



Curtis Lueck & Associates

Transportation Planning  
Traffic Engineering  
Public Policy

## MEMORANDUM

To: Subhash Raval, P.E.  
Development Review and Technical Support Division Manager  
Pima County Development Services Department

Cc: Andrew Gunning, PAG  
Cherie Campbell, PAG  
John Liosatos, PAG  
Ben Goff, Pima County DOT  
Robert Young, Pima County DOT  
Carmine DeBonis, Jr., 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: May 27, 2008

Subject: **Regional Access Management Plan (RAMP)**  
**Minutes from May 15, 2008 Direct Project Participants Meeting**  
CLA Project Number: 2007.36

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The monthly meeting of the Direct Project Participants was held at the City of Tucson/Pima County Public Works Building in the 2<sup>nd</sup> 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  
Kenneth Shackman

Pima County  
Subhash Raval (DSD)  
Robert Young (DOT)

Mr. Shackman discussed the status of the Project Schedule and Project Budget. The project is approximately 25 percent complete. Work Tasks 1, 2, and 3 have

been completed and Work Task 4 is in the review and revision stage. It still may be possible to complete the project on schedule (at the end of February 2009) in spite of the 2½ month project suspension requested by Pima County. The CLA staff will evaluate the schedule for revision in July. Approximately 30 percent of the budget has been spent. While CLA continues to work on the project during the suspension period, CLA is not submitting billing statements to Pima County. However, CLA will submit billing statements after July 1. At this point in the discussion, Mr. Raval wondered if the initial billing statement after the suspension period, which will be significant, could be divided into three smaller invoices spread over July, August, and September. However, he wants to discuss this with Mr. DeBonis to determine if this is even necessary. Mr. Shackman asked if Pima County has been billing PAG for their share of the project costs. No one at the meeting knew if Pima County has been doing this. It was suggested by Mr. Shackman that Dr. Lueck contact both Mr. DeBonis and Mr. Gunning to discuss this matter.

Mr. Shackman briefly discussed the April 25 Working Group “kick-off” meeting. He stated how pleased he was with the attendance and interest. He also noted that all of the jurisdictions were represented, except for the Pascua Yaqui Tribe. It was decided to continue to hold the monthly meetings in the PCDOT GIS 9<sup>th</sup> floor conference room.

The next topic of discussion was the Stakeholders Group. Mr. Shackman stated that he was very pleased with the diversity of the individuals/agencies who have agreed to participate in this effort. Currently, the only organizations that were invited and are not participating are Kalil Bottling, the Tucson Police Department, and Walgreen Drug Stores. The development, real estate, and business communities are all well represented.

The “kick-off” meeting of the Stakeholders Group was discussed next. Both Mr. Raval and Mr. Young believe that this is a critical meeting and want to take steps to assure that it will be meaningful to the attendees. As a result, they want CLA to prepare an agenda as soon as possible for the Direct Project Participants to review. Mr. Shackman agreed to do as requested. Part of this meeting will be to familiarize the attendees with the project. Copies of the *Project Management Plan*, the *Current Local and Non-Local Access Management Programs* document, and the *Issues and Opportunities Paper* can be provided prior to the meeting. Mr. Young suggested that John Bernal be invited to speak about the importance of access management. It was also suggested that Priscilla Cornelio and Carmine DeBonis be invited as well. Messrs. Raval and Young also suggested having a brief PowerPoint presentation on the ADOT Statewide Access Management Plan. The presenters could be Reza Karimvand and Peggy Fiandaca. At this point, Mr. Shackman voiced his concern about the duration of the meeting. It was stated that in order for the attendees to believe that this is a good use of their time and expertise, they need to provide input to the project. In

addition, the attendees need to believe that their participation is having an impact on the project.

Mr. Liosatos suggested using the Think Tank software that PAG has purchased licenses for. The software can be used for collecting information and developing concepts from the members of the Stakeholders Group on a variety of topics relevant to access management. PAG has 24 licenses and laptop computers for this purpose. The responses are anonymous and the system is interactive. It can address challenges and develop solutions. PAG also has the expertise to help determine an appropriate set of questions. Mr. Liosatos stated that PAG had good experience with the software on a previous project. Depending on the number of questions, this effort will probably take more than one hour. Mr. Liosatos made a convincing argument for using it. It was agreed that it may help us to quickly focus on a reasonable path to improve access management in the PAG Region. It is believed that a separate meeting will be required for this group information collecting effort.

Mr. Shackman discussed the status of the *Issues and Opportunities Paper*. Presently, the draft document is being reviewed by the Direct Project Participants, the Working Group, and a limited number of members of the Stakeholders Group. The six members of the Stakeholders Group reviewing the document are Charlie Bowles (Diamond Ventures), Peggy Fiandaca (consultant to ADOT on the Statewide Access Management Plan), Reza Karimvand (ADOT), Tom McGovern (Psomas), Fernando Prol (Marana), and Mitch Stallard (Westcor). The document is also being reviewed by John Bernal and Nanette Slusser, who both represent upper Pima County Public Works Administration. Review comments are due during the week of May 19.

Next, there was a very brief discussion about the ADOT Statewide Access Management Program (SAMP). Mr. Shackman asked if any of the members present had any new information to report. There was none.

Mr. Shackman stated that Dr. Lueck had received Access Management CDs and pamphlets from FHWA. They will be distributed to the members of the various RAMP committees in the near future.

The next meeting of this group is scheduled for Thursday, June 19, 2008 at the City of Tucson/Pima County Public Works Building in the 2<sup>nd</sup> Floor Conference Room of the Pima County Development Services Department. The meeting will start at approximately 9:00-9:15 AM, depending on the length of the agenda. The goal is to end the Direct Project Participants meeting just before the Working Group meeting, which starts at 10:00 AM on the same day.

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