

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

November 18, 2013
MAG Offices, Ironwood Room
302 N. 1st Avenue, Phoenix, Arizona

MEMBERS ATTENDING

Mayor Scott Smith, Mesa, Chair	#Mayor Gail Barney, Queen Creek
Mayor Michael LeVault, Youngtown, Vice Chair	*Mayor Marie Lopez Rogers, Avondale
Mayor W.J. "Jim" Lane, Scottsdale, Treasurer	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 12:10 p.m. Chair Smith stated that additional items for agenda item #4 were at each members place.

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 Mook moved to approve items #3A through #3F. Mayor LeVault seconded the motion and the motion carried unanimously.

3A. Approval of the October 15, 2013 Executive Committee Meeting Minutes

The Regional Council Executive Committee, by consent, approved the October 15, 2013 Executive Committee meeting minutes.

3B. Amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget to Amend the Contract for the 2010 MAG Activity-Based Model Development Project - Phase 3

The Regional Council Executive Committee, by consent, approved to amend FY 2014 MAG Unified Planning Work Program and Annual Budget to amend the contract for the 2010 MAG Activity-Based Model Development Project - Phase 3, with Parsons Brinckerhoff, Inc., to include an addition to the scope of work and to increase the contract by \$54,031. The FY 2014 MAG Unified Planning Work Program and Annual Budget, approved by the Executive Committee on May 22, 2013, includes \$336,000 for the completion of the third phase of development of the Activity-Based travel forecasting Model (ABM). The purpose of the project is to complete development of the new generation travel demand forecasting model at MAG. The ABM will allow MAG to address emerging regional planning challenges. The first and second phases of the ABM development have been successfully completed and MAG is overseeing the completion of the third phase.

During the third phase of the project, a few important developments in the field led to amendments in the model design in order to produce a state-of-the-art modeling tool and efficiently incorporate these innovations at lower costs. These new modeling components are critical for extending the range of model applications and include continuous temporal resolution, mechanisms for better integration with Dynamic Traffic Assignment (DTA) and optimization of the model for a distributed computing system. An amendment to the contract with Parsons Brinckerhoff, Inc. is being requested in order to complete the additional scope and budget for the related improvements to the model. The additional funding needed for the enhancements are \$54,031. On November 6, 2013 MAG Management Committee recommended approval of the amendment.

3C. Consultant Selection for the MAG Off-Street Bicycle Network Wayfinding Guide and Brand Name Project

The Regional Council Executive Committee, by consent, approved the selection of of Alta Planning + Design to conduct the MAG Off-Street Bicycle Network Wayfinding Guide and Brand Name project for an amount not to exceed \$75,000. The Fiscal Year (FY) 2014 MAG Unified Planning Work Program and Annual Budget, approved by the MAG Regional Council in May 2013, includes \$75,000 to develop an Off-Street Bicycle Network Wayfinding Guide and Brand Name. This project will develop a cohesive and comprehensive theme for wayfinding for the 3,520 miles of off-street bikeways in this region. In conjunction with the guidelines, a brand name for the regional off-street system will create a sense of place and imbue it with a unique and memorable name. A Request for Proposals was issued on August 8, 2013, and MAG received proposals from eight firms on September 5, 2013. A multi-jurisdictional proposal

evaluation team reviewed the proposals, held interviews, and on September 26, 2013, recommended to MAG the selection of Alta Planning + Design to conduct the MAG Off-Street Bicycle Network Wayfinding Guide and Brand Name project. On October 15, 2013, the MAG Bicycle and Pedestrian Committee recommended approval of the selection. On November 6, 2013 MAG Management Committee recommended approval of the selection.

3D. Consultant Selection for the Interstate 10/Interstate 17 Corridor Master Plan

The Regional Council Executive Committee, by consent, approved the selection of HDR, Inc. to conduct the Interstate 10/Interstate 17 Corridor Master Plan (FY 2014) for an amount not to exceed \$2,500,000. On August 12, 2013, the MAG Regional Council Executive Committee amended the FY 2014 MAG Unified Planning Work Program and Annual Budget for \$2,500,000 to develop the Interstate 10/Interstate 17 Corridor Master Plan. This work was previously being conducted by ADOT. The ADOT work has been suspended and the project and funding have been transferred to MAG. The two environmental impact statement (EIS) studies for the corridor previously being conducted by ADOT were between the SR-101L/Agua Fria-Pima "North Stack" and SR-202L/ Santan-South Mountain "Pecos Stack" traffic interchanges. By studying both corridors together, rather than separately, certain economies of scale can be realized to establish a common vision and operating principles for accommodating existing and future travel demand. A Request for Proposals was issued to interested consultants for developing the Corridor Master Plan on August 22, 2013, with a submittal deadline of October 3, 2013. MAG received two proposals for the project from teams lead by Parsons Brinckerhoff, Inc., and HDR, Inc. After scoring the proposals, a proposal evaluation team consisting of representatives from the Arizona Department of Transportation, Federal Highway Administration, Valley Metro, and MAG interviewed both project teams on October 30, 2013. The proposal evaluation team recommended to MAG the selection of HDR, Inc. to conduct the Interstate 10/Interstate 17 Corridor Master Plan (FY 2014). On November 6, 2013 MAG Management Committee recommended approval of the selection.

3E. Amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget to Accept Funding to Support Aging Services Planning

The Regional Council Executive Committee, by consent, approved the budget amendment to the FY 2014 MAG Unified Planning Work Program and Annual Budget to include grant funding in the amount of \$45,000 from Virginia G. Piper Charitable Trust and the Arizona Community Foundation to support aging services planning. The FY 2014 MAG Unified Planning Work Program and Annual Budget (UPWP) was approved on May 22, 2013. On November 11, 2013, a \$40,000 grant from Virginia G. Piper Charitable Trust for the region's participation in Community AGEnda, a national pilot project. This \$40,000 grant will support staffing for the project, an age-friendly conference in Spring 2014, and a contract with NCB Capital Impact to provide technical assistance to the villages launching in Phoenix and Tempe. On October 30, the Arizona Community Foundation notified MAG of a \$5,000 award to support the same project. This region was selected as one of five communities in the country to participate in this national pilot project. As part of the project, the region will implement pilot projects in Phoenix, Tempe,

and the Northwest Valley; enhance the project's website, Connect60Plus.com; and host another conference on aging issues. This item is to accept this grant and approve an amendment to the MAG 2014 Unified Planning Work Program and Annual Budget (UPWP) increasing the budget for RCP by \$45,000.

*3F. Aging Services Planning Consultant Selection

The Regional Council Executive Committee, by consent, approved the selection of NCB Capital Impact for aging services planning technical assistance for an amount not to exceed \$20,000. On November 6, 2013, the MAG Management Committee recommended approval of selection of NCB Capital Impact for aging services planning technical assistance for an amount not to exceed \$20,000. This contract is supported by a grant from Virginia G. Piper Charitable Trust awarded on November 11, 2013. The grant funding includes up to \$20,000 for a consultant to assist two local villages in Phoenix and Tempe to launch villages in 2014 and to build capacity to launch additional villages in the future.

NCB Capital Impact is the parent organization of the Village to Village Network. The Village to Village Network is the only national association for villages. In addition, NCB Capital Impact offers a range of other community development services. MAG contracted with NCB Capital Impact to analyze community outreach data and develop business plans for the two local villages and an additional pilot project in the Northwest Valley. Given this experience, NCB Capital Impact is uniquely able to provide the detailed technical assistance and support to assist in the launch of the region's first villages. Staff is recommending that NCB Capital Impact be selected as a sole source to provide technical assistance in an amount not to exceed \$20,000.

4. MAG Committee Chair and Vice Chair Appointments ending December 31, 2013

Denise McClafferty, MAG Regional Program Manager, stated that a memorandum was sent to the technical and policy committee members whose chairs and vice chairs will be expiring on January 1, 2014, explaining that officers of these committees have served their term. She added that according to the policies and procedures, the committee's vice chair will ascend to the chair position and letters of interests were requested for the available vice chair positions. Ms. McClafferty stated that these appointments are eligible for two-year terms with succession of positions occurring through the ascending order of officers.

Ms. McClafferty added that letters of interest were submitted for the vice chair positions and copies of these letters were provided in the committee agenda packets. She added that an updated table showing the recommended officers were at each members place. Staff is requesting approval of appointments of the technical and policy committee chairs and vice chairs ending December 31, 2014.

Chair Smith stated two letters were received for the Street Committee chair position. He added that letters were received from Maria Angelica Deb, Mesa and Dana Owsiany, Phoenix. Chair Smith stated Phoenix had the vice chair position last year and it would be appropriate for Dana

Owsiany to take the chair position and Maria Angelica Deb to take the vice chair position.

Chair Smith stated that two letters were also received for the Solid Waste Advisory Committee vice chair position. Letters were received from Patrick Murphy, Mesa and Rhonda Humbles, Peoria. Chair Smith stated that the City of Mesa would like to withdraw Patrick Murphy's request for vice chair of this committee. He added that Ramona Simpson, Queen Creek, will be chair of this committee so it would be appropriate to appoint Rhonda Humbles, Peoria, as vice chair.

Mayor Lane made a motion to approve the appointments with the discussed amendments to the list of the technical and policy committee Chairs and Vice Chairs. Mayor LeVault seconded the motion and the motion carried unanimously.

5. Accept Funding from FHWA for the Lead Adopter Implementation Assistance for the SHRP2 Implementation Assistance Program

Dennis Smith, MAG Executive Director, stated that on September 6, 2013, MAG applied for the SHRP2 Implementation Assistance Program through the Federal Highway Administration (FHWA). He added that the proposal was on behalf of the Western Regional Alliance. On October 17, 2013, MAG was notified that out of 27 agencies selected, MAG was one of two Metropolitan Planning Organizations to be selected. He added that on October 24, 2013 MAG was notified that they would be receiving a Lead Adopter incentive of \$240,000.

Mr. Smith stated that the project will focus on advancing the deployment of multi-objective solutions that expedite transportation project delivery in the Intermountain West Region. He added that the grant will support staffing for the project, data collection and analysis, workshops and or conference(s), and a consultant contract to provide coordination efforts throughout the Intermountain West. Mr. Smith added that Amy Duffy worked for the Western Region Partnership, which is an organization that works with the military installations in the Intermountain West. Staff is recommending acceptance of \$240,000 of SHRP2 funding in accordance with the grant; and amending the FY 2014 MAG Unified Planning Work Program and Annual Budget; and approval of Duffy Consulting as the consultant not to exceed the amount of \$124,000. Mr. Smith added that if we can all get together on a policy level then we will have much more leverage in Congress for projects that would impact the whole Intermountain West.

Chair Smith asked if there were any questions or comments from the committee. Mayor Lane asked what would be the end product or result. Mr. Smith stated a database would be compiled that would include a risk register of "sensitive land" in the Intermountain West, along with identifying the opportunities that are available. This database then could be referred to so that when development is happening we would already know what areas we need to address. Mayor Mook asked if this project would be primarily limited to the I-11 project. Mr. Smith stated it has a much broader scope and added one of the real issues is the east-west flow of traffic coming from the West Coast.

Mayor LeVault made a motion to accept \$240,000 of the SHRP2 funding in accordance with the grant; and amending the FY 2014 MAG Unified Planning Work Program and Annual Budget; and approval of Duffy Consulting as the consultant not to exceed the amount of \$124,000. Mayor Mook seconded the motion and the motion carried unanimously.

6. Annual Performance Review of the MAG Executive Director

Denise McClafferty, MAG Regional Program Manager, stated that the employment agreement entered into with the MAG Executive Director in January 2003 provided that the Executive Committee conduct an annual performance review in consultation with the Regional Council. On December 15, 2003, the Executive Committee approved an evaluation survey for the MAG Executive Director's performance review. Ms. McClafferty stated that to provide a more efficient process, the evaluation survey has been converted to an electronic format in Survey Monkey. Staff provided a brief review of the electronic survey instrument and added that the survey would be sent to the MAG Executive Committee and Regional Council members. Ms. McClafferty added that the MAG Executive Director's review will occur at the January 21, 2014 Executive Committee meeting. She added that the action of the Executive Committee will be presented at the January 29, 2014 Regional Council meeting for ratification.

Chair Smith asked if there were any questions or comments from the committee. Mayor LeVault asked when the electronic survey would be sent out. Ms. McClafferty stated it would be sent out the following week. She added that by changing to an electronic version the hope is to receive more responses from the committee members. Mayor LeVault made a motion to approve the electronic survey instrument, and the process for conducting the annual evaluation. Mayor Mook 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. There were none.

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 12:12 p.m.

Chair

Secretary