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, May 2, 2016 at 4:00 p.m.

Location: 149 N. Stone, 2nd Floor
Tucson, AZ 85701

TOPICS	SUGGESTED TIME ALLOTTED
1. Call to Order	
2. Introductions / Roll Call	2 Minutes
3. Approval of March 7, 2016 Minutes	3 Minutes
4. Call to the Audience	10 Minutes
5. Election of Officers	10 Minutes
6. Update on Transit/Announcements	10 Minutes
7. Review of Proposed Transit General Fund Reductions	40 Minutes
8. Next Steps: JWA Transit Workshop Report Policy Ideas	30 Minutes
9. Call to the Audience	10 Minutes
10. Next meeting date and time/Meeting schedule	3 Minutes
11. Future Meeting Agenda Items	2 Minutes

- Five-Year Strategic Transit Plan Update
- Bus Rapid Transit and Transit Oriented Development (Chris Nelson UoA)

12. Adjourn

Action may be taken on any item.

(Material, if available, can be provided by contacting Karen Rahn at 520-837-6584)

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
MINUTES
Monday, March 7, 2016, 4:00 p.m.

Location: 149 N. Stone, 2nd Floor
Tucson, AZ 85701

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1. **Call to Order**

   Meeting was called to order at 4:08 p.m. with seven (7) of the eleven (11) members present which established a quorum.

2. **Introductions / Roll Call**

Members Present:	*Eugene Caywood, Chair (Ward 5)* *Suzanne Schafer, Vice Chair (Ward 3)* *Brian Flagg (Ward 2)* *Margot Garcia, (Ward 6)* *Sami Hamed (CTAC)* *Peggy Hutchison (Ward 1)* *Linda Dobbyn (CTAC)* *David Heineking, U of A Advisory Member*
Members Absent:	*Vacant (Mayor)* *Vacant (Ward 4)* *Vacant (CTAC)* *Vacant (CTAC)*
Staff Present:	*Jeremy Papuga, Transit Administrator* *Nicholas Scherer, Transit Services Coordinator* *Kate Riley, General Manager of Sun Tran/Sun Van* *Jared Forte, Assistant General Manager of Sun Tran* *Kandi Young, Marketing & Communications Director for Sun Tran/Sun Van* *Bob McGee, Sun Tran Scheduling Manager* *Davita Mueller, Sun Tran Planning Analyst*

3. **Approval of February 8, 2016 Minutes**

   Motion: *Peggy Hutchison made a motion to approve the minutes as amended.*

   Seconded

   Motion Passed: *Unanimously*

DRAFT

4. Call to the Audience

Allen Benz – Mr. Benz expressed his concern regarding the head sign on the front of the bus saying something different from the recording heard upon entering the bus.

He also expressed his concern about posted signs that tell people to please keep your strollers and shopping carts out of the aisles and doorway. Mr. Benz stated that strollers and wire shopping carts are being put in the aisles. Strollers are getting bigger and consequently a stroller and wire shopping cart in the aisle does not leave much room for someone to get by.

5. Update on Transit/Announcements

Jeremy Papuga gave an update on the following Transit items:

Ronstadt Transit Center Improvements – Mr. Papuga said they will have a draft redevelopment agreement by Spring.

2045 RMAP Process – Still scheduled for committee meetings in April for approval of the plan.

Mayor & Council – No updates today.

High Capacity Transit – Representatives from the City of Tucson PAG and HDR will have their project kickoff meeting on Wednesday of this week.

Kate Riley gave updates on the following:

SunGo Card – Transit staff is working with Productive Services and Gen Fare to help with some issues.

Smoking at Transit Centers – Ms. Riley stated that placards are being put up at the Transit Centers advising people that smoking is not allowed. The signs are being prepared by the City's Sign Shop.

Suzanne asked for an update on the switching from a 30 day pass to a 31 day pass and the continuation of the seven-day pass. Ms. Riley answered that the seven-day pass will not be continued at this time. The switch from a 30 to a 31 day pass changes the value of the pass and for that reason it was not implemented. Staff will look at the cost impact.

Nick Scherer gave an update on the following:

Transit Working Group – The express service analysis is going to establish express service performance measures and set benchmarks for future express route comparison.

DRAFT

The Sun Shuttle Marana Circulator – Staff proposed combining Route 411 and 413 and some rerouting. They are currently collecting public feedback.

6. March 8 Mayor and Council Meeting

Jeremy Papuga reported that the Mayor and Council Study Session has been canceled. He mentioned that the transit budget was an item on the agenda. Jeremy was going to bring the budget item to the TTF at this meeting, but since the Mayor and Council Study Session was canceled, he did not. The next Mayor and Council meeting will be March 22nd.

Margot Garcia expressed her disappointment on seeing the budget item on the Mayor and Council Agenda when the TTF had not been apprised of it. Jeremy Papuga answered that the Five-Year-Forecast is just an estimate of "continuing to do business as usual and will not be only as a reference document in the development of the budget." It does not have any planning for future years. Discussion followed.

7. Next Steps: JWA Transit Workshop Report Policy Ideas

Nick Scherer gave a presentation on Next Steps: Jarrett Walker & Associates Transit Choices Report – Policy Ideas. The goal is to create a new policy that will establish the minimum criteria for defining the Frequent Transit Network route. He asked for feedback from the Task Force on Objective 1: Service Requirements and a review on Objectives 2 and 3.

Objective Number 1: Service Requirements has three parts: Frequency, Hours of Service, and Days of the Week. A discussion ensued on whether extended frequent weekday hours, frequent weekend service, or additional frequent routes were more important. Staff will re-evaluate Objective 1 to include minimum service standards outside the defined Frequent Network. They will also develop a map. Mr. Papuga recommended taking the phases out and putting them at the end of the document. Objective Number 2 was discussed. It was pointed out that Objective 2 should clearly state the qualifications a route must have met in the past to be considered a part of the Frequent Transit Network. Also, it was suggested that Objective Number 3 should have a longer review period to encourage development along the route. One proposal was to include a five year review period rather than three years.

8. U of A Urban Design Studio: High Capacity Transit Practicum Project

Ryan Fagan and Dominic Martinelli, Planning Students from the University of Arizona, gave a presentation on High Capacity Transit. The basis for the project was the 2009 PAG Report on High Capacity Transit as well as the Jarrett Walker Study. The final route recommendation was Sixth Avenue, Oracle Road and Laos Transit Center to the Airport.

DRAFT

9. Transit Management Contract: Performance Incentives

Jeremy Papuga stated that ridership performance incentives will not be included in the extension of the current transit management contract and that he would like to do some research to see what other contract performance incentives are used and can be implemented in future contracts.

10. Call to the Audience

Camille Kershner – Ms. Kershner commented on weekend service and said that service hours and frequency are both important. She also asked about the bus stop at Speedway and Campbell. She said the bench and trashcan are no longer there.

Allen Benz – Mr. Benz commented on the bus frequency at night. Coming from the U of a Library after 7:30 p.m. it's much more convenient to walk over to the Sun Link stop and take it downtown. At that time of night the #9 has switched to 1 hour frequency and the streetcar is on 20 minute frequency.

11. Next meeting date and time/Meeting schedule

The next meeting will be April 4, 2016.

12. Agenda items upcoming meeting

Some items of topic for the next meeting included:

- *Sun Tran Marketing Plan: Key Objectives*
- *Five-Year Strategic Transit Plan: Goals and Objectives*
- *Boards and Commissions Study*
- *CTAC Update*

13. Adjourn

The meeting adjourned at 5:57 p.m.

DRAFT

TRANSIT TASK FORCE MEMORANDUM

Item 4: Call to the Audience

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

Staff Recommendation – None. This is an information item.

Background – The memo accompanying this agenda item is intended to provide information to the Transit Task Force regarding the public comments made in front of the task force during the call to the audience agenda item from the previous meeting.

Present Consideration – Staff responses to the questions from the last meeting are provided below:

Allen Benz:

1. **The route 15 Southbound bus leaving Tohono Transit Center headsign displays: "22nd Street", however the onboard annunciator is inconsistent, it says: "University of Arizona Mall"?**

   This has been reported to staff, and is being corrected.

Camille Kershner:

1. **What happened to the bus stop at Campbell and Speedway Northbound? The bench and trash can are no longer there.**

   The bus pad is being reconstructed and the stop will remain in its original location.

Financial Considerations – None

Attachments – None

TRANSIT TASK FORCE MEMORANDUM

Item 5: Election of Officers

Issue – This agenda item is for Task Force members to elect a Chairperson and Vice Chairperson.

Staff Recommendation – None. This is a member election item.

Background – The Task Force shall elect from its membership a Chairperson and Vice Chairperson.

> Chairperson- Responsible for conduting meetings, serves as the offical representative of the board, sets the agenda, announces the order of business, recognizes members who would like to speak, appoints members to subcommittees, faciliates the motions and delcares votes.
>
> Vice Chairperson- Responsible for presiding over and conduting any meeting at which the Chairperson is not present. If both the Chairperson and Vice Chairperson are absent, the members shall appoint a Chairperson to conduct the meeting.

Present Consideration – Election of a Chairperson and Vice Chairperson.

Financial Considerations – None.

Attachments – None.

TRANSIT TASK FORCE MEMORANDUM

Item 6: Update on Transit/Announcements

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. 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.

Projects:
Ronstadt Transit Center (RTC) Redevelopment
2045 Regional Mobility and Accessibility Plan (RMAP) Process
Mayor and Council Meeting
High Capacity Transit Implementation Plan (HCTIP)
Citizens Transportation Advisory Committee (CTAC) Proposal

Committees:
RTA Transit Working Group
Boards, Comissions, and Committees Letter

Stakeholder Groups:
Bus Riders Union
Bus Friends Forever
Friends of the Streetcar
Living Streets Alliance
Old Pueblo Trolley
Southern Arizona Transit Advocates

Financial Considerations – None

Attachments – None

TRANSIT TASK FORCE MEMORANDUM

Item 7: Review of Proposed Tranist General Fund Reductions

Issue – This agenda item is to discuss Transit items that were presented to Mayor and Council during their April 19, 2016 Study Session.

Staff Recommendation – None. This is a discussion item.

Background – During the Mayor and Council Study Session on March 22, 2016, the City Manager presented broad city wide revenue and expenditure reduction proposals.

The discussion continued at the Mayor and Council Retreat on April 4, 2016. Specific expense reductions and revenue options were pritoritized and introduced to the Mayor and Council with the objective to minimize the impact of loss service across Sun Link (streetcar), Sun Tran (bus), and Sun Van (paratransit).

During the April 19, 2016 Mayor and Council Study Session the City Manager continued the budget reduction conversation, and presented a smaller list of Transit General Fund reduction options from the Retreat. These options include:

- Reduce Thursday night Sun Link service by four (4) hours ending service at 10 p.m. instead of 2 a.m. Savings of $94,340.
- Reduce Friday and Saturday night Sun Link by two (2) hours ending service at 12 midnight instead of 2 a.m. Savings of $48,740.
- Eliminate Paper Transfers (Single Ride Fare Good for 2 hrs). Savings of $227,940.
- Out of Area Fee for Optional ADA Service FY16/17 $2 for a Revenue increase of $258,200 and FY17/18 $4 for a Revenue increase of $500,000.
- Recommended Fare Increase in FY16/17 of $0.10 for an increase in revenues of $433,010 and for FY17/18 of $0.15 for a Savings of $1,471,500.

The Mayor and Council will continue to discuss the recommended fiscal year 2016/17 budget during the May 3rd, 2016 Study Session. There will also be a public hearing on the recommend budget during the Mayor and Council Regular meeting on May 3rd, 2016.

Present Consideration – None.

Financial Considerations – None.

Attachment 1- Mayor and Council April 19, 2016 Study Session Meeting Materials
Attachment 2- Memo to Mayor and Council on Transit Public Meetings and Title VI Process

Department of Transportation (TDOT)

The initial total transit budget requested in FY16/17 is approximately $96.4 million with projected revenues from passenger farebox at $12.6 million, General Fund at $47.23 million, Regional Transportation Authority at $16.3 million and Federal FTA funding at $18.5 million.

Recommendations for addressing the General Fund reduction are as follows:

- Reduce Sun Link late night services, paper transfers and implement graduated fares over two years.
  - Reduce Thursday night Sun Link service by four (4) hours ending service at 10 p.m. instead of 2 a.m. Savings of $94,340
  - Reduce Friday and Saturday night Sun Link by two (2) hours ending service at 12 midnight instead of 2 a.m. Savings of $48,740
  - Eliminate Paper Transfers (Single Ride Fare Good for 2 hrs). Savings of $227,940
  - Out of Area Fee for Optional ADA Service FY16/17 $2 for a Revenue increase of $258,200 and FY17/18 $4 for a Revenue increase of $500,000

- Recommended Fare Increase in FY16/17 of $0.10 for an increase in revenues of $433,010 and for FY17/18 of $0.15 for a Savings of $1,471,500

The implementation of major service and fare changes require Title VI equity analysis and public comment process. Any major bus service changes would occur in September 2016. At this time Staff is recommending the City start the Title VI process.

- **FY16/17 HURF Funding**
  - The State Highway User Revenue Fund (HURF) for FY16/17 is projected to remain relatively flat compared to FY15/16 Adopted Budget of $36 million, excluding the 3% distribution. The department conservatively budgeted an increase of $366,790 for FY16/17. Revenue from fees and leases are also anticipated to be flat.
  - Total HURF expenditures for FY16/17 are expected to be slightly less than the FY15/16 Adopted Budget due to savings from the LED conversion project. The largest expenditures are expected to be salaries and wages at approximately 50% of total expenditures.

- **FY16/17 Park Tucson**
  - The Park Tucson fund balance is anticipated to be $2 million at the beginning of FY16/17. Technology investments from FY14/15 and FY15/16 in new on-street smart meters, new garage equipment and new enforcement and collection along with increased meter rates and expanded on-street metered parking along 4th Avenue are resulting in increased revenue. It is anticipated in Fiscal Year 2017 that the additional parking agents will yield additional revenues. In addition, the conversion to LED lighting in the garages is anticipated to start in Fiscal Year 2016 and be completed in early Fiscal Year 2017. The Fiscal Year 2017 budget reflects a six percent projected increase in revenues from the current budget.

TTF 5/2/16 - Attachment 2

MEMORANDUM

DATE: April 28, 2016

TO: The Honorable Mayor Rothschild and City Council Members

FROM: Daryl W. Cole, Director
Department of Transportation

SUBJECT: Transit Public Meetings and Title VI Process

The purpose of this memo is to inform the Mayor and Council of the public meeting schedule, Title VI process and proposed implementation timeline related to the City Manager's recommended Fiscal Year (FY) 2017 budget for the Transit Program. In addition, the upcoming public meetings and Title VI process will provide an opportunity for public comment on the City's policies related to Title VI as part of Federal Transit Administration (FTA) requirement for an updated Title VI program.

FY 2017 Recommended Changes

As presented at the April 19, 2016 Mayor and Council Study session, the City Manager's recommended budget includes the following changes to the transit program:

- Reduce Thursday night Sun Link service by four (4) hours ending service at 10 p.m. instead of 2 a.m.
- Reduce Friday and Saturday night Sun Link by two (2) hours ending service at 12 midnight instead of 2 a.m.
- Eliminate Paper Transfers (Single Ride Fare Good for 2 hrs.).
- Graduated fare increase in the base and economy fares of $0.10 in FY 2017 and $0.15 in FY2018 and corresponding adjustments to other fares.
- Out of Area Fee for Optional ADA Service of $2 in FY 2017.
- Out of Area Fee for Optional ADA Service of $4 in FY 2018.
- Also included in the base budget are bus service changes which were approved in the FY 2016 budget for implementation in February 2016 but deferred due to the labor strike. The recommended bus service changes strengthen the frequent transit network as defined by Jarrett Walker and Associates visioning process:
    - Merge Route 9 (Grant Rd) with Route 20 (West Grant Rd)
    - Increase frequency to 15 minutes all day 6 a.m. to 6 p.m. on north/south Route 6 (Euclid/1st Avenue) and Route 15 (Campbell)
    - Decrease peak frequency from 15 minutes to 30 minutes on Route 27 (Midvale Park)
    - Extension of Route 7 (22nd Street) and Route 17 (Country Club/29th Street) to the Broadway /Houghton Park and Ride approved and funded by the Regional Transportation Authority (RTA).

All the recommended changes, except for the Sun Link service hours, require an opportunity for public comment and a Title VI equity analysis. The Sun Link service change for Thursday, Friday, and Saturday nights can be made administratively without Title VI analysis and are scheduled for implementation on Thursday, June 2, 2016. Sun Link ridership graphs are provided in Attachment A.

Updated Title VI Program

As part of an updated Title VI program, the FTA requires grantees to engage the public, which includes minorities and limited English proficient (LEP) populations, and provide an opportunity for the public to participate in the City's decision making process regarding policies and procedures for solicitation and consideration of public comment on fare changes and major service changes on public transportation.

The City of Tucson's last Title VI Program Update was in October 2013 (amended in January 2014 to incorporate required passenger survey information). The Title VI Program must be amended and resubmitted every three years. To meet the October 2016 deadline, the City of Tucson Title VI Policy and Procedures on Solicitation and Consideration of Public Comment on Fare Changes and Major Service Changes on Public Transportation is being included as part of the public outreach process as a component of the City of Tucson's Title VI Program. The *Policy and Procedures* do not require re-adoption by the Mayor and Council. However, the Title VI program submission will require Mayor and Council approval.

Timeline for Public Input and Title VI Process

Opportunities for public input on proposed transit system changes and the Title VI program will be provided via e-mail, telephone calls, and public meetings. As required by intergovernmental agreement with RTA, the public outreach efforts are being coordinated with RTA on proposed fares, which could have a regional impact to Sun Shuttle routes. A timeline for the public input, Title VI process, and potential fare and service change implementation as follows:

Proposed Implementation Timeline For Public Meetings, Title VI Process, and Potential Fare and Service Change Implementation (Inclusive of Regional Transportation Authority's (RTA's) Transit Services)	
Public Outreach*	Tuesday, May 1, 2016 – Friday, June 17, 2016
**The Public can comment via e-mail (suntraninfo@tucsonaz.gov)/website, telephone (520) 792-9222, and via participation in the following public meetings:*	
Public Meeting Schedule	
Date	Location and Time
Tuesday, May 3, 2016	11:30 – 1 p.m. at Joel D. Valdez Main Library, 101 N. Stone Ave. 5:30 – 7 p.m. at El Rio Neighborhood Center, 1390 W. Speedway Blvd.
Wednesday, May 4, 2016	10 – 11:30 a.m. at Woods Memorial Library, 3455 N. 1st Ave.

Public Meeting Schedule (Con't)	
Thursday, May 5, 2016	5:00 – 6:30 p.m. at Clements Center, 8155 E. Poinciana Dr.
Tuesday, May 10, 2016	12 – 1:30 p.m. at U of A Student Union, Tubac Room 5:30 – 7 p.m. at Wilmot Library, 530 N. Wilmot Rd.
Thursday, May 12, 2016	12 – 1:30 p.m. El Pueblo Activity Center, 101 W. Irvington Rd.
Tuesday, May 17, 2016	5:30 – 7 p.m. at Wellness Center/Azul Room, 5305 W. Calle Torim
Proposed Mayor and Council Meeting Schedule (Service and Fare Changes, Title VI Analysis, Public Hearing, Title VI Program Approval, Implementation of Service and Fare Changes)	
Title VI Analysis - Service and Fare Changes Mayor and Council – Study Session	Tuesday, August 9, 2016
Public Hearing – Service and Fare Changes Mayor and Council – Regular Session	Tuesday, August 9, 2016
Implement Fare Changes – FY 2017	Wednesday, August 31, 2016
Present Title VI Program Mayor and Council – Study Session	Wednesday, September 7, 2016
Title VI Program Approval Mayor and Council – Regular Session	Tuesday, September 20, 2016
Implement Service Changes	Sunday, September 25, 2016
Implement Fare Changes – FY 2018	Tuesday, July 1, 2017

If you need additional information or have questions, please contact Carlos de Leon, Deputy Director of Transportation (791-4371) or John Zukas, Interim Transit Administrator (837-6762).

JZ/DWC/rw

Attached: Attachment A

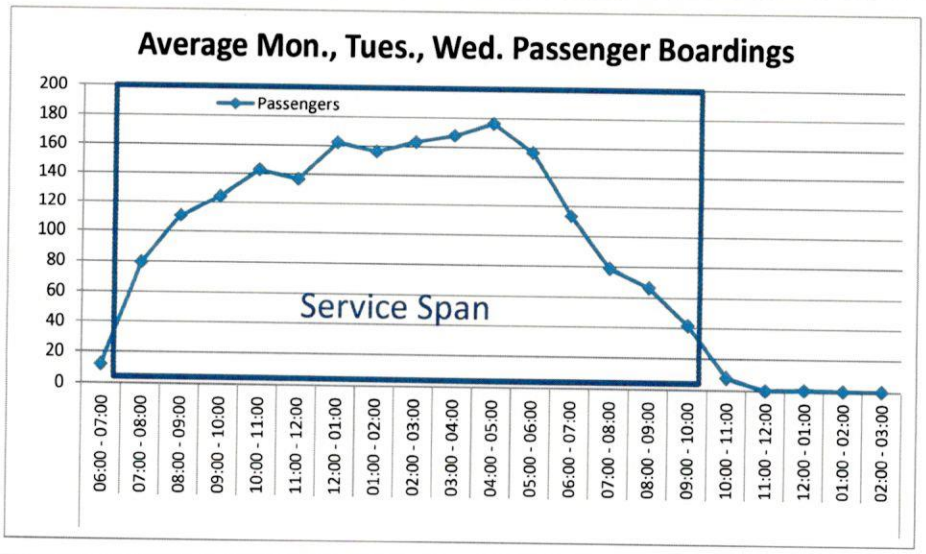
cc: Michael J. Ortega, P.E., City Manager
Albert Elias, Assistant City Manager
Joyce Garland, Assistant City Manager
Mayor and Council Aides
Executive Leadership Team
Carlos de Leon, Deputy Director of Transportation
John Zukas, Interim Transit Services Administrator
Steve Bethel, Sun Link General Manager
Kate Riley, Sun Tran/Sun Van General Manager

TTF 5/2/16 - Attachment 2

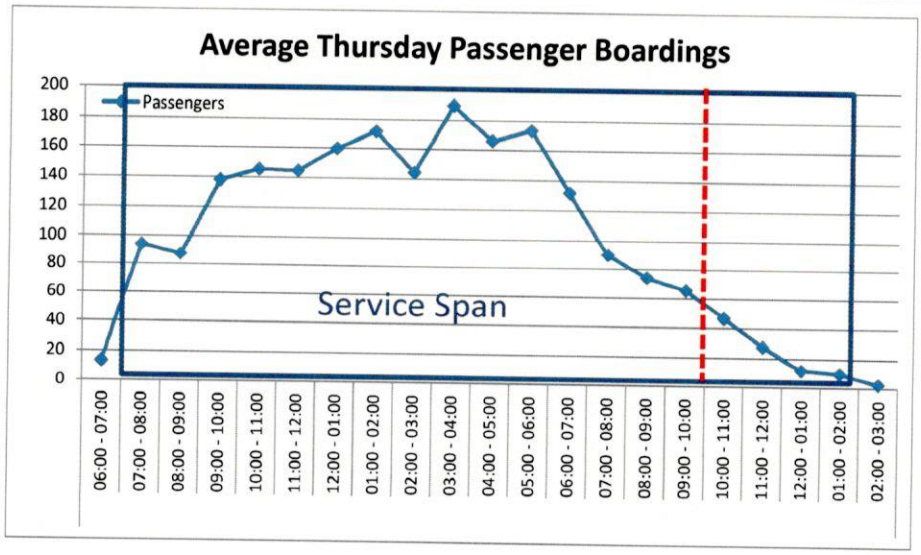
Attachment A

Average Sun Link Ridership by Day and Hour

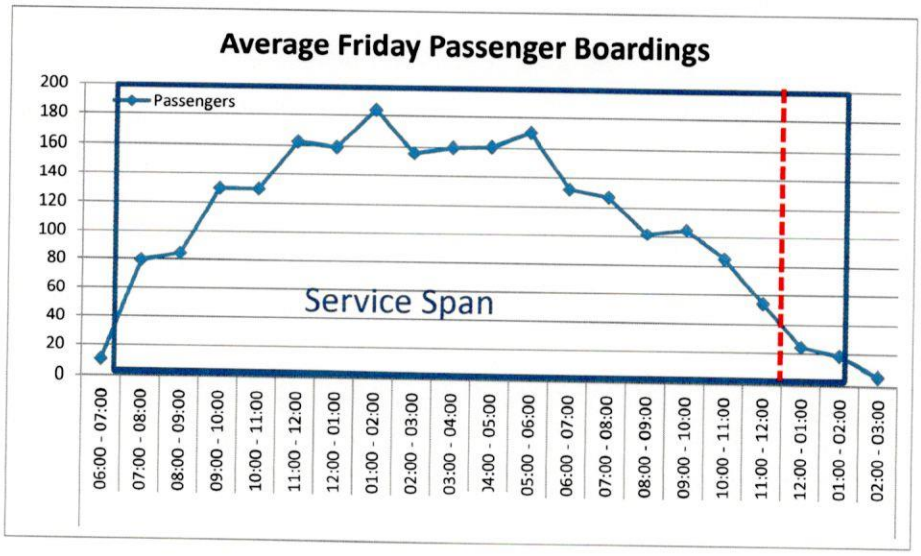
No Recommended Changes



liminate service from 10 p.m.
o 2 a.m.



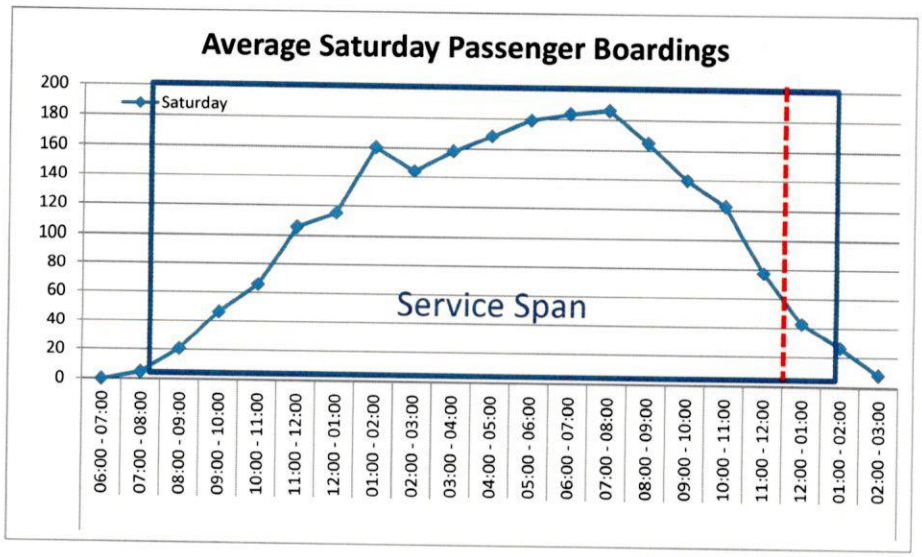
liminate service from 12 a.m.
o 2 a.m.



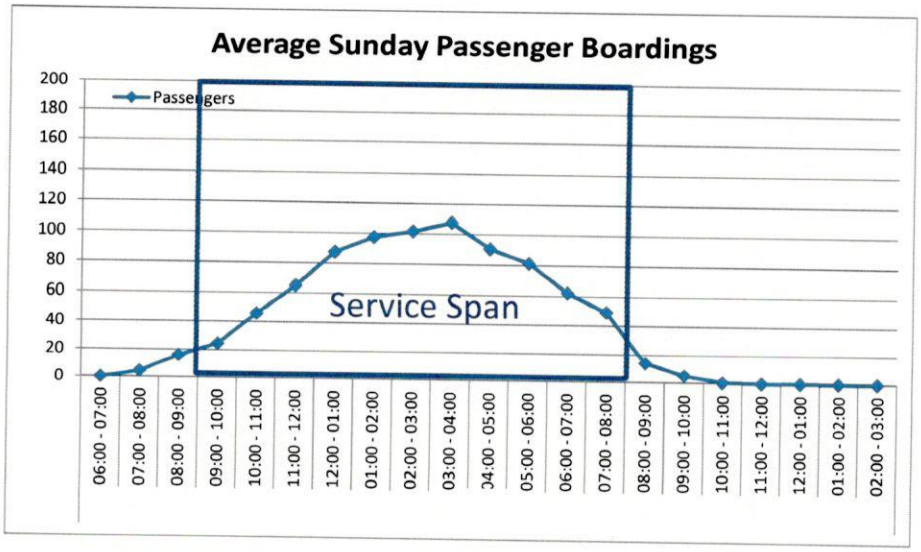
TTF 5/2/16 - Attachment 2

Average Sun Link Ridership by Day and Hour

Eliminate service from 12 a.m. to 2 a.m.



No Recommended Changes



TRANSIT TASK FORCE MEMORANDUM

Item 8: Next Steps: JWA Transit Choices Report Policy Ideas

Issue – This is an agenda item to discuss the Jarrett Walker and Associates (JWA) Transit Choices Workshop Report and how it relates to guiding transit planning decision-making.

Staff Recommendation – Approve 'Draft Minimum Frequent Transit Network Goals, Phases, Objectives, and Performance Indicators' attachment.

Background – The Pima Association of Governments (PAG) approved the contract with JWA on 12/11/14, and completed a regional transit visioning exercise titles 'Framing the Questions' on 4/23/15. This was intended to provide the framework for the development of a transit vision to be included in their 2045 Regional Mobility and Accessibility Plan (RMAP).

The 'Transit Choices Workshop Report' was conducted with the goal of collecting input from a variety of stakeholders and members of the public, and completed on 6/11/15. Participants took part in three primary activities that included - answering transit specific questions using silent polling devices, playing a transit planning game with a fictional city to learn basic concepts of transit planning, and lastly performing the same transit planning activity using the City of Tucson. The primary outcomes of the session were a prioritized list of future frequent network improvements, a set of potential study corridors for future High Capacity Transit investment and several study areas for future coverage expansion.

Present Consideration – The JWA 'Transit Choices Workshop Report' includes a prioritized list of future frequent network improvements. The prioritized list developed by JWA is based on the information that was collected in the stakeholder workshop that was evaluated based on five criteria:

1. **Stakeholder Prevalence** – Did many stakeholders agree on a particular segment on their maps?
2. **Development and Street Pattern** – Is there density? Does the street network allow easy access to people?
3. **Current Ridership** – Is there already strong ridership on existing service or corridors?
4. **Network Continuity** – Is the segment important to the usefulness of the network?
5. **Major Destinations** – Does the segment provide service to a major regional destination?

July 13, 2015
Transit Task Force (TTF) members asked staff to bring the item back to the table for discussion to evaluate the routes included in the prioritized list of Frequent Transit Network (FTN) improvements and their ranking in greater detail. Also the TTF has indicated a discussion around policies for frequent network routes once they are identified and implemented.

November 9, 2015
At this TTF meeting it was indicated the TTF would like to discuss potential FTN policies prior to the evaluation and reprioritization of the identified FTN prioritized list.

January 11, 2016
During this TTF meeting staff presented the goal to create a new policy that will establish minimum criteria for the FTN through three objectives:

1. Define Service Requirements.
2. Identify Performance Measures.
3. Determine Requirements to Change FTN.

Examples of other FTN's were presented to illustrate how these objectives were met within other transit systems. The TTF requested staff provide a matrix outlining current ridership data and operating schedules to better illustrate how the Sun Tran bus system is operated now. Task Force members Suzanne Schafer and Eugene Caywood also presented their goals, objectives, discussion points and possible approach to a FTN to the TTF and staff.

February 8, 2016
Task Force members instructed staff to draft a policy for Objective #1 (Service Requirements), to be brought back for comment during the next meeting.

March 7, 2016
A draft policy on the three FTN objectives was presented to the Task Force. Members gave feedback on each policy objective. Future FTN priorities we also discussed, and will be included in as a separate agenda item going forward.

May 2, 2016
Staff is looking for the Task Force members to establish the minimum FTN policy.

Financial Considerations – None

Attachments – 'Draft Minimum Frequent Transit Network Goals, Phases, Objectives, and Performance Indicators' memorandum from Jared Forte, Sun Tran Assistant General Manager.

MEMORANDUM

To: Transit Task Force

From: Jared Forte

Date: 4/4/16

Re: Draft Minimum Frequent Transit Network Goals, Phases, Objectives, and Performance Indicators

---

Please find below the minimum goals, phases, objectives, and performance Indicators regarding the establishment and operation of a frequent transit network (FTN).

Goal:

Create a new policy that will establish the minimum criteria for defining the FTN route.

Phases:

1. When a route is being considered to transition to the FTN, the route will be evaluated based on the performance indicators to determine if extra service changes (beyond the minimum policy) should be made for:
    - Frequency after 6:00 p.m.
        - For example if the frequency after 6:00 p.m. is 60 minutes than it will be evaluated against the performance indicators to see if it should move to 30 minutes. If the generators on the route close at 6:00 p.m. there may not be a need to change the frequency after 6:00 p.m.
    - Additional frequent service on Saturday and/or Sunday
        - For example if the frequency on Saturday or Sunday is more than 15 minutes it will be evaluated against the performance indicators to see if it should move to 15 minutes or less. If the generators on the route are closed on Saturday or Sunday there may not be a need to change the frequency

Objectives:

1. Service Requirements:

    a. Frequency: 15 minutes or better
    b. Hours of service: 6:00 am – 6:00 pm (or later)
    c. Days of the week : Monday thru Friday

2. Performance Measures:

    a. The route must have had a regular occurrence and/or consistent overcrowding throughout the day on weekdays.

DRAFT

b. A main corridor of the city with the following characteristics:
   i. The corridor has high traffic volumes that exceed 20,000 vehicles.
      1. *Source*: (PAG Traffic Count Map) http://www.pagnet.org/documents/rdc/gis/maptrafficcount2012.pdf
   ii. Strong land use mix of commercial, office, public services, retail and residential (determined via land use maps).
      1. *Source*: https://www.tucsonaz.gov/files/integrated-planning/Chapter3-The_Built_Environment_11-13-13.pdf (Existing Land Uses, 2013, page 32)
c. Serves major employers and employment centers.
   i. Major employers (defined as 2,900 or more employees).
   ii. Major employment centers (defined as 1,000 or more employees).
d. Transit infrastructure currently in place or able to be built.
e. Has a Grade of at least "M" in 3 of 5 'Performance Indicators'.

3. Change Requirements:

   a. All routes are to be reviewed annually.
   b. Routes Graded with "M" or better in 3 of 5 'Performance Indicators' are deemed to being meeting expectations.
   c. Routes not meeting expectations will be considered, "under review" and will be given 2 years to meet expectations.
   d. After 2 years of not meeting expectations, routes will either be augmented to improve the route or extended 1 more years.
   e. If still failing to meet FTN expectations after 3 years, the route may be reduced in frequency to better meet demand.
   f. Routes not currently in the FTN for can transition to the FTN after the annual review.

Performance Indicators:

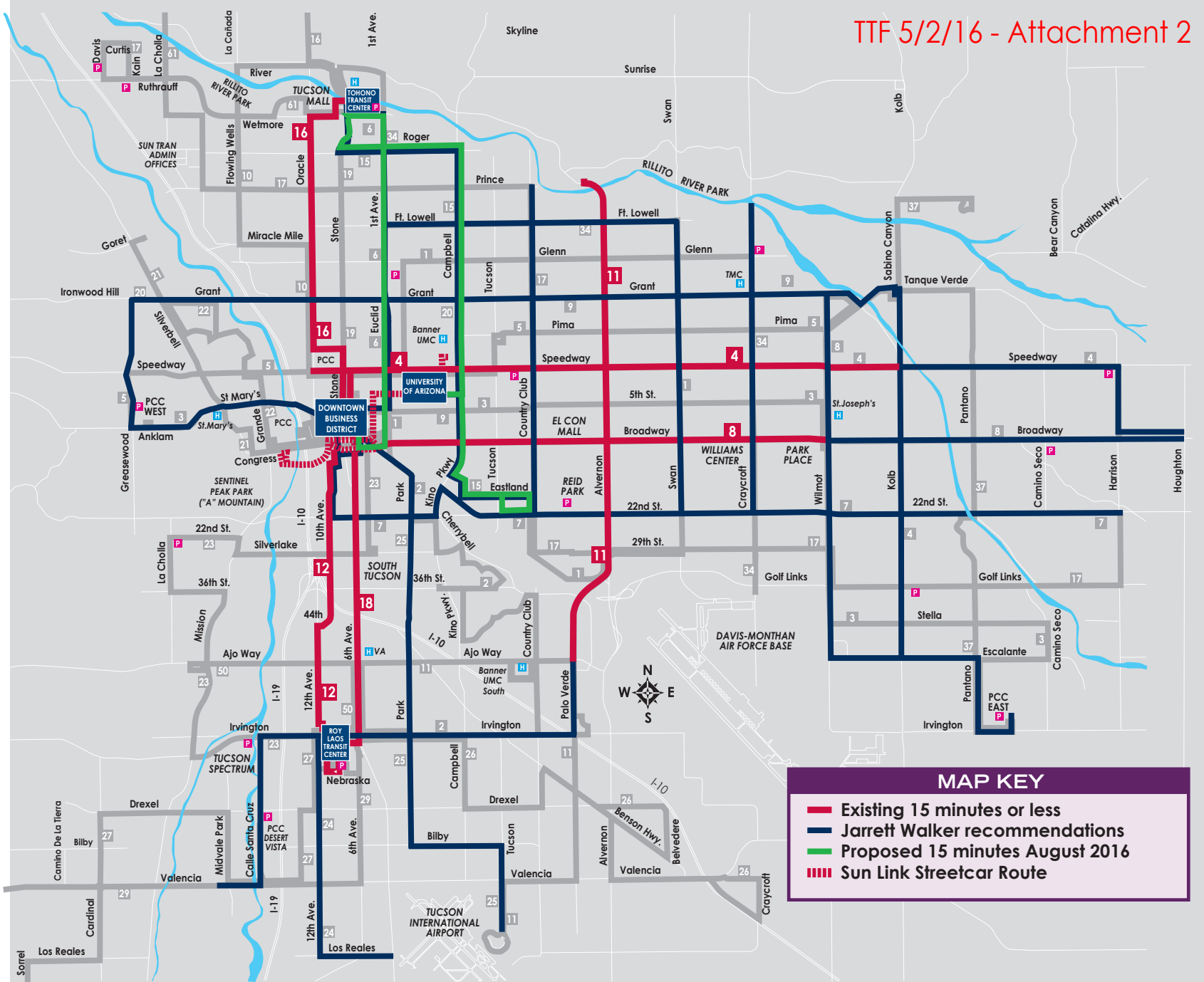
1. Passengers per Mile
2. Passengers per Hour
3. Fare Box Recovery

Grades Defined:

i. A = Higher or at the FTN average. (Above Performance)
ii. M = 75% of the FTN average up to the average. (Meets Performance)
iii. U = Lower 75% of the FTN average for regular routes. (Under Performance)

4. Cost per Passenger
5. Subsidy per Passenger

Grades Defined:

i. A = Lower or at or the FTN average. (Above Performance)
ii. M = 1.33% of the FTN average down to the average. (Meets Performance)
iii. U = Higher 1.33% of the FTN average for regular routes. (Under Performance)

TTF 5/2/16 - Attachment 2