

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
MAG REGIONAL COUNCIL EXECUTIVE COMMITTEE

August 12, 2013

MAG Offices, Ironwood Room
302 N. 1st Avenue, Phoenix, Arizona

MEMBERS ATTENDING

Mayor Scott Smith, Mesa, Chair
Mayor Michael LeVault, Youngtown, Vice Chair
Mayor W.J. “Jim” Lane, Scottsdale, Treasurer

Mayor Gail Barney, Queen Creek
Mayor Marie Lopez Rogers, Avondale
#Mayor Lana Mook, El Mirage
Mayor Greg Stanton, Phoenix

* Not present

Participated by video or telephone conference call

1. Call to Order

The Executive Committee meeting was called to order by Chair Smith at 12:13 p.m.

2. Call to the Audience

Chair Smith stated 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. He 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. Chair Smith stated no comment cards had been received.

3. Approval of Executive Committee Consent Agenda

Chair Smith noted that prior to action on the consent agenda, members of the audience are 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.

Chair Smith requested a motion to approve the consent agenda. Mayor Barney moved to approve items #3A through #3F. Mayor Lane seconded the motion and the motion carried unanimously.

3A. Approval of the June 17, 2013 Executive Committee Meeting Minutes

The Regional Council Executive Committee, by consent, approved the June 17, 2013 Executive Committee meeting minutes.

3B. MAG Pedestrian and Bicycle Design Assistance Facilities Program On-Call Consultant List

The Regional Council Executive Committee, by consent, approved the selection of the following consultants for the MAG Pedestrian and Bicycle Design Assistance Facilities Program On-Call Consultant List: Coffman Studio, PLLC; Environmental Planning Group; Gavan & Barker, Inc.; Harrington Planning Design; J2 Engineering & Environmental Design, LLC; Lee Engineering, LLC; Kimley-Horn & Associates, Inc.; Kittelson & Associates, Inc.; Logan-Halperin Landscape Architecture LLC; Olsson Associates; Otak, Inc.; Stanley Consultants, Inc.; Stantec Consulting Services, Inc.; and Wilson & Company, Inc.

The FY 2014 MAG Unified Planning Work Program and Annual Budget, approved by the MAG Regional Council in May 2013, includes \$300,000 for the Pedestrian and Bicycle Design Assistance program. As part of this program, MAG develops a qualified consultant on-call list. On May 30, 2013, MAG published a Request for Qualifications. On June 27, 2013, MAG received 14 consultant proposals. On July 11, 2013, a multi-jurisdictional evaluation panel met to review the consultant proposals and recommended to MAG the selection of the 14 consultants. On July 16, 2013, the Bicycle and Pedestrian Committee voted to recommend the 14 consultants for approval.

3C. Approval to Enter into an Agreement with the Town of Wickenburg to provide Geographic Information Systems (GIS) Assistance

The Regional Council Executive Committee, by consent, approved to enter into an agreement and to accept up to \$10,000 from the Town of Wickenburg for assistance in developing the town's GIS for a period of one year, and to approve a budget amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget to add this funding for an increase to the overall budget of \$10,000.

MAG staff maintains a number of regional GIS data sets that are utilized to conduct analysis and mapping. In 2013, MAG staff was approached by the Town of Wickenburg to explore the possibility of providing assistance in developing the town's new GIS. Working with the Town of Wickenburg, staff has developed a scope of work for a one-year GIS assistance project. The tasks include compiling, organizing, and updating the town's GIS datasets, creating new datasets, training town staff, and creating an internal map viewer and online mapping application. This agreement would be in effect for one year.

3D. Accept Funding from Partners for Livable Communities to Support Aging Services Planning

The Regional Council Executive Committee, by consent, approved to accept funding from the Partners for Livable Communities grant to support the City Leaders Institute on Aging in Place

and approval of the budget amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget to add this grant award for an increase to the overall budget of \$3,000.

The FY 2014 MAG Unified Planning Work Program and Annual Budget (UPWP) was approved on May 22, 2013. On June 20, 2013, a \$3,000 grant from Partners for Livable Communities was awarded to Regional Community Partners (RCP) for work on the City Leaders Institute on Aging in Place. This region was selected as one of five communities in the country to participate in this national pilot project. The MetLife Foundation is providing \$3,000 grants to each of the communities selected. As part of the Institute, the region will develop strategies to meet the transportation needs of older adults in pilot project areas in Phoenix, Tempe, Scottsdale, and the Northwest Valley.

3E. Consultant Selection for the MAG Regional Transportation Plan On-Call Consultant Services Program

The Regional Council Executive Committee, by consent, approved the selection of the list of consultants to participate in the On-Call Transportation Planning Consultant Services Program for a three-year period, and for an amount not to exceed \$500,000.

The fiscal year (FY) 2014 MAG Unified Planning Work Program and Annual Budget, approved by the MAG Regional Council in May 2013, includes \$500,000 to conduct the MAG Regional Transportation Plan On-Call. The purpose of a Regional Transportation Plan On-Call program is for expediting the delivery of consultant services at MAG. Qualified consultants were sought to assist staff in the following six services areas: (1) Civil Engineering, (2) Transportation Planning, (3) Transportation Operations, (4) Policy and Finance, (5) Public Involvement, and (6) Economic Development. A Request for Statements of Qualifications was issued on May 30, 2013, with a due date of June 28, 2013 for response. A total of 27 Statements of Qualifications were received. An internal team of MAG staff reviewed the Statements of Qualifications and on July 29, 2013, recommended to MAG the selection of 15 consultants for participation in the MAG Regional Transportation Plan On-Call.

3F. Amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget for the Interstate 10/Interstate 17 Corridor Master Plan

The Regional Council Executive Committee, by consent, approved amending the FY 2014 MAG Unified Planning Work Program and Annual Budget (UPWP) to add the Interstate 10/Interstate 17 Corridor Master Plan project and to increase the FY 2014 UPWP by \$2,500,000 with Regional Area Road Funding (RARF) for this related work from the MAG Regional Freeway and Highway Program

At the May 15, 2013, Transportation Policy Committee (TPC) meeting, a presentation was made on the status of planning for Interstates 10 and 17 between the SR-101L/Agua Fria-Pima "North Stack" and SR-202L/Santan-South Mountain "Pecos Stack" traffic interchanges. During this presentation, the TPC was presented with the recommendation for establishing a corridor master plan in response to the 2012 suspension of environmental impact statements for both corridors. The decision for suspending these environmental efforts was to take time and identify whether

the studies were consistent with the planning efforts identified in the Regional Transportation Plan, as well as with recent conclusions from MAG's continuing planning efforts through the Southeast Corridor Major Investment Study and the Managed Lanes Network Development Strategy project. Staff from the Arizona Department of Transportation, Federal Highway Administration, MAG, and Valley Metro, as well as the Cities of Chandler, Phoenix, and Tempe, met in a workshop to study this consistency and through discussion identified a path forward that includes establishing a corridor master plan for improving this central interstate route that represents the transportation Spine of the Valley.

4. Recommendations from the Executive Committee Governance Subcommittee on the MAG Committee Operating Policies and Procedures and the MAG By-Laws

Denise McClafferty, MAG Regional Program Manager, stated at the May 13, 2013 Executive Committee meeting, it was recommended that the Executive Committee Governance Subcommittee meet to discuss changes to the MAG Policies and Procedures and MAG By-Laws to provide for the new members. She added that the Subcommittee met on June 7, 2013 and the recommended changes and additions were sent to the members. Ms. McClafferty went through the recommended changes in the policies and procedures document which included wording that would add a Pinal County seat to the Regional Council. Under the Nominating Process and Elections of Officers, language was revised to read “maintaining a reasonable balance between east, west north and south valley communities and the Central City shall be considered by the nominating committee when nominating officers.”

Ms. McClafferty stated other proposed language changes included adding Pinal County to the Management Committee and on the Transportation Policy Committee, the two at large members language was changed to read from “geographically balanced” to “regionally balanced”. She stated the Subcommittee also recommended adding the City of Florence, City of Maricopa, and Pinal County to the list to be chosen from and removed Yavapai County on the Transportation Policy Committee.

Under the Technical and Policy Committees, regarding the appointment of Chair and Vice Chair the committee recommended an elected official preference for the policy committees. The Subcommittee also recommended that on the Continuum of Care on Homelessness that there be two Co-Chairs, one elected official and one from the non-profit sector. The Subcommittee felt that this committee could not do the work without the non-profit sector so it made sense to have them in a leadership role. Under the Economic Development Committee it was requested that the committee add one West Valley seat, one East Valley seat, and one Pinal County member agency seat. The Pinal County seat would be chosen from Apache Junction, Florence, City of Maricopa or Pinal County. Under the Business Members of this committee, under Education, it was recommended to add Arizona State University.

Fredda Bisman, MAG Legal Counsel, stated a provision was added to address a situation whereas if a member is absent for three or more consecutive meetings of the Regional Council or any other committee, it provides that this member position shall no longer be considered a member for the purposes of counting a quorum. Once that member attends a meeting, that member will immediately again be considered as a member for purposes of calculating quorum.

She stated the only intended purpose of this provision is to reduce the quorum by one for a member who has not attended three consecutive meetings.

Chair Smith thanked Ms. McClafferty and Ms. Bisman and asked the committee members if there were any questions or comments. Mayor Stanton asked that once the member attends a meeting, is it the Chair's options to allow them to participate or would it be mandatory that they would not be able to participate. Ms. Bisman stated the way the provision is worded, when the member does show up, they would be counted, so there is no discretionary action.

Chair Smith added this provision has nothing to do with the ability to participate in the meeting, but rather an attendance issue. He noted this language only allows the committee to continue to conduct business and go on with the meeting. Ms. Bisman added it does not affect any rights of that committee member. Chair Smith stated that some other organizations even remove a member from the committee, once they have missed three consecutive absences, but this language is more lenient. Mr. Smith added that this is similar to the language that the Central Arizona Governments uses and stated the real issue is why are the committee members not attending meetings. He noted that attendance sheets are available if the committee wanted further details. Chair Smith stated that he can remember times that a committee meeting had to be cancelled because they could not reach quorum and this is very frustrating for the members who do show up.

Mayor Stanton stated while he sees that this is well intentioned, he asked if MAG has the authority to define their own quorum. Ms. Bisman stated they have looked at this issue and found that they can change the quorum but that quorum cannot be less than one-third of the members of MAG. Mayor Lane suggested including that language into the By-Laws. Chair Smith stated in his experience, this would not be an issue because the committee was usually only short one or two members to reach quorum.

Mayor LeVault asked if these changes are adopted when would this quorum change go into effect. Ms. Bisman stated if it is approved by Regional Council, it could either be effective immediately or the following month. She recommended it begin the following month so it applies to the committees that meet monthly. Mr. Smith stated another option could be to have this apply to all committees except the Regional Council because they are the ultimate decision making authority. He also suggested sending out a letter from the Chair of MAG to all the members indicating how important it is to attend these meetings and revisit the issue in a few months. Chair Smith stated this recurring quorum issue is mostly with the technical committees and is a good suggestion. Mayor Barney asked if all the committee members have the ability to call in to the meetings. Mr. Smith stated that all the meetings do have teleconferencing as an option and that it is available.

Mayor Stanton agreed with Mr. Smith's suggestion and motioned to approve the amendment and approval of the changes to the MAG Committee Operating Policies and Procedures and the MAG By-Laws with the quorum changes applying to all committees except Regional Council. Mayor Lane seconded the motion and the motion carried unanimously.

5. Appointments of the MAG Economic Development Committee Member Agency Positions

Denise McClafferty, MAG Regional Program Manager, stated the elected official member agency positions on the Economic Development Committee (EDC) are one year terms. She added that the prescribed seats are a direct result of the appointments at the Annual Regional Council meeting and that the Central City and Maricopa County have dedicated seats. She noted that the remaining positions are reappointed and/or appointed each year.

Ms. McClafferty stated that this year there were two vacant positions, one for the East Valley seat and one for the West Valley seat. On July 1, 2013, a memorandum was sent to the Regional Council members soliciting nominations for the member agency positions on the EDC. She added that staff had received one letter for the West Valley seat from Mayor Schoaf, Litchfield Park, and three letters for the East Valley seat from Mayor Kavanagh, Fountain Hills, Mayor Lane, Scottsdale, and Vice Mayor Barker, Apache Junction. Staff requested that the Executive Committee recommend and approve the appointments of the EDC member agency positions to move forward to the Regional Council.

Chair Smith thanked Ms. McClafferty and asked the committee members if there were any questions or comments.

Chair Smith stated Mayor Schoaf would be an appropriate member and asked staff if they had heard of any conversations that had taken place in regards to the East Valley nominees. Mr. Smith stated that he was not aware of any conversations that may have taken place and believes all three are still interested in the seat. Mayor Lane stated that he was also unaware of any conversations and that he had been out of town. Mayor Stanton suggested that the fairest way to go about this is to give the East Valley nominees an opportunity to discuss this nomination prior to a decision being made. Mr. Smith stated that this committee could recommend all three to Regional Council and give the nominees time to talk prior to the next Regional Council meeting. Mayor Lane stated that he agreed and that it makes sense to take it to Regional Council.

Mayor Lopez Rogers motioned to recommend Mayor Schoaf for the West Valley position and to advance to Regional Council Mayor Kavanagh, Mayor Lane, and Vice Mayor Barker, for the East Valley position. Mayor Stanton seconded the motion and the motion carried unanimously.

6. MAG Transportation Review Committee Vice Chair Appointment

Denise McClafferty, MAG Regional Program Manager, stated in May 2013, the Chair of the Transportation Review Committee (TRC), Dave Meinhart from the City of Scottsdale, retired. According to the MAG Committee Operating Policies and Procedures, the Vice Chair, David Fitzhugh from the City of Avondale, will ascend to the Chair position.

On July 15, 2013, MAG staff sent a notice to the Management Committee, the MAG Transportation Review Committee, and the Intergovernmental Representatives to solicit letters of interest for the Transportation Review Committee Vice Chair position. A copy of the letters received requesting consideration for the Vice Chair position included Daniel Cook, City of

Chandler, Vincent Lorefice, Town of Wickenburg, and Rick Naimark, City of Phoenix. Staff requested that the Executive Committee appoint the Vice Chair of the Transportation Review Committee.

Chair Smith thanked Ms. McClafferty and asked the committee members if there were any questions or comments. Mayor Barney asked about balance between the East, West and Central City. Chair Smith stated the TRC has had an East Valley Vice Chair and then a West Valley Vice Chair. Mr. Smith stated they have had two officers from the City of Phoenix in the whole history of the TRC.

Mayor Lopez Rogers moved to approve Rick Naimark, City of Phoenix, as Vice Chair of the Transportation Review Committee. Mayor Stanton seconded the motion and the motion carried unanimously.

THE NEXT AGENDA ITEM WAS TAKEN OUT OF ORDER AND IS AN ADDENDUM TO THE AGENDA.

9. Amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget

Eric Anderson, Transportation Director, stated an amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget is being requested to add a public opinion survey on transportation issues for an amount not to exceed \$50,000. He indicated that the purpose of the survey will be to gauge public attitudes and opinions in the MAG Regional Transportation System, future needs, and alternative funding options. He added a Request for Qualifications (RFQ) would be issued for the survey. The overall plan would be to get the RFQ and convene a work group to begin getting the public's ideas on what they would like to see in the survey. This information would then be provided to the consultant.

Chair Smith asked the committee members if there were any questions or comments. Mayor Stanton asked if a consultant had already been chosen. Mr. Anderson stated that they do not have a consultant and that an RFQ would go out. Once the firm is chosen, that firm would go out and conduct the surveys.

Mayor Barney recommended approval of amending the FY 2014 MAG Unified Planning Work Program and Annual Budget to add a public opinion survey on transportation issues for an amount not to exceed \$50,000. Mayor LeVault seconded the motion and the motion carried unanimously.

7. Request for Future Agenda Items

Chair Smith asked if there were any requests for future agendas items.

Mayor Stanton asked how often does the Continuum of Care Regional Committee on Homelessness have a chance to appear before Regional Council. Mr. Smith stated the Continuum of Care Regional Committee on Homelessness was just heard at the last Management Committee meeting and is the first agenda item to be heard at the next Regional

Council meeting. Mayor Stanton requested to have ongoing updates of this committee be put on the Regional Council agenda on a regular basis. Mr. Smith stated MAG will continue to highlight their work.

8. Comments from the Committee

Chair Smith asked if there were any comments from the committee. There were none.

Adjournment

There being no further business, the Executive Committee adjourned at 12:45 p.m.

Chair

Secretary