




Curtis Lueck & Associates

Transportation Planning
Traffic Engineering
Public Policy

MEMORANDUM

To: Subhash Raval, Development Review & Technical Support
Manager
Pima County DSD

Cc: Andy Gunning, PAG
Cheri Campbell, PAG
John Liosatos, PAG
Ben Goff, Pima County DOT
Robert Young, Pima County DOT
Carmine DeBonis, Pima County DSD
Brandon Matheson, Pima County DSD
Lesley Lukash, Pima County Attorney Office
Hal Gilbreath, Pima County Attorney Office
Curtis Lueck, P.E., PhD, Curtis Lueck & Associates
Ken Shackman, P.E., PTOE, Senior Associate

From: Marcos Esparza, P.E., PTOE
Senior Associate 

Date: April 23, 2008

Subject: **Regional Access Management Plan (RAMP)–
Minutes from April 17, 2008 Direct Project Participants Meeting**
CLA Project Number: 2007.36

The project meeting was held at the City of Tucson/Pima County Public Works Building in the second floor Pima County Development Services Center conference room. The following representatives from Pima County, Pima Association of Governments and CLA attended this meeting:

Pima County

Subhash Raval (DSD)
Robert Young (DOT)

Curtis Lueck & Associates

Marcos Esparza
Ken Shackman

Pima Association of Governments

John Liosatos

Mr. Shackman discussed the suspension of the project until July 1st – the beginning of the next fiscal year. Project activities that are on-going will continue; these include the first working group and first stakeholders meetings and the preparation of the Issues and Opportunities document.

Mr. Shackman said that there will be a change in project management in that Mr. Raval will replace Mr. DeBonis.

Mr. DeBonis has approved the Project Management Plan (RAMP Deliverable 1A) and CLA will reproduce and distribute this document to the Direct Project Participants next week. Mr. Raval indicated that Nanette Slusser had provided comments on the Project Management Plan (PMP). Mr. Shackman said that these comments have been addressed.

Mr. Esparza said that CLA has not received any more comments on the Local and Non-Local Access Management Programs document (RAMP Deliverable 1B). He said that he spoke with Hal Gilbreath, the representative from the Pima County Attorney's Office, regarding the "Legal Authority" sections in this document and that Mr. Gilbreath did not have any comments. Mr. Esparza said that CLA would prepare the final version of the report and distribute it the week of April 21 to members of both the Direct Project Participants and the Working Group.

Mr. Shackman went over the list of the Working Group members. The first meeting of the Working Group is scheduled for April 25th at 2:00 PM in the Pima County/City of Tucson Public Works Building 4th floor conference room. Mr. Liosatos said that he would be unable to attend the meeting and that Robert Done would represent PAG in his place. CLA will distribute the Project Management Plan and the Local and Non-Local Access Management Programs document to the Working Group meeting attendees. CLA will prepare a PowerPoint presentation as well as show a short video on access management.

Mr. Raval and Mr. Liosatos said that we should emphasize the participation of all the RAMP jurisdictions in this process from the first meeting on. This will encourage the participants to provide their continued input and support for the project as well as to report to their supervisors on the progress of the project. The goal is to have the local jurisdictions "buy into" this regional effort, which will be beneficial to both the jurisdictions and the region. Hopefully, this will reduce the possibility of member jurisdictions surprising the projects Direct Project Participants with last minute reversals in approved policies and standards.

Mr. Shackman said that most of the invitees for the Stakeholder Group have accepted. Representatives from Walgreens and the Tucson Association of Realtors have not yet been finalized. The development sector is well represented with participants from Bourn Partners, Diamond Ventures, the Tucson Chamber of Commerce, SAHBA and Lewis and Roca. The first meeting is envisioned to be scheduled sometime in May, after the completion of Work Task 4 (Issues and Opportunities Paper). A room has not yet been secured for this meeting, although it should be large enough for 20-25 people.

Mr. Liosatos asked if the development community was represented by developers for strip retail centers that have historically constructed several curb cuts on the fronting streets. Mr. Esparza said that the representatives from the Lewis and Roca law firm, Tucson Association of Realtors, and the Chamber of Commerce, as well as the other Stakeholder Group invitees, were familiar with this type of development.

Mr. Liosatos said that the private sector is represented by attorneys (Lewis and Roca). He asked if there would be public sector attorney representation on the Stakeholder Group. Mr. Shackman said that the RAMP project has two Pima County attorneys – Hal Gilbreath, and Lesley Lukash – as part of the Direct Project Participants group, and that they would be available to attend the Stakeholders Group meetings as necessary. Mr. Young said that he recently spoke with Mr. Gilbreath and he recommended that Mr. Gilbreath's involvement be required when design standards are developed for the RAMP. Mr. Esparza said that CLA would continue to provide Mr. Gilbreath and Ms. Lukash with the minutes of the meetings.

Mr. Shackman provided the meeting attendees with the draft Issues and Opportunities paper (RAMP Deliverable 2) and asked for a three week review period with one set of comments provided from each jurisdiction's representative department. He said that a good survey effort was conducted by CLA to gather opinions on current access management issues. Mr. Shackman said that CLA staff spoke with Vince Catalano (Tucson DOT), Fernando Prol (Marana DOT), Sarah More (Oro Valley Planning and Zoning), Reza Karimvand (ADOT) and Robert Young (Pima County DOT) as well as representatives from the development community.

Mr. Shackman said that CLA has received little information on the Statewide Access Management Plan (SAMP) since the last meeting. Mr. Young and Mr. Esparza said that they had attended another meeting in which Tom Martinez of ADOT indicated that draft standards from the ongoing SAMP are beginning to be applied to state route projects. Mr. Esparza also said the Dan Williams of ADOT had indicated to him that the SAMP would be brought before the State Transportation Board soon. Mr. Liosatos said that Peggy Fiandaca, a consultant on public involvement, has been working with URS on the SAMP.

Mr. Raval asked if we would be revising the Project Management Plan due to the temporary suspension of the project. Mr. Shackman said that Mr. Lueck believed that we might still be able to maintain the current schedule in order to complete the project by its February 2009 end date. However, the CLA staff will evaluate the project schedule this summer.

Mr. Shackman said that beyond the Issues and Opportunities paper, CLA would not be providing the project team with any new deliverables until the project is started again after July 1, 2008.

Mr. Shackman said that Mr. Lueck wanted to get the project members thoughts on the Golf Cart document. Mr. Raval did not think that it fit into the mission of the Access Management Plan. Mr. Shackman said that because we are including considerations for pedestrian, bicycle and trail access, that we wanted to promote golf cart crossing access. Mr. Young suggested that we discuss this with Pima County's Traffic Engineering staff. Mr. Liosatos agreed to review the current draft document.

Mr. Shackman provided information to the group on the upcoming Access Management Conference in Baltimore, Maryland from July 13-16, 2008.

The next meeting is scheduled for May 15th at 8:30 am in the 2nd Floor Pima County DSD Conference Room in the Public Works building.