



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, MARCH 2, 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 – February 3, 2020.....	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>	15 min.
5. Signal Phase and Timing (SPaT) Challenge: Sun Link Streetcar Presentation .....	15 min.
6. Draft Complete Streets Design Guidelines .....	20 min.
7. Fiscal Year 2021 Mass Transit Budget Discussion .....	45 min.
8. Call to the Audience (Second) .....	5 min.
<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>	
9. Next Meeting Date – April 6, 2020 .....	2 min.
10. Future Agenda Items.....	5 min.
11. 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, FEBRUARY 3, 2020 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 – 3:08 p.m.**

Chair Henley called the meeting to order. Those present were:

Members

Colby Henley, Ward 3  
Brian Flagg, Ward 2  
Margot Garcia, Ward 6  
Eric Hahn, Ward 5  
Alexandra Jimenez, Ward 1  
Nicole Feldt, City Manager’s Office  
Gene Caywood, Non-Voting Advisory Member

**Staff and Others**

Robin Raine, TDOT  
Rhett Crowninshield, TDOT  
Chris Blue, TDOT  
John Zukas, TDOT  
Steve Spade, Sun Tran/Sun Van/Sun Link  
Misty Ingram, Sun Tran Bus Driver/Teamsters  
Allen Benz, Tucson Bus Riders Union  
Darla Lewis, Citizen

**2. Approval of Minutes – January 6, 2020**

A motion made by Margot Garcia to approve the meeting minutes of January 6, 2020, duly seconded, was passed by a voice vote of 6 to 0.

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

None.

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

Chris Blue gave an update on TTF Vacancies, the Ronstadt Transit Center redevelopment project, and the formation of the SunGo Subcommittee. Margot Garcia recommended that a TTF member serves as chair of the subcommittee. Mr. Blue indicated he would forward Ms. Garcia’s request to Director Alarcon for consideration.

Steve Spade gave an overview of the changes to Routes 10 and 17 that will occur on Feb. 16.

Brian Flagg provided details about a Casa Maria presentation on GPLETs happening on March 1 at the Capilla de Guadalupe in South Tucson.

Ms. Garcia asked about how the buses were dealing with the detours along Broadway Blvd. during the road-widening.

Discussion ensued.

Colby Henley handed out a donated book to TTF members: “Better Buses, Better Cities.”

**5. Transit Safety Enhancements and Human Trafficking Awareness & Public Safety Initiative Grant**

Steve Spade presented the changes in system security based on a previously completed security analysis. The security analysis recommends the creation of transit police to improve safety. While the preferred method, current TPD staffing levels don’t allow for this. Mr. Spade gave an overview of the alternatives.

Discussion ensued.

Mr. Spade gave details of the recently awarded Federal Transit Administration Human Trafficking and Public Safety Initiative grant.

Discussion ensued.

**6. Fiscal Year 2021 Mass Transit Budget Discussion**

Rhett Crowninshield provided an overview of the FY21 Mass Transit Budget.

Discussion ensued.

The group requested that the item be brought back at the March TTF meeting for further discussion.

**7. Call to the Audience (Second)**

Comments were made by (in order):

Allen Benz  
Misty Ingram  
Darla Lewis

A recording of the entire meeting, including this item, is available from the City Clerk’s Office.

**8. Next Meeting Date – March 2, 2020**

**9. Future Agenda Items**

Update on Transit Incentive for All City Employees

FY2021 Mass Transit Budget Discussion  
Information on SunGo Subcommittee  
TTF Vacancies  
Ronstadt Transit Center Redevelopment Project Update  
TTF Transit “Wish List”  
Move Tucson Update – Retreat and Workshop

**10. Adjournment – 4:53 p.m.**



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# TRANSIT TASK FORCE MEMORANDUM

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March 2, 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 at this time.

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 at this time.

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

Financial Considerations – None at this time.

Attachment(s) – None at this time.



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# TRANSIT TASK FORCE MEMORANDUM

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March 2, 2020

## **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 at this time.

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:***

Formation of SunGO System Subcommittee

***Sun Tran, Sun Link, and Sun Van Updates – None at this time.***

***Regional Updates – None at this time.***

***Committee Updates – None at this time.***

### ***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 at this time.

Attachments – None at this time.



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# TRANSIT TASK FORCE MEMORANDUM

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March 2, 2020

## **Item 5: Signal Phase and Timing (SPaT) Challenge: Sun Link Streetcar Presentation**

Issue – Staff from TDOT Engineering will provide an overview of the SPaT Challenge and its implications for the Sun Link Streetcar.

Staff Recommendation – None at this time.

Background – The SPaT Challenge is a challenge to state and local public sector transportation infrastructure owners and operators to cooperate to achieve deployment of dedicated short-range communications (DSRC) infrastructure with SPaT broadcasts in at least one corridor or network (approximately 20 signalized intersections) in each of the 50 states by January 2020.

The Challenge is organized through the National Operations Center of Excellence (NOCoe), a partnership of the American Association of State Highway and Transportation Officials (AASHTO), the Institute of Transportation Engineers (ITE), and the Intelligent Transportation Society of America (ITSA) with support from the Federal Highway Administration (FHWA).

Present Consideration – Staff from the TDOT Engineering will present information on the SpaT Challenge for comment and discussion by members.

Financial Considerations – None at this time.

Attachments – None at this time.



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# TRANSIT TASK FORCE MEMORANDUM

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March 2, 2020

## **Item 6: Draft Complete Streets Design Guidelines**

Issue – Staff will be presenting on the Draft Complete Streets Design Guidelines.

Staff Recommendation – None at this time.

Background – The Draft Complete Streets Design Guidelines (Guide) take the concepts described in the Complete Street Policy, passed by Mayor and Council in February 2019, and apply them to specific contexts and elements of city street design. The Guide, in combination with the Policy, institutionalizes the Complete Streets approach within City agencies to make it a routine part of the decision-making process.

The Guide provides direction to policymakers, City agencies, private-sector engineering firms, developers, and community members about where, when, and how to incorporate best practices in Complete Streets design. The Guide promotes higher-quality street designs that will ultimately, as each project is completed, result in a network of roadways stretching across the city that is safe, attractive, comfortable, and welcoming for all.

The Guide supplements but does not replace existing City of Tucson engineering practices to meet the goals of the Complete Streets Policy. It is general in application—providing design guidance on the preferred use of the right-of-way in a way that is consistent with tenets of Complete Streets—without being overly prescriptive.

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

Financial Considerations – None at this time.

Attachments – None at this time. The Guide was emailed to TTF members on February 18, 2020.



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# TRANSIT TASK FORCE MEMORANDUM

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March 2, 2020

## **Item 7: Fiscal Year 2021 Mass Transit Budget Discussion**

Issue – Staff will provide an update on the Fiscal Year (FY) 2021 Mass Transit Budget for discussion.

Staff Recommendation – None at this time.

Background – The FY 2021 Mass Transit Budget is currently under development and will be brought to Mayor and Council in April. Staff will continue to update the TTF as information becomes available.

Present Consideration – Staff will be presenting an update on the FY 2021 Mass Transit Budget for discussion. The timeline of the 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 at this time.

Attachments – The material on this item will be distributed as soon as it becomes available.