

October 13, 2004

TO: Members of the MAG Population Technical Advisory Committee

FROM: George Pettit, Gilbert, Chair

SUBJECT: TRANSMITTAL OF MEETING NOTICE AND TENTATIVE AGENDA

Tuesday, October 19, 2004 - 10:00 a.m.  
MAG Office, Suite 200, Saguaro Room  
302 North 1<sup>st</sup> 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. To videoconference to the meeting, prior arrangements need to be made with Heidi Pahl at MAG and or your site coordinator. Those attending by telephone conference call are requested to call 602-261-7510 between 9:55 a.m. and 10:00 a.m. After prompting, please enter the meeting ID number 767822 (POPTAC) on your telephone key pad followed by the pound sign. If you have a problem or require assistance, please dial 0 after calling the number above.

If you are driving, please park in the garage under the Compass Bank 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 Harry Wolfe 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 13 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 Anubhav Bagley at (602) 254-6300.

TENTATIVE AGENDA

1. Call to Order
2. Call to the Audience

COMMITTEE ACTION REQUESTED

2. For information.

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 not to exceed a three minutes for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Chair of the POPTAC requests an exception to this limit. Please note that 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 August 10, 2004 and September 21, 2004

4a. 2005 Census Survey

MAG staff will review the results of the October 7, 2004 Census Workshop, provide a progress report on the establishment of the Oversight Committee and discuss the timeline for the project.

4b. Identification of Jurisdictional Boundaries

In order to ensure that your jurisdiction's September 1, 2005 population figure reflects your full jurisdictional boundaries, the corporate limits need to be identified. There are two maps on the MAG website that can be downloaded and examined. The first map with 2000 Census Tracts and current jurisdictional boundaries is at [http://www.mag.maricopa.gov/archive/pub/maps/ctract00\\_incorp2.pdf](http://www.mag.maricopa.gov/archive/pub/maps/ctract00_incorp2.pdf). If you would prefer more detail, the second map with information on jurisdictional boundaries and census blocks is at [http://www.mag.maricopa.gov/archive/pub/maps/cblock00\\_incorp2.pdf](http://www.mag.maricopa.gov/archive/pub/maps/cblock00_incorp2.pdf). Member agencies will have additional opportunities to review annexation information in January 2005 and July 2005. Please email Anubhav Balgey at [abagley@mag.maricopa.gov](mailto:abagley@mag.maricopa.gov) with any comments on these maps by October 27, 2004.

4c. Projection of Housing Units for September 1, 2005

3. For information, discussion and approval of the minutes of August 10 and September 21, 2004.

4a. For information and discussion.

4b. For information, discussion and possible action.

4c. For information, discussion and possible action.

The Census Bureau has requested a draft September 1, 2005 housing unit figure for determining the housing unit sample size to be drawn. These housing unit figures are attached for your review and comment. If there are changes to the 2005 figures being sent to you or if a jurisdiction wishes to increase the sample size independent of the 2005 units, the Census Bureau will reevaluate the sample size. Please note that increasing the sample size may change the cost to your jurisdiction. Please provide us with any comments by October 27, 2004. Please see Attachment One.

5. Preparation of Draft July 1, 2004 County and Municipality Resident Population Updates

Arizona Department of Economic Security (DES) is preparing the July 1, 2004 resident population updates for each county in the state. When developed, the Maricopa County update will become the control from which the municipality updates will be developed. Because of the deadlines for approving the updates and the schedule of MAG Management Committee and Regional Council, MAG staff have developed a draft set of updates based on a preliminary control total for Maricopa County. The Draft July 1, 2004 Maricopa County and municipality resident population updates are attached for your review. Because there may be changes to the State and county control totals by DES, POPTAC is requested to recommend approval of these updates to MAG Management Committee provided the County control total is within one percent of the final control total. Please see Attachment Two.

6. Streamlining the Data Dissemination Process to Member Agencies

At the September 21, 2004 meeting of the MAG POPTAC the data dissemination process was discussed. The Chair of the Committee pointed out that member agencies receive multiple requests for the same data from different public agencies. He requested that the different requests be examined and suggested that MAG could act as a Clearinghouse for disseminating the data to multiple agencies. In response to this request, the attached problem statement and tasks have been

5. For information, discussion and possible action to recommend approval of Draft July 1, 2004 County and Municipality Resident Population Updates to MAG Management Committee.

6. For information and discussion.

identified and work has begun. MAG staff will be soliciting input from POPTAC members. Also a status report will be provided. Please see Attachment Two.

7. Geographic Information Systems (GIS) Applications in the Region

At a recent MAG POPTAC meeting it was requested that a future agenda item address the use of GIS in the MAG region and the compatibility among GIS systems. Shawn Woolley, Technology Services Director for the Town of Gilbert, will give a presentation on the Town's use of GIS. Members of the MAG POPTAC will be requested to identify the GIS systems that they use and any compatibility problems they have experienced in exchanging data.

8. Suggestions of Agenda Items for Future MAG POPTAC Meetings

MAG POPTAC members will be requested to identify other items to be included in future agendas that would be of interest or use to them.

9. Next Meeting of the MAG POPTAC

The next meeting of the MAG POPTAC is scheduled for Tuesday November 16, 2004 at 10:00 a.m.

7. For information and discussion.

8. For information and discussion.

9. For information and discussion.