

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, October 3, 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 September 12, 2016 Minutes	3 Minutes
4. Call to the Audience	10 Minutes
5. Board/Committee/Commission (BCC): Review Process	15 Minutes
6. Chair's Report	5 Minutes
7. Decision to Adjust the Meeting Date and/or Time	5 Minutes
8. Update on Transit/Announcements	10 Minutes
9. Broadway Improvement Project: Bus Pullouts	10 Minutes
10. Frequent Transit Network Policy Development: Building on JWA Workshop Report	20 Minutes
11. Discussion of Mayor and Council Fare Decision	15 Minutes
12. Transit Task Force Long Term Plan/Goals	10 Minutes
• <i>TTF 5 Year Strategic Plan Update</i>	
• <i>"Who's On Board" Report by TransitCenter</i>	
13. Call to the Audience	10 Minutes
14. Next meeting Date	3 Minutes
• <i>November 7th</i>	
15. Future Meeting Agenda Items	2 Minutes
16. Adjourn	

Action may be taken on any item.

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



Mayor and Council Transit Task Force MINUTES

Monday, September 12, 2016, 4:00 p.m.

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

1. Call to Order

Meeting was called to order at 4:05 p.m. with seven (7) of the eleven (11) members present which established a quorum.

2. Introductions / Roll Call

Members Present: Margot Garcia, Chair (Ward 6)
Suzanne Schafer, Vice Chair (Ward 3)
Brian Flagg (Ward 2)
Dale R. Calvert (City Manager)
David Heineking (City Manager)
Lisa Shipek, (Mayor)
Robert Medler (Ward 4)

Members Absent: Oscar Medina (Ward 1)
Vacant (CTAC)
Vacant (Ward 4)
Vacant (CTAC)
Vacant (CTAC)

Staff Present: Sam Credio, Transit Administrator
Nicholas Scherer, Transit Services Coordinator
Jared Forte, Assistant General Manager of Sun
Tran/Sun Van
Bob McGee, Scheduling Manager
Davita Mueller, Sun Tran Planning Analyst

3. Approval of June 13, 2016 Minutes

Suzanne Schafer moved to approve the Minutes as submitted. The motion was seconded and passed unanimously.

4. Call to the Audience

Richard Mayers –Mr. Mayers commented on the new transfer policy and stated that he can now go places he would not have gone before because of the bus fare.

5. Board/Committee/Commission (BCC): Review Process

James MacAdam gave a presentation about the review process. He said there are seventeen committees being reviewed at the present time. He asked members of the Task Force to fill out the survey provided online. He will come back to the October meeting with a summary of the surveys and the Department Director's recommendation. These will then be sent to the Mayor and Council.

6. Update on Transit/Announcements

*Nick Scherer gave an update on a variety of transit topics:
Ronstadt Center Redevelopment – Presently have a draft development agreement.*

Mayor and Council Meeting – Margot stated that she was not allowed to speak at the Public Hearing on the Fare Proposal and handed out copies of her comments.

SunGo Card Mitigation – Jared Forte stated that staff gave out 4, 032 SunGo cards. As long as \$1.00 is put on the card, it is free. The problem is being able to reload value on the cards.

PAG – High Capacity Transit Implementation Plan (HCTIP) – The next meeting will be in the Spring 2017. At the last meeting, an Evaluation Matrix was presented, including the Jarret Walker Study.

RTA – Transit Working Group (TWG) – James McGinnis hosts these meetings. At the June meeting they discussed the Travel Reduction Surveys. These surveys are used to set performance standards. The various Fare Proposals were discussed as well as the Sun Express buses.

Old Pueblo Trolley – Gene Caywood announced the dedication of a new building in South Tucson on Saturday, October 1, 2016 from 2 – 5 p.m.

Bus Riders Union – Brian Flagg announced that a rally was held on August 25 to protest the proposed bus fare increase. Approximately 240 attended.

7. Advisory Member Vote

Margot Garcia explained that there were opportunities for Advisory Members to serve on the Transit Task Force and staff had recommended James McGinnis to be an Advisory Member representing the RTA.

Suzanne Schafer made a motion to nominate James McGinnis as an Advisory Member to the Transit Task Force. The motion was seconded and passed unanimously.

Suzanne Schafer made a motion to nominate Gene Caywood as an Advisory Member to the Transit Task Force. The motion was seconded and passed unanimously.

8. Broadway Improvement Project: Bus Pullouts

Eleven more bus pullouts are being proposed for the Broadway Improvement Project which will add 2 ½ minutes additional time. Nicholas Scherer stated that at the last meeting, they discussed both the RTA and the City of Tucson criteria for bus pullouts.

Suzanne Schafer moved to ask the Mayor and Council, at the minimum, for the Broadway Improvement Project, not to include any bus pullouts that do not meet both the RTA and the City of Tucson criteria for bus pullouts. The motion was seconded and passed unanimously.

9. JWA Transit Workshop Report: Wrap-up

Jared Forts discussed his draft memo on Minimum Frequent Transit Network Goals, Phases, Objectives, and Performance indicators. Discussion followed. This item was tabled until the next meeting.

10. Discussion of Various Fare Proposals

Margot Garcia discussed the Fare Policy Statement that the Transit Task Force developed a few years ago. Everything was set up by ratios so that if the base fare was increased, the other fares would go up by a percentage. She stated that the City Manager is trying to get a structurally balanced budget so he developed Option number 1. Paul Cunningham developed Option Number 2 in which the base fare stays the same, but the economy fare is raised. The Mayor's Office put together Option Number 3 in which the base fare is increased, but the economy fare stays the same.

Suzanne Schafer passed out a chart showing the proposal developed by the Transit Task Force. Discussion followed.

Brian Flagg moved that the Transit Task Force recommend to the Mayor and Council that there be no increase in the fares, especially in view of the recent bus strike. The motion was seconded.

Dale Calvert proposed a friendly amendment to be recommended to the Mayor and Council:

- 1. No increase in the fare, because of the recent bus strike.*
- 2. Make a commitment to review the fares next year, even though this violates the Task Force's recommendation of not reviewing fares in consecutive years.*
- 3. Create a plan for service improvements and increase ridership.*

The amendment was accepted by the maker and seconded. The amended motion passed 6 to 1 with Robert Medler casting the dissenting vote.

11. Call to the Audience

Camille Kerschner – Ms. Kerschner expressed her concern about changes in the bus routes and how they are being advertised. She noted that bus service has been reduced twice in the last two years.

12. Next meeting Date

The next meeting is scheduled for October 3, 2016.

13. Future Meeting Agenda Items

- *TTF 5 Year Strategic Plan Update*
- *“Who’s On Board” Report by TransitCenter*
- *Board/Committee/Commission (BCC): Review Process*

14. Adjourn

The meeting adjourned at 6:16 p.m.



TRANSIT TASK FORCE MEMORANDUM

Item 5: Board/Committee/Commission (BCC): Review Process

Issue – City Manager’s staff will introduce the Transit Task Force review process and answer questions.

Staff Recommendation – None.

Background – On November 17th, 2015 the Mayor and Council directed the City Manager to organize a review of the City’s system of boards, committees, and commissions (B/C/Cs). The Manager formed a work group to design a process to assess and improve the effectiveness of these bodies.

An anonymous survey of current and recently separated Transit Task Force Members will be conducted. Recently separated members include, but are not limited to:

Linda Dobbyn
Sami Hamed
Peggy Hutchison
Eugene Caywood
Michael Wall

At the September 12th, 2016 Transit Task Force meeting James MacAdam gave a presentation about the entire Task Force review process. He requested for members begin this process by completing an online survey.

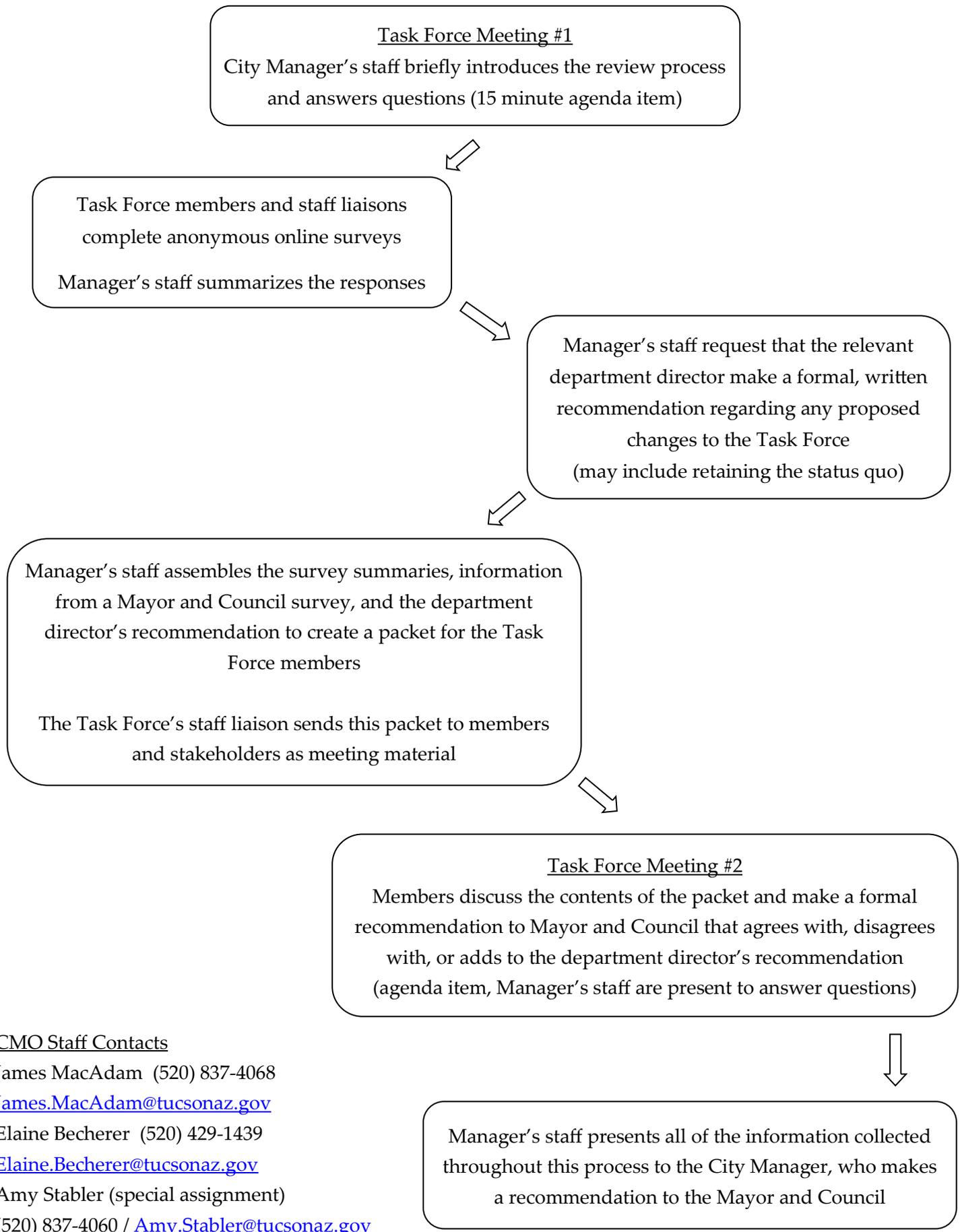
The summary of the packet scheduled for the October 3rd, 2016 Transit Task Force meeting has been postponed until November.

Present Consideration – None.

Financial Considerations – None.

Attachments – Board, Committee, Commission, and Task Force Review Steps

Board, Committee, Commission, and Task Force Review Steps



CMO Staff Contacts

James MacAdam (520) 837-4068

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Elaine Becherer (520) 429-1439

Elaine.Becherer@tucsonaz.gov

Amy Stabler (special assignment)

(520) 837-4060 / Amy.Stabler@tucsonaz.gov



TRANSIT TASK FORCE MEMORANDUM

Item 7: Decision to Adjust the Meeting Date and/or Time

Issue – Find the best time for all of the members to meet, and update the Clerk’s office with this information through the Public Notice Statement 2017.

Staff Recommendation – Member decide on the best meeting day, time and location.

Background – Each year, the City Clerk’s Office sends out a notice asking for information regarding the next year’s meeting dates, times and locations for the Task Force in order for us to compile the Public Notice Statement (PNS) for the coming year

The deadline for returning the Public Notice Statement is Friday, December 2nd, 2016.

Present Consideration – Establish the best meeting day, time and location.

Financial Considerations – None.

Attachments –Results from the Meeting Start Time and Weekday Poll, and Public Notice Statement 2017

Poll "Transit Task Force Future Meeting Start Time(s)"

	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	7pm	8pm
Suzanne Schafer	OK	OK					OK	OK	OK			
Robert Medler	OK	OK	OK	OK			OK	OK	OK	OK		
Brain Flagg					OK							
Margot Garcia	OK	OK	OK				OK	OK	OK	OK		
Dale Calvert	OK	OK	OK			OK	OK	OK	OK	OK		
David Heineking	OK	OK	OK	OK	OK	OK	OK	OK	OK			
Lisa Shipek	OK	OK	OK	OK	OK	OK	OK	OK				
Count	6	6	5	3	3	4	7	7	6	4	1	1

Poll "Transit Task Force Future Meeting Days"

	Monday	Tuesday	Wednesday	Thursday	Friday
Suzanne Schafer	OK	OK	OK		
Robert Medler	OK	OK	OK		
Brain Flagg	OK	OK	OK	OK	OK
Margot Garcia	OK	OK	OK		
Dale Calvert	OK	OK	OK	OK	OK
David Heineking	OK	OK	OK	OK	
Lisa Shipek	OK	OK	OK	OK	
Count	7	7	7	4	2



CITY OF
TUCSON
OFFICE OF THE
CITY CLERK

PUBLIC NOTICE STATEMENT — 2017

(Statement Due in the City Clerk's Office no later than December 2, 2016)

In compliance with the provisions of the Arizona Open Meeting Law (A.R.S. § 38-431.02), all boards, committees, and commissions are required to file a statement with the City Clerk stating the posting location for all public notices of their meetings. The location identified must be a place to which the public has reasonable access. The location should have normal business hours, should not be geographically isolated, and should be accessible and easy to find.

The attached form identifies two methods for posting. Please return the completed and signed form to the City Clerk, for use in calendar year 2017. The City Clerk will publish a consolidated notice.

Option A: Complete if the public body meets only as required. Indicate if you will be sending the meeting notices and agendas to the City Clerk for posting at City Hall, or if you want to use a different posting location, identify where you will make meeting notices and agendas available to the public.

Option B: Complete if the public body intends to meet on a regularly scheduled day or date during the 2017 calendar year, and at a regular place and time. Indicate if you will be sending the meeting notices and agendas to the City Clerk for posting at City Hall, or if you want to use a different posting location, identify where you will make meeting notices and agendas available to the public.

Please remember that, while state law stipulates **meetings shall not be held without at least twenty-four (24) hours' notice**, Mayor and Council requests that notices be posted a minimum of 5 days prior to the meeting. In order to properly document, process, post and distribute your meeting notices and agendas, the City Clerk's office should receive them a minimum of one week prior to the meeting date.

In accordance with State Open Meeting Law requirements, all meeting notices and agendas must be posted on the City's website, *as well as* at the posting location designated on the Public Notice Statement Form. For online posting, meeting notices and agendas should be emailed as a Word document to BoardsandCommissions@tucsonaz.gov. NOTE: Meeting notices and agendas that are emailed outside of regular business hours will not be posted until after the office reopens for business.

Additionally, if your Board or Commission requires the **use of either the Mayor and Council Chambers or Conference Room** for meetings, please send your reservation request as soon as possible by email to:

CR_CLK_M&C_CHAMBER@tucsonaz.gov, or
CR_CLK_M&C_CONF_ROOM@tucsonaz.gov

There is high demand for these rooms, and use by Mayor and Council takes priority. In the event of a scheduling conflict, you may be required to use an alternate location.

Thank you for your cooperation and assistance in this matter. If you have any questions, please contact Karisa McMillan or Debra Counsellor at 791-4213.

Sincerely,

Roger W. Randolph
City Clerk

Attachment: Public Notice Statement Form - 2017



PUBLIC NOTICE STATEMENT FORM – 2017

PLEASE COMPLETE AND RETURN TO THE CITY CLERK'S OFFICE
BY DECEMBER 2, 2016

BCC Name: Transit Task Force (TTF)

In order to comply with the public notice provisions of the Arizona Open Meeting Laws (Arizona Revised Statutes, § 38-431.02), each public body must provide public notice of meetings. Please indicate the method that your group will use. Complete the information, date and sign, and return this form to the City Clerk's Office.

OPTION A Complete this section if the public body meets only as required.

Indicate if you are requesting that the City Clerk post meeting notices and agendas in the designated locations at City Hall. Meeting notices and agendas should be emailed to BoardsandCommissions@tucsonaz.gov a minimum of 5 days prior to each meeting in order to ensure proper posting. **OR**, indicate a different location where you will make meeting notices and agendas available to the public (*see Note at bottom of page*).

Meeting Notices & Agendas will be provided to the City Clerk no less than 5 days prior to all meetings, for posting at City Hall.

OR

Meeting Notices & Agendas will be available to the public, at the following posting location, no less than 24 hours before each meeting: _____

(See Note at bottom of page)

Signature of Chairperson: _____ Date: _____

OPTION B Complete this section if the public body has specific meeting dates, times and locations, and indicate below (or, you may attach a schedule for the year). Any changes to the schedule will be reported to the City Clerk.

Days/Dates: _____ Time: _____

Location: _____

Indicate if you are requesting that the City Clerk post meeting notices and agendas in the designated locations at City Hall. Meeting notices and agendas should be emailed to BoardsandCommissions@tucsonaz.gov a minimum of 5 days prior to each meeting in order to ensure proper posting. **OR**, indicate a different location where you will make meeting notices and agendas available to the public (*see Note at bottom of page*).

Meeting Notices & Agendas will be provided to the City Clerk no less than 5 days prior to all meetings, for posting at City Hall.

OR

Meeting Notices & Agendas will be available to the public, at the following posting location, no less than 24 hours before each meeting: _____

(See Note at bottom of page)

Signature of Chairperson: _____ Date: _____

* **Note:** All meeting notices and agendas must be posted on the City's website, as well as at the designated posting location. For online posting, meeting notices and agendas should be emailed as a Word document to BoardsandCommissions@tucsonaz.gov.



PUBLIC NOTICE STATEMENT FORM – 2016

PLEASE COMPLETE AND RETURN TO THE CITY CLERK'S OFFICE
BY DECEMBER 4, 2015

BCC Name: Transit Task Force (TTF)

In order to comply with the public notice provisions of the Arizona Open Meeting Laws (Arizona Revised Statutes, § 38-431.02), each public body must provide public notice of meetings. Please indicate the method that your group will use. Complete the information, date and sign, and return this form to the City Clerk's Office.

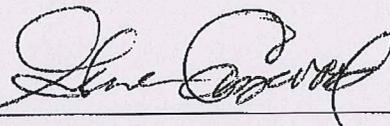
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Meeting Notices & Agendas will be provided to the City Clerk no less than 5 days prior to all meetings, for posting at City Hall.

OR Meeting Notices & Agendas will be available to the public, at the following posting location, no less than 24 hours before each meeting: _____

(See Note at bottom of page)

Signature of Chairperson: 

Date: 11/9/15

OPTION B Complete this section if the public body has specific meeting dates, times and locations, and indicate below (or, you may attach a schedule for the year). Any changes to the schedule will be reported to the City Clerk.

Days/Dates: _____ Time: _____
Location: _____

Indicate if you are requesting that the City Clerk post meeting notices and agendas in the designated locations at City Hall. Meeting notices and agendas should be emailed to BoardsandCommissions@tucsonaz.gov a minimum of 5 days prior to each meeting in order to ensure proper posting. **OR**, indicate a different location where you will make meeting notices and agendas available to the public (see Note at bottom of page).

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(See Note at bottom of page)

Signature of Chairperson: _____ Date: _____

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TRANSIT TASK FORCE MEMORANDUM

Item 8: 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.

City of Tucson Updates:

Ronstadt Transit Center (RTC) Redevelopment
Mayor and Council Meeting

Sun Tran Updates:

On Board Survey Results

Regional Updates:

PAG - High Capacity Transit Implementation Plan (HCTIP)

Committees Updates:

RTA - Transit Working Group (TWG)

Stakeholder Group Updates:

City Manager's Transit Stakeholders Group
Broadway Coalition
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 9: Broadway Improvement Project: Bus Pullouts

Issue – On April 19th, 2016 the Mayor and Council granted the authority to begin property acquisitions based on the 30% design plans for the ‘Broadway Improvement Project’. The Transit Task Force requested staff to find the Region’s and City of Tucson’s policies on bus stop pullouts.

Staff Recommendation – None.

Background – The Region and City of Tucson have not adopted policies for bus stop pullouts, only guidelines. The City of Tucson (CoT) have outlined these guidelines in the *Transportation Access Management Guidelines* for the City of Tucson document

Guidelines for Bus Stop Pullouts from this document are:

1. Major roadway or large scale development projects.
2. At high activity stops when warranted by peak hour traffic and peak hour frequency (over 100 on/off boardings).
3. Located at the far side of the intersection.
4. Utilize signal protection for re-entry onto the stream of traffic.
5. Passenger Safety Concerns.
6. When Adequate right-of-way is available.
7. Carefully planned and designed to minimize transit vehicle delay in re-entering the stream of traffic.
8. Bus pullouts should include shelters and other passenger amenities to provide for customer safety and convenience.
9. Should be designed to not conflict with driveway access.

Bus Pullouts were part of the voter supported Regional Transportation Authority Implementation Plan. Under section 2, Safety Elements, item number 38. The Regional Transportation Authority (RTA) technical guidelines for a single bus stop pullout retrofit are:

1. Located on arterial and collector streets
2. Located at signalized intersections.
3. Located on the far side of an intersection.
4. Located at stops where the combined passenger entry and exits are 100 or greater.

Present Consideration – None.

Financial Considerations – None.

Attachments – Updated *Draft Bus Stop Activity (Passengers) Report vs Technical Guidelines for Bus Stop Pullouts*, an excerpt from the *Transportation Access Management Guidelines for the City of Tucson*, RTA Implementation Plan, Section 2, Safety Elements, Item Number 38, and e-mail from Tom Fisher on Bus Stop Removals

Bus Stop Activity (Passengers) Report vs Technical Guidelines for Bus Stop Pullouts

Dates Checked From: 01-01-15 To 02-29-16

Report Methodology: An individual is on the bus - counting passengers getting on/off the bus during the time period for dates checked. During the period selected each possible trip on the route is checked at least one time.

DRAFT - 10/3/16

Regional Transportation Authority (RTA) Technical Guidelines for a Single Bus Stop Pullout Retrofit and the City of Tucson (CoT) Technical Guidelines for Bus Stop Pullouts												
Stops	Stop Abbr	Stop Name	Ons	Offs	Major Roadway Project?	Arterial and/or Collector Street?	High Activity Bus Stop (100+ Ons&Offs)?	Far-Side of an Intersection?	Is/Will be after a Signalized Intersection?	Meets Criteria?		
										Y	N	
1	BRCA(NW)	Broadway/Campbell	113	84	Y	Y	197	Y	Y	Y	5	0
2	BRCA(NW)	Broadway/Campbell	54	43	Y	Y	97	N	Y	Y	4	1
2	BRCA(SE)	Broadway/Campbell	87	98	Y	Y	185	Y	Y	Y	5	0
	BRCA(SE)	Broadway/Campbell	51	79	Y	Y	130	Y	Y	Y	5	0
3	BRCC(NE)	Broadway/Country Club	117	109	Y	Y	226	Y	N	Y	4	1
	BRCC(NE)	Broadway/Country Club	95	58	Y	Y	153	Y	N	Y	4	1
4	BRCC(SE)	Broadway/Country Club	100	84	Y	Y	184	Y	Y	Y	5	0
	BRCC(SE)	Broadway/Country Club	59	71	Y	Y	130	Y	Y	Y	5	0
5	BRCY(NW)	Broadway/Cherry	36	31	Y	Y	67	N	Y	N	3	2
	BRCY(NW)	Broadway/Cherry	16	10	Y	Y	26	N	Y	N	3	2
6	BRCY(SE)	Broadway/Cherry	39	49	Y	Y	88	N	N	N	2	3
	BRCY(SE)	Broadway/Cherry	11	28	Y	Y	39	N	N	N	2	3
7	BREU(NW)	Broadway/Euclid	40	205	Y	Y	245	Y	Y	Y	5	0
	BREU(NW)	Broadway/Euclid	15	163	Y	Y	178	Y	Y	Y	5	0
8	BREU(SE)	Broadway/Euclid	132	45	Y	Y	177	Y	Y	Y	5	0
	BREU(SE)	Broadway/Euclid	126	22	Y	Y	148	Y	Y	Y	5	0
9	BRHI(NE)	Broadway/Highland	25	26	Y	Y	51	N	N	Y	3	2
	BRHI(NE)	Broadway/Highland	10	20	Y	Y	30	N	N	Y	3	2
10	BRHI(SE)	Broadway/Highland	27	38	Y	Y	65	N	Y	Y	4	1
	BRHI(SE)	Broadway/Highland	14	11	Y	Y	25	N	Y	Y	4	1
n/a	BRSR(NW)	Broadway/Santa Rita	56	27	Y	Y	83	N	Y	N	3	2
	BRSR(NW)	Broadway/Santa Rita	22	25	Y	Y	47	N	Y	N	3	2
11	BRPK(NW)	Broadway/Park Av	30	46	Y	Y	76	Y	Y	N	4	1
	BRPK(NW)	Broadway/Park Av	2	35	Y	Y	37	N	Y	N	3	2
n/a	BRFR(SE)	Broadway/Fremont	36	45	Y	Y	81	N	Y	N	3	2
	BRFR(SE)	Broadway/Fremont	28	26	Y	Y	54	N	Y	N	3	2
12	BRPK(SE)	Broadway/Park Av	-	-	Y	Y	n/a	-	N	N	2	2
	BRPK(SE)	Broadway/Park Av	-	-	Y	Y	n/a	-	N	N	2	2
13	BRPL(NW)	Broadway/Plumer	44	54	Y	Y	98	N	Y	Y	4	1
	BRPL(NW)	Broadway/Plumer	41	26	Y	Y	67	N	Y	Y	4	1
14	BRPL(SE)	Broadway/Plumer	32	52	Y	Y	84	N	Y	Y	4	1
	BRPL(SE)	Broadway/Plumer	16	28	Y	Y	44	N	Y	Y	4	1
15	BRTR(NW)	Broadway/Treat	11	18	Y	Y	29	N	N	N	2	3
	BRTR(NW)	Broadway/Treat	9	5	Y	Y	14	N	N	N	2	3
16	BRTR(SE)	Broadway/Treat	11	15	Y	Y	26	N	Y	N	3	2
	BRTR(SE)	Broadway/Treat	5	6	Y	Y	11	N	Y	N	3	2
17	BRTU(NW)	Broadway/Tucson	58	55	Y	Y	113	Y	Y	Y	5	0
	BRTU(NW)	Broadway/Tucson	49	42	Y	Y	91	N	Y	Y	4	1
18	BRTU(SE)	Broadway/Tucson	64	48	Y	Y	112	Y	Y	Y	5	0
	BRTU(SE)	Broadway/Tucson	16	17	Y	Y	33	N	Y	Y	4	1

BUS STOP ACTIVITY REPORT KEY:			
Does Not Meet Criteria	NW or NE = Westbound Stop	SE or SW = Eastbound Stop	n/a = Stop No Longer There
% Passenger Counts (2 Counts at each of the 18 Active Stops)			
33.33%	12	Does Not Meet Criteria and Does Not Have a Full Pullout	
30.56%	11	Completely Meets Criteria and Has a Full Pullout or Dedicated Lane (During at least one passenger count)	
36.11%	13	Does Not Meet Criteria and Has a Full Pullout (During at least one passenger count)	
% Bus Stops (18 Active Stops)			
27.78%	5	Does Not Meet Criteria and Has a Full Pullout (During Both Passenger Counts)	
33.33%	6	Partial Pullout or No Pullout	
22.22%	4	Meets Criteria and Has a Full Pullout (During Both Passenger Counts)	
16.67%	3	Mixed Criteria Results (Due to Passenger Counts) and Has a Full Pullout	

Pre-existing Full Bus Pullout?	30% Design Bus Pullout Notes	Bus Stops (18 Active Stops). Questions, Answers, and Notes.
Yes	Full Pullout	1
Yes	Full Pullout	2
No	Full Pullout	3 3. Why is this bus pullout before the intersection? <i>SunTran has asked for this location to facilitate transfers between Broadway and County Club routes. Also, this avoids impacting Chase Bank.</i>
No	Full Pullout	4
No	Full Pullout	5 5. Why is this bus pullout not near a signalized intersection? <i>Pullouts have been added at all bus stops per discussions with RTA with the exception of southeast corner at Plumer where acquisition from Quik Mart would be needed.</i>
No	Partial Pullout	6
Yes	Dedicated Lane	7
Yes	Full Pullout	8
No	Partial Pullout	9
No	Partial Pullout	10
No	Stop No Longer There	n/a
No	Full Pullout (HAWK Light Before Stop)	11 11. Why is this stop so close to NW Broadway/Euclid and not next to a signalized intersection? <i>Bus stops have been placed at current locations. Though not fully signalized, these do coincide with a HAWK crossing.</i>
No	Stop No Longer There (Moved West to New BRPK(SE))	n/a
No	Full Pullout (New Stop)	12 12. Why is this stop so close to SE Broadway/Euclid and not next to a signalized intersection? <i>Bus stops have been placed at current locations. Though not fully signalized, these do coincide with a HAWK crossing.</i>
Yes	Full Pullout (New Signal)	13 13. Bus pullout already in place. Only criteria not met is 'High Activity Bus Stop'. One count is very close to 100+ passengers. This could be categorized as 'Mixed Criteria Results (Due to Passenger Counts) and Has a Full Pullout'.
No	No Pullout	14
No	Partial Pullout (HAWK Light After Stop)	15
No	Partial Pullout (HAWK Light Before Stop)	16
No	Full Pullout	17
No	Full Pullout	18

- Residential Streets – Selected local streets that have low traffic volumes, and a maximum speed limit of 25 mph. Bicycles and vehicles share the roadway.
- Bicycle boulevards – Bicycle boulevards are low-volume and low-speed streets that have been optimized for bicycle travel through treatments such as traffic calming and traffic reduction, signage and pavement markings, and intersection crossing treatments. The improvements prioritize bicycle travel on the streets, and lead to an attractive, convenient, and comfortable bicycling environment. These treatments allow through movements for cyclists while discouraging similar through trips by non-local motorized traffic. Motor vehicle access to properties along the route is maintained. Bicycle boulevards are designed to offer the advantages of cycling on shared roadways, but allow the bicyclist to experience lower traffic volumes and lower traffic speeds.

Architects and developers should consider these five types of bicycle facilities throughout the development planning and design process.

The City of Tucson requires that all major roadway projects be designed with a minimum 5-foot-wide or preferred 6-foot-wide bicycle lanes. Additionally, 6-foot-wide bicycle lanes are required on roadways with speeds at or exceeding 40 miles per hour. Bicycle facility improvements on major roadway projects should utilize all appropriate AASHTO design guidelines, MUTCD, City of Tucson Development Standards, and the City of Tucson Specifications and Details.

All major roadway projects involving the reconstruction of intersections should provide for bicycle lanes with striped shoulders or additional outside vehicle lane width for bicycle lanes as part of the intersection improvement. Bicycle-sensitive actuated signal detection or video camera detection should be provided so that the bicyclist can actuate the traffic signal.

All new development should provide safe bicycle access to and from their facility. Development which requires new turn lanes shall maintain or install new bike lanes.

5.16 Transit Facilities

In order to provide convenient access to public transit, bus stops should be placed every one-quarter mile on major roadway projects located along existing local transit routes, and every one-half mile to one mile along express or limited routes. Additional stops may be considered to serve major trip generators. Unless otherwise warranted by overriding safety concerns or passenger convenience issues, bus stops should be located on the far side of the intersection.

Bus shelters should be provided at all bus stops located along major roadways to provide for passenger comfort and safety.

Major roadway or large scale development projects should include bus pullouts at high activity bus stops when warranted by peak hour traffic, peak hour bus frequency, passenger safety concerns, and when adequate right-of-way is available. Bus pullouts should be located



on the far side of the intersection in order to utilize signal protection for re-entry into the stream of traffic. Bus pullouts should be carefully planned and designed to minimize transit vehicle delay in re-entering the stream of traffic. Bus pullouts should include shelters and other passenger amenities to provide for customer safety and convenience and should be designed to not conflict with driveway access.

For the design of a bus bay, it is recommended that a minimum 6:1 bay taper be used to provide a 12-foot minimum width bus bay. The bus bays should provide for 100 feet of storage length, unless it is a layover location, and a 4:1 exit taper. **Figures 5-14 and 5-15** provide the bus bay details for two types of design.



Project: Transit Corridor Bus Pullouts

Scope: Identify, design and construct up to 200 bus pullouts along major transit corridors where buses are known to delay traffic on a regular basis. The design of pullouts should be standardized to accommodate full-sized 40-foot buses within the Sun Tran fleet. Design of pullouts for 60-foot articulated buses and/or multiple buses should be considered along high-ridership corridors. The City of Tucson uses the following criteria for locating bus pullouts: accident frequency, percent of lanes blocked, time points, number of boardings, high transfer locations, high disabled loadings, proximity to signalized intersections, and right-of-way availability. It is also important to locate pullouts where they do not have a major negative impact on transit route performance (i.e., getting behind schedule due to difficulty re-entering traffic flows).

Project Costs: \$30,000,000
Includes Design, Right-of-Way and Construction. The average cost of a bus pullout is \$150,000, depending upon right-of-way costs.

Funding:	Minimum RTA Revenue Allocation:	\$30,000,000
	Other Revenues	0
	<hr/>	
	Total Revenues	\$30,000,000

Implementation Period: Implementation periods 1 - 4

Benefits: Bus pullouts are needed where public buses stop for long periods of time along major arterials, delaying traffic in the through-lane. Pullouts allow buses to load and unload passengers in a designated, paved pullout to the right of the through-lane and next to the curb. Traffic can continue to flow in the through-lane and drivers will not need to resort to lane changes to avoid traffic delays behind stopped buses.

Project Management: The Regional Transportation Authority or Pima Association of Governments will establish an oversight committee to evaluate potential projects and make recommendations on project prioritization and implementation on an annual basis. The committee will consist of jurisdictional officials, RTA officials, and local transit officials responsible for daily transit service operations in the region. The jurisdiction that owns and operates the roadway on which pullouts are to be constructed will manage design and construction of the pullouts. Where necessary, agreements between the local jurisdiction and SunTran will be executed to cover operations and maintenance of the pullouts.

Nicholas Scherer - Re: Transit Task Force and Broadway Improvement Project (Bus Pullouts)

From: Tom Fisher
To: Jared Forte; Nicholas Scherer; Davita Mueller
Date: 9/28/2016 11:50 AM
Subject: Re: Transit Task Force and Broadway Improvement Project (Bus Pullouts)
Cc: Sam Credio; Bea Paulus

Hi Nicholas. I will defer to Davita regarding the ons/offers and how they are counted.

Regarding the Santa Rita stop, Sun Tran/Bea and TDOT/Tom reviewed the Broadway plans and approved the removal of the stop mainly because it does not conform with our 1/4 spacing policy. The distance between Highland and Park is 1,700 feet. If we were to keep a stop in between then the spacing would be about 850 feet, much less than a 1/4 mile and the bus will have to stop more frequently. In the future, there will be brand new sidewalk and ramps with direct access to all bus stops.

Also, we decided to remove the Santa Rita stop because the El Rio Health Clinic is moving which means less transit riders. That was one of the reasons the bus stop was installed in the first place.

All that being said, we can easily relocate, add, or remove a bus stop based on demand...but not bus pullouts.

Feel free to share this info as needed.

Tom



TRANSIT TASK FORCE MEMORANDUM

Item 10: Frequent Transit Network Policy Development: Building on JWA Workshop Report

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 – Establish a Frequent Transit Network (FTN) Policy.

Background – The Pima Association of Governments (PAG) approved the contract with JWA on 12/11/14, and completed a regional transit visioning exercise titled ‘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 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.

September 12, 2016

Staff is looking for the Task Force members to establish the minimum FTN policy.

October 3, 2016

Staff is looking for the Task Force members to establish a FTN policy with the updated document.

Financial Considerations – None

Attachments – Frequent Transit Network Policy (Handout)



TRANSIT TASK FORCE MEMORANDUM

Item 11: Discussion of Mayor and Council Fare Decision

Issue – The Mayor and Council unamously voted to change many transit related items, including fares, during the September 20th, 2016 regular meeting.

Staff Recommendation – None. This is an information item.

Background – On April 19th, 2016 the City Manager made his recommendation (option 1) to the Mayor and Council for a fare policy to help reduce Transit’s reliance on the General Fund. The Mayor and Council passed the FY 2017 budget with the intention to reduce transit’s expenses and raise revenue to reduce the burden on the general fund.

May 2nd, Transit Task Force Meeting

Members passed a motion 5 to 1, with their own fare proposals. Council Member Cunningham (option 2) and Mayor Rothschild (option 3) have proposed his own fare increases since this meeting.

September 7th, 2016 Mayor and Council regular meeting

A public hearing was held on the proposed transit fares. A motion was passed by the Mayor and Council for staff to answer questions pertaining to the current and newest fare proposal, ensuring these fare proposals were Title VI compliant, and what financial implications these proposals will have. The answers will be discussed at the next Mayor and Council regular meeting which is scheduled for September 20th, 2016.

September 12th, 2016 Transit Task Force Meeting

Members passed a motion 6 to 1, recommending the Mayor and Council:

1. No increase in the fare, because of the recent bus strike.
2. Make a commitment to review the fares next year, even though this violates the Task Force’s recommendation of not reviewing fares in consecutive years.
3. Create a plan for service improvements and increase ridership.

September 20th, 2016 Mayor and Council Regular meeting

Mayor and Council voted unamously on a new fare schedule (option 4) to be effective on January 1, 2017 for FY17 fares and January 1, 2018 for FY18 fares. Also, the City Manager agreed to pursue many value added incentives to make up for the shortage in anticipated revenue in FY18, because of the delayed effective dates.

Present Consideration – None.

Financial Considerations – None.

Attachments –9/20/16 Mayor and Council Regular Meeting Legal Action Report (Item 8)

8. TUCSON CODE: AMENDING (CHAPTER 2) RELATING TO TRANSIT FARES (CITY WIDE AND OUTSIDE CITY) SEP20-16-324

Ordinance No. 11401

It was moved by Council Member Cunningham, duly seconded, to PASS and ADOPT Ordinance No. 11401, Option 4, with the following amendments:

- Change the effective dates to January 1, 2017 for Fiscal Year 2017 fares, and January 1, 2018 for Fiscal Year 2018 fares; and
- Change the Fiscal Year 2017 fare for the Economy 30 Day Pass from \$22.50 to \$18.00, so that it would be a 20% increase instead of a 50% increase over the current fare; and
- Correct a clerical error in the UA Annual Base Fare Pass, so the Proposed Multiplier shows as 300, instead of 320; and
- Change the Single Trip Full Fare for 2018, so that it remains at \$1.75 for both years, instead of increasing to \$1.85 in 2018.

Michael J. Ortega, City Manager, said he will pursue the following value-added incentives to make up for the shortage in anticipated revenue for Fiscal Year 2018 caused by the delayed effective dates:

- Bus shelter enhancements
- Allowing 1 free replacement SunGO card each year
- Increase the commission (from 1% to 4%) for retailers who sell the SunGO card
- Increase the number of retailers who sell the SunGo card
- Offering a stored value bonus that allows paying \$20.00 to receive a credit of \$25.00 on the SunGO card, but this might not be able to be implemented before the end of 2016, and would be offered on a promotional basis, subject to Title VI analysis
- Improving route efficiencies, subject to Title VI analysis

Council Member Romero offered an AMENDMENT to the motion, ACCEPTED by motion-maker, to include the value-added incentives mentioned by the City Manager.

Council Member Uhlich offered an AMENDMENT to the motion, ACCEPTED by the motion-maker, to direct the City Manager to report back by January 2017 on the status of efforts to establish a local transit authority.

Michael Rankin, City Attorney, read into the record the following corrections to the Ordinance, Option 4, so it would reflect the motion:

- Section 2-18(c)(1) would show the Full fare (cash) as \$1.75 in both FY 2017 and FY 2018.
- The table in Section 2-18(c)(4) would show the Economy fare 30 Day Pass as \$18.00, instead of \$22.50, in FY 2017. There would be a corresponding change to the rate paid by not-for-profit agencies for discounted day passes, which is the same rate as the Economy fare 30 Day Pass.
- Section 2 of the Ordinance would be revised to say that the changes for FY 2017 would be effective January 1, 2017; changes for FY 2018 would be effective January 1, 2018.

The motion, as amended, PASSED by a roll call vote of 7 to 0.



TRANSIT TASK FORCE MEMORANDUM

Item 12: Transit Task Force Long Term Plan / Goals

Issue – Identify larger problems and solutions for transit in Tucson, within the purview of the Transit Task Force (TTF).

Staff Recommendation – None. This is an discussion / information item.

Background – With the addition of new Task Force members, recent TTF agenda items dealing with the future of transit, and new reports focusing on the transit trends, this agenda item was created to begin the process of outlining long term transit planning priorities within the purview of the TTF, as stated below:

TTF Functions (from Data Page): The Task Force shall evaluate and monitor the City transit system's finances, expenditures, ridership data and assumptions, and sources of funding, and analyze the long term viability and control of the transit system as a regional entity.

TTF agenda items dealing with future transit issues:

1. **'Five-Year Strategic Plan'** – Created by the TTF on 10/5/12 (revised on 1/28/13)
2. **Dr. Nelson's Bus Rapid Transit Presentation** – U of A Professor presented at the 6/13/16 TTF meeting.
3. **U of A Urban Design Studio: High Capacity Transit Practicum Project** – U of A Masters level students presented their practicum project to the TTF on 3/7/16

Current influential transit documents:

1. **'Who's On Board Report' by TransitCenter** - Updated national transit rider study released on 7/12/16.

Present Consideration – Decide on appropriate goals, timeline, and focus for the future outlook of transit in Tucson.

Financial Considerations – None.

Attachments – None.