

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
STREET COMMITTEE

Tuesday, September 9, 2003
MAG Offices, Saguaro Conference Room
302 North First Avenue, Suite 200
Phoenix, Arizona 85003

MEMBERS ATTENDING

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|---|---|
| Don Herp, Phoenix, Chairman | Daryl Racz for Chris Plumb, Maricopa County |
| Andrew Smith, ADOT | Kevin Wallace, Mesa |
| Mike Smith, Avondale | Andrew Cooper, Paradise Valley |
| Dan Cook, Chandler | Burton Charron, Peoria |
| *David Evertsen, Gila Bend | *Bob Ronzo, Salt River Pima-Maricopa |
| Michael Vinson, Gila River Indian Community | Indian Community |
| *Bruce Ward, Gilbert | *Robert Brown, Scottsdale |
| Dan Sherwood, Glendale | Robert Maki, Surprise |
| Charles Hydeman, Goodyear | Larry Shobe, Tempe |
| Jim Ricker, Guadalupe | *Ralph Velez, Tolleson |
| *Horatio Skeet, Litchfield Park | *Jesse Mendez, Youngtown |

*Members neither present nor represented by Proxy

OTHERS PRESENT

| | |
|---------------------------|----------------|
| Carroll Reynolds, Buckeye | Paul Ward, MAG |
| Stephen Tate, MAG | |

1. Call to Order

The meeting was called to order by Chairman Don Herp at 1:32 p.m.

2. Approval of the July 8, 2003, Meeting Minutes

The minutes were unanimously approved.

3. Call to the Audience and Stakeholders

There were no requests to address the Committee during this part of the agenda.

4. Transportation Programming Manager's Report

This item was covered under agenda item five.

5. Federal Fiscal Year 2003 Close Out

Paul Ward began by distributing a report on federal fiscal year 2003 closeout balances. He indicated that the report identifies all projects that have been obligated. He noted that as of the previous Friday that approximately MAG had an ending obligation authority (OA) balance of \$2 million, but that this could change due to the end of the year redistribution of OA. He concluded by commending the Local Government Section of ADOT for doing an outstanding job in obligating MAG projects.

6 MAG Federally Funded Locally Sponsored Project Development Status

Stephen Tate began by distributing a report on the status of FY 2004 and FY 2005 MAG Federally funded projects. He noted that FY 2003 had proceed much smoother and predictable then in FY 2002, that there had been no incidents of last minute defers and that there had been fewer project abandonments.

He did note that a large number of projects had been deferred and that this could make FY 2004 quite challenging. He added that all FY 2004 projects should be well into the process to obtain the design and clearances needed to obligate projects. He asked members to review the status report and provide updates as needed.

He went on to discuss the federal project development process as implemented by ADOT on behalf of the Federal Highway Administration (FHWA). Key milestones in this process include the completion of a design concept report (DCR), the obtaining of environmental, right-of-way and utilities clearances and the completion of a final plans, specifications and estimates (PS&E) package. Projects sponsors should allow for at least 18 months to complete this process, however, the average time statewide to complete the process is approximately 21 months.

The completion of the environmental clearance typically resides on the critical path and often takes up to 12 months to complete. In a number of cases, project sponsors have overlapped all of the design process with the environmental process to accelerate projects, despite a requirement that design not proceed beyond the 30 percent level without an environmental clearance. This overlapping may accelerate project development and is allowable if the design is not federally funded, but risks the possibility that the design may be invalidated by the environmental clearance and may necessitate abandonment or significant reworking of the design. The best way to avoid such problems is to begin work on the project early and to not fully overlap the design and the environmental processes..

Member agencies with FY 2004 projects should have an approved DCRs and have submitted all environmental documents to obtain an environmental clearance by March 1, 2004. Projects that are not at this stage will probably fail to obligate by the end of FY 2004.

On March 1, 2004, requests to defer projects are due to MAG. The last chance to request a programming change in FY 2004 from MAG is at the MAG Regional Council meeting on July 28, 2004. MAG staff will need at least some advance notice of such a request in order to include the request on the agenda for action. Generally, it is better to start a request at a lower level committee such as the Transportation Review Committee.

By August 1, 2004, project sponsors should have completed and approved all required clearances and submitted a final PS&E package for ADOT review and approval. The last day to obligate a project in FY 2004 is September 10, 2004 as the FHWA requires time at the end of the federal fiscal year to complete final accounting tasks.

7. Special FY 2004-2007 Draft MAG Transportation Improvement Program (TIP)

Mr. Ward indicated that he was developing a Special FY 2004-2007 Draft TIP, that he expected to provide the Committee with a draft listing of projects next month. The Special FY 2004-2007 Draft TIP is expected to be approved for air quality conformity analysis by the Regional Council by the end of October.

8. Draft FY 2005-2009 MAG Transportation Improvement Program Guidance Report

Mr. Ward briefed the Committee on the status of the Report. He indicated that the Report had been developed to address federal programming requirements and to provide member agencies with guidance for programming federally funded projects.

He went on to note he anticipated that the upcoming FY 2005-2009 MAG Transportation Improvement Program (TIP) would include funds from an extension of the current half-cent sales tax and that this funding would apply to freeway, transit and street projects. He also noted that he expected the upcoming TIP to include at least two years of federal funding to be programmed.

The likely schedule for technical review of federal project requests in the upcoming TIP is as follows:

- December 3, 2003 - Requests for federally funded projects sent out
- January 16, 2004 - Federal project applications due
- February 1, 2004 - CMAQ and CMS scores available to technical committees
- End of February - Technical review to be completed.

Larry Shobe wondered if there would be sufficient time for technical review. Chairman Don Herp indicated that multiple meetings of the Street Committee may be needed for the technical reviews.

9. Adjournment

The meeting was adjourned at 2:04 p.m.