

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

May 19, 2014

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

MEMBERS ATTENDING

Mayor Michael LeVault, Youngtown, 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 LeVault at 12:00 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited. Chair LeVault 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 LeVault stated no comment cards had been received.

3. Approval of Executive Committee Consent Agenda

Chair LeVault 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 LeVault asked members if there were any requests to remove an item from the consent agenda. Mayor Lane asked to remove agenda item #3C, Amendment to the FY 2014 Unified Planning Work Program and Annual Budget and the Burgess & Niple, Inc., Contract for the US-60/Grand Avenue Corridor Optimization, Access Management Plan, and System Study (COMPASS), from the consent agenda.

Mayor Barney moved to approve consent items #3A, #3B, and #3D. Mayor Lopez Rogers seconded the motion and the motion carried unanimously.

3A. Approval of the April 14, 2014 Executive Committee Meeting Minutes

The Regional Council Executive Committee, by consent, approved the April 14, 2014 Executive Committee meeting minutes.

3B. Acceptance of \$350,000 of Strategic Highway Research Program Implementation Assistance Program Funding in the Draft FY 2015 MAG Unified Planning Work Program and Annual Budget and to Add the Funding to the Corresponding On-Call Consultant Project

The Regional Council Executive Committee, by consent, approved to accept \$350,000 of Strategic Highway Research Program Implementation Assistance Program Funding in the Draft FY 2015 MAG Unified Planning Work Program and Annual Budget and to add the funding to the corresponding on-call consultant project. Understanding freight flows and forecasting them are critical to determining the need for future transportation capacity on the regional highways or other modal infrastructure. MAG staff has identified a need for the future development of the regional freight forecasting models. On February 13, 2014, MAG, the Arizona Department of Transportation (ADOT) and the Pima Association of Governments (PAG) submitted a joint application for implementation and technical assistance funds in Round 3 of the Federal Highway Administration (FHWA) Strategic Highway Research Program Implementation Assistance Program (SHRP2). MAG was the lead agency in the Freight Demand Modeling portion of the proposal submitted to FHWA. On March 28, 2014, FHWA and AASHTO announced that MAG was one of the organizations selected in Round 3 of SHRP2 implementation assistance for freight demand modeling. Up to \$350,000 for each applicant is available to be applied to the implementation of Behavior-Based Freight Modeling. The main purpose of the project is to develop a new generation regional freight model based on the principles identified in the SHRP2 C20 products and consistent with MAG freight flows forecasting needs. It is anticipated that the request for qualifications for on-call consultants to support the work will be issued upon approval of the FY 2015 Work Program.

3D. Approval of the Draft Fund Balance Policy

The Regional Council Executive Committee, by consent, approved the draft Fund Balance Policy. In the February 2014, March 2014, and April 2014 meetings the Executive Committee discussed that a fund balance policy should be created in consideration of unanticipated events that could affect the financial condition of MAG. At the March 17, 2014 Executive Committee meeting, staff was requested to provide draft guidance on a MAG General Fund Balance with procedural guidelines for using the fund balance of the General Fund and at the April 14, 2014 meeting, staff was requested to revise the draft policy that was presented and provide it for final approval in the May 19, 2014 meeting. The committee requested that the procedural guidelines reflect the Government Finance Officers' Association (GFOA) best practice recommendations for setting General Fund Balance guidelines.

The next item was removed from the consent agenda.

3C. Amendment to the FY 2014 Unified Planning Work Program and Annual Budget and the Burgess & Niple, Inc., Contract for the US-60/Grand Avenue Corridor Optimization, Access Management Plan, and System Study (COMPASS)

The Fiscal Year (FY) 2012 MAG Unified Planning Work Program and Annual Budget, amended by the MAG Regional Council in October 2011, provided \$850,000 in Regional Area Road Fund (RARF) study funds to provide for the US-60/Grand Avenue Corridor Optimization, Access Management Plan, and System Study (COMPASS). The study was at the direction of the Mayors of El Mirage, Glendale, Peoria, Phoenix, Surprise, and Youngtown, and a Maricopa County Supervisor to preserve US-60/Grand Avenue as an expressway facility that remains a state highway under the control of the Arizona Department of Transportation. In their direction, MAG would develop this COMPASS project to identify a long-term solution for accommodating travel demand and adjacent property access in the corridor. As the study effort is nearing conclusion, additional funding is needed to complete a high capacity transit component for the Grand Avenue corridor to ensure the roadway recommendations can adequately accommodate a future commuter rail/bus rapid transit facility. This detailed high capacity transit component is beyond the original COMPASS scope and will examine surface traffic operations near potential high capacity transit stops that have been identified through previous MAG commuter rail studies and the Glendale West effort that is presently being developed for Valley Metro.

Eric Anderson, MAG Transportation Director, stated that the purpose of this amendment is to add \$56,500 to the US-60/Grand Avenue Corridor Optimization, Access Management Plan, and System Study (COMPASS) to specifically look at the transit component to convert a travel lane on Grand Avenue for potential dedicated transit use. Mayor Lane asked if this constitutes a change of the Scope of Work. Mr. Anderson stated that there were a number of tasks identified in the original Request for Proposals and the transit component work element included more detailed work to determine the feasibility of a transit-only lane on Grand Avenue.

Mayor Lopez Rogers made a motion to amend the FY 2014 Unified Planning Work Program and Annual Budget and increasing the Burgess & Niple, Inc. contract by \$56,500 of Regional Area Road Funds (RARF) to conduct the additional work for the US-60/Grand Avenue Corridor Optimization, Access Management Plan, and System Study (COMPASS). Mayor Barney seconded the motion and the motion carried unanimously.

4. Approval of the Draft FY 2015 MAG Unified Planning Work Program and Annual Budget and the Member Dues and Assessments

Rebecca Kimbrough, MAG Fiscal Services Manager, stated that MAG's draft Unified Planning Work Program and Annual Budget for FY 2015 was on the agenda for action. She added that the MAG budget was presented incrementally from January through April and staff is requesting

a recommendation of approval of the draft FY 2015 MAG Unified Planning Work Program and Annual Budget and the Member Dues and Assessments.

Ms. Kimbrough noted that there have been no substantive changes in the draft Work Program and Annual Budget for FY 2015 from the information presented to the committee from last month and that the overall increase for the FY 2015 draft Work Program and Annual Budget is .67 percent. She added that the largest dollar increase is in budgeted pass-thru agreement costs and that this reflects an increase of funding for street sweepers, the addition of pass-thru projects for the Grand Avenue Transit Feasibility Study, and the On-Board Survey of Transit Users. She noted that this increase is offset by a larger decrease in budgeted consultant and associate costs for an overall decrease in consultants and pass-through projects of 2.34 percent.

Ms. Kimbrough stated that the next largest increase is for maintenance and repair costs which reflect an increase due to maintenance coverage on newer copier and computer equipment and software. She indicated that the largest dollar decrease in overhead is for capital outlays, which includes replacement of computer equipment. Ms. Kimbrough added that the prior years' higher budgeted costs were due to the new accounting system and subsequent carryforward of this budget over a two-year period for installation, training and implementation. She stated that this system is anticipated to be completed in early fall.

Ms. Kimbrough stated that MAG submits its Work Program each year to the Government Finance Officer's Association for review and application for the Distinguished Budget Presentation Award. She was happy to report that MAG received this award for the 15th consecutive year for the the FY 2014 Work Program in January of this year; the Work Program for FY 2015 will be submitted for the 16th consecutive year. She reminded the committee that this item is on the agenda for recommendation to approve.

Chair LeVault thanked Ms. Kimbrough for all her hard work and asked if there were any comments or questions from the committee. There were none. Mayor Barney motioned to recommend approval of the Draft FY 2015 MAG Unified Planning Work Program and Annual Budget and the Member Dues and Assessments. Mayor Lane seconded the motion and the motion carried unanimously.

5. MAG Transit Committee Vice Chair Appointment

Denise McClafferty, Regional Program Manager, stated that in March 2014, the Transit Committee Vice Chair, Maher Hazine, relinquished his position as Vice Chair and according to the MAG Committee Operating Policies and Procedures, the incoming Vice Chair will serve out the remainder of Vice Chair Hazine's tenure, which is due to expire in December 2015, at which time the Vice Chair would ascend to the Chair Position. She added that on March 20, 2014, MAG staff sent a notice to the Management Committee, the MAG Transit Committee, and the Intergovernmental Representatives to solicit letters of interest for the Transit Committee Vice Chair position. Three letters were received requesting consideration for the Vice Chair position from Wulf Grote, Valley Metro; Kristen Sexton, City of Avondale; and Maria Hyatt,

City of Phoenix. Chair LeVault asked if there were any questions or comments from the committee.

Mayor Mook motioned to approve Maria Hyatt, City of Phoenix, for the MAG Transit Committee Vice Chair position. Mayor Lopez Rogers seconded the motion and the motion carried unanimously.

6. Request for Future Agenda Items

Chair LeVault asked if there were any requests for future agendas items. There were none.

7. Comments from the Committee

Chair LeVault asked if there were any comments from the committee. There were none. Ms. McClafferty stated that the Arizona Mexico Commission (AMC) Gala Dinner will be held on Friday, June 20, 2014 at the J.W. Marriott Camelback Inn as part of their 2014 AMC Summer Plenary Session. She added that MAG has a table available for 10 attendees for the Gala Dinner. She noted that a handout was at their place with more information regarding this event and to contact her if members were interested in attending the Gala Dinner.

Adjournment

There being no further business, the Executive Committee adjourned at 12:11 p.m.

Chair

Secretary