



Curtis Lueck & Associates

Transportation Planning
Traffic Engineering
Public Policy

MEMORANDUM

To: Carmine DeBonis Jr., Director
Pima County Development Services Department

Cc: Andrew Gunning, PAG
Cheri Campbell, PAG
John Liosatos, PAG
Ben Goff, Pima County DOT
Robert Young, Pima County DOT
Subhash Raval, Pima County DSD
Brandon Matheson, Pima County DSD
Hal Gilbreath, Pima County Attorney's Office
Lesley Lukash, Pima County Attorney's Office
Curtis Lueck, CLA
Marcos Esparza, CLA

From: Kenneth Shackman, P.E., PTOE
Senior Associate

Date: March 21, 2008

Subject: **Regional Access Management Plan (RAMP)
Minutes from March 20, 2008 Direct Project Participants
Meeting**

CLA Project Number: 2007.36

The monthly meeting of the Direct Project Participants was held at the City of Tucson/Pima County Public Works Building in the 2nd Floor Conference Room of the Pima County Development Services Department (DSD). The following representatives from the Pima Association of Governments (PAG), Pima County, and CLA attended this meeting:

Pima Association of Governments

John Liosatos

Curtis Lueck & Associates

Curtis Lueck

Kenneth Shackman

Pima County

Subhash Raval (DSD)

Maggie Shaw (DOT)

Mr. Shackman discussed the status of the Project Management Plan, Deliverable Product 1A (DP 1A). Since the February meeting, the document had been

reviewed by Mr. DeBonis, Project Manager. Prior to approving the document, he forwarded the document to Mr. John Bernal, Deputy County Administrator, and Nanette Slusser, Assistant County Administrator, for their review. As a result of these additional reviews, the document was revised slightly to emphasize the role of PAG in this project. The document is now being finalized so that it can be resubmitted to Mr. DeBonis when he returns to his office on March 27.

Mr. Shackman discussed the status of DP 1B, which primarily addresses the current access management programs of the local jurisdictions. To date, no review comments have been received. As a result, steps will be taken to finalize the document and submit it to Mr. DeBonis for approval.

The status of the Working Group was discussed by Mr. Shackman. The invitation letters to the potential members were mailed by Mr. DeBonis' staff on March 19. The CLA staff will contact these potential members by telephone during the week of March 24 to encourage them to participate. At this meeting, it was also decided to ask Mr. Mark Pugh of the San Xavier District of the Tohono O'odham Nation to participate. It is envisioned that the first meeting of this group will be in April.

The status of the Stakeholder Group was also discussed by Mr. Shackman. The invitation letters to the potential members were mailed by Mr. DeBonis' staff on March 19. The CLA staff contact these potential members by telephone during the week of March 24 to encourage them to participate. At this meeting, it was also decided to ask Mr. Don Bourn of Bourn Partners to participate.

Mr. Shackman discussed the status of the Issues and Opportunities Paper. He stated that the first draft will be completed during the week of March 24. At that point, it will be reviewed by the CLA staff. Based on the Project Management Plan, this document will be reviewed by the Direct Project Participants, the Working Group, and a limited number of members of the Stakeholders Group. Since the Working Group and the Stakeholders Group are just now being assembled, the delay in completing the draft is not adversely affecting the project schedule.

There was a discussion about the ADOT Statewide Access Management Program (SAMP). Mr. Shackman stated that the ADOT Regional Traffic Engineer headquartered in Tucson is anxious to start using some of the guidelines contained in the program, possibly as early as April. Mr. Lueck stated that there will be a meeting in late April or early May involving participants from the SAMP effort and the Building a Quality Arizona (bqAZ) effort that may have a positive influence on moving the SAMP effort forward. Mr. Liosatos contacted the ADOT SAMP Project Manager in an attempt to obtain an early release of information for use in the RAMP project by the CLA staff. Unfortunately, he has been unsuccessful. Mr. Lueck suggested that Mr. Liosatos contact Mr. Si Schorr, Chair of the State Transportation Board, to request his assistance in this matter.

Mr. Shackman stated that the next deliverable product to be worked on will be the Best Practices Paper. Mr. Esparza will be the lead person on this work task.

Mr. Lueck reminded the members present about the biennial TRB Access Management Conference scheduled to be held in July 2008 in Baltimore. He suggested that those who plan to attend this conference should make their reservations now.

The next meeting of this group is scheduled for Thursday, April 17, 2008 at 8:30 AM at the City of Tucson/Pima County Public Works Building in the 2nd Floor Conference Room of the Pima County Development Services Department.

KAS/kas