

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Mayor and Council Transit Task Force and to the general public that the Mayor and Council Transit Task Force will hold the following meeting which will be open to the public.



Mayor and Council Transit Task Force

AGENDA

Monday, January 7, 2019 at 3:00 p.m.

**Location: 201 N. Stone, 4th Floor
Tucson, AZ 85701**

| TOPICS | SUGGESTED TIME ALLOTTED |
|---|------------------------------------|
| 1. Call to Order | |
| 2. Introductions/Roll Call | 5 min. |
| 3. Approval of December 3, 2018 Minutes | 3 min. |
| 4. Call to the Audience | 5 min. |
| 5. Update on Transit/Announcements/Chair's Report <ul style="list-style-type: none">– Transit Management RFP (TDOT)– Upcoming Mayor & Council Study Session (TDOT)– Non-Riders Survey/Safety Review Data (Sun Tran/Sun Van)– Long-Range Regional Transit Plan (LR RTP) (PAG)– Transit Working Group (RTA) | 15 min. |
| 6. Frequent Transit Network: Performance Data | 30 min. |
| 7. Complete Streets Policy Update | 20 min. |
| 8. SATA Input for PAG LR RTP | 10 min. |
| 9. Draft Five-Year Strategic Transit Plan Update | 15 min. |
| 10. Call to the Audience | 5 min. |
| 11. Next Meeting Date – February 4, 2019 | 3 min. |
| 12. Future Agenda Items | 8 min. |
| 13. Adjourn | |

Action may be taken on any item.

If you require an accommodation or materials in accessible format or require a foreign language interpreter or materials in a language other than English for this event, please notify the Transit Services Division Office at (520) 791-5409 at least five business days in advance.



**Mayor and Council Transit Task Force
MINUTES
Monday, December 3, 2018 at 3:00 p.m.
Location: 201 N. Stone, 4th Floor
Tucson, AZ 85701**

1. Call To Order

The meeting was called to order at 3:04 p.m. by Chair Schafer with nine (9) of the eleven (11) members present, which established a quorum.

2. Introductions / Roll Call

Present:

*Suzanne Schafer, Chair (Ward 3)
B.J. Cordova, (City Manager)
Margot Garcia (Ward 6)
Nicole Feldt (City Manager)
Brian Flagg (Ward 2)
Eric Hahn (Ward 5)
Dale R. Calvert, Vice Chair (City Manager)
Robert Medler (Ward 4)
Lisa Shipek (Mayor)
James McGinnis (PAG/RTA Advisory Member)
Gene Caywood (Advisory Member)*

Absent:

*Vacant (CTAC or City Manager)
Vacant (Ward 1)*

Staff Members Present:

*John Zukas, Transit Services Coordinator, TDOT
Steve Spade, General Manager, Sun Tran/Sun Van
Davita Mueller, Planning Analyst, Sun Tran
Sam Credio, Deputy Director of Transportation, TDOT
Steve Bethel, General Manager, Sun Link
John Wilson, Assistant General Manager, Sun Tran/Sun Van
Pat Richter, Director of Marketing and Communication, Sun Tran/Sun Van/Sun Link
Bob McGee, Scheduling Manager, Sun Tran*

3. Approval of November 5, 2018 Minutes

Suzanne Schafer noted that there was a duplicated paragraph in the draft of the November Minutes. It was moved by B.J. Cordova, duly seconded by Eric Hahn, and carried by a voice vote of 9 to 0 to approve the November 5, 2018 Minutes (less the duplicated paragraph).

4. Call to the Audience

No comments were made.

5. Update on Transit/Announcements/Chair's Report

Sam Credio reported that there will be an extension of the current management contract to cover the RFP period in early 2019. Ms. Schafer asked about on-time performance, specifically early versus late arrivals.

Mr. Credio also stated that on December 18, 2018, there will be a study session with the Mayor and Council.

Mr. Credio reported that a new Transit Services Coordinator has been hired and will begin December 17, 2018.

There were 5200 riders on Small Business Saturday.

Pat Richter provided information on a number of number of upcoming holiday transit events. Streetcar rides will be free during the Parade of Lights on December 15, 2018 from 3 p.m. to 9 p.m. The Fill the Streetcar event on 4th Avenue will be held on December 14, 2018. The Stuff the Bus event on Pantano/Broadway will also be held on December 14, 2018.

Suzanne Schafer asked about Election Day rider counts. Pat Richter responded with a rough estimate that ridership was approximately five percent higher than other Tuesdays. Sam Credio provided a more specific response, saying that 54,000 is the usual number of rides on that day, and that this year there was 63,000 rides on November 6 (an increase of almost 17%). Brian Flagg asked what the cost to the city was for Election Day service and commented that he would like to see more free rides made available.

Lisa Shipek asked how many free ride days there typically are for the streetcar. Mr. Credio responded that there are typically around two, annually, but this year there have been more. Gene Caywood commented that sponsors of free ride days should be emphasized more through advertising.

James McGinnis reported that the PAG/RTA Transit Working Group met in November and focused on 5307 funding and expansion of dial-a-ride services in Green Valley.

Mr. McGinnis reported that the January PAG/RTA Transit Working Group meeting is scheduled for January 10. Mr. McGinnis also reported that a three-day core retreat is being planned for PAG and the LRRTP consultants. Ms. Schafer asked who was involved with the retreat, and Mr. McGinnis informed her it was for technical staff only. Mr. Caywood provided a handout to Mr. McGinnis as a recommendation from SATA to share at the retreat. The handout will be discussed at the January TTF meeting.

The next Transit Connections Focus Group meeting is planned for December 17, 2018.

6. October 9 Mayor and Council Study Session Debrief

Mr. Credio presented information (memoranda and attachments are included with the minutes) and a discussion ensued. Mayor and Council is highly in favor of a number of pilot projects for the bulk purchase plan; the more the better. There is a plan to return to Mayor and Council within 60 days with a proposed pricing matrix and plan. Ms. Schafer commented that there is a plan in Kansas City to work toward free transit for all, and they are already piloting free transit services for veterans. Eric Hahn asked about the costs—annually and for a transit card—and the answer was \$480–560 per year. Mr. Hahn also asked how this program would potentially intersect with school district bulk purchasing options. It was agreed that strategizing with TUSD will need to happen.

7. Special Services Office Hours

After a year of piloting extended hours for people who are unable to access the office between 8 a.m. and 4 p.m., Monday through Friday, it has been discovered that the traffic during the extended hours doesn't support the cost of staffing the office during those times. Ms. Schafer expressed concern about senior access. She also suggested there might be a way to cross-certify someone through other agencies to simplify the qualification process, since other City departments already do their own income verifications. While various suggestions were presented, it was agreed that focusing on mobile outreach at various resource fairs, rather than having extended office hours, was more efficient at this time.

It was moved by Ms. Garcia, duly seconded by Mr. Cordova, and carried by a voice vote of 8 to 1 (Mr. Hahn dissenting), to accept the findings.

8. Non-Rider Survey Results

Steve Spade presented the findings from this survey of 530 individuals. Lisa Shipek has requested a breakdown by sex to learn about male versus female perceptions of safety, and Margot Garcia requested a breakdown by age to assess the responses of older adults.

9. Call to the Audience

Robin Steinberg suggested that transit services consider a sponsored ride day for the Women's March that will be happening on January 20, 2019. She also recommended and supported talking with PCC board members to discuss the opportunities at the college for bulk purchases of bus passes for students.

James McGinnis shared with the group that there is a webinar available to discuss TRB changes in demographics and markets for public transportation.

Suzanne Schafer suggested the inclusion of a three-day card or pass for Gem Show attendees in 2020, since there are around 60,000 visitors and vendors during that event.

Allen Benz shared that the Orbit shuttle in Tempe is free to the residents there and funded by a ½ cent tax, suggesting it could be a goal of transit here.

10. Next Meeting Date

January 7, 2019

11. Future Agenda Items

- *Complete Streets*
- *FTN Incremental Improvements- Performance, Ridership, Cost (10 minutes)*
- *Budget (for February meeting) (possible separate meeting for budget discussion)*
- *Review Strategic Plan*
- *Discuss Gene's handout from this meeting*
- *Follow up on Safety Concerns with survey breakdown and criminal incidents*
- *Cost data for security improvements (for February meeting)*

12. Adjourn

The meeting was adjourned at 5:15 p.m.



TRANSIT TASK FORCE MEMORANDUM

January 7, 2019

Items 4 and 10: Calls to the Audience

Issue – This is a standing agenda item to all members of the audience to make comment to TTF members regarding transit.

Staff Recommendation – None at this time; this is an information item.

Background – The memo accompanying these agenda items is intended to provide follow up information to the TTF regarding the public inquiries during the call to the audience agenda items from the previous meeting.

Present Consideration – Staff responses from the questions or comments during the previous meeting's Call to the Audience agenda items are provided below:

1st Call to the Audience – There were no inquiries.

2nd Call to the Audience – Robin Steinberg suggested that transit services consider a sponsored ride day for the Women's March that will be happening on January 20, 2019. She also recommended and supported talking with PCC board members to discuss the opportunities at the college for bulk purchases of bus passes for students.

James McGinnis shared with the group that there is a webinar available to discuss TRB changes in demographics and markets for public transportation.

Allen Benz with the Tucson Bus Riders Union suggested the inclusion of a three-day card or pass for Gem Show attendees in 2020, since there are around 60,000 visitors and vendors during that event.

Suzanne Shafer brought up the Orbit shuttle in Tempe that is free to the residents there and funded by a ½ cent tax, suggesting it could be a goal of transit here.

Financial Considerations – None at this time.

Attachments – None at this time.



TRANSIT TASK FORCE MEMORANDUM

January 7, 2019

Item 5: Update on Transit/ Announcements/ Chair's Report

Issue – This is a standing agenda item to inform committee members of relevant transit information within the City of Tucson and around the region.

Staff Recommendation – None at this time; this is an information item.

Background – There are several city departments, interest groups, and committees that are discussing various aspects of public transportation. Committee members as well as staff will have the opportunity to share information with the group and give updates on relevant projects.

Present Consideration – A list of projects, committees and stakeholders is provided below for a possible update to task force members.

City of Tucson Updates:

Transit Management RFP
Upcoming Mayor and Council Study Session

Sun Tran, Sun Link and Sun Van Updates:

Security Analysis Review

Regional Updates:

Long-Range Regional Transit Plan (PAG)

Committees Updates:

Transit Working Group (RTA)

Stakeholder Group Updates:

Broadway Coalition
Bus Riders Union
Bus Friends Forever
Friends of the Streetcar
Living Streets Alliance
Old Pueblo Trolley

Southern Arizona Transit Advocates
Boards, Committees, and Commissions
Stakeholders
Transit Connections Focus Group
PAG/RTA Citizens Advisory Committee

Financial Considerations – None at this time.

Attachments – None at this time.



TRANSIT TASK FORCE MEMORANDUM

January 7, 2019

Item 6: Frequent Transit Network: Performance Data

Issue – It was requested at the December TTF meeting to review and discuss the Frequent Transit Network (FTN) performance data.

Staff Recommendation – None at this time; this is an information item.

Background – Staff, with input and assistance from the TTF, developed a FTN Policy to support the long-term goal of developing and maintaining a frequent service grid as a basis for providing high quality transit services in the densely populated areas of Tucson where Transit demand is strong.

This policy also provides criteria for which routes should be considered for inclusion in the FTN. Routes included in the FTN are those that operate with a frequency of 15 minutes or less during the hours of 6 a.m. to 6 p.m. This policy was adopted by Mayor and Council on 4/19/17.

Present Consideration – This agenda items is an opportunity for TTF members to become familiar with the FTN performance data and continue discussion on guidelines for future service improvements.

Financial Considerations – None at this time.

Attachments – FTN Performance Data Spreadsheet

FTN ROUTE REVIEW - YTD NOVEMBER 2018

FTN Routes - 15 Minutes or Greater

| FTN Date | Route | Passengers | Passenger Revenue | Total Rev Miles | Total Rev Hours | Total Rev Cost | Performance Indicators | | | | | | | | | |
|----------|---------------|------------------|---------------------|------------------|-----------------|----------------------|------------------------|-------|--------------|-------|----------------|-------|---------------|-------|----------------|-------|
| | | | | | | | Pass/Mile | Grade | Pass/Hour | Grade | Cost/Pass | Grade | Recovery | Grade | Sub/Pass | Grade |
| PreFTN | 18 | 442,201 | \$ 240,472 | 105,710 | 11,257 | \$ 741,839 | 4.18 | A | 39.28 | A | \$ 1.68 | A | 32.42% | A | \$ 1.13 | A |
| PreFTN | 8 | 530,105 | \$ 402,634 | 208,631 | 18,111 | \$ 1,290,275 | 2.54 | A | 29.27 | A | \$ 2.43 | A | 31.21% | A | \$ 1.67 | A |
| PreFTN | 16 | 494,881 | \$ 347,210 | 192,934 | 17,912 | \$ 1,205,991 | 2.57 | A | 27.63 | A | \$ 2.44 | A | 28.79% | A | \$ 1.74 | A |
| PreFTN | 4 | 466,696 | \$ 430,747 | 213,139 | 18,641 | \$ 1,314,733 | 2.19 | A | 25.04 | A | \$ 2.82 | A | 32.76% | A | \$ 1.89 | A |
| Sep-16 | 6 | 242,742 | \$ 196,941 | 90,435 | 10,368 | \$ 678,618 | 2.68 | A | 23.41 | M | \$ 2.80 | A | 29.02% | A | \$ 1.98 | A |
| PreFTN | 11 | 441,102 | \$ 305,093 | 216,024 | 17,619 | \$ 1,212,873 | 2.04 | M | 25.04 | A | \$ 2.75 | A | 25.15% | M | \$ 2.06 | A |
| PreFTN | 12 | 188,632 | \$ 121,055 | 90,710 | 7,897 | \$ 530,763 | 2.08 | M | 23.89 | M | \$ 2.81 | A | 22.81% | M | \$ 2.17 | M |
| Mar-17 | 34 | 306,759 | \$ 217,605 | 166,176 | 14,339 | \$ 982,887 | 1.85 | M | 21.39 | M | \$ 3.20 | M | 22.14% | M | \$ 2.49 | M |
| Mar-17 | 7 | 307,395 | \$ 231,547 | 197,910 | 15,026 | \$ 1,079,760 | 1.55 | U | 20.46 | M | \$ 3.51 | M | 21.44% | M | \$ 2.76 | U |
| Sep-16 | 9 | 257,033 | \$ 194,039 | 174,721 | 14,645 | \$ 1,022,951 | 1.47 | U | 17.55 | U | \$ 3.98 | U | 18.97% | U | \$ 3.22 | U |
| Sep-16 | 15 | 167,033 | \$ 190,788 | 124,057 | 11,550 | \$ 776,019 | 1.35 | U | 14.46 | U | \$ 4.65 | U | 24.59% | M | \$ 3.50 | U |
| | Totals | 3,844,579 | \$ 2,878,131 | 1,780,447 | 157,365 | \$ 10,836,709 | avg: 2.16 | | 24.43 | | \$ 2.82 | | 26.56% | | \$ 2.07 | |

Potential FTN Routes - Currently **Not** 15 Minutes or Greater

| Route | Passengers | Passenger Revenue | Total Miles | Total Hours | Total Cost | Performance Indicators | | | | | | | | | | |
|-------|---------------|-------------------|-------------------|---------------|---------------|------------------------|-------------------|-----------|--------------|-----------|----------------|----------|---------------|----------|----------------|--|
| | | | | | | Pass/Mile | Grade | Pass/Hour | Grade | Cost/Pass | Grade | Recovery | Grade | Sub/Pass | Grade | |
| 1 | 197,668 | \$ 172,651 | 91,961 | 8,410 | \$ 574,633 | 2.15 | M | 23.50 | M | \$ 2.91 | M | 30.05% | A | \$ 2.03 | A | |
| 10 | 127,669 | \$ 89,814 | 69,952 | 5,738 | \$ 390,392 | 1.83 | M | 22.25 | M | \$ 3.06 | M | 23.01% | M | \$ 2.35 | M | |
| 17 | 124,142 | \$ 110,933 | 88,948 | 6,240 | \$ 398,939 | 1.40 | U | 19.89 | M | \$ 3.21 | M | 27.81% | A | \$ 2.32 | M | |
| 25 | 187,383 | \$ 133,200 | 102,706 | 8,714 | \$ 592,467 | 1.82 | M | 21.50 | M | \$ 3.16 | M | 22.48% | M | \$ 2.45 | M | |
| | Totals | 449,479 | \$ 373,398 | 15,026 | 20,388 | \$ 1,363,964 | avg: 29.91 | | 22.05 | | \$ 3.03 | | 27.38% | | \$ 2.20 | |

Grades

| |
|--|
| Passengers per Mile/Passenger per Hour/Farebox Recovery |
| A = At or above the High Frequency average |
| M = 75% of the High Frequency average up to the average |
| U = Falls below 75% of the High Frequency average for regular routes |
| |
| Cost per Passenger/Subsidy per Passenger |
| A = At or below the High Frequency average |
| M = 1.33% of the High Frequency average down to the average |
| U = Above 1.33% of the High Frequency average for regular routes |

Rules

1. High Frequency routes are to be reviewed annually.
2. Routes grading out with "M" or better in 3 categories is deemed to be meeting expectations.
3. Routes not meeting expectations will be considered, "under review" and will be given 2 years to meet expectations.
4. After 2 years of not meeting expectations, routes will either be augmented to improve the route or extended 1 more year.
5. If still failing to meet High Frequency expectations after 3 years, the route may be reduced in frequency to better meet demand.



TRANSIT TASK FORCE MEMORANDUM

January 7, 2019

Item 7: Complete Streets Policy Update

Issue – Staff will provide an update on the City of Tucson Complete Streets Policy.

Staff Recommendation – None at this time; this is an information item.

Background – On January 23, 2018, Mayor and Council directed staff to move forward with the development of a Complete Streets Policy working in collaboration with community stakeholders. TDOT has partnered with Living Streets Alliance to assist with community outreach in developing the Policy. As part of the outreach effort, a Complete Streets Task Force has been formed with representatives from various City of Tucson Departments, organizations, and community groups. These agency and community representatives helped provide input into the guiding principles and development of the first draft of a Complete Streets Policy (attached).

Once a Complete Streets Policy is approved by Mayor and Council, a Complete Streets Manual, outlining an implementation plan, will be developed. Implementation components will include adjustments to the City's regulatory framework and technical standards, establishing needed planning and land use goals, and integrating the policy into the programming of funding for transportation projects. Public comments will be accepted through January 11, 2019 for consideration in the draft policy to be presented to Mayor and Council on January 23, 2019.

Present Consideration – Staff has provided information on the draft Complete Streets Policy for review, discussion, and comment.

Financial Considerations – None at this time.

Attachments – Draft City of Tucson Complete Streets Policy.

City of Tucson DRAFT Complete Streets Policy

SECTION 1. Vision, Intent, and Guiding Principles

Vision and Intent

The City of Tucson views all transportation improvements as opportunities to foster a vibrant, healthy, equitable, interconnected, accessible, environmentally sustainable, and more livable city where everyone can move about safely, comfortably, and with dignity. The City of Tucson's Complete Streets Policy shall guide the development of a safe, connected, and equitable transportation network that promotes greater mobility for people of all ages and abilities including, but not limited to, people walking, biking, using transit, driving, or using wheelchairs or other mobility devices. This includes integrating and prioritizing multimodal street improvements such as bicycle boulevards, protected bicycle lanes, high capacity transit corridors (such as bus rapid transit or streetcar lines), connected and accessible networks of sidewalks/walking paths, safe and convenient street crossings, and comfortable and inviting streetscapes.

The City shall consistently fund, plan, design, construct, and operate an interconnected street network that safely accommodates all anticipated users and transportation modes. Specific attention shall be given to the safety and comfort needs of the most vulnerable individuals on our streets—people walking, biking, taking transit, and using wheelchairs or other mobility devices—while still balancing the needs of those driving private, commercial, freight, and emergency vehicles. This policy recognizes that all modes cannot receive the same type of accommodation on every street, but the overall goal is that everyone can safely and comfortably travel throughout the network. To accomplish this goal, the City is committed to rebalancing transportation investments in order to make walking, biking, public transit, and shared mobility safe, attractive, and viable travel options in Tucson.

In addition to their transportation function, streets are the largest form of public space in the City. Therefore, in implementing this Policy, the City intends to enhance the potential of our streets to become healthy, vibrant, and inviting “places to be” with pedestrian-scale lighting, shade trees, landscaping, green infrastructure, public art, walkable destinations, and other amenities.

Guiding Principles

This Policy is built upon the following six guiding principles and provides a framework for integrating a Complete Streets approach into the plans, policies, decision-making processes,

funding priorities, and other everyday practices of the Department of Transportation as well as other relevant city departments.

1. **Safety** – Complete Streets provide a safe travel experience to all and designing Complete Streets is a safety strategy to eliminate preventable traffic fatalities.
2. **Accessibility** – Complete Streets serve people of all ages and abilities.
3. **Equity, Diversity, And Inclusivity** – Complete Streets elements are implemented equitably and inclusively throughout the city.
4. **Land Use** – Complete Streets incorporate context sensitive, flexible design approaches and consider the surrounding community’s current and expected land use and transportation needs in an interconnected manner.
5. **Environment** – Complete Streets preserve and protect Tucson’s environment and increase health by providing opportunities for active transportation (walking, biking, etc.) reducing vehicle miles traveled, and decreasing pollution caused by motor vehicles.
6. **Economic Vitality** – Complete Streets help spur economic development by supporting business and job creation and by promoting resiliency in the workforce through access to multiple mobility options.

SECTION 2. Equity, Diversity, and Inclusivity

The City of Tucson is committed to advancing transportation equity through the Complete Streets approach by investing in the most underserved communities, involving the people who have historically been excluded from the transportation planning process, and prioritizing projects and roadway designs that serve the most vulnerable users of the transportation network.

There are populations and communities within our City that face higher transportation burdens and experience greater barriers to accessing resources and opportunities, as well as disenfranchised populations and communities that have traditionally been underrepresented in city planning and decision-making processes. These populations include low-income individuals, people of color, older adults, children, youth, people with disabilities, and people living in households without access to a private automobile. Each of these groups are either at higher risk of injury or death while walking or biking and/or more likely to walk, bike or use public transit than the population as a whole and, therefore, needs to be considered specifically when improving the transportation environment. To begin to address these inequities, the City shall incorporate equity criteria into the project prioritizing process (as outlined in Section 9) and develop an inclusive community engagement plan (as outlined in Section 10) to reach our most vulnerable users and underrepresented populations.

SECTION 3. Commitment in All Projects and Phases

All transportation projects are potential opportunities to make the transportation network safer, as well as more accessible, convenient, affordable, and reliable. Therefore, this Complete Streets Policy shall inform decision making throughout all phases of all transportation projects. This includes new construction and reconstruction/retrofit projects as well as maintenance projects and ongoing operations like resurfacing, repaving, restriping, rehabilitation, and signal upgrades.

Construction and repair work can create a burden especially for people walking, biking, or using wheelchairs or other mobility devices. Therefore, the City shall require that all public departments and private contractors provide accommodations for people using all modes of transportation to continue to use the street safely and efficiently during any construction or repair work that infringes on the right-of-way, sidewalk, bicycle lanes, transit stops, or accessibility infrastructure such as curb ramps.

SECTION 4. Clear, Accountable Exceptions

Exceptions to this Policy may be granted upon review and approval under the following circumstances:

1. Accommodation is not necessary on roadways where specific users are prohibited, such as bicycles on interstate freeways.
2. The cost of accommodating the needs of a particular user group for the transportation project would be disproportionately high relative to the current or future need or probable use of the facilities by the particular user group. This determination should be made with due consideration to future users, latent demand, and the social and economic value of providing a safer and more convenient transportation system for all users.
3. There is a documented absence of current and future need.
4. Funding source is restricted in terms of how it can be used.
5. Project is in final design or construction as of the effective date of this Policy.
6. Project involves emergency repairs that require immediate, rapid response (such as a water main leak). Temporary accommodations for all modes shall still be made whenever feasible. Depending on severity and/or length of time required to complete the repairs, opportunities to improve multimodal access shall still be considered where possible as funding allows.
7. Project involves routine maintenance that does not change the roadway geometry or operations, such as mowing, sweeping, or spot repair.

Any request for exceptions within categories 1-5 above shall be reviewed by the Complete Streets Technical Review Committee in consultation with the Complete Streets Coordinating Council (to be established in accordance with Section 10). City staff or private developers shall put into writing a request for an exception and provide supporting documentation on how the project fits into one of the aforementioned exception categories. The request shall be made publicly available. The TDOT Director shall provide the final ruling on whether or not to grant the exception after receiving comments from the Technical Review Committee and the Coordinating Council. The decision shall be documented with supporting data that indicates the basis for the decision, and all documents shall be made publicly available. Categories 6-7 do not require the exceptions review process as outlined above.

SECTION 5. Jurisdiction

Implementing the Complete Streets Policy is the work of various City departments, as well as private partners who manage or fund projects that impact the right-of-way, the transportation network, and/or the public realm. Therefore, collaborations among multiple city departments and other entities are necessary to identify opportunities to incorporate Complete Streets elements and to implement them. To that end, the City shall ensure internal coordination among its departments to effectively and opportunistically implement the Complete Streets Policy while making the best use of fiscal resources.

The City shall make every effort to work with other entities such as Pima County, Pima Association of Governments, the Regional Transportation Authority, adjacent municipalities, school districts, and public and private utilities to develop facilities and accommodations that further the City's vision of a connected, integrated transportation network. In addition, to the extent possible, the City shall work closely with relevant entities to incorporate Complete Streets elements into transportation projects that are located within the City boundaries but are not under the direct control of the city, such as state-owned roadways.

In some cases, projects that impact the right-of-way are managed and funded by private partners. Therefore, to ensure consistency in the new construction or reconstruction of public streets, the City shall ensure that private development will comply with this Policy through design and development standards to be incorporated into the Unified Development Code, Technical Standards Manual, and other documents as applicable.

SECTION 6. Design

The City strives to use the best and latest state-of-the-practice design standards and guidelines to maximize design flexibility and innovation, and to ensure that design solutions are proactively applied to address the safety and comfort of everyone using our streets. Therefore, the City shall follow established design standards that provide guidance on multimodal street design and support Complete Streets. These may include, but are not limited to, the following:

- The National Association of City Transportation Officials (NACTO), *Urban Street Design Guide*
- The National Association of City Transportation Officials (NACTO), *Urban Bikeway Design Guide*
- The National Association of City Transportation Officials (NACTO), *Transit Street Design Guide*
- The Institute of Transportation Engineers (ITE), *Implementing Context Sensitive Design on Multimodal Corridors: A Practitioner's Handbook*
- The Institute of Transportation Engineers (ITE), *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*
- United States Access Board, *ADA Accessibility Guidelines (ADAAG)* and other legally applicable guidelines for accessible design

SECTION 7. Land Use and Context Sensitivity

The Complete Streets approach is not a one-size-fits-all solution and doesn't mean that every street will have exactly the same elements to accommodate all modes of transportation in the same manner. Implementation of Complete Streets design elements must be done in a context-sensitive manner with respect to the surrounding community, its natural and built environments, demographics, current and future land uses, and transportation needs. In addition to improving safety and mobility, this approach to process and design aims to support a range of goals—such as enhancing scenic, historic, and environmental resources, ensuring access to business, and allowing for roadway designs to be flexible and sensitive to community needs and values—to better balance economic, social, and environmental objectives.

There is an inextricable connection between land use and transportation. Transportation facilities and investments influence development and neighborhood character. In turn, land use and development patterns affect travel patterns and help determine whether walking, biking, and public transportation are appealing and convenient transportation options. Therefore, complementary land use policies and zoning ordinances are needed for effective Complete Streets Policy implementation to occur, for example, by facilitating the creation of walkable

neighborhood destinations as well as higher density, mixed-use, transit-oriented development in appropriate locations (such as along high capacity transit corridors).

To this end:

1. The City shall continue to support coordination between its Transportation and Planning and Development Services departments to identify opportunities to integrate land use and transportation in plans, policies, and practices.
2. The City shall review and, in coordination with our development community, revise land use policies, plans, zoning ordinances, and/or other relevant documents and procedures to incorporate the vision of the Complete Streets Policy. This could include the City's General & Sustainability Plan, Unified Development Code, and Major Streets and Routes Plan. After a comprehensive review of existing documents, a timeline shall be established for the revisions to be completed.
3. In revising existing, or developing new, transportation plans and/or design guidelines, the City shall specify how transportation projects will serve current and future land uses and shall consider developing new street typologies that take into account the densities, context, and local character of the surrounding neighborhoods and natural environments, as well as adjacent land uses.
4. In certain instances, significant public investment in transportation infrastructure can trigger an increase in land values and housing costs. In the planning phases of large-scale transportation projects, the City shall ensure collaboration between its Transportation, Planning and Development Services, and Housing and Community Development departments to thoroughly consider measures to preserve housing affordability and increase new affordable housing options in order to help meet community needs and mitigate unintended consequences such as involuntary displacement.

SECTION 8. Performance Measurement, Reporting, and Accountability

Performance Measurement and Reporting

The City is committed to tracking and evaluating the progress of its Complete Streets Policy implementation. The Complete Streets Technical Review Committee shall establish performance targets and identify performance measures under the following categories, in consultation with the Complete Streets Coordinating Council and any additional experts, as needed.

1. ***Changes to the transportation planning process to make the Complete Streets approach a routine part of day-to-day decision making:*** The performance measures in this category will include, but are not limited to, progress on updating existing

documents and procedures, training and hiring staff, and facilitating robust and inclusive community engagement.

2. ***New Complete Streets investments:*** The performance measures in this category will include, but are not limited to, progress on funding and implementing infrastructure projects that improve multimodal mobility, enhance network connectivity, improve accessibility, and increase shade/street trees and green infrastructure.
3. ***Community Benefits:*** The performance measures in this category will include, but are not limited to, benefits in such areas as safety, equity, quality of life, economic vitality, health, and environment as well as changes in modes of travel.

The performance measure development process will involve considerations such as data availability and strategies for systematic collection of data over time, and will include entities responsible for collecting it as well as possible partnerships with entities outside of the City, such as the Pima County Health Department, hospital systems, economic development organizations, local advocacy organizations, the University of Arizona, and other educational institutions. Performance measure tracking and reporting may start with utilizing existing data, and the collection of additional important data may be phased in.

Performance measures presented in the following table shall be considered as candidate performance measures. These include measures that utilize both quantitative and qualitative data collection methods (such as intercept surveys, focus groups, and interviews) that highlight the perspectives and experiences of individuals, thereby painting a more holistic picture of how Complete Streets Policy implementation impacts people's lives. Measures of equity shall be integrated into the performance measures to track progress on inclusive community engagement and the relative share of projects implemented in low-income communities, communities of color, and low-vehicle-ownership neighborhoods, in accordance with the project prioritization tool referenced in Section 9.

In partnership with the Complete Streets Coordinating Council, the Complete Streets Technical Review Committee shall produce a biennial report documenting the progress of Complete Streets Policy implementation—including performance targets, performance measures to be collected every two years, exceptions granted to this Policy along with documented reasons, and an update on the items outlined in the implementation chart in Section 10. The report shall be released publicly and presented to the Mayor and Council.

Table 1 - Recommended Performance Measures

| Changes to the Transportation Planning Process | New Complete Streets Investments | Community Benefits | |
|--|---|--|--|
| | | Project-Based | Long-Term/ Benchmarking |
| <p>Updating Documents Review/revision of plans, policies, design standards, and other relevant documents and procedures (as outlined in Section 10) to support a Complete Streets approach</p> <p>Training and Hiring Staff Percentage of staff trained, hours and content of trainings; incorporation of “Complete Streets expertise” in TDOT hiring criteria</p> <p>Engaging the Public Quality and quantity of community engagement throughout all phases of transportation projects, to facilitate inclusive participation that is representative of populations affected by such projects and/or related policy decisions, in accordance with the community engagement plan referenced in Section 10; incorporation of “non-traditional” or creative public engagement</p> | <p>Projects Mileage, type, and location of new or improved walking, biking, and transit facilities that increase pedestrian, bicycle, and/or transit level of service (for example Highway Capacity Manual 2010 pedestrian level of service); relative share of projects implemented in low-income communities/communities of color/low-vehicle-ownership neighborhoods (in accordance with project prioritization tool referenced in Section 9) to track equitable implementation; changes in people’s perceptions of safety and comfort levels, reported through intercept surveys or similar methods</p> <p>Funding Total and percentage of transportation funding allocated to projects that improve pedestrian, bicycle, and/or transit level of service (for example Highway Capacity Manual 2010 pedestrian level of service); distribution of</p> | <p>Travel Behavior Changes in walking/biking volumes and/or transit ridership and average daily traffic (ADT) as appropriate</p> <p>Safety Changes in the number and rate of crashes by mode and severity; changes in motor vehicle speed and travel times; number and types of citations issued and/or traffic violations observed; people’s perceptions of safety, measured through intercept surveys or similar methods; changes in violent crime rates as a measure non-traffic safety, as appropriate</p> <p>Equity Changes in combined costs of housing and transportation where major Complete Streets improvements are implemented (in addition to the equity criteria associated with project selection, funding</p> | <p>Travel Behavior City-wide changes in mode split and vehicle miles traveled (VMT) and/or single occupancy auto commute trips over time</p> <p>Safety Number, rate, and location of crashes by mode and severity; injury and fatality rates by population characteristics such as race, income, gender, and age</p> <p>Equity Percent of populations/communities identified in the project prioritization tool (referenced in Section 9) that is served by and has direct access to Complete Streets facilities; changes in housing and transportation costs over time for these populations/communities</p> <p>Health Rates of hypertension, heart</p> |

opportunities such as “pop-up” demonstrations of proposed street redesigns, block parties, working with paid community liaisons to facilitate outreach, and other ways of “going to the people” and meeting community members where they naturally convene rather than solely holding meetings and expecting them to come; community input expressly integrated into projects and policies

funding with respect to equity criteria (in accordance with project prioritization tool referenced in Section 9)

Green Infrastructure and Shade

Amount of green infrastructure and street trees incorporated in transportation projects; changes in stormwater harvesting and tree canopy coverage within the right-of-way

Accessibility and Connectivity

Progress on construction or installation of accessibility features in compliance with the requirements of the Americans with Disabilities Act (ADA) and Rehabilitation Act (may be through implementation of the ADA Transition Plan), progress on implementation of the Bicycle Boulevard Master Plan; gaps filled in walking, biking, and public transit networks (as referenced in Item 11 of the Implementation Chart in Section 10); first mile/last mile transit access connections; improved access to jobs and community destinations

allocation, and community engagement, as outlined in the previous two columns)

Quality of Life

Changes in the perceived quality of life of residents in neighborhoods adjacent to implemented projects

Economic Vitality

Changes in property values, vacancy rates, retail sales, number of overall business establishments and local businesses, and associated jobs attracted to the project area; business owner and customer perceptions and travel mode choices measured through surveys; temporary construction jobs created

disease, diabetes, obesity, asthma, depression, and other chronic illnesses by race and income over time; rates of meeting physical activity recommendations by race and income over time

Air Quality

Changes in the annual number of "Good" and "Moderate" days according to the Air Quality Index

SECTION 9. Project Selection Criteria

Allocating funding to projects with Complete Streets design elements is key to building a safe and interconnected transportation network. To facilitate this, the Complete Streets Technical Review Committee and the Complete Streets Coordinating Council shall develop a project prioritization tool based on a point system to prioritize projects that improve safety and increase multimodal level of service.

Any regional or local projects already prioritized for funding in the Transportation Improvement Program (TIP) prior to developing the project prioritization tool shall automatically be included in the priority list but shall include as many Complete Streets elements as possible within the criteria set by the funding source.

The tool shall be based on a data-driven methodology involving an analysis of walking/ bicycling/transit demand, network connectivity, existing crashes/fatalities, and improvement of multimodal level of service as well as inclusion of Complete Streets elements among other criteria. The tool shall also incorporate criteria to ensure equitable implementation of this Policy, to help alleviate disparities by prioritizing geographic areas and communities that have had the least investment in Complete Streets infrastructure. Additionally, the tool shall further prioritize projects with Complete Streets elements in neighborhoods where residents disproportionately rely on low-cost mobility options and shall, at a minimum, include criteria to direct investment to neighborhoods with higher concentrations of low-income individuals, people of color, and households without access to a private automobile. The tool shall also include other equity-focused criteria to prioritize projects that directly benefit other vulnerable users of the transportation system such as children, older adults, and people with disabilities. Health impact assessments may also be utilized during the project decision-making processes as a way to evaluate the health effects of proposed projects and to promote health equity.

SECTION 10. Implementation Steps

In implementing this Policy, the City shall make the Complete Streets approach a routine and integral part of its everyday practices and shall approach every transportation project as an opportunity to enhance mobility for people using all modes of transportation.

The City shall establish a Complete Streets Technical Review Committee and a Complete Streets Coordinating Council to oversee the implementation of this policy. The Technical Review Committee shall be responsible for overseeing internal operations and ensuring inter-departmental coordination and shall comprise the following representatives:

- Transportation Director (Chair of the Committee)
- Transit System General Manager
- Director of Planning and Development Services
- Director of Parks and Recreation
- A City Manager's Office representative
- Housing and Community Development Director
- Tucson Fire Department Chief
- Tucson Police Department Chief
- Director of the Environmental and General Services Department
- A representative from the Complete Streets Coordinating Council
- External issue area experts, such as representatives from academic institutions, other public entities, advocacy groups, community organizations, or local and national planning and transportation organizations, as needed

The Complete Streets Technical Review Committee will meet at the request of the Chair as frequently as required to perform its duties and at least once per quarter.

As a critical accountability measure, the City shall also establish a Complete Streets Coordinating Council to work in tandem with the Complete Streets Technical Review Committee. The Complete Streets Coordinating Council shall be modeled after the Complete Streets Task Force that was convened in 2018 to collaboratively develop this Complete Streets Policy and shall consist of diverse stakeholders, including representatives from different sectors, industries, and issue areas (such as transportation, health, environment, environmental justice, social equity, public art, economic development, business, and construction), as well as from advocacy groups and organizations working with communities/populations prioritized through this Policy, such as communities of color, older adults, youth, low-income communities, and people with disabilities. To the extent possible, the Coordinating Council shall provide a holistic representation of Tucson's diversity and, if possible, include representatives from these communities/populations themselves. Senior level staff from TDOT and other appropriate City departments will participate in Coordinating Council meetings to ensure accountability, communication, and action.

The Complete Streets Coordinating Council shall have an active role in overseeing Complete Streets Policy implementation and shall bring accountability to the process by providing input on the implementation steps identified below, as well as on the review of exceptions, project prioritization and selection, funding allocation, and advocacy and engagement around Complete Streets projects. Within 90 days of policy adoption, TDOT, in consultation with the

Complete Streets Task Force, shall draft enabling legislation that clearly defines the roles, responsibilities, and makeup of the Complete Streets Coordinating Council. This document will also describe how the Coordinating Council will interface with the Technical Review Committee. The structure of the Coordinating Council shall be guided by the following principles:

- follows best practices in collaborative decision making
- includes representation from key stakeholder groups mentioned above
- brings accountability to the implementation of this Complete Streets Policy
- empowers community decision making
- is modeled after the Complete Streets Task Force in fostering collaboration between City staff and external stakeholders
- is facilitated by a neutral, professional facilitator

The Complete Streets Coordinating Council and the Complete Streets Technical Review Committee shall take the lead on implementation of this Complete Streets Policy. Within six months of policy adoption, the Technical Review Committee and the Coordinating Council shall start developing a Complete Streets Implementation Plan addressing all items in the chart below and shall identify a deadline for the completion of the implementation plan. The progress on implementation shall be documented in biennial reports, and timelines for completing identified tasks (such as reviews and revisions of existing documents and development of new plans, tools, or performance measures) shall be established.

| Implementation Chart | |
|----------------------|---|
| 1. | Hire a Complete Streets Project Manager to oversee all aspects of the Complete Streets Policy including its implementation. |
| 2. | Offer training opportunities at least once per fiscal year to boost staff capacity in Complete Streets Policy implementation. Trainings can focus on Complete Streets design and implementation, community engagement, equity, smart technology, or other relevant topics. The City shall also encourage and facilitate professional development in the Complete Streets approach by sending staff to national conferences or other trainings. Complete Streets Coordinating Council members shall be included in these trainings, as appropriate. The general public may also be included in these trainings, whenever feasible. |
| 3. | Identify, review, and revise existing relevant procedures, plans, regulations, and other processes for consistency with the Complete Streets Policy. |
| 4. | Review and revise street design standards currently used in the planning, designing, and implementation phases of transportation projects to ensure that they reflect the best available design guidelines for effectively implementing Complete Streets facilities. Draft a |

| |
|--|
| Complete Streets Design Manual, pulling from nationally recognized best practices, by September 2019. |
| 5. Develop a project prioritization tool as outlined in Section 9. |
| 6. Identify performance targets and select performance measures as outlined in Section 8. |
| 7. Develop and adopt other tools, such as a Complete Streets Checklist, as necessary to help guide project implementation. |
| 8. Identify ways to improve other City practices to better align with the goals of the Complete Streets Policy and changing trends in the industry, including multimodal level of service analysis and multimodal trip generation methods for transportation impact studies. |
| 9. Proactively implement automobile speed-management strategies—such as right-sizing, striping narrower lanes, narrowing turn radii, and adding traffic-calming/green infrastructure features like speed tables, neighborhood traffic circles, curb extensions, and chicanes—during planned maintenance and operations as well as retrofitting projects. |
| 10. Experiment with the use of “lighter-quicker-cheaper” techniques and temporary materials—like paint, planters, and portable street furnishings—for a variety of Complete Streets enhancements (such as protected bike lanes, traffic calming and management features, plazas, parklets, and intersection safety improvements), to test out ideas, implement pilot projects, and gather community input more quickly. |
| 11. Develop a plan for accommodating each mode of transportation at a network or system level, in addition to such considerations at the project level. This process may include the completion of a Mobility Master Plan, a Pedestrian Master Plan, a Bicycle Master Plan, a Transit Master Plan, and/or a Freight Master Plan. It may also include the adoption of an Expanded Functional Classification System and/or a of street typology system to provide a multi-modal emphasis and a context-sensitive approach in the way streets are classified and designed. |
| 12. Facilitate coordinated implementation of both the Complete Streets Policy and existing plans and policies that support the creation of Complete Streets, including but not limited to Plan Tucson, the Bicycle Boulevard Master Plan, the Americans with Disabilities Act (ADA) Transition Plan, the Pedestrian Safety Action Plan, and Green Streets Active Practice Guidelines. |
| 13. Create a plan to ensure robust, meaningful, and inclusive community engagement, with a particular emphasis on engagement of communities that have traditionally been underrepresented in city planning and decision-making processes. The plan shall include specific strategies for overcoming barriers to engagement associated with race/ethnicity, income, age, disability, English language proficiency, vehicle access, and other factors linked to historic disenfranchisement. |
| 14. Actively seek sources of public and private funding to assist in the implementation of this Policy. |



TRANSIT TASK FORCE MEMORANDUM

January 7, 2019

Item 8: SATA Input for the PAG LRRTP

Issue – SATA has provided recommendations for the PAG Long-Range Regional Transit Plan (LRRTP) for the TTF to discuss.

Staff Recommendation – None at this time; this is an information item.

Background – PAG is currently developing a LRRTP to guide informed decisions that can enhance the public's ability to get around our region using public transportation. The LRRTP will focus on efficiently using vehicle and labor resources and will emphasize improvements in high-performing, high-demand transit corridors while also recommending appropriate service levels for lower-performing areas. It also will focus on a “frequency first” approach consistent with the PAG 2015 Future Transit Vision and will build on the existing Frequent Transit Network.

Present Consideration – PAG is hosting a LRRTP core design retreat for technical staff in late January 2019. This item is an opportunity for the TTF to provide feedback on SATA’s recommendations prior to the retreat.

Financial Considerations – None at this time.

Attachments – “Transit Ideas for RTA Long Range Plan” provided by SATA

TRANSIT IDEAS FOR RTA LONG RANGE PLAN – as of 11/18/18

COMMUTER RAIL

- Funding for three lines (interlined) on existing UP tracks in conjunction with Commuter Rail component that is projected to be on the 2022 MAG (Phoenix area) Regional Reauthorization. The routes are:
 - Old Marana to downtown
 - Vail to downtown
 - Green Valley/Sahuarita to downtown

PUBLIC PRIVATE PARTNERSHIPS

- Designate a pot of money for RTA participation in public private partnerships as a means of funding infrastructure projects

STREETCAR

- Modern Streetcar: Immediate extension from Banner UMC to Grant Rd. with purchase of Catalina Theater parking garage for streetcar parking.
- Modern Streetcar: Minor track additions (mainly crossovers) omitted from the original design.
- Modern Streetcar: Include one of the four extensions suggested by Farley originally:
 - Broadway – (use art deco PCC cars to fit with Sunshine Mile Modernism architecture theme – maybe start service with art-deco 1950's style heritage buses while line is being developed)
 - St. Mary's/PCC Main Campus
 - Campbell
 - S. 6th Ave.
- Modern Streetcar: Campbell/Kino corridor (funded primarily by the UA, the Airport and developers)
- Heritage Streetcar: S. 4th Ave., 40th Street extension/Tucson Market Place Blvd. to the bridges (funded primarily by a district created for economic development – maybe start service with heritage buses).

ELECTRIC TROLLEY BUSES (ETB's)

- Install overhead wires on S. 6th (route 18) and N. Stone (route 19) for ETB's instead of experimenting with unproven battery powered buses.

BUS INFRASTRUCTURE

- Implement adaptive signal priority to speed up bus service
- Purchase and install a new fare collection system that is more user friendly and more easily changed
- Roadway improvements to facilitate more direct transit routing. Examples:
 - Bridge over Santa Cruz River on Drexel (Single Lane Bus Only with access controlled by signals, unless the road people want to pay for the additional width).
 - Curb and median modifications to facilitate bus turns and routing not now possible.
 - New traffic signals to facilitate desired bus movements
- Updates to Transit Centers,
- Additional Park and Ride Lots and Bus Shelters

BUS ROUTE RESTRUCTURING AND ADDITIONS

- Restructure southside and westside routes to more of a grid pattern
- Restructure far eastside (east of Wilmot) routes to more of a grid pattern
- Institute route extensions/new routes included in 2006 RTA plan but not funded
- Improve weekend and night service to the same level on all FTN (Frequent Transit Network) routes.
- Add a limited number of additional FTN routes.
- Add a limited number of new routes in various places in the region.
- Replace some Sun Shuttle routes with Sun Tran fixed-route extensions, expanding to all day service.



TRANSIT TASK FORCE MEMORANDUM

January 7, 2019

Item 9: Five-Year Strategic Transit Plan Update

Issue – Staff will provide an update on the Five-Year Strategic Transit Plan.

Staff Recommendation – None at this time; this is an information item.

Background – Staff was tasked with developing a Five-Year Strategic Transit Plan (Plan) that would provide a road map to Mayor and Council by evaluating and monitoring the city transit system’s finances, expenditures, ridership data and assumptions, and sources of funding. The Plan seeks to accomplish this by:

- Identifying guiding principles for the Mayor and Council and Staff related to the role of transit in the community;
- Identifying key goals and objectives to support and foster growth of the transit system; and
- Establishing a means to evaluate transit system performance.

The Plan is being drafted by Sun Tran/Sun Van staff and presented, reviewed and revised by the TTF and the TTF Subcommittee.

Present Consideration – In the coming months, the TTF Subcommittee will continue to meet in order to finalize the Five-Year Strategic Transit Plan. The TTF will be asked to endorse the final plan prior to bringing it to Mayor and Council for approval.

Financial Considerations – None at this time.

Attachments – The draft 2020–2024 Five-Year Strategic Transit Plan is available for download: https://www.tucsonaz.gov/files/transit/Transit_Five_Year_Strategic_Plan_December_2018.pdf