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July 19, 2010

TO: Members of the MAG Population Technical Advisory Committee

FROM: Jim Bacon, Paradise Valley, Chair

SUBJECT: TRANSMITTAL OF MEETING NOTICE AND TENTATIVE AGENDA

Tuesday, July 27, 2010 - 10:00 a.m.
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Population Technical Advisory Committee (POPTAC) will be held at the time and place noted above.

Members of the POPTAC may attend either in person, by telephone conference call or by videoconference. If you are attending by videoconference, you must make arrangements with Craig Chenery at MAG and your site coordinator by the Friday prior to the meeting. If you are attending via audio conference please contact Steve Gross at (602) 254-6300 at least one day prior to the meeting.

If you are driving, please park in the garage under the building. Bring your ticket to the meeting and parking will be validated. For those using transit, the RPTA will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the 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 Heidi Bickart 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 approved 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 or 14 people for the MAG POPTAC. 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 or need additional information, please contact Heidi Bickart at (602) 254-6300.

TENTATIVE AGENDA

1. Call to Order

2. Call to the Audience

An opportunity will be provided to members of the public to address the MAG POPTAC 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 to limit their comments to three minutes. A total of 15 minutes will be provided for this agenda item, unless the Chair of the POPTAC provides for an exception to this limit. Those wishing to comment on action agenda items will be given an opportunity at the time the item is heard.

3. Approval of Meeting Minutes of June 22, 2010

4. Census Update

The U.S. Census Bureau is wrapping up door-to-door follow-up in the 2010 Decennial Census, but additional work must be conducted before the final counts are announced next spring. During the next several months, the Census Bureau will conduct major quality assurance operations to ensure that the 2010 Census is an accurate and complete picture of everyone living in the United States. The Census Bureau is already conducting coverage follow-up on forms returned by mail and re-interviews as a check on employee performance. The Census Coverage Measurement program conducts field operations to determine the effective population and housing coverage within the 2010 Census. These operations are similar to the full decennial Census and the results are matched to measure the accuracy of the count. Coverage measurement crews will continue to work throughout 2010 and into 2011, but the Census Bureau is on track to deliver the state apportionment totals by December 31, 2010.

COMMITTEE ACTION REQUESTED

2. For information.

3. For information, discussion and approval of the minutes of June 22, 2010.

4. For information and discussion.

While work is ongoing for the decennial census, in October the Census Bureau is expected to release the numbers from the first annual American Community Survey (ACS). The Census Bureau has been gathering ACS information for the last five years. Starting this year, there will be an annual release of data, including population estimates. The U.S. Census Bureau wants to avoid confusion regarding this release of data by ensuring that member agencies are aware of how the ACS numbers will differ from the official decennial census numbers. The Denver Census Bureau Manager of Partnership and Data Services will provide an update.

5. Arizona Department of Commerce Update

The Council of Technical Solutions was established by the State Demographer at the Arizona Department of Commerce in February 2009. This group, created by Executive Order 2009-1, meets every month to discuss technical issues as related to population data, methods and processes.

An update will be provided on the progress of the July 1, 2010 population estimates, and future estimates and projections.

6. Major Developments Data Collection and Review

MAG staff maintains a number of regional databases on an ongoing basis to assist member agencies. These databases are also used to develop an official set of population, housing unit, and employment projections.

MAG staff had completed a draft version of the Developments database. To ensure that we have the latest available information, we are now asking for member agencies to review the Major Developments dataset. Members of the MAG POPTAC will begin receiving review materials within the next week.

5. For information and discussion.

6. For information and discussion.

7. Data Collection Timeline and Major Data Collection Schedule

Ongoing data collection efforts include land use information, employment and residential completions. A schedule for the collection of data for the next 6 months is included in Attachment One.

At the last POPTAC meeting, a member asked for information on all the data being requested from MAG member agencies. MAG Information Services has created a table of the major data collection schedule. Please refer to Attachment Two. A status report will be provided.

8. Maricopa County Assessor's Office: Discontinuation of Accelerated Property Splits and New Subdivisions

On August 1, 2010 the Maricopa County Assessors Office will discontinue the free service to accelerate property splits and new subdivisions with accurate and prompt assignment of new Assessor Parcel Numbers (APN's). Please see Attachment Three.

9. National Local Technical Assistance Program (LTAP) Training

The National Local Technical Assistance Program (LTAP) is the primary way that the Federal Highway Administration (FHWA) helps local transportation agencies learn about maintaining and improving their roads, innovative methods and materials, and ways to work smarter. The Arizona LTAP program, administered through ADOT, offers training and technical assistance to LTAP member agencies as well as reduced rates to non-member local government agencies. While many of the training programs are specific to transportation, there are also training courses available to assist with planning, grant applications and GIS. Several MAG member agencies are participating members in the LTAP program and all MAG member agencies are encouraged to take advantage of the

7. For information and discussion.

8. For information and discussion.

9. For information and discussion.

training offerings through the Arizona LTAP program. For a list of LTAP member agencies and more information about LTAP, visit the website at www.azltap.org. An overview of the program and information on upcoming training will be provided. Please refer to Attachment Four.

10. Foreclosure Maps and Data

Based on interest at the last MAG POPTAC meeting, MAG staff has created a project page on the MAG web site that contains maps and data tables on valley foreclosures.

11. HUD Sustainable Communities Planning Grant Program

On June 24, 2010, the U.S. Department of Housing and Urban Development (HUD) made \$100 million available nationally to support the creation of regional plans for sustainable development through the Sustainable Communities Planning Grant Program. This program is offered through HUD in partnership with the U.S. Department of Transportation and the Environmental Protection Agency. The purpose of the Sustainable Communities Planning Grant Program is to integrate housing, economic development, and transportation planning in order to enhance the economy, environment, and social equity. On July 19, 2010, the MAG Regional Council Executive Committee received a report on activities undertaken to determine an approach that puts the region in the most advantageous position and best reflects the priorities of the region. It appears that there is consensus for MAG to apply as the lead applicant on behalf of the Sun Corridor. A potential focus for this region could be developing green housing and jobs along high capacity transit routes and completing paths along the canal system. The application process is expected to be very competitive. Feedback will be solicited from the Committee to ensure the region's response to this grant will be competitive and reflect local priorities and activities. Please refer to Attachment Five.

10. For information and discussion.

11. For information and discussion.

12. Regional Updates

MAG POPTAC members and MAG staff will have the opportunity to provide an update on development within their jurisdiction, amendments to general plans and any special projects.

13. Next Meeting of MAG POPTAC

The next meeting of the MAG POPTAC is scheduled for Tuesday, August 24, 2010 at 10:00 a.m. which may also include a POPTAC orientation for interested member agency staff.

12. For information and discussion.

13. For information and discussion.

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
POPULATION TECHNICAL ADVISORY COMMITTEE

June 22, 2010
MAG Office, Saguaro Room
302 North 1st Ave, Phoenix

MEMBERS IN ATTENDANCE

Jim Bacon, Paradise Valley, Chair	*Rick Buss, Town of Gila Bend
Charlie McClendon, Avondale, Vice Chair	A-Linda Edwards for Kyle Mieras, Gilbert
*Bryant Powell, Apache Junction	A-Sonny Culbreth, Litchfield Park
A- Andrea Marquez, Buckeye	John Verdugo for Matt Holm, Maricopa County
A-DJ Stapley, Carefree	*Wahid Alam, Mesa
A- Ian Cordwell for Usama Abujbarah, Cave Creek	A- Ed Boik, Peoria
David de la Torre, Chandler	Chris DePerro, Phoenix
A-Mark Smith, El Mirage	Dave Williams, Queen Creek
A-Eugene Slechta, Fountain Hills	*Bryan Meyers,
*Terry Yergan, Gila River Indian Community	Salt River Pima-Maricopa Indian Community
Thomas Ritz, Glendale	A-Eddie Lamperez, Scottsdale
*Katie Wilken, Goodyear	A- Lloyd Abrams, Surprise
*Gino Turrubiarres, Guadalupe	A-Arlene Palisoc for Lisa Collins, Tempe
	Anne McCracken, Valley Metro
	*Lloyce Robinson, Youngtown

* Not in attendance

A - Participated via audioconference

OTHERS IN ATTENDANCE

Heidi Bickart, MAG	Rita Walton, MAG
Jami Garrison, MAG	A-Molly Hood, Paradise Valley
Jason Howard, MAG	Max Enterline, Phoenix
Anubhav Bagley, MAG	Eric Morgan, Avondale
Kurt Cotner, MAG	Sam Andrea, Chandler

1. Call to Order

The meeting was called to order at 10:00am by the Chair, Jim Bacon.

2. Call to the Audience

No comments were made by the audience.

3. Approval of the Meeting Minutes of May 25, 2010

Dave Williams moved, Charlie McClendon seconded and it was unanimously recommended to approve the meeting minutes of May 25, 2010.

4. Local Real Estate Conditions Update

Tom Ruff, a partner of The Information Market, gave a presentation on current local trends within the housing market. The Information Market specializes in producing current, up-to-date real estate data available in the industry and is recognized locally as an expert on publicly recorded foreclosure and real estate sales data in Maricopa County. Mr. Ruff noted that he gave a presentation to the MAG POPTAC about a year ago. He said that pending foreclosures are declining daily. He reported that new construction is almost non-existent.

DJ Stapley asked if the dots on the foreclosure map represent every address. Anubhav Bagley replied that every address was geocoded from the data received from Information Market.

Dave Williams asked if this was a snapshot. Tom Ruff replied yes, it is a snapshot as of end of March 2010.

Thomas Ritz asked if Information Market anticipates other mortgage events through the period of the ARMs adjusting. Tom Ruff replied that he does not anticipate other events, ARM resets are not having an impact. It is an equity issue based on the bubble.

Rita Walton thanked Tom Ruff for sharing the information and supplying the data to MAG Information Services on a monthly basis. She said that based on this information, MAG staff makes maps every 6 months and would be happy to share these maps with member agencies. Jim Bacon asked if any analysis is available by municipality. Rita Walton replied yes. Tom Ruff offered to share his PowerPoint with any member of the POPTAC.

5. Census 2010 Updates

5a. Group Quarters Review for Arizona Department of Commerce

Jami Garrison said that at the May 2010 POPTAC meeting members were informed about a review of Group Quarters (50 or more people) being conducted by the State Department of Commerce for the Census Bureau. She thanked member agencies for providing feedback from this voluntary review.

5b. Census Technical Activities Debriefing

Heidi Bickart reported that in preparing for the 2010 Census MAG staff worked closely with member agency staff and Census Bureau staff to assist the Bureau in getting the best count possible for the region. Ms. Bickart reported that Attachment One is a debriefing for each technical geography program. She said she would share this file with US Census Bureau staff. She hoped that the information provided in the document would help planning efforts in the next decennial census.

David de la Torre suggested that the Census Bureau allow for electronic submissions during the LUCA review process.

5c. Data Collection Timeline and update

Heidi Bickart reported that Attachment Two in the agenda packet is an updated draft timeline of non-census data collection activities. She pointed out that the “due date” column has been split into two new columns: “member agency due date” and “MAG due date.” This will help members and MAG staff to keep informed on what data items are coming due. She said that there have been no additions to the timeline since the last meeting. Ongoing data collection efforts include land use information, employment and residential completions.

6. Data Collection Update

6a. Mixed-Use Land Use Review

Jason Howard said that MAG staff maintain a set of codes for all the land use datasets so that a common code can be applied throughout. Member agencies were requested to provide comments on mixed use land use classifications. This included the accuracy of the land use code that MAG assigned to each category among other things. The bulk of this review is nearly complete. He provided a summary of feedback received from member agencies. Jason Howard thanked the members for the information that has been received. He said that this information is very important to the MAG modeling process to have accurate breakdowns of mixed use from each MAG member agency.

6b. Employer Database

Jami Garrison said as reported at the last POPTAC meeting MAG finished the first draft of the 2009 Employer database and sent each member agency a copy of the draft data for their Municipal Planning Area (MPA) for them to review. She thanked those that provided feedback. With member agency input to the data MAG added 1,550 new employer records to the database, increasing the total employee count by a little over 33,000.

She noted that for those agencies that MAG has not heard back from, she will be sending out a follow up email this week.

6c. Major Developments Data Collection and Review

Jason Howard said MAG staff had completed a draft version of the Developments database with the intention of requesting a review this month. However, given the number of other datasets currently under review by the member agencies, the review of Developments will be postponed until the other ongoing reviews are complete.

7. Building and Employment Databases Project

Jami Garrison gave a presentation on the Building and Employment Databases Project discussing the project background, why it is important and providing an overview. In an effort to provide unified employment and building information for effective socioeconomic and transportation modeling inputs, MAG has initiated the Building and Employment Databases project. This project allows for the development and population of several building-based and employment-based inventory databases for the MAG region.

She said the Request for Proposals (RFP) was issued in early April. An evaluation team reviewed five proposals and a recommendation has been made. The contract should be awarded by end of

July and it is scheduled to be a 12 month project. Chris de Perro asked what the consultant is going to do and who is collecting the data. Jami Garrison replied that the consultant will be setting up the database model and collecting the data and setting up the linkages. Rita Walton said that if a member agency wishes to provide data they are welcome to do so.

Thomas Ritz asked if there is a table showing what data is available and how often the data is updated. Rita Walton said a table exists and can be supplied to any member agency. She said data is updated annually and sent to member agencies for review every 6 months.

Jim Bacon asked who the users of the product are and would someone pay for this information. Rita Walton said the primary purpose is to feed the MAG socioeconomic models and get a good handle on projections. She explained that this data will give MAG the employment at each CVS pharmacy, for example. Member agencies economic development departments and the Greater Phoenix Economic Council (GPEC) request employment information, so this project would enable MAG to provide better data to those agencies. She said that MAG does sell these datasets.

8. Arizona Department of Commerce Update

Anubhav Bagley stated that the Council of Technical Solutions (CTS) was established by the State Demographer at the Arizona Department of Commerce in February 2009. This group, created by Executive Order 2009-1, meets every month to discuss technical issues as related to population data, methods and processes. MAG is required to provide the State with data needed for the July 1, 2010 population estimates, even though it is a decennial Census year. He said data required includes annexations, group quarters and residential completions information and the request for this data will come from Heidi Bickart. He provided an update on the progress of the July 1, 2010 population estimates. He said the next set of projections is expected to be produced in 2012 as per the Executive Order. He noted that CTS is looking at doing state-wide and county projections. CTS is working with consultants on their new cohort survival model.

Thomas Ritz asked what impact the possible abolition of the State Department of Commerce (ADOC) will have on the population estimates. Anubhav Bagley said the research administration group at ADOC will reside somewhere at the State and fulfill its obligation of annual population estimates.

9. HUD Sustainable Communities Planning Grant Program

Amy St. Peter said the U.S. Department of Housing and Urban Development (HUD) is partnering with the U.S. Department of Transportation and the Environmental Protection Agency (EPA) to support the development of regional plans for sustainable development through the Sustainable Communities Planning Grant Program. She said on April 19, 2010, MAG Executive Committee directed MAG staff to gather information related to the program. In response, staff convened meetings with the officers of the MAG technical committees, potential community partners, and other councils of governments. She noted the purpose of this update is to solicit information about existing or imminent sustainability efforts that may support a regional application.

Amy St. Peter stated a planning inventory form was sent to the MAG POPTAC to collect information pertaining to the six livability principles set forth by HUD. The data collected on the form will create the foundation for a regional application, provide a way to identify gaps or opportunities for action, and establish a baseline to be used when measuring future progress. This activity will help prepare the region for the Sustainable Communities Planning Grant Program. She

said there is a great emphasis on collaboration and MAG needs to form strategic alliances to be very competitive to obtain a portion of the 100 million available from the grant. Forty grants are anticipated to be granted. She noted there has been discussion of applying on behalf of the sun corridor with 3 county input. She said the notice of funding availability has not been published yet.

Chris de Perro asked if this is a grant to do a plan. Amy St. Peter said these are grant funds to create a plan and added that there are 3 levels beginning with creating a plan, then creating an executable plan, and lastly executing the plan. Many different agencies have stated interest in working with MAG.

Jim Bacon asked for an explanation on the decision process over whether it will be a MAG region or sun corridor grant. Amy St. Peter replied that MAG has surveyed all member agencies and asked them if they plan to apply for grant funds on their own, are they supportive of MAG applying for the grant funds and are they supportive of MAG applying for grant funds as part of the sun corridor. She noted that some cities have stated they will apply for grant funding and all cities are supportive, with one city having concerns about the sun corridor application. She said MAG would not compete in any way with a member agency.

Thomas Ritz asked what the due date is for comments. Amy St. Peter replied that there is no due date for comments so comments can still be forwarded to her from any POPTAC member or member agency staff. She noted that this is not a one shot deal and comments can be sent and can be reassessed as we go through the process. She encouraged all to share their concerns.

Chris de Perro asked who was contacted at the member agency. Amy St. Peter replied that the intergovernmental liaison and city/town manager have been contacted.

Jim Bacon asked when the Notice of Funding Availability (NOFA) will appear. Amy St. Peter replied hopefully by end of summer.

10. Regional Updates

Mark Smith said the El Mirage Planning Commission held a public hearing for their General Plan update and it will go to city council on July 8th. Linda Edwards said the Town of Gilbert is prepared to send out their 60 day review for their 10 year General Plan update with comments due in September.

11. Next Meeting of the MAG POPTAC

Chairman Jim Bacon said the next meeting of the MAG POPTAC is scheduled for Tuesday, July 27, 2010 at 10:00 a.m.

The meeting adjourned at 11:07 a.m.

DRAFT		
MAG POPTAC Non-Census Timeline		
From July 2010 to December 2010		
Member Agency Due Date	MAG Due Date	Activity
Submit when the latest Plan or update is complete.		Submit General Plans for 60 day review.
Submit when Amendment is ready for review.		Submit Major General Plan Amendments for 60 day review.
Ongoing		Submit Minor General Plan Amendments, Area Plans and Development Master Plans/Community Master Plans and Amendments.
Ongoing		Submit Planned Area Developments/Planned Community Developments/Planned Residential Developments/Unit Planned Development/Final Plats and Reports.
Ongoing		Submit copy of C404 Form to MAG.
Ongoing		Submit Annexations to MAG as they occur.
July, 2010		Submit public employment data for MAG Employer Database 2010.
July, 2010		Submit Q2 residential completions to MAG.
July, 2010	July, 2010	MAG sends jurisdictions draft annexations between April 1, 2010 to June 30, 2010 for July 1 ADOC Estimates. Jurisdictions verify and provide number of units.
July, 2010		Submit population in group quarters to MAG for ADOC July 1, 2010 Estimates.
	July, 2010	MAG submits Group Quarters update to ADOC.
	July/August, 2010	MAG sends draft developments database for review
August/September, 2010		Submit updates/comments to MAG on the draft developments database.
	August, 2010	MAG submits annexations that take place from April 1, 2010 thru June 30, 2010 to ADOC for July 1 ADOC Estimates.
October, 2010		Submit Q3 residential completions to MAG.

Draft - Maricopa Association of Governments
Information Services Major Data Collection Schedule

Description	Data Collection	Collection From	Data Review	Review By	Final Product
MPA/RAZ/TAZ boundaries	ongoing	MAG member agencies	prior to projections	MAG member agencies	January, July
City boundary (Incorporated Area)	January, July	Maricopa County	with annexation request	MAG member agencies	January, July
Zipcode Boundaries	July	USPS		MAG	July
Census boundary		Census Bureau			July 2010
Census data	ongoing	Census Bureau			As released
Street network	quarterly	Maricopa County / MAG		MAG	quarterly
Residential completions	quarterly	MAG member agencies	as needed	MAG member agencies	July, December
Residential permits	monthly	Arizona State University		MAG	as needed
Nonresidential permits	monthly	Proprietary database (not distributable by MAG)		MAG	prior to projections
Aerial Imagery	July	Annual Invitation for Bid (IFB)		MAG evaluation group	October
Existing land use	February	MAG member agencies	April/May	MAG member agencies	July
General Plan/amendments	January	MAG member agencies	April/May	MAG member agencies	July
State lands conceptual plans	January	Arizona State Land Dept	in conjunction with General Plans	MAG member agencies	July
Developments (Major Developments, Subdivisions and Subdivisions - parts)	ongoing	MAG member agencies	Review developments in July/August	MAG member agencies	December
Employer database	July	Trip Reduction Program, proprietary databases (QCEW data not distributable by MAG)	December	MAG member agencies	March
Educational Institutions (All - schools/post high school/private/public)	January	Primary research	prior to projections	MAG member agencies	prior to projections
Major group quarters	July	MAG member agencies	prior to estimates	MAG	
RV/Mobile Home Parks	prior to projections	Primary research	prior to projections	MAG member agencies	prior to projections
Annexations	March, July	MAG member agencies, Maricopa County	prior to estimates	MAG member agencies	
Hotels / Motels	prior to projections	Primary research	prior to projections	MAG member agencies	prior to projections
Age restricted communities	prior to projections	MAG member agencies	prior to projections	MAG member agencies	prior to projections
Commercial, Residential and Apartment Masters. Secured, personal property and subdivision files)	February, August	Maricopa County proprietary databases (not distributable by MAG)		MAG	July, December
Property value/sales data (current and historic)	monthly	Proprietary database (not distributable by MAG)		MAG	
Foreclosure data (current and historic)	monthly	Proprietary database (not distributable by MAG)		MAG	Maps and analysis available in October, April
IRS Migration data (current and historic)	December			MAG	
Job Centers	September (odd years)	MAG member agencies	November (odd years)	MAG	December (odd years)
State GIS Data (from ALRIS - Land ownership, city boundaries, Indian communities, roads, water etc.)	December	Proprietary database (not distributable by MAG)		MAG	

Keith E. Russell, MAI
Assessor



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Maricopa County

ANNOUNCING

Effective August 1, 2010

Discontinuation of Accelerated Property Splits and New Subdivisions

In 2004, to better serve the citizens of Maricopa County, the Maricopa County Assessor's Office implemented a free service to accelerate Property Splits and new Subdivisions with accurate and prompt assignment of new Assessor Parcel Numbers (APN's).

This service was implemented to meet the high demand of rapid development within the County for the purposes of obtaining construction and building permits. Strict deed and plot plan criteria were required in order to complete the service and issue new APN's.

With the down turn in land development in the recent years, the Assessor Office has seen a drastic decline in requests for which the service was originally created and a greater deviation from its original purpose. The demands to better steward our diminishing resources coupled with our abilities to provide the normal business splits and subdivision functions within a four week time frame, has prompted this Office to discontinue the service.

On August 1st 2010 the Maricopa County Assessor's Office will discontinue the free service to Accelerate Property Splits and new Subdivisions.

Although we are discontinuing this service, we are committed to provide optimal service. This Office will review cases with compelling circumstances on a case by case basis, and within resource capabilities.

If you have any concerns, please feel free to contact GIS Support at 602-506-8724, extension #4 (Splits/Combine or Title problems).



[About AZ LTAP](#) [Services](#) [Calendar](#) [Contributing Agency](#) [Library](#) [Forms](#)

Course Descriptions

Course Title	Type/ Hours	Description
AASHTO LRFR Bridge Specifications	WS 8 hours	This one-day bridge load rating seminar is sponsored by the Federal Highway Administration in cooperation with the Arizona Department of Transportation. The seminar will provide guidance on implementing the ASHTO Load and Resistance Factor Rating (LRFR) methodology for bridges designed with the AASHTO LRFD Specifications as well as bridges designed in accordance with previous versions of the AASHTO Standard Specifications.
Administration of FHWA Planning Grants	WS 16 hours	This training covers the responsibilities of and relationships among Federal, State, and local agencies involved in the administration of FHWA planning and research funds to States and State subgrants to metropolitan planning organizations (MPO) and local governments. It provides a forum for discussion of the Federal requirements associated with the administration of FHWA planning and research funds. In addition, the training touches on allowable costs, cost allocation plans, and audit requirements.
Arc GIS Desktop II: Tools & Functionality (formerly called ArcGIS I)	WS 24 hours	ArcGIS Desktop II will teach the range of functionality available in ArcGIS Desktop 9.3 and the essential tools for visualizing, creating, managing, and analyzing geographic data.
Arc GIS Desktop III; GIS Workflow & Analysis (formerly called ArcGIS II)	WS 16 hours	ArcGIS Desktop III will include how to apply ArcGIS tools in a workflow context with a focus on working with data stored in a geodatabase and performing geo processing and analysis. Exercises will include how to organize and edit data stored in a geodatabase, prepare data for analysis, create and edit geoprocessing models using ModelBuilder, and work through a challenging analysis project.

<p>Asphalt Pavement Maintenance</p>	<p>WS 8 hours</p>	<p>TOPICS: The Case for Preventive Maintenance , Engineering a Preventive maintenance Program, Materials for Preventive Maintenance, Fog Seals and Rejuvenators, Chip Seal, Slurry Seal and Micro-Surfacing, Thin Hot-Mix Asphalt Overlays (Conventional, Asphalt Rubber, Novachip, etc.), Crack Treatments for Asphalt Pavements</p>
<p>Basic Materials</p>	<p>WS 8 hours</p>	<p>The course is designed to introduce public works employees and construction personnel to various types of asphalt and soils along with their use and application.</p> <p>The course generally includes content regarding: Soils types, Atterberg limits, moisture content, compaction, field measurement of moisture content, density and smoothness, Aggregates (sources, uses, important properties, compaction, handling), Asphalt and hot mix asphalt (asphalt types, paving applications, grades, hot mix asphalt, preparation of existing surface, HMA production, transportation, placement and compaction, additive, fabrics, recycling), Concrete (ingredients, mixing, placing, handling, workability, curing, compressive and flexure strength, admixtures).</p>
<p>Basic Relocation Under the Uniform Act</p>	<p>WS 24 hours</p>	<p>The course is designed for the beginning relocation agent or for those persons interested in a basic knowledge of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (Uniform Act). The purpose is to answer questions, meet technical needs, and broaden the knowledge of those engaged in the relocation of persons displaced as a result of a Federal or Federally-funded project. The course covers all functional areas of the relocation assistance program, with emphasis on residential displacements.</p>
<p>Basic Work Zone Traffic Control / Flagger</p>	<p>WS 8 hours</p>	<p>This course will give the participant an introduction to Part VI of the Manual on Uniform Traffic Control Devices with exposure to typical applications of various traffic control devices. The topics of discussion will include: Work Zone Safety, signs and signing applications, work zone set up, types of work zones, and Flagging procedures.</p>
<p>Certified Payroll Workshop (Contractor Pay)</p>	<p>WS 8 hours</p>	<p>The Workshop covers the Davis-Bacon And Related Acts (DBRA) law, history and application on ADOT Federal Aid construction contracts. It details the conditions (work, location, etc.) for the application of prevailing wages. Both Certified Payrolls and Weekly Statements of Compliance are explained thoroughly. Additionally, related construction forms and processes are covered which include Apprenticeships, and Subcontractor Requests.</p> <p>The course is intended for Field Office staff and contractor employees responsible for submitting and reviewing certified payrolls. It is of benefit to construction staff that have responsibility for contractor compliance with respect to prevailing wages. Local agency and FHWA personnel can benefit from the background information provided.</p>
<p>Construction Maintenance Safety</p>	<p>WS 8 hours</p>	<p>Training to help tackle some of the key areas of opportunity for preventing accidents in the road construction and maintenance environment should be a primary concern for any transportation official. Recognizing the high percentage of injuries happen to employees, safety orientation and continual education are primary components. This course is designed to address those concerns and enlighten the employee on safety practices and procedures.</p>
<p>Countermeasure Design for Bridge Scour and Stream Instability</p>	<p>WS 20 hours</p>	<p>This course provides an overview of countermeasures to highway related failures from the effects of stream instability, scour, erosion, and stream aggradation and degradation problems. Material for the 2.5 day course comes primarily from Hydraulic Engineering Circular (HEC) "Bridge Scour and Stream Instability Countermeasures-Experience, Selection, and Design Guidance" (HEC-23).</p> <p>Given a stream instability and scour problem, participants will select appropriate countermeasures to correct the problem. The course provides training in recommended strategies for developing a plan that includes appropriate countermeasures, including alternatives to conventional riprap and filter design.</p> <p>Participants will apply hydraulics analysis techniques to countermeasure design for seven design guideline workshops. The course provides an introduction to fixed and portable instrumentation for scour monitoring using slides and video demonstrations. Participants will receive training in designing a monitoring program to reduce the risk from scour.</p>
<p>Drilled Shafts NHI -132014</p>	<p>WS 24 hours</p>	<p>Drilled shafts are an alternate type of deep foundation that may be more cost effective and perform better than other types of deep foundations in bridge piers at river crossings and in retrofit operations, high-mast lighting, earth retaining structures, single-column piers, and similar applications. This course provides participants with specific technical guidance on all aspects of designing, installing, and monitoring the construction of drilled shafts. The lessons address the following topics: applications,</p>

		<p>advantages, and disadvantages of drilled shafts for transportation structure foundations; general requirements for subsurface investigations; construction methods; construction case histories; construction specifications; principles of designing drilled shafts for axial and lateral loading; expansive soils, downdrag, and similar effects; load testing; inspection; integrity testing; repair and retrofit of defective shafts; and cost estimation. The participants will receive a comprehensive reference manual on drilled shaft construction and design used by engineers who perform detailed designs of drilled shafts, write construction specifications, and evaluate the performance of contractors through a comprehensive inspection program.</p> <p>The target audience for this course includes geotechnical engineers, bridge designers, and resident engineers. The course embraces both construction and design, and it is important that all participants attend all lessons, not just those in their immediate areas of interest. A key issue is how the details of construction affect the way in which a drilled shaft should be designed and how the intent of the design affects inspection. Participants are expected to have a degree in engineering for which they have passed an undergraduate course in soil mechanics and/or have successfully completed NHI course FHWA-NHI-132012 Soils and Foundations Workshop. This course is intended for field or laboratory personnel with a background in engineering.</p>
Erosion Control Coordinator Training	WS 16 hours	<p>This comprehensive 16-hour training class objective is to give the participant a knowledge base on storm water pollution, regulations and best management practices (BMPs). The course will include potential storm water pollution sources and effects associated with construction activity. The appropriate methods of erosion and sedimentation control will be presented as well as use of BMPs to control erosion and sedimentation pollutants discharged into waterways. Post construction BMPs, inspection techniques and a checklist for inspections will be reviewed. The class will conduct a mock inspection exercise and fill out the inspection forms using photo images to represent field conditions. Maintenance of the BMPs along with a section on storm water monitoring for construction sites within a ¼ mile of a unique / impaired waterway will also be presented.</p>
Federal Aid Highways 101	WS 16 hours	<p>During this time of economic expansion and growth, there are dramatic workforce changes taking place. Given the increasing demand by our partners and customers, it is critical to develop the knowledge of State DOT employees in the area of the Federal-aid highway development processes and regulations. Therefore, the overall course goal is to provide participants with an overview of the key elements of the Federal-Aid Highway Program. Specifically, this course focuses on general requirements and laws that govern the Federal-Aid Highway Program; processes and procedures followed in the entire project development process, including financing, planning, environment, right of way, highway and bridge design, construction, operations/ITS, maintenance, and technology; and identifying flexibility inherent in the Federal-Aid Program.</p>
FEMA Workshop-Floodplain Training	WS 8 hours	<p>The Floodplain Training class provides information to the learner regarding: FEMA Regulations and Policies, State Regulations and Policies, FHWA Regulations on Coordination with FEMA, Terminology and The process of preparing a Letter of Map change.</p> <p>The training is conducted by a FEMA regional engineer, the state NFIP coordinator, and a FHWA Resource Center Hydraulic Engineer. The primary objective: Learner will know what must be done to coordinate with FEMA Regarding development in a floodplain.</p>
Flagger Recertification	WS 4 hours	<p>Participants will be trained in fundamental concepts, usage, and procedures to ensure MUTCD compliance. They will receive comprehensive training from a qualified, experienced instructor. Knowledge of pertinent government regulations and knowledge of required equipment. Training in different types of traffic patterns. Training in approved flagging methods. In addition, the materials and information provided will include Part 1, 5, 6 of the Manual on Uniform Traffic Control Devices, Flagging Handbook and Certification Card.</p>
HEC-RAS River Analysis	WS 24 hours	<p>HEC-RAS is a computer program designed as the successor to the U.S. Army Corps of Engineerings' Hydraulic Engineering Circular HEC-2, Water Surface Profiles program (WSPRO). The program incorporates the Standard Step Method for Water Surface Profile computations, bridge hydraulics, including the method presented in WSPRO, culvert hydraulics, flood encroachments, design of open channel flow, analyzing split flow options and sub- and supercritical flow computations. The program can be used to compute bridge pier and abutment scour following the HEC-18 guidelines. The program is Windows-based and uses a graphical user interface user interface for file management, data entry and editing, program execution and output display. It provides easy conversion from English to metric units and vice versa.</p>

<p>InRoads XM Essentials</p>	<p>WS 40 hours</p>	<p>InRoads XM Essentials training course consisting of 5 days of hands on training covering the essential functionality of InRoads, from introductory to intermediate material, together with instructor lead advanced topic discussion throughout the training session.</p> <p>This training is geared toward educating the student in such areas as vertical alignments, creating templates, superelevations, and plan and profile generator to name a few.</p> <p>The prerequisite for this training class should consist of the student having knowledge of civil transportation design concepts together with MicroStation essentials training. Previous InRoads training is a plus for students attending InRoads XM essentials.</p>
<p>Internal Control & Sub-Recipient Responsibilities</p>	<p>WS 12 hours</p>	<p>Internal Control (Half Day) * Defined, * Importance - Why Have Them?, * Internal Control Components, * Internal Control Elements associated with each Component, * Practical Examples and Application of Internal Controls</p> <p>Federal-Aid Grant Recipient and Sub-Recipient Responsibilities for State and Local Governments (One Day with concentration on FHWA Federal-aid) * Distinction between Recipient and Sub-Recipient, * Distinction between Sub-Recipient and Vendors, * Roles and Responsibilities, * Administrative, Programmatic, and Other Requirements, * Relationship of OMB Circulars, * Applicability of OMB Circulars, * Basic Guidelines, * Composition of Cost, * Direct and Indirect Cost</p>
<p>Introduction to Geo Processing Scripts Using Python</p>	<p>WS 16 hours</p>	<p>The ArcGIS® geo processing framework includes a scripting environment, and Python is the scripting language included with ArcGIS. This course introduces the Python scripting language and shows how it can be used to access and automate geoprocessing functionality. Students learn Python scripting syntax, and then begin writing scripts to automate geoprocessing operations. Students also learn how to incorporate Python scripts as custom tools in ArcToolbox.</p> <p>This course is designed for experienced ArcGIS users who want to learn how to automate everyday processes or create complex analytical scripts. ARC Macro Language (AML™) and Avenue™ programmers who want to write scripts for ArcGIS will also find the course of interest</p> <p>Prerequisite: Students should have completed Introduction to ArcGIS I or Learning ArcGIS Desktop and Introduction to ArcGIS II or have equivalent knowledge. Basic programming skills, such as using loops and conditional statements, are also required.</p>
<p>Introduction to Survey and Grade Checking</p>	<p>RS I 16 hours</p>	<p>This course introduces the student to the basic surveying tools, techniques, terminologies and mathematics necessary to perform the duties of a field inspector, transportation construction tradesmen or equipment operator. This course is 16 hours in length and includes actual field lab exercises where the student has an opportunity to practice topics covered in the classroom. This course includes practice problems with each section and a pre and post course test.</p>
<p>Linking Freight to Planning & Environment (NHI 139005)</p>	<p>WS 16 hours</p>	<p>Linking Freight to Planning and the Environment is a two-day course designed to assist public and private sector transportation planners and engineers, environmental planners, and freight planners in the public and private sectors better address and more effectively integrate freight and environment considerations in the public sector planning and project development processes. The course will also emphasize applicable and recent case studies from all modes to demonstrate the range of practices that are available to small, medium and large MPOs and urban and rural state DOTs, as well as exercises on analysis techniques and tool application.</p>
<p>Load and Resistance Factor Design (LRFD) Seismic Bridge Design Workshop</p>	<p>WS 8 hours</p>	<p>The American Association of State Highway and Transportation Officials (AASHTO) recently approved two major changes to the seismic design of highway bridges. The first updates seismic provisions in the AASHTO LRFD Bridge Design Specifications, and the second adopts a new Guide Specification for LRFD Seismic Bridge Design.</p>
<p>Maintenance Math</p>	<p>RS I 8 hours</p>	<p>A refresher and beginner course for public work employees. The course teaches the student in calculating areas, volumes, rates, costs, and solving common maintenance problems encountered in the field of public works.</p>
<p>NEPA and Transportation Decision Making</p>	<p>WS 24 hours</p>	<p>This course considers FHWA's policies and procedures for applying the National Environmental Policy Act (NEPA) to the project development and decision-making processes related to transportation facilities. The course examines the evolution of environmental policy and the integration of social, environmental, and economic factors into the framework of laws, regulations, policies, and guidance, which assist in</p>

		<p>achieving a decision on a transportation project that is in the best overall public interest.</p> <p>The course emphasizes using the Council on Environmental Quality and FHWA's regulations and guidance for implementing NEPA and Section 4(f) of the Department of Transportation Act, as well as initiatives for interagency coordination and streamlining the project development process. Also emphasized are public involvement, Title VI/Environmental Justice, FHWA's policy for mitigation and enhancement, and the role of transportation in achieving sustainable development.</p>
Pavement Subsurface Drainage Design	WS 16 hours	<p>Upon Completion of the training, participants will be able to:</p> <ul style="list-style-type: none"> -Design subsurface drainage systems for new and existing portland cement concrete (PCC) and asphalt concrete (AC) pavements. -Assist in developing plans, specifications, and estimates for subsurface drainage system projects. -Develop monitoring and maintenance programs for pavements with subsurface drainage systems.
River Engineering for Highway Encroachments	WS 24 hours	<p>The course provides training in the theory and application of alluvial channel flow, fluvial geomorphology, sediment transport, and river mechanics to the planning, location, design, construction, maintenance, and operations of highways. Materials for this course comes from "Hydraulic Design Series 6 (HDS-6): River Engineering for Highway Encroachments- Highways in the River Environment." The course includes detailed coverage on how to estimate rates of sediment transport by selecting appropriate equations for use in the computations. Additional topics include sediment properties and sediment measurement techniques. Case histories provide practical examples of problems that occur at highway crossings and encroachments of streams and rivers. A computer generated 360- degree virtual tour site visit is used for a comprehensive workshop. Example problems in sediment transport will be worked by the course participants.</p>
Safety Inspection of In-Service Bridges	WS 80 hours	<p>This course is based on the "Bridge Inspector's Reference Manual" and provides training on the safety inspection of in-service highway bridges. Satisfactory completion of this course will fulfill the training requirements of the National Bridge Inspection Standards (NBIS) for a comprehensive training course.</p>
Safety in the Workplace	RS I 8 hours	<p>This is general safety training required by OSHA and MSHA. the segments covered apply to all work environments, from office to shop to field. Employees will learn how to work more safely and why they should. Areas covered are fire safety, housekeeping, proper lifting, bloodborne pathogens, and hazardous communications. Employees benefit by having a reduction in accidents and loss time injuries.</p>
Shallow Foundations NHI-132037)	WS 16 hours	<p>This course provides transportation earthwork professionals with the necessary skills to design shallow foundations for transportation applications and to consider the construction and inspection implications of the design.</p>
Signing and Striping	RS I 8 hours	<p>The course is designed to give the student a basic overview of signing and striping as per the Manual of Uniform Traffic Control Devices. Types of signs, pavement marking and their installation.</p>
Soil Slope Embankment Design & Construction (NHI-132033)	WS 24 hours	<p>This course covers important aspects associated with the design and construction of soil slopes and embankments. It is intended to provide transportation earthwork professionals with knowledge to recognize potential problems with soil slope/embankment stability and deformation in transportation projects. Participants will develop the skills necessary to design and evaluate soil slopes and embankments and learn about the implications for construction and inspections. The course embraces both design and construction. It is important for all participants to attend all lessons, not just those in their immediate areas of interest.</p>
Stream Stability & Scour at Highway Bridges	WS 24 hours	<p>This course provides comprehensive training in the prevention of hydraulic- related failures of highway bridge. The effects of stream instability, scour, erosion, and stream aggradation and degradation are covered. Materials for the 3-day course comes primarily from two Hydraulic Engineering Circulars (HEC), "Evaluating Scour at Bridges" (HEC-18), and " Stream Stability at Highway Structures" (HEC-20).</p>

Systems Engineering for ITS Workshop	WS 16 hours	<p>This two day workshop includes two parts:</p> <p>Systems Engineering Training- Learn about systems engineering, moving from general concepts to the specifics of how systems engineering is being used for actual transportation projects.</p> <p>Process Improvement Review- The workshop participants apply what they learned about systems engineering to their own project delivery process. The existing project delivery process and sample project deliverables are reviewed and discussed. Facilitators and participants will work together to develop a set of process improvement recommendations. Workshop participants will meet on the morning of the last day to discuss and refine preliminary recommendations.</p>
Technical Math	WS 16 hours	Designed to give an applied introduction to solving technical math problems, both in and out of the field.
Tire Pavement Noise 101	WS 8 hours	<p>Workshop Objectives</p> <ul style="list-style-type: none"> -To educate noise practitioners on the fundamentals of pavements. -To educate pavement practitioners on the fundamentals of noise. -To understand tire-pavement noise and how it fits into the bigger picture. -To understand the fundamentals of measuring and interpreting noise. -To examine current practices for designing and constructing quieter pavements. -To learn of research and policy directions related to tire-pavement noise.
Two-Way Radio and Effective Communication	RS I 8 hours	<p>The Two Way Radio course is designed to give transportation industry personnel the basic knowledge of proper 2-way radio procedures for their agency and the FCC. Topics covered are the general use of a two-way radio system, tower systems, 10 codes, phonetic codes, rules and regulations. Accident reporting and recommended procedures is briefly discussed.</p> <p>Effective Communications is intended to provide highway officials some basic guidelines for talking with and getting along effectively with the public, the media, their local governing boards, and each other. Topics include basic communication skills and tools for effective communications; how to use these tools to communicate successfully in specific situations; how to communicate with the media so that you control your news; how to control anger when dealing with irate citizens; how to develop and use good telephone habits to ensure effective communications with your public; and how a good boss communicates with employees.</p>
Urban Drainage Design	WS 32 hours	This course provides a detailed introduction to urban roadway drainage design. Design guidance for solving basic problems encountered in urban roadway drainage design is provided. The topics are hydrology including rational equation, soil conservation method, regression equations, and synthetic hydrographs; and highway drainage including gutter flow, roadway inlet interception, storm drain systems, energy and hydraulic grade lines, detention ponds, and storm water management.
Work Zone Traffic Control II	WS 8 hours	Those enrolled must complete Work Zone I prior to taking this class. Participants will receive instruction in Legal Liability, and Inspection and Maintenance. During the class there will be 2 breakout sessions where participants will plan and demonstrate traffic control set-ups.

WS= Workshop DL= Downlink RS I= Road Scholar Level I Course RS II= Road Scholar Level II Course

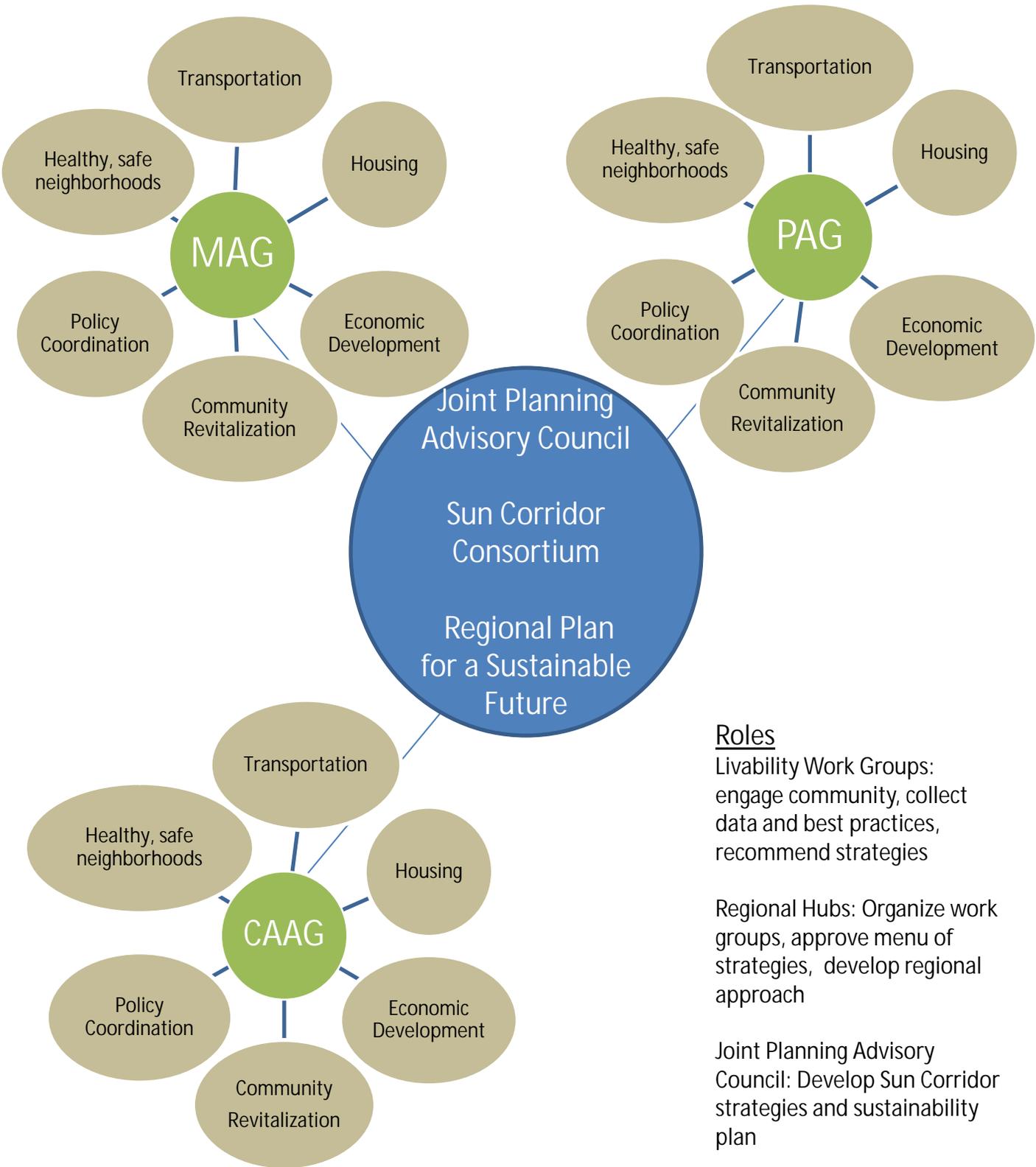
Reminder for **CPR/First Aid** classes, the fee is \$10 for Contributing Agencies and \$45 for Non-Contributing Agencies

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Sun Corridor Consortium



Roles

Livability Work Groups: engage community, collect data and best practices, recommend strategies

Regional Hubs: Organize work groups, approve menu of strategies, develop regional approach

Joint Planning Advisory Council: Develop Sun Corridor strategies and sustainability plan