

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
MAG REGIONAL COUNCIL EXECUTIVE COMMITTEE
March 23, 2016
MAG Offices, Ironwood Room
302 N. 1st Avenue, Phoenix, Arizona

MEMBERS ATTENDING

Mayor W.J. “Jim” Lane, Scottsdale, Chair
Mayor Greg Stanton, Phoenix, Vice Chair
Mayor Jackie Meck, Buckeye, Treasurer

Mayor Gail Barney, Queen Creek
#Mayor Michael LeVault, Youngtown
Mayor Mark Mitchell, Tempe
#Mayor Lana Mook, El Mirage

* Not present

Participated by video or telephone conference call

1. Call to Order

The Executive Committee meeting was called to order by Chair Lane at 10:37 a.m. Mayor LeVault, Mayor Mook and Mayor Mitchell participated by teleconference.

2. Call to the Audience

Chair Lane stated 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 Lane noted no public comment cards had been received.

3. Approval of Executive Committee Consent Agenda

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

3A. Approval of the February 16, 2016 Executive Committee Meeting Minutes

The Regional Council Executive Committee, by consent, approved the February 16, 2016 Executive Committee meeting minutes.

3B. Approval of the February 16, 2016 Executive Committee Special Meeting Minutes

The Regional Council Executive Committee, by consent, approved the February 16, 2016 Executive Committee Special Meeting Minutes.

3C. Recommend Appointment of the MAG Economic Development Committee WESTMARC Representative

The Executive Committee by consent, recommend appointment of Sintra Hoffman, President and CEO of WESTMARC, as the WESTMARC representative on the MAG Economic Development Committee.

In June 2015, the MAG Regional Council approved changes to the composition of the MAG Economic Development Committee (EDC). The composition includes fifteen business member positions that have two-year terms with possible reappointment by recommendation of the Executive Committee and Regional Council. In September 2014, the EDC business member positions were approved by the Executive Committee and Regional Council. Since that time, WESTMARC has hired a new President and CEO, Sintra Hoffman. The WESTMARC Board is recommending that Sintra Hoffman represent WESTMARC on the MAG Economic Development Committee, effective immediately.

3D. Appointment of MAG Water Quality Advisory Committee Vice Chair

The Executive Committee, by consent, approved the appointment of Terry Lowe, City of Surprise, as the MAG Water Quality Advisory Committee Vice Chair.

On August 21, 2013, the MAG Regional Council approved the updated MAG Committee Operating Policies and Procedures. The Policies and Procedures state that in the event of a vacancy in the Chair position, the Vice Chair becomes Chair for the unexpired term of the previous Chair, and a new Vice Chair is appointed by the Executive Committee to complete the remainder of the Vice Chair's term. The Chair of the MAG Water Quality Advisory Committee, Barbara Chappell, has resigned from her position at the City of Avondale and has relinquished her position as the MAG Water Quality Advisory Committee Chair. According to the Policies and Procedures, Vice Chair Greg Homol, from the Town of Queen Creek, will ascend to the Chair position. Incoming Chair Homol will serve out the remainder of Chair Chappell's tenure, which is due to expire on December 31, 2017.

On February 3, 2016, MAG staff sent a notice to the MAG Management Committee, the MAG Water Quality Advisory Committee, and the Intergovernmental Representatives to solicit letters of interest for the Vice Chair position of the MAG Water Quality Advisory Committee. The Committee was provided a copy requesting consideration for the Vice Chair position.

3E. Amendment to the On-Call Contract for Bottleneck Data Collection, Model Validation and Improvement

The Executive Committee, by consent, approved the amendment to the On-Call Contract for Bottleneck Data Collection, Model Validation and Improvement to include an addition to the scope of work, to increase the On-Call budget by \$85,000, and to extend the On-Call schedule by six months.

The fiscal year (FY) 2016 MAG Unified Planning Work Program and Annual Budget, approved by the MAG Regional Council in May 2015, includes on-call consulting services for Bottleneck Data Collection, Model Validation and Improvement. In order to use the data collected in this On-Call for the development, calibration and validation of the sub-area corridor micro-simulation model for the I-17 corridor near-term improvement analysis, an amendment to the On-Call scope, budget, and schedule is required. The amendment will include additional tasks designed to develop, calibrate and validate MAG micro-simulation models and perform relevant data analyses. The additional funds needed for these applications of the bottleneck data and completion of the I-17 sub-area corridor micro-simulation model are \$85,000. A six-month schedule extension is required in order to complete the additional scope of work. (from the current contract expiration date of May 1, 2016 to the new contract expiration date of November 1, 2016). This item was recommended for approval at the March 9, 2016 Management Committee meeting.

3F. Amendment to the FY 2016 MAG Unified Planning Work Program and Annual Budget to Accept Additional Funding to Update an Early Literacy Mapping Pilot Project with Read On Arizona

The Executive Committee, by consent, approved to accept \$15,000 from Read On Arizona and to amend the FY 2016 MAG Unified Planning Work Program and Annual Budget to accept this additional funding to update an Early Literacy Mapping Pilot Project with Read On Arizona.

The FY 2016 MAG Unified Planning Work Program and Annual Budget (UPWP) was approved on May 27, 2015. On March 7, 2016, a \$15,000 grant from Read On Arizona was awarded to Regional Community Partners to update MapLIT, an early literacy map. The grant will support updating the interactive map with current Arizona Department of Education data, key identifiers for preschool metrics, and other items identified and provided by Read on Arizona. This item is to accept this \$15,000 grant and approve an amendment to the MAG FY 2016 Unified Planning Work Program and Annual Budget (UPWP) to support updating MapLIT, an early literacy map, in partnership with Read On Arizona.

3G. Amendment to the FY 2016 MAG Unified Planning Work Program and Annual Budget to Increase the 2016 MAG Regional Transportation On-Call Budget and Accept Additional Funding for the SR-101L/Pima Freeway: Hayden Road to Raintree Drive Traffic Study

The Executive Committee, by consent, approved an amendment to the MAG FY 2016 Unified Planning Work Program and Annual Budget (UPWP) and accept \$20,000 from the City of Scottsdale for the SR-101L/Pima Freeway: Hayden Road to Raintree Drive Traffic Study and

to increase the 2016 MAG Regional Transportation On-Call project to \$320,000.

The Fiscal Year (FY) 2016 MAG Unified Planning Work Program and Annual Budget (UPWP) was approved on May 27, 2015 by the MAG Regional Council. The FY 2016 UPWP includes funding for the 2016 MAG Regional Transportation On-Call project for \$300,000 to assist in the implementation of Proposition 400. One of the on-call task orders includes a traffic study on SR-101L/Pima Freeway from Hayden Road to Raintree Drive. The City of Scottsdale will be contributing \$20,000 toward this effort. An amendment to the MAG FY 2016 UPWP is needed to increase the 2016 MAG Regional Transportation On-Call budget by \$20,000 and accept the funding from the City of Scottsdale and to increase the 2016 MAG Regional Transportation On-Call project to \$320,000 to add these funds to the project.

3H. Approval to Amend the FY 2016 Unified Planning Work Program and Annual Budget to Add a Project to the Integrated Corridor Management Planning Project with the Funding Coming from the On-Call Project

The Executive Committee, by consent, approved an amendment to the FY 2016 Unified Planning Work Program and Annual Budget to add a consultant project in the amount of \$175,000 to the Integrated Corridor Management Planning Project with the funding provided from the existing on-call project.

On February 26 2015, the Federal Highway Administration notified MAG of a \$200,000 grant that was awarded for Integrated Corridor Management Deployment Planning (ICM). On April 20, 2015, the MAG Regional Council Executive Committee accepted the funds and approved an amendment to the FY 2015 Unified Planning Work Program. The first two tasks of the grant were accomplished by utilizing the project's on-call consultant list with \$24,969 committed in grant funding. In this next phase of the project, it would be beneficial to solicit expertise from national experts. It is proposed to solicit additional assistance from consultants by issuing a Request for Proposals with the remaining \$175,031 in grant funding.

4. City of Phoenix Funding Agreement

Dennis Smith, MAG Executive Director, stated that the South Mountain Freeway project has been on the Regional Transportation Plan since 1985 and that environmental documents have been prepared and the Arizona Department of Transportation (ADOT) has selected a contractor for the project. Mr. Smith stated that what makes this project different is that unlike other new freeway corridors, which involved multiple construction projects over a number of years, the South Mountain Freeway will be constructed at one time and is planned to be open to traffic by the end of 2019.

Eric Anderson, MAG Transportation Director, stated that close coordination between ADOT and Phoenix is essential to acquire and clear the necessary rights-of-way and to construct the freeway on an accelerated basis. Due to significant staffing constraints in Phoenix and the large amount of work that needs to be done on the part of Phoenix, the city has requested

funding support to hire a Plan Review Coordinator and a Civil Engineer III. These positions will be dedicated to the activities related to the development of the South Mountain Freeway. It is proposed that the City and MAG enter into a funding agreement through which funding from the MAG Freeway and Highway Program budget can be provided to the City to fund these positions. The funding would not exceed \$350,000 per year for a period of two years, with an option to extend the agreement for two additional one-year periods, if necessary. Mr. Anderson said that because of the unique situation of the project, he recommends the committee approve the agreement.

Mayor Barney asked if the extensions of the two positions are going to be voted on by the committee when the extension period comes up or if the extensions would be made automatically by MAG or the City of Phoenix after the two-year period. Mr. Anderson responded that a decision regarding Mayor Barney's question had not been made and that he would leave that decision to the pleasure of the committee.

Mayor Meck asked whether the new positions would be MAG staff or contractual staff. Mr. Anderson stated that the positions would initially be consulting positions, but that the City of Phoenix may decide to hire them after completion of the freeway.

Chair Lane asked if MAG was setting a precedent to fund these types of projects for individual cities in the future. Mr. Anderson stated that the South Mountain Freeway project is a unique situation and that future situations would be looked at on a case by case basis.

Chair Lane noted that there were earlier projects in which large segments of a freeway had been built quickly. He referred to the example of 10 to 15 miles built across State Route 101 along the Salt River Pima Maricopa Indian Community adjacent to Scottsdale and asked if we offered any assistance at that time. Mr. Anderson said that MAG did not offer assistance. Mr. Anderson stated that the SR 101 was built in segments beginning in the early 1990s and opened to Shea Boulevard in 2001.

Chair Lane stated that he understood that the South Mountain Freeway project is a combination of an aggressive timetable as well as scope. Chair Lane asked if MAG's assistance is something the City of Phoenix requested. Mr. Anderson stated that it was. Chair Lane then asked if MAG gave the City of Phoenix all the assistance that it requested. Mr. Anderson stated that MAG negotiated the assistance and that the two positions should give them the capacity to do what is necessary for the project. Chair Lane asked if the request was given with an explanation of the timetable and complexity within the community. Mr. Anderson answered yes.

Without further questions, Mayor Meck moved to enter into a funding agreement to provide for two positions in Phoenix to coordinate activities related to the South Mountain Freeway for an amount not to exceed \$350,000 per year for a period of two years, with an option to extend the agreement for two additional one-year periods if necessary. Mayor Barney seconded the motion and the motion passed unanimously.

5. Discussion of the Development of the FY2017 MAG Unified Planning Work Program and Annual Budget

Rebecca Kimbrough, MAG Fiscal Services Officer, stated that the MAG 2017 draft budget is on the agenda today just for information. Ms. Kimbrough said that MAG is continuing to draft this budget. Ms. Kimbrough reminded the committee that she presented dues and assessments in January and presented proposed new projects in February. Ms. Kimbrough said that this month she has added work program narratives for each project and division along with estimated funding needs by division and project. She stated the other information included in the draft budget are the drafted budgeted amounts estimated for each of MAG's projects and programs, including the carry forward estimates on current year projects. There have been no new projects added since the February presentation. Ms. Kimbrough stated that the FY 2017 proposed budget, including the carryforward, is estimated at \$28.8 million.

Ms. Kimbrough stated that there are a few adjustments that need to be made to estimate funding for the draft budget. On February 25, 2016 MAG received an award for \$60,000 of Federal Transit Administration (FTA) funding from ADOT that will be brought forward as a FY 2016 budget amendment in April. Ms. Kimbrough says that the funding is proposed to fund a Rural Paratransit Needs Assessment. She stated an additional \$350,000 of Regional Sales Tax will be added as a pass through funding for the City of Phoenix South Mountain Freeway project for FY 2017. Ms. Kimbrough also stated that MAG is proposing a revision to the video production associate proposed amount from \$70,000 to \$80,000 and that adjustment will be made in the next draft budget. She stated the earlier approval of \$15,000 for the Read On Arizona will also need to be added to the carryforward estimate.

Ms. Kimbrough stated that the MAG draft budget has three sections including the overview section, the program narrative with estimated project budgets, and the appendix. She said the third section, the appendix, has the overall estimated totals for the budget, which comes to \$28.8 million. With these additional projects the budget would come in at about \$29.3 million - about \$1.4 million under what MAG proposed last year. Ms. Kimbrough explained that the proposed FY 2017 budget is lower due to lower projections for carryforward project work that MAG has, including the Household Travel Survey project for which a lot of work progressed during FY 2015 and 2016, work completed on the I-10/I-17 Corridor Master Plan project and other projects.

Ms. Kimbrough stated that the Intermodal Planning Group meeting was held on Friday, March 11, 2016 which is the budget review conducted by the Federal Highway Administration and the FTA on MAG's proposed budget and compliance. MAG partners attended this meeting including ADOT, City of Phoenix, RPTA and Valley METRO. She stated MAG received numerous comments from FHWA, FTA and ADOT complimenting staff on their project work and the early draft Work Program. Ms. Kimbrough stated that ADOT commented that related ADOT projects could potentially benefit by working with MAG.

Executive Director Smith added that MAG will match the \$60,000 grant with \$15,000 worth of sales tax. Ms. Kimbrough stated that the FTA 5304 funding has a 20 percent match and that will be matched with sales tax and that sales tax will be applied to labor for two staff members.

6. Legislative Update

Chairman Lane noted there was no legislative update for today's meeting.

7. Contract Review of the MAG Executive Director

Mayor Stanton moved that the Executive Committee go into Executive Session regarding agenda item #7. Mayor Meck seconded the motion and the meeting went into Executive Session at 10:55 a.m.

The Executive Committee reconvened regular session at 11:17 a.m.

8. Possible Action on the Contract Review of the MAG Executive Director

Mayor Lane stated that on January 11, 2016, the Executive Committee approved increasing the base salary of the Executive Director by two and one-half percent, effective January 1, 2016, and continuing the Executive Director's current benefits, plus an additional 4 days (32 hours) of vacation to be added to the beginning vacation balance for calendar year 2016, subject to review and approval of the employment contract. He noted that the Executive Committee reviewed the Executive Director's contract and is recommending that no changes to the contract be made and approved salary compensation and vacation be retroactive to January 1, 2016. Mayor Barney moved to approve no changes to the MAG Executive Director's contract and that salary compensation and vacation be retroactive to January 1, 2016. Mayor Mitchell seconded the motion and the motion passed with Mayor Stanton voting no.

9. Comments from the Committee

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

Adjournment

There being no further business, the Executive Committee adjourned at 11:20 a.m.

Chair

Secretary