

FINAL MEETING MINUTES
MARICOPA ASSOCIATION OF GOVERNMENTS
TRANSIT COMMITTEE

Tuesday January 19, 2016
Maricopa Association of Governments; Saguaro Room;
302 N. 1st Avenue, Suite 200
Phoenix, Arizona

MEMBERS ATTENDING

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| *ADOT: Mike Normand | *Paradise Valley: Jeremy Knapp |
| Avondale: Kristen Taylor, Vice Chair | *Peoria: Stuart Kent |
| #Buckeye: Sean Banda for Andrea Marquez | Phoenix: Maria Hyatt, Chair |
| #Chandler: Jason Crampton for RJ Zeder | #Queen Creek: Cari Weckerly for |
| El Mirage: Jose Macias | Mohamed Youssef |
| Gilbert: Kristin Myers | Scottsdale: Gregory P. Davies for |
| Glendale: Debbie Albert | Madeline Clemann |
| Goodyear: Cato Esquivel | *Surprise: Martín Lucero |
| #Maricopa: David Maestas | #Tempe: Robert Yabes |
| *Maricopa County DOT: Denise Lacey | *Tolleson: Jason Earp |
| Mesa: Jeff Martin for Jodi Sorrell | Valley Metro: Abhi Dayal for Wulf Grote |
| | #Youngtown: Grant Anderson |

* Members neither present nor represented by proxy.

Participated (or attended) by teleconference
+ Participated (or attended) by videoconference

OTHERS PRESENT

Audra Koester Thomas, MAG
Marc Pearsall, MAG
Alice Chen, MAG
Teri Kennedy, MAG

Stephanie Child, Phoenix
Ken Kessler, Phoenix
Vivian Ybanez, Phoenix
Deron Lozano, AECOM
Mark Wavering, Gannett Fleming

1. Call to Order

The meeting was called to order at 3:03 p.m. by Chair Maria Hyatt. She welcomed everyone in attendance and announced that a quorum was present. She noted that several members were joining the meeting by teleconference: Sean Banda of Buckeye, Jason Crampton of Chandler, David Maestas of Maricopa, Cari Weckerly of Queen Creek, Robert Yabes of Tempe and Grant Anderson of Youngtown. She asked if there were any public comment cards, and there being none, proceeded to the next item on the agenda.

2. Approval of Draft October 8, 2015 Meeting Minutes

Chair Hyatt inquired if there were any comments or corrections to the Draft October 8, 2015 Minutes. Hearing no further comments, she called for a motion on the Draft October 8, 2015 Minutes. Jeff Martin of Mesa moved to approve the motion, Kristin Myers of Gilbert seconded, and the motion passed unanimously. Chair Hyatt then proceeded to the next item on the agenda.

3. Call to the Audience

Chair Hyatt stated that she had not received any request to speak cards from the audience and moved onto the next item on the agenda.

4. Transit Planning Report

Chair Hyatt introduced the new MAG Transit Planning Project Manager, Audra Koester Thomas by presenting her biography. Ms. Koester Thomas then proceeded to brief the Committee with the Transit Planning Report. She noted that she had several items to report on with recent transit planning activities and followup for previous agenda items.

She stated that on December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act, or "FAST Act." It was the first law enacted in over ten years that provided long-term funding certainty for surface transportation, meaning states and local governments can move forward with critical transportation projects, like new highways and transit lines, with the confidence that they will have a federal partner over the long term. Overall, the FAST Act largely maintained current program structures and funding shares between highways and transit. It was considered a down-payment for building a 21st century transportation system, increasing funding by 11 percent over five years. The FAST ACT also provided Arizona approximately \$3.8 billion, an increase of a few hundred million per year from the previous MAP-21 program.

She then noted a few items of interest from the upcoming calendar: Arizona's 29th Annual Transit Conference would be presented by AzTA & ADOT in Flagstaff, AZ at the High Country Conference Center on April 10-12, 2016. She said there was a training opportunity as well: TSI's Transit Safety/Safety Management Systems would take place in Phoenix, AZ on June 22-24, 2016.

She concluded by stating that ADOT staff was in preliminary review of the 5304 'Local Rural/Small Urban' Grant Applications that MAG and other COG/MPOs submitted in December 2015. ADOT was also expecting the next FTA Grant Applications Call for Projects and the requisite information workshop to occur sometime in February 2016.

Chair Hyatt thanked Ms. Koester Thomas and again welcomed her to MAG. She asked if there were further questions or comments regarding the agenda item. Hearing no further comments, Chair Hyatt proceeded to the next item on the agenda.

5. Regional Transit Survey Review

Chair Hyatt invited Alice Chen of MAG to present on the item. Ms. Chen explained a brief background regarding the Regional Transit Survey Review.

She noted that in Fiscal Year 2016, MAG staff, in coordination with the MAG Transit Committee, the City of Phoenix/ designated grant recipient and Valley Metro/RPTA would be developing the FY 2016 Program of Projects (POP) and FY 2017-2021 Transportation Improvement Program (TIP). The programming principles would follow the guidelines approved by the MAG Regional Council on March 27, 2013, last amended on May 27, 2015. She stated that to better understand the transit needs of the member agencies, MAG sent out a survey on August 24, 2015 to the Transit Committee members with a requested return date of September 24, 2015. Then at the October 8, 2015 Transit Committee meeting, the members requested an additional two weeks for agencies to respond to the survey, with all surveys requested back to MAG by October 22, 2015. The findings of the survey were included in the handouts as she referred to the presentation.

She then proceeded to briefly review the TIP development schedule: November & December 2015: no meeting was held; January 19: the final survey results; February 16: review of funding strategies/programming priorities; March 8: the regionally significant facilities schedules were defined; March 15: prioritization of projects; April 19: review draft POP/TLCP funded projects; May 17: recommend the approval of draft POP & draft FY 2017-2021 Transportation Improvement Program (TIP); June 6-7, 2016: hold public hearing on the Draft FY2017-2021 TIP, POP, and AQCA; and then wrap up on June 22, 2016 at Regional Council with: TIP, AQCA, and POP approval expected.

Ms. Chen then explained the details and purpose of the Regional Transit Survey. Some elements of the survey were to gain perspective on regional & local needs; categorize needs & priorities; short-term: immediate implementation; mid-term - identify regional process (as needed); long-term & beyond; long range transit plan update; next RTP (new revenues); TIGER or other state/national competitive grants. She then denoted some of the survey assumptions: not all needs/requests were submitted; not all projects/needs can be funded with current revenues; and cost estimates by category. Ms. Chen completed her presentation overview and invited the committee members to engage the process as she updated the interactive spreadsheet.

Chair Hyatt thanked Ms. Chen and asked the if there were any comments or input from members. Ms. Taylor of Avondale inquired about bus pullout capital, Chair Hyatt explained the need for bus stop management software, and Ms. Chen of MAG discussed the upcoming ADA bus stop study Valley Metro and MAG and that the information would be valuable to member agencies. Additional comments were made by Ms. Chen and Mr. Banda of Buckeye about park and rides, shade structures and canopies, and the Avondale-Goodyear UZA funding availabilities. Light rail vehicle appropriation and corridor re-prioritization was also discussed.

Chair Hyatt again thanked the members and asked if there were further questions or comments regarding the agenda item. Hearing none, she proceeded to the next item on the agenda.

6. Grand Ave Transit Feasibility Study Update

Chair Hyatt invited Abhishek Dayal of Valley Metro to present on the item. He then provided an overview and update of the goals, tasks and next steps for the current Valley Metro - Grand Avenue Transit Feasibility Study.

Mr. Dayal stated that the study area encompassed the 25-mile Grand Avenue corridor from the area just northwest of downtown Phoenix to Loop 303 in Surprise. He added that the project goals included: building transit ridership within the corridor, using intersecting and parallel routes to increase linkages; address transit operational issues along the corridor; and evaluate alternatives ranging from enhanced bus operating in mixed traffic to Bus Rapid Transit (BRT) operating in dedicated transit lanes. Further goals included recommend short, mid, and long-term transit options for the corridor and recognizing the long-term objective of commuter rail per the MAG COMPASS Framework Study and MAG Commuter Rail System Study of 2010. He then explained existing transit conditions; which featured no all-day, two-way bus service on Grand Ave, and only peak hour service (Route 571, Grand Ave. Limited). He also added that the corridor's physical characteristics made it a deficient environment for transit operations that tend toward low average daily ridership.

He then summarized the project tasks for the duration of the study. They included: documentation of existing conditions; analysis of transit opportunities/constraints; develop of short, mid, and long-term transit scenarios; provide a cost analysis and identify funding opportunities; review of potential transit scenarios, including: short term - peak period service, restructuring of existing services and addition of new service; mid term - establishment of peak period service, all-day limited stop service, long term - peak period express service, BRT, and all-day limited stop service with a provision for building ridership towards potential commuter rail service. He then explained the definition of BRT. He added that it was traditionally an all day service, with stops every 1–5 miles. It required significant infrastructure investment such as dedicated travel lanes, park-and-ride lots, traffic signal priority with unique bus stops.

Mr. Dayal stated that the study had been seeking input and review by the Grand Avenue Committee, a group consisting of Valley Metro member agency representatives from communities along the corridor. They had been reviewing results and providing guidance on the study's overall direction in a series of meetings since fall 2015, with additional meetings planned in spring 2016. The next steps included short, mid, and long-term service options with a conclusion to the study by mid-2016.

Chair Hyatt again thanked Mr. Dayal for the presentation and asked if there were any questions or comments from the members regarding the agenda item. Mr. Dayal added some clarifying comments regarding a combined Route 571. Ms. Albert commented that it was City of Glendale's official position that they would not support any conversions of General Purpose (GP) lanes into dedicated bus-only lanes for BRT, as this would limit the capacity for Grand Avenue traffic.

Chair Hyatt again thanked the members and asked if there were further questions or comments regarding the agenda item. Hearing none, she proceeded to the next item on the agenda.

7.National Transit Database (NTD) Presentation

Chair Hyatt advised that the NTD presentation had been requested back in the fall of 2015 and that the City was pleased to be able to share the information. She then invited Mr. Ken Kessler of City of Phoenix to present on the item. He noted that he would provide a brief, but highly detailed presentation on NTD reporting requirements, which traditionally apply to agencies that operate transit service. He added that other information would include data types for reporting and how they are utilized by the Federal Transit Administration, as the FTA promotes the importance of all regional operating entities to collect and report accurate data. He then referred to his presentation.

Mr. Kessler began with a summary of the forty-year history of the National Transit Database. He stated that it was established by congress in 1974 under Title 49 Section 15 as a primary source for information and statistics on U.S. transit systems. The annual NTD report to congress factored service and safety for 5307 & 5311 recipients. The annual report for NTD data was also used to apportion funds.

He then explained the NTD report and the online reporting system. Those were submitted annually from Oct. 31 for June 30 FY and featured a sampling or 100% count for validation and closeout process by mode and types of service. He also explained the manual, which featured data forms, identification, financial, asset, service, resource, federal funding allocation statistics and CEO Certification forms.

Mr. Kessler then highlighted specific forms for different areas: Identification Form (B) included the reporter name, NTD ID, organization type, UZA's served, service area, service area population, contractual relationships, transit service contracts, type of contract, and key financial and operational characteristics. For Financial Form (F), these included the sources of funds, fares, other advertising and concessions, local government – general, dedicated transit; state government – general, dedicated transit; and federal government – by FTA program. Additionally, funds expended on capital (asset type: admin bldg., maint, bldg., rev. vehicle, etc.), funds expended on operations, vehicle operations, vehicle maintenance, non-vehicle maintenance, general administration and ADA related expenses.

He continued by noting Asset Form (A). This form included stations and maintenance facilities, quantity, owned or leased (maintenance facilities), size (maintenance facilities), ADA accessible or non-ADA (passenger stations), transit way mileage, controlled access high intensity bus (HOV lane miles), revenue vehicle inventory, type, number, manufacturer, model, year, fuel type, length,

capacity, and mileage. For Service Form (S), Mr. Kessler explained that it included a variety of attributes: vehicles operated in maximum service, services supplied, average weekday, Saturday, Sunday, annual totals, vehicle miles – revenue, deadhead, and total, vehicle hours – revenue, deadhead, and total, services consumed, average weekday, Saturday, Sunday, annual total, unlinked passenger trips, passenger miles traveled, service operated, days operated, days not operated – strike or officially declared emergency, directional route miles, transit exclusive ROW, mixed traffic ROW and shared use HOV/T ROW.

He continued with a review of Resource Form ®. It included minimal reporting for purchased transportation, maintenance performance (R-20), revenue vehicle mechanical system failures, major failures – brakes, doors, engine cooling system, steering, axle, suspension, other failures – farebox, wheelchair lift, and HVAC. Additional criteria were Federal Funding Allocation Statistics (FFA), Funding Apportionment Formula Data, vehicle revenue hours, vehicle revenue miles, unlinked passenger trips, passenger miles traveled and operating expenses. He added that for the CEO Certification Form (D), this required declarations by the CEO for the accuracy of NTD reporting. This provided conformance to the FTA’s NTD Manual & USOA, along with data submission verification, financial data review assurance, federal funding allocation review assurance and passenger mile and UPT data sampling methods.

He concluded by summarizing NTD report audits, which required an independent auditor statement for financial data, FTA approval of the initial report and accounting system changes that must be completed by the last report revision. The independent auditor statement was required for the federal funding allocation data on an annual basis, with specific auditor assurances required and an auditor concurrence with any validation process change. It must be completed by report closeout and maintained on file. Mr. Kessler then completed his review of the NTD forms and requirements.

Chair Hyatt again thanked Mr. Kessler for the presentation and asked if there were any questions or comments from the members regarding the agenda item. Mr. Davies of Scottsdale had some clarifying questions regarding some of the details of the NTD reporting. He was also very thankful to the City of Phoenix staff for working with him on the reporting and for presenting an in-depth review of an, at times, very complicated program. Mr Kessler offered to meet with Mr. Davies and any other agency one-on-one to review further components of the NTD program.

Chair Hyatt thanked the members and asked if there were further questions or comments regarding the agenda item. Hearing none, she proceeded to the next item on the agenda.

8. Update on Phoenix T2050 (Prop 104)

Chair Hyatt then invited Mr. Ken Kessler of City of Phoenix to continue and present on the next item. He included a brief update on the status and next steps of the Phoenix T2050 Plan, the city transportation proposition approved in August 2015 by voters. Proposition 104, the 35-year, \$31.5 billion plan, included a mix of public transit and street transportation improvement projects. He then referred to his presentation.

Mr. Kessler explained the process involved in getting the plan to the ballot. The Citizens Committee on the Future of Phoenix Transportation (CCFPT) was commenced in August 2014. Through extensive public participation, introduction of before & after CCFPT Plans, on-line and in-person surveys, and over one hundred meetings and involvement of 3,700 residents, the plan was developed. The plan included an increase of the sales tax to 0.7%, over 35 Years beginning on January 1, 2016. The elements included street improvements, bus and Dial-A-Ride service enhancements and light rail extensions. Estimates showed that the individual cost per resident will be \$4-5 per month with the city leveraging \$14.8 billion in rider fares, federal, regional and other funds.

The Phoenix Major Street Improvement Plan included the re-paving of all major streets, improvements to the maintenance cycle citywide, including local streets and prolonging the life of all city streets as well as sidewalk and bike lane installation. The plan expanded light rail by 42 miles and added a new bus plan with bus service to match light rail hours, new BRT, improved peak and weekend frequency, new routes to “fill out the grid”, and new Dial-A-Ride improvements. He also noted the benefits of the plan, specifically economic vitality, vibrant community and student opportunities.

He closed by noting the next steps. They included the Citizens’ Transportation Commission oversight on the full plan, planning for the immediate construction of 38 miles of new pavement and 40 miles of new bike lanes; review dates of approved light rail corridor openings, extended bus and Dial-a-Ride hours, increased weekend local bus service frequencies and shade for thirty bus shelters.

Chair Hyatt again thanked Mr. Kessler for the presentation and asked if there were any questions or comments from the members regarding the agenda item. Chair Hyatt and Mr. Martin had a few comments regarding Proposition 104's effect on the regional funding plans and the advancement of certain lines, specifically South Central, and Northwest Extension Phase 2. Ms. Albert also commented about the new Dial-A-Ride service hours being extended to match those enhanced hours of the bus system.

Chair Hyatt thanked the members and asked if there were further questions or comments regarding the agenda item. Hearing none, she proceeded to the next item on the agenda.

9 . Request for Future Agenda Items

Chair Hyatt asked the members of the Committee if there were any issues that they would like added as future agenda items. Hearing no further comments, she proceeded to the next item on the agenda.

10. Next Meeting Date

Chair Hyatt thanked those present and announced that the next meeting of the MAG Transit Committee would be held on Tuesday, February 16, 2016, at 3:00 p.m. in the MAG Office, Saguario Room. There being no further business, Chair Hyatt adjourned the meeting at 4:46 p.m.