



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 on:

## MEETING NOTICE

**MAYOR AND COUNCIL TRANSIT TASK FORCE  
MONDAY, JANUARY 6, 2020 AT 3:00 P.M.  
4<sup>th</sup> FLOOR LARGE CONFERENCE ROOM  
201 N. STONE AVE., TUCSON, AZ 85701**

### AGENDA

TOPICS	ESTIMATED DURATION
1. Call to Order/Roll Call.....	5 min.
2. Approval of Minutes – December 2, 2019.....	3 min.
3. Call to the Audience (First)..... <i>This is the time for the public to comment. Please note: Members may not discuss items that are not explicitly identified on the agenda.</i>	5 min.
4. Update on Transit/Announcements/Chair’s Report..... <i>This is a standing agenda item to inform committee members of relevant transit information within the City of Tucson and around the region.</i>	10 min.
5. Presentation on Government Property Lease Excise Tax (GPLET).....	30 min.
6. TTF Vacancies and Nomination of Secretary.....	10 min.
7. Presentation on PAG Long-Range Regional Transit Plan.....	20 min.
8. Fiscal Year 2021 Mass Transit Budget Timeline .....	15 min.
9. Call to the Audience (Second)..... <i>This is the time for the public to comment. Please note: Members may not discuss items that are not explicitly identified on the agenda.</i>	5 min.
10. Next Meeting Date – February 3, 2020 .....	2 min.
11. Future Agenda Items.....	5 min.
12. Adjournment	

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Transit Services Division at (520) 791-5409. Requests should be made as early as possible to allow time to arrange the accommodation.



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 on:

**MAYOR AND COUNCIL TRANSIT TASK FORCE  
MONDAY, DECEMBER 2, 2019 AT 3:00 P.M.  
4<sup>th</sup> FLOOR LARGE CONFERENCE ROOM  
201 N. STONE AVE., TUCSON, AZ 85701**

**DRAFT MEETING MINUTES**

**1. Call to Order/Roll Call – 3:11 p.m.**

A quorum was established.

Members Present

Colby Henley, Ward 3  
Brian Flagg, Ward 2  
Margot Garcia, Ward 6  
Eric Hahn, Ward 5  
Lisa Shipek, Mayor’s Office  
Nicole Feldt, City Manager’s Office  
Gene Caywood, Non-Voting Advisory Member

Staff and Others Present

Rhett Crowninshield, TDOT  
Chris Blue, TDOT  
Laura Bond, TDOT  
John Zukas, TDOT  
Bob McGee, Sun Tran  
Davita Mueller, Sun Tran  
Pat Richter, Sun Tran  
Tod Noble, Sun Tran  
Steve Spade, Sun Tran/Sun Van/Sun Link  
Claudia Cardinale, Sun Tran Bus Driver/Teamsters

**2. Approval of Minutes – November 4, 2019**

A motion made by Margot Garcia to approve the meeting minutes of November 4, 2019, duly seconded, was passed by a voice vote of 6 to 0.

Chair Henley requested that staff add letters drafted by the TTF to the meeting minutes on the TTF website.

Discussion ensued.

**3. Call to the Audience (First)**

None.

**4. Update on Transit/Announcements/Chair’s Report**

Chris Blue provided an update on the Federal Transit Administration Transit-Oriented Development grant and current TTF roster vacancies.

Steve Spade provided an update on the Universal Access Program, human trafficking grant application, and a sponsored streetcar event.

Chair Henley provided a recap of the most recent Complete Streets Coordinating Council meeting. Mr. Henley also gave an update for the Living Streets Alliance and a summary of the most recent Regional Transportation Authority Citizen Advisory Committee, which he attended.

Discussion ensued.

#### **5. Election of Secretary and Vice Chairperson**

Chair Henley presented the item with commentary provided by Chris Blue.

Discussion ensued.

Eric Hahn volunteered to serve as Vice Chairperson, with no objections.

A motion made by Eric Hahn to table the election of a secretary until the January 6, 2020 meeting, duly seconded, was passed by a voice vote of 6 to 0.

#### **6. Discussion of Transit Incentive for City of Tucson Employees**

Chris Blue provided details of talks within TDOT to examine the possibility of a transit incentive for all City of Tucson employees. Mr. Blue also offered an overview of the downtown allowance and discounted transit pass policies.

Discussion ensued.

#### **7. Discussion of SunGO System**

Chris Blue introduced the topic and explained that Director Alarcon supports the formation of a focus group to examine the efficacy of the SunGO system and identify solutions to current issues. He asked that members interested in participating email him directly.

Tod Noble and Steve Spade provided details of how the SunGO system currently functions and some of the known issues.

Discussion ensued.

#### **8. Call to the Audience (Second)**

None.

#### **9. Next Meeting Date – January 6, 2020**

#### **10. Future Agenda Items**

- Budget Update

- SunGO Cards as Alternate Forms of ID
- TTF Vacancies and Nomination of Secretary
- Government Property Lease Excise Tax

**11. Adjournment – 4:37 p.m.**



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# TRANSIT TASK FORCE MEMORANDUM

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January 6, 2020

## **Items 3 and 9: Calls to the Audience**

Issue – This is a standing agenda item allowing for the public to comment. Please note: Members may not discuss items that are not specifically identified on the agenda.

Staff Recommendation – None. 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 during the previous meeting’s Call to the Audience agenda items are provided below:

1<sup>st</sup> Call to the Audience – None.

2<sup>nd</sup> Call to the Audience – None.

Financial Considerations – None.

Attachment(s) – None.



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# TRANSIT TASK FORCE MEMORANDUM

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December 2, 2019

## **Item 4: 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.

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:***

- FTA Transit-Oriented Development Grant Application
- Formation of SunGO System Focus Group

***Sun Tran, Sun Link and Sun Van Updates – None.***

***Regional Updates – None.***

***Committee Updates – None.***

### ***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

Transit Connections Focus Group

PAG/RTA Citizens Advisory Committee

Financial Considerations – None.

Attachments – None.



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# TRANSIT TASK FORCE MEMORANDUM

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January 6, 2020

## **Item 5: Presentation on Government Property Lease Excise Tax (GPLET)**

Issue – At the request of the TTF, staff from the Economic Initiatives Office will provide an overview of the GPLET incentive program.

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

Background – In April 2012, the Mayor and Council passed a resolution to adopt the Downtown Gateway Redevelopment Area and Central Business District (CBD). The redevelopment area allows the City to activate the GPLET program.

GPLET is established under the Arizona Revised Statutes [A.R.S. Secs. 42-6201 through -6210] to encourage development by reducing a project's operating costs. Costs are reduced by replacing the real property tax with an excise tax. Under the state statutes, the replacement excise tax is established for the building type of use and is calculated on the gross square footage of the building. The use of the excise tax requires that the land and improvements be conveyed to a government entity and leased back for private use. The excise tax rate can be abated for the first eight (8) years after a certificate of occupancy on the building is issued if the property is located within the CBD.

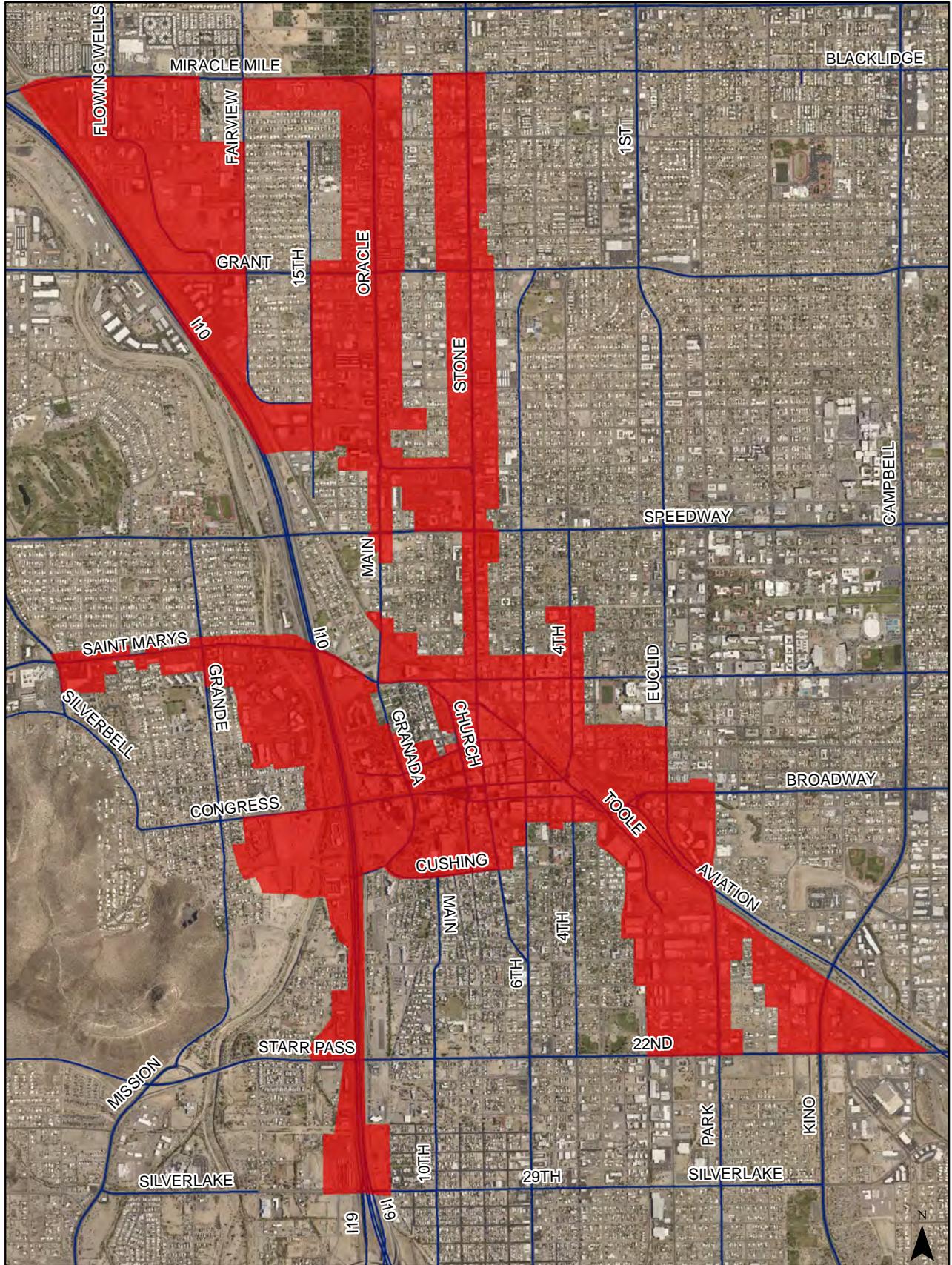
A map of the GPLET incentive area is included in this packet.

Present Consideration – None.

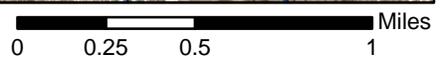
Financial Considerations – None.

Attachments – GPLET Incentive Area Map.

# GPLET Incentive Area



Are you in the area? Visit [maps.tucsonaz.gov/zoombiz](http://maps.tucsonaz.gov/zoombiz)



Created: 11/6/13



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# TRANSIT TASK FORCE MEMORANDUM

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January 6, 2020

## **Item 6: TTF Vacancies and Nomination of Secretary**

Issue – There are currently four vacancies on the TTF: three (3) City Manager appointments and one (1) Ward 4 appointment. At this time, there is no Secretary.

Staff Recommendation – Staff is requesting input from members for the names of potential candidates for the four vacancies to be forwarded to Director Alarcon for consideration.

Background – Due to attrition, there are currently four (4) total vacancies, bringing the number of members to seven (7). Director Alarcon has requested that staff prepare a list of potential candidates for consideration.

At the December 2, 2019 TTF meeting, staff proposed that members nominate a Secretary. Eric Hahn tabled the item, and it was subsequently added to this month’s meeting agenda.

Present Consideration – Nomination of Secretary by a majority vote.

Financial Considerations – None.

Attachments – None.



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# TRANSIT TASK FORCE MEMORANDUM

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January 6, 2020

## **Item 7: Presentation on PAG Long-Range Regional Transit Plan**

Issue – Staff from the Pima Association of Governments (PAG) will provide an update on the PAG Long-Range Regional Transit Plan (LRRTP).

Staff Recommendation – None. This is an information item.

Background – PAG has hired Jarret Walker and Associates to assist with developing the LRRTP. The LRRTP will focus on a “frequency first” approach consistent with the PAG 2015 Future Transit Vision and build on the existing Frequent Transit Network (FTN).

PAG has completed an initial draft of the LRRTP. The draft plan synthesizes initial feedback from the public and technical work completed with regional stakeholders at a core design workshop. These materials, along with service classifications, capital prioritizations, access and coverage analysis, and maps of plan elements, are incorporated into the draft document. The plan includes four main transit service improvement elements: 1. Expansion of the FTN; 2. Improve service spans on weekends and evenings; 3. Targeted service improvements to suburban transit routes; and 4. Infrastructure improvements supporting speed, reliability, and service quality.

PAG also conducted a survey seeking feedback on the recommended elements expressed in the draft plan. Based on over 800 surveys received, the majority of respondents indicated that they believe the proportion of service improvement for each of the recommended elements is the correct amount. Respondents were also asked to prioritize each of the recommended improvements. Based on the prioritized responses, staff is recommending a phased implementation of the service elements. The proposed phasing would launch additional weekend and evening service first, followed by, or in some cases simultaneous with, improvements to the FTN. The draft LRRTP and survey can be viewed at [www.pagregion.com/transit](http://www.pagregion.com/transit).

Following a formal 30-day comment period, which began on Dec. 13, 2019, PAG staff intend to finalize the LRRTP and bring it back to Regional Council on Jan. 30, 2020, for final review and approval.

Present Consideration – None.

Financial Considerations – None.

Attachments – None.



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# TRANSIT TASK FORCE MEMORANDUM

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January 6, 2020

## **Item 8: Fiscal Year 2021 Mass Transit Budget Timeline**

Issue – This is an agenda item to inform committee members of the fiscal year 2021 mass transit budget process. A fiscal year is a 12-month period that an organization uses to report its finances. At the City of Tucson, the fiscal year begins July 1 and ends on June 30.

Staff Recommendation – None. This is an information item.

Background – The budget process began in early December with a kick-off meeting to review the overall process and parameters with the appropriate department and division staff. The procedure to develop the budget is approximately six months in length, culminating with final approval from Mayor and Council.

Present Consideration – The timeline of the fiscal year 2021 mass transit budget process is provided below.

December 6, 2019: Capital budget due to Transit Finance Team

December 16, 2019 – January 6, 2020: Operating (revenue and expense) budget development

January 6, 2020: Operating budget due back to Transit Finance Team

January 9, 2020: Operating and capital budget due back to TDOT Director and Transportation Management Team

February 3, 2020: Revenue budget due to City Budget Office

February 3, 2020: Expense budget due to City Budget Office

April 21, 2020: Recommended budget submitted to Mayor and Council

June 9, 2020: Final budget adoption by Mayor and Council

Financial Considerations – None.

Attachments – None.