



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 (TTF)
MONDAY, MARCH 4, 2019 AT 3:00 P.M.
201 N. STONE, 4TH FLOOR, TUCSON, AZ 85701

AGENDA

TOPICS	ESTIMATED DURATION
1. Call to Order	
2. Introductions/Roll Call.....	5 min.
3. Approval of February 4, 2019 Minutes.....	3 min.
4. TTF Open Chair Nomination and Election.....	5 min.
5. First Call to the Audience	5 min.
<i>This is the time for the public to comment. Please note: Members may not discuss items that are not specifically identified on the agenda.</i>	
6. Update on Transit/Announcements/Chair’s Report.....	10 min.
<i>Staff updates/announcements are provided in the meeting packet. This time is reserved for questions from members.</i>	
7. Fiscal Year 2020 Transit Budget Discussion.....	80 min.
8. Second Call to the Audience.....	5 min.
<i>This is the time for the public to comment. Please note: Members may not discuss items that are not specifically identified on the agenda.</i>	
9. Next Meeting Date – April 1, 2019	2 min.
10. Future Agenda Items.....	5 min.
11. Adjourn	

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

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
Monday, February 4, 2019 at 3:00 p.m.
201 N. Stone, 4th Floor, Tucson, AZ 85701**

MINUTES

1. Call To Order

The meeting was called to order at 3:03 p.m. with six (6) of the eleven (11) members present, which established a quorum.

2. Introductions / Roll Call

Members Present

Dale R. Calvert, Acting Chair (City Manager's Office)

B.J. Cordova (City Manager's Office)

Alex Jimenez (Ward 1)

Margot Garcia (Ward 6)

Nicole Feldt (City Manager's Office)

Brian Flagg (Ward 2) – arrived at 3:09 p.m.

Eric Hahn (Ward 5)

Lisa Shipek (Mayor's Office) – arrived at 3:32 p.m.

James McGinnis (PAG/RTA Advisory Member)

Gene Caywood (Advisory Member)

Members Absent

Vacant (CTAC or City Manager)

Robert Medler (Ward 4)

Staff Present

Diana Alarcon, Director, TDOT

John Zukas, Transit Services Coordinator, TDOT

Davita Mueller, Planning Analyst, Sun Tran

Steve Spade, General Manager, Sun Tran/Sun Van

Sam Credio, Deputy Director, TDOT

Christopher Blue, Transit Services Coordinator, TDOT

Pat Richter, Director of Marketing and Communication, Sun Tran/Sun Van/Sun Link

Bob McGee, Scheduling Manager, Sun Tran

Matt Kopec, Council Aide, Ward 3

Melissa Mauzy, Council Aide, Ward 6

3. Approval of January 7, 2019 Minutes

Approved unanimously on March 4, 2019

It was moved by B.J. Cordova, duly seconded by Margot Garcia, and carried by a voice vote of 6-0 (Brian Flagg and Lisa Shipek were absent) to approve the Jan. 7, 2019 Minutes, with corrections.

4. Call to the Audience

Claudia Cardinale, a driver for Sun Tran, restated her concerns about security at the Ronstadt Transit Center during weeknights. She has not seen security officers present at 7 p.m. She has observed minimal security at the Laos Transit Center on weeknights and weekends. She wants a better security plan than deploying supervisors. She also mentioned that evenings and weekends, in particular are poorly staffed for security.

Allen Benz relayed an incident that happened on a southbound Route 18 bus between an unruly passenger and a driver because of a fare dispute. He said that the bus was delayed and the incident highlighted the need for security and a consistent fare policy.

Mr. Benz also commented that the reason for Suzanne Schafer's resignation should be provided because the explanation in the January 7, 2019 Minutes felt incomplete.

Robin Steinberg commented that there should be a plan for the Frequent Transit Network (FTN) with specific goals. She urged the TTF to set an agenda based on its knowledge of how they would recommend improvements be made to the FTN.

5. TTF Open Chair Nomination and Election

It was moved by Margot Garcia and duly seconded by Brian Flagg to nominate Colby Henley as Chair. Mr. Henley was not in attendance, so Ms. Garcia withdrew the motion. It was then moved by Margot Garcia, duly seconded by Eric Hahn, and carried by a voice vote of 7-0 (Lisa Shipek was absent) to table this item until the March 2019 TTF meeting.

Dale R. Calvert agreed to remain as acting chair until the March 2019 TTF meeting.

6. TTF Frequent Transit Network Recommendations-Next Steps

The draft letter to Mayor and Council was discussed and Gene Caywood commented that the letter should indicate that Dale R. Calvert is the acting committee chair.

It was moved by Brian Flagg to submit the letter, as written, to Mayor and Council. There was no second and the motion died. B.J. Cordova moved to amend the original motion by moving paragraph three to the top of the letter and send as written. The amended motion was duly seconded by Eric Hahn and carried by a voice vote of 7-0 (Lisa Shipek was absent) to submit the letter to Mayor and Council, with amendments.

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

Sam Credio shared with the group that there will be a Mayor and Council Study Session on February 5, 2019 to discuss the transit management contract and its associated performance metrics.

Mr. Credio reported that the goals and objectives section of the Five-Year Strategic Transit Plan has been updated. He also said that staff is working with the Subcommittee to incorporate their feedback into the plan before bringing the plan back to the TTF.

Steve Spade reported that the new ride guide is out with service changes effective February 17, 2019. Mr. Spade also reported a second ticket vending machine has been installed at the Ronstadt Transit Center.

James McGinnis reported that there was a three-day workshop for the PAG Long Range Regional Transit Plan. Currently they are awaiting recommendations from the consultant, which should take 2-3 weeks. Once received, it will take another 2-3 weeks to review. The draft plan should be ready to go out in spring 2019 and it will be October or November before it goes to Regional Council. Mr. McGinnis remarked that the plan would feature a menu of different possibilities and associated costs and provide a vision. He also reported that the Transit Working Group did not meet in January.

Dale R. Calvert commented that the RTA Citizen Advisory Committee meets quarterly. They are still in the process of defining priorities and there is no target date for those at this time.

8. Budget Timeline Update

Brian Flagg requested current budget information as well as pending budget information. Sam Credio commented that FY 2019 budget information is available online. Dale R. Calvert commented that due to the detailed nature of budget proposals, earlier receipt of the proposed budget would be better. Margot Garcia agreed.

Per the members' request, Mr. Credio agreed to disseminate the proposed budget information to the TTF approximately two weeks before the next meeting or sooner, if possible. Mr. Credio informed the group that the budget will be submitted to Mayor and Council on April 23, 2019 and will be adopted with any changes on May 21, 2019. There will be opportunity to comment prior to adoption of budget.

Mr. Flagg urged members to talk with ward representatives to make sure that transit is a budget priority. Mr. Calvert requested the budget discussion be the main agenda item for the March TTF meeting. Alexandra Jimenez requested the FY 18, FY 19, and FY 20 budgets for the group to review.

9. Security Update Discussion

Steve Spade shared action step updates and pending updates on policies and procedures regarding security resulting from Sun Tran's transit security analysis. Discussion ensued, especially about options for funding additional security and how specifically that could be designated if transit police were hired from existing police departments. There was also discussion about closing public bathrooms that are currently open 24-7 to minimize security challenges. Eric Hahn asked about grant funding for security and Mr. Spade reported that it is being investigated as a possibility. Brian Flagg would like to see the funding for security come from public safety as opposed to transit.

Lisa Shipek said that the beautification of some stops and the transit centers could improve the overall security of these locations and that partnering with local businesses to do so could defray the potential costs. B.J. Cordova suggested that maintenance get involved in the discussion to encourage accountability. Steve Spade commented that there are over 2000 bus stops to oversee.

10. Second Call to the Audience

Robin Steinberg questioned if there was a specific recommendation in the FY 20 budget for FTN improvements.

Allen Benz shared that the Las Vegas transit system uses metro LVPD for security, with LVPD officers dedicated to specific transit sites. He suggested that transit police members could be found in area police departments other than TPD. He also suggested Downtown Tucson Partnership could be asked to help fund transit police, and pass along the costs to their membership/customers.

Misty Ingram, a Sun Tran bus operator, expressed concern that there is not enough recover time for drivers on some routes, specifically when Route 8 ties to Route 17 and on Route 22. Ms. Ingram commented on the proposed Ronstadt Center redevelopment plans and questioned whether it would be able to accommodate the current level of traffic and use. She also commented that supervisor schedules and detail need to be made available to the TTF. As a driver of an articulated bus, she applauded the decision to obtain this vehicle, and commented that on more than one occasion, she has had standing room only, and encouraged the purchase of more of them.

11. Future Agenda Items

Sam Credio asked for a straw poll to indicate attendance for the March meeting. All members present plan on attending.

Presentation by Teamsters Local 104 – March

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Budget discussion for FY2020 – March

Vote on new chairperson – March

Beautification of transit centers and bus stops – April

12. Adjournment

The meeting adjourned 4:58 p.m.

Approved unanimously on March 4, 2019



TRANSIT TASK FORCE MEMORANDUM

March 4, 2019

Item 4: TTF Open Chair Nomination and Election

Issue – This is an agenda item to nominate a new TTF Chairperson. At the January 7, 2019 TTF meeting, Chairperson Suzanne Schafer (Ward 3) informed the group she is leaving the TTF entirely. The Chairperson position is now vacant. This item appeared on the February 4, 2019 TTF meeting agenda, but was tabled to allow for participation by absent members.

Staff Recommendation – None at this time. This is a member election item.

Background – At the January 7, 2019 TTF meeting, Chairperson Suzanne Schafer (Ward 3) informed the group she is leaving the TTF entirely. On January 8, 2019, Ward 3 Council Member Paul Durham appointed Colby Henley to replace Ms. Schafer. While the Ward 3 TTF seat has been filled, the need to appoint a new Chairperson remains.

Chairpersons are nominated and elected by the members of the TTF. The Chairperson is responsible for the following: conducting meetings, serving as the official representative of the TTF, setting the agenda, announcing the order of business, recognizing members who would like to speak, appointing members to subcommittees, and facilitating the motions and declaration of votes.

Upon the absence of the Chairperson, those duties are assumed by the Vice Chairperson. If neither of those officers is present, the TTF may nominate another member to serve as Chairperson for that meeting.

Present Consideration – Nomination and election of a new TTF Chairperson.

Financial Considerations – None at this time.

Attachments – None at this time.



TRANSIT TASK FORCE MEMORANDUM

March 4, 2019

Items 5 and 8: 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. 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:

1st Call to the Audience – None.

2nd Call to the Audience – Robin Steinberg questioned if there was a specific recommendation in the Draft Mass Transit Fiscal Year (FY) 2020 Budget for Frequent Transit Network (FTN) improvements.

At this time, the Draft Mass Transit FY 2020 Budget does not contain a specific recommendation for FTN improvements.

Financial Considerations – None at this time.

Attachment(s) – None at this time.



TRANSIT TASK FORCE MEMORANDUM

March 4, 2019

Item 6: Update on Transit/Announcements/Chair's Report

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

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

Background – Regional transit stakeholders have the opportunity to share relevant information with the group.

Present Consideration – Staff from the City, Sun Tran/Sun Link/Sun Van, and PAG/RTA will provide updates on the specific items listed below. Additionally, representatives from the stakeholder groups listed below may offer updates.

City of Tucson Updates:

None at this time.

Sun Tran, Sun Link and Sun Van Updates:

Route Schedule Booklets – New route schedules went into effect in February and printed Route Schedule Booklets for Sun Tran, Sun Express, and Sun Shuttle have been distributed throughout the region. Digital copies are also available on the website for Sun Tran Routes 1-61 and Sun Express Routes at <https://suntran.com/routes.php> and for Sun Shuttle Routes at <https://suntran.com/sunshuttle/shuttle-route.htm>.

Title VI Program – Sun Tran staff will soon start scheduling outreach meetings for the Title VI Major Service Change Policies. In the meetings, Sun Tran staff will describe Sun Tran's Major Service Change Policies for Title VI and will gather input from riders and the general public about these policies. Sun Tran staff will go over these policies with the Transit Task Force about this in either the April or May meeting. The outreach meetings will be scheduled in May; announcements and printed notifications for these meetings will be distributed in April.

The 2019 On-Board Survey – The on-board surveys have been completed for Sun Tran and Sun Link. The contractor for the surveys is currently analyzing the data. The analysis report for the On Board Survey will be completed in June. This survey is completed once every three years. Sun Tran uses the information as a guideline for the Title VI program, to better plan routes, and to better understand which populations are using transit in the area, and how they're using it.

PAG/RTA Regional Updates:

PAG/RTA Transit Working Group – the meeting was cancelled for February. PAG staff anticipates beginning a performance review of RTA funded transit projects at the March meeting.

PAG Long-Range Regional Transit Plan – PAG staff has received draft summary materials from the Core Design workshop for review. The consultant will use approved draft materials, along with primary research, as the basis for a draft Long-Range Transit Plan that will be presented to the public for feedback later this year.

Stakeholder Group Updates:

Broadway Coalition

Bus Friends Forever

Bus Riders Union

Friends of the Streetcar

Living Streets Alliance

Old Pueblo Trolley

PAG/RTA Citizens Advisory Committee

Southern Arizona Transit Advocates

Transit Connections Focus Group

Financial Considerations – None at this time.

Attachments – None at this time.



TRANSIT TASK FORCE MEMORANDUM

March 4, 2019

Item 7: FY 2020 Transit Budget Discussion

Issue – Staff will provide an update on the Fiscal Year (FY) 2020 Mass Transit Budget.

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

Background – At the March 4, 2019 TTF meeting, members placed the FY 2020 Transit Budget as a future agenda item. The FY 2020 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. TTF members also requested FY 2018 Actuals, FY 2019 Adopted Budget, and FY 2019 Q2 Projections for review.

Present Consideration – Staff will be providing the Mass Transit FY 2018 Budget Actuals, FY 2019 Adopted Budget, FY 2019 Budget Q2 Projections, and Draft FY 2020 Budget for review, discussion, and comment.

Financial Considerations – None at this time. This is an information item.

Attachment(s) – None at this time. The Draft Mass Transit FY 2020 Budget will be provided at the meeting.