City of Tolleson ▲ Town of Wickenburg ▲ Town of Youngtown ▲ Arizona Department of Transportation

## TENTATIVE AGENDA

1. Call to Order

2. Approval of the March 15, 2011 Meeting Minutes of the Bicycle and Pedestrian Committee.

3. Call to the Audience

An opportunity will be provided to members of the public to address the 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 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. Please fill out blue cards for Call to the Audience and yellow cards for Action Items.

4. Staff and Member Agency Reports

Staff and committee members are invited to provide an update of pedestrian and bicycle-related activity in their agencies.

5. Design Assistance Program

MAG staff will give a status report on the changes MAG Design Assistance Program. Committee members will review the 2012 Design Assistance application, budget sheet, and ranking form.

2. For information, discussion and action to approve the meeting minutes of the March 15, 2011 Bicycle and Pedestrian Committee meeting.

3. For information.

4. For information and discussion.

5. For information and discussion.

6. Regional Bicycle Education Application

The committee will discuss an allocation of a portion of funding for a regional bicycle education program through the CMAQ Transportation Improvement Process for 2015. A working group will develop a new application for regional bicycle education programs.

7. Bicycle Education Proposals for 2011

The Coalition of Arizona Bicyclists will present the concepts for the two regional education programs proposed for 2011. Committee members will give feedback on each of the programs.

8. Request for Future Agenda Items

Members will have the opportunity to suggest future agenda topics.

9. Next Meetings

All meetings will be on the third Tuesday of the month in the Cholla Room at 1:30 p.m., except where otherwise noted.

- May 17, 2011
- June 21, 2011
- July 19, 2011
- August 16, 2011
- September 20, 2011
- October 18, 2011
- November 15, 2011
- December 13, 2011 (noon) (note change)

6. For information and discussion.

7. For information and discussion.

8. For information and discussion.

9. For information and discussion.

MINUTES OF THE  
MARICOPA ASSOCIATION OF GOVERNMENTS  
BICYCLE AND PEDESTRIAN COMMITTEE

Tuesday, March 15, 2011 at 1:30 p.m.  
MAG Office Building, Cholla Room  
302 North First Avenue, Phoenix

MEMBERS ATTENDING

Brandon Forrey, Peoria, Chair of Bicycle and Pedestrian Committee	Kurt Sharp for Tami Ryall, Gilbert
Reed Kempton, Scottsdale, Vice-Chair of Bicycle and Pedestrian Committee	Steve Hancock, Glendale
Michael Sanders, ADOT	* Joe Schmitz, Goodyear
Tiffany Halperin, ASLA, Arizona Chapter	Paul Ward for Michael Cartsonis, Litchfield Park
Margaret Boone-Pixley, Avondale	* Denise Lacey, Maricopa County
* Robert Wisener, Buckeye	Jim Hash, Mesa
* D.J. Stapley, Carefree	Katherine Coles, Phoenix
^ Bob Beane, Coalition of Arizona Bicyclists	Lisa Padilla, Queen Creek
* Jason Crampton, Chandler	Peggy Rubach, RPTA
* Douglas Strong, El Mirage	Karen Savage, Surprise
	* Eric Iwersen, Tempe

\*Members neither present nor represented by proxy.

^Attended via audio-conference

OTHERS PRESENT

Mara Deluca, Maricopa County Public Health  
Stella So, AVE Solutions

1. Call to Order

Brandon Forrey called the meeting to order at 1:30 p.m.

2. Approval of the February 15, 2011 Meeting Minutes of the Bicycle and Pedestrian Committee

Katherine Coles submitted several minor edits. Margaret Boone-Pixley moved to approve the meeting minutes of the Bicycle and Pedestrian Committee for February 15, 2011 noting that the edits will be made. Karen Savage seconded the motion. The motion passed unanimously.

3. Call to the Audience

An opportunity was provided to members of the public to address the MAG Bicycle and Pedestrian 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 were requested not to exceed a

three minute time period for their comments. A total of 15 minutes was provided for the Call to the Audience agenda item, unless the Bicycle and the Pedestrian Committee requests an exception to this limit. Please note that those wishing to comment on action agenda items were given an opportunity at the time the item was heard.

#### 4. Staff and Member Agency Reports

Katherine Coles reported that the Bicycle Summit will be held this Saturday March 19, 2011 at the Burton Barr Library in Phoenix.

Maureen DeCindis reported that the MAG close out process is underway. Member agencies were asked to notify MAG of Federally funded projects that will not obligate by the end of the FFY2011 and are asking to be deferred to another year in the Transportation Improvement Program (TIP) and if a project is going to be abandoned. The Deferral Request Form needs to be submitted by April 15, 2011. The closeout process will follow the 2009 Federal Fund Programming Principles which allow member agencies a one time deferral without justification. If this is the second deferral request, a member agency must include a justification.

#### 5. MAG Design Assistance Program

Maureen DeCindis gave a status report on the newly revised MAG Design Assistance Program. MAG staff met with the Federal Highways Administration on February 17, 2011. FHWA representatives expressed concerns that the current program which previously allowed designs for bicycle and pedestrian projects to be completed up to 95 percent had to be changed since the design process went beyond what is allowed under federal guidelines. FHWA further asserted that there was a lack of federal oversight of the design process which at times preceded the environmental work. FHWA affirmed the value of the program but stated that the MAG Design Assistance Program can only support projects through the Scoping Phase (less than 15 percent).

The activities that are covered in scoping include:

- Location
- Limits
- Project area, length or size
- What is the need?
- Who will benefit?
- Design concepts or renderings
- Maps, graphics and photographs
- Coordination with nearby projects
- Coordination with other agencies and stakeholders
- Preliminary estimates of cost
- Preliminary review of environmental issues, impacts or constraints
- Preliminary review of anticipated utility impacts
- Preliminary look at R/W – existing and needed

Since the inception of the program in 1996, approximately \$2.5 million has been spent on designs which resulted in \$23.3 million in constructed bicycle and pedestrian projects. MAG staff has revised the Design Assistance program accordingly. The process will remain the same for member agencies but

future emphasis will be on scoping projects for design and construction funding through the Arizona Department of Transportation - Transportation Enhancement Funds, the Safe Routes to School program and the Congestion Mitigation and Air Quality program. If you have any questions, please contact me at the MAG offices.

The following three projects that were previously approved by the MAG Regional Council on December 8, 2010 have been revised to reflect the change in scope to a Project Assessment as required by FHWA.

El Mirage Multi-use Trail (2 miles)	\$66,192.73
Phoenix Grand Canal (5 crossings)	\$75,000.00
Mesa Porter Parkway (2.2 miles)	\$60,000.00

The amount saved (about \$99,000) will be added to the \$300,000 which will be available after July 1, 2011.

Maureen DeCindis distributed a copy of the proposed new scope of work that will be used as a template for the consultants.

Paul Ward asked if there were guidelines in place that would prevent cities from requesting and receiving scoped projects but not following through with construction. Maybe the committee could decide to put cities that don't construct the projects at the back of the line in the next application cycle. Can the committee set rules limiting the amount of project applications a jurisdiction can submit? Maybe that jurisdiction would then wait till every other city has received a design assistance project before being allowed to apply. Katherine Coles noted that the implementation of that policy would be difficult and that it would promote discord rather than committee harmony.

Tiffany Halperin asked if FHWA would help the cities decide what projects should be taken further. The committee might need to take a different value system.

Reed Kempton noted that based on the list of projects that have previously received Design Assistance funding, there are some cities that have still not built those projects even with the chance of having to pay the design fee back. The new rules would allow a joint project with another city without committing either city to repay the funds. This is especially helpful if the project assessment helps cities to determine the costs and feasibility of the proposed project.

Jim Hash agreed that this could have a positive aspect in that cities don't have to pay the scoping dollars back especially if it was discovered that the project is not viable to be built. Brandon Forrey agreed that this will allow cities to pursue new projects and ideas. Paul Ward noted that a lot more projects will be scoped and true candidates for funding will be discovered.

Tiffany Halperin wondered if cities might abuse the system. A city could submit an application just to get money for their project as a feather in their cap. How might the committee be a watch dog to avoid scams? Jim Hash said that the money is not going directly to the jurisdiction. Brandon Forrey noted that the regional pot of money will go to more consultants and more inspired projects.

Paul Ward noted that the cities are the clients of MAG. FHWA is worried that too many projects get designed and are not subsequently built. In the region, he is familiar that the County does a good job doing project scoping and developing preliminary assessments for each of their proposed projects. Margaret Boone-Pixley noted Avondale does preliminary assessments for all their Capital Improvement Program (CIP) projects.

Paul Ward discussed whether the MAG programming process allows federal dollars for design. Historically, the cities had to do pay for both pre-design and design with local funds. One was allowed to roll design dollars in with construction dollars but could only move the design dollars forward in the close out process. Maureen DeCindis responded that she would look into the MAG programming process.

#### 6. Bicycle Education

The committee continued the discussion how Bicycle Education projects could be funded through the CMAQ Transportation Improvement Process (TIP). Maureen DeCindis confirmed that it is within the purview of the Bicycle and Pedestrian Committee to set aside \$100,000 of the annual allocated CMAQ amount for a regional bicycle education program. A working group should be formed to develop a separate TIP application.

Peggy Rubach said that Valley Metro would be very interested in sitting on the working group to write the bicycle education application. Paul Ward, Bob Beane, and Margaret Boone-Pixley also volunteered.

Katherine Coles noted that money designated for regional bicycle education projects would spur more bike education applications. Reed Kempton said that funding the bike education in this way is a good idea.

Brandon Forrey suggested bringing the item back for further discussion at a future meeting.

#### 7. Website Information

MAG staff elicited ideas on information needed to incorporate into a joint project with the Greater Phoenix Economic Council.

Katherine Coles asked for the GPEC web address to search what is currently on the website. Paul Ward responded that the website is [www.gpec.org](http://www.gpec.org).

Committee members will check with their individual cities to see if there is information that should be put on the GPEC website that would emphasize the benefits of living and working in the Phoenix metropolitan area.

#### 8. Request for Future Agenda Items

Members will have the opportunity to suggest future agenda topics. Future topics that were suggested are:

- Bicycle Education programs.
- TIP application information including the amount to be programmed, the schedule and the timeframe.

9. Next Meetings

All meetings will be on the third Tuesday of the month in the Cholla Room at 1:30 p.m., except where otherwise noted.

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