




Curtis Lueck & Associates

Transportation Planning  
Traffic Engineering  
Public Policy

## MEMORANDUM

To: Subhash Raval, Development Review & Technical Support  
Division Manager  
Pima County Development Services Department

Cc: Keith Brann, Marana Public Works Dept.  
Vincent Catalano, Tucson Transportation Dept.  
Paul Keesler, Oro Valley Public Works Dept.  
Kevin Kish, Marana Planning Dept.  
Artemio Hoyos, Pascua Yaqui Tribe Development Services Dept.  
John Liosatos, PAG Transportation Planning Div.  
Brandon Matheson, Pima County Development Services Dept.  
Glenn Moyer, Tucson Development Services Dept.  
John Neunuebel, Sahuarita Planning and Zoning Dept.  
David Ruelas, South Tucson Transportation/Flood Control Dept.  
Fred Stevens, Tohono O'odham Nation Planning Dept.  
Jesus Valdez, Sahuarita Public Works Dept.  
Bayer Vella, Oro Valley Planning and Zoning Div.  
Robert Young, Pima County Transportation Dept.  
Curtis Lueck, CLA  
Kenneth Shackman, CLA

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

Date: June 29, 2008

Subject: **Regional Access Management Plan (RAMP)–  
Minutes from June 19, 2008 Working Group Meeting**  
CLA Project Number: 2007.36

The Working Group meeting was held at the City of Tucson/Pima County Public Works Building in the ninth floor conference room of the Pima County Department of Transportation GIS Division. The 11 individuals who attended this meeting are shown on Attachment 1.

Following introductions, Mr. Shackman discussed the revision of the Project Management Plan (PMP). An additional activity will occur as part of this project that will require the extension of the project by several months. PAG and Pima County have agreed to include a Think Tank survey for both the Stakeholders Group and the Working Group. This activity was not included in the approved version of the PMP, and thus, the PMP needs to be updated to include this activity. This activity, plus the suspension of the project by Pima County for a short period, will likely extend the end date of the project from February 2009 to

sometime in spring 2009. The revisions to the PMP will be discussed with Mr. Raval, Project Manager, at a meeting in July.

Mr. Shackman said that the Issues and Opportunities Paper has been finalized. He thanked the reviewers of the report and those that provided comments on the draft version. The paper was sent out to all members of the three project groups (Direct Participants Group, Working Group, and Stakeholders Groups) via email. One of the important modifications was the placement of Exhibit 1 at the beginning of the report (rather than as an appendix). He also said that the 20 issues have been grouped into six categories, which assists the reader.

Mr. Brann asked if future hard copy deliverables could be provided as three-hole punched sheets for ease in assembly in a master file folder. Mr. Shackman said that future deliverables would be provided via e-mail.

Mr. Shackman discussed highlights of the July 16<sup>th</sup> RAMP Stakeholders Group “kick-off” meeting. He said that 15 of the 23 invited stakeholders attended the meeting and there were about 30 total attendees, including the CLA staff, featured speakers, Direct Project Participants, and several others. At the Stakeholders Group meeting, John Bernal of Pima County Public Works, Priscilla Cornelio of Pima County Department of Transportation, Andy Gunning of PAG, and Carmine DeBonis of Pima County Development Services Department provided opening remarks regarding the importance of the project to their jurisdictions and to the region itself. Each speaker emphasized different issues based on the agency that they represented.

Mr. Shackman stated that Dr. Lueck gave a PowerPoint presentation about access management and the RAMP project, similar to what he presented to the Working Group at its April “kick-off” meeting. Dr. Lueck also discussed the role of the members of the Stakeholders Group. Other items discussed at the meeting included the final *Project Management Plan*, the final *Local and Non-Local Access Management Programs* document, and the final *Issues and Opportunities Paper*. Arnold Burnham, ADOT, gave a PowerPoint presentation on the ADOT Statewide Access Management Plan. One of the final subjects of the meeting was a discussion of the upcoming Stakeholders Group Think Tank information survey, which is scheduled for June 27<sup>th</sup>.

Mr. Keesler asked the CLA staff to provide the minutes from the Stakeholders Group meeting to the Working Group members. Mr. Shackman said that he would do so.

Mr. Catalano asked if there were any agency attorneys in the Stakeholders Group. Mr. Shackman said that Mr. Hal Gilbreath, who represents Pima County in transportation matters, and Ms. Lesley Lukach, who represents Pima County in land use issues, are members of the Direct Project Participants.

Mr. Smith asked about the relationship of the Stakeholders Group to the Working Group. Mr. Shackman explained that the Working Group is composed of planning and engineering representatives from the local jurisdictions and meets monthly. The Stakeholder Group is a much more diversified group with representatives from the PAG jurisdictions, the development and business communities, utilities and other transportation system users (pedestrian, bicyclists, and transit users). This group will meet five times during the course of the project.

There was a brief discussion regarding using regulations or guidelines by the PAG jurisdictions in making access management decisions. Mr. Keesler said that Oro Valley applies the guidelines from the City of Tucson's Access Management Guidelines and the County's Roadway Design Manual. The City of South Tucson also applies the City of Tucson's access guidelines. Representatives of both Sahuarita and Tucson are satisfied with their successful application of guidelines. Mr. Shackman stated that Pima County uses regulations with a waiver process and that the County representatives are pleased with the results.

Mr. Shackman said that Mr. Arnold Burnham presented a summary of the status of the Statewide Access Management Plan. Mr. Burnham said that the plan is nearing completion and that the State's Rule Making process for adopting the plan will begin this summer and will continue for eight to twelve months. In the meantime, implementation of the plan will begin in the second half of 2008. There will be eight different roadway functional classifications in the Statewide Access Management Plan, varying from freeways to frontage roads.

Mr. Liosatos said that Mr. Burnham left his PowerPoint presentation file and that he would provide it to CLA to e-mail to the Working Group members. Mr. Shackman said that it could be put on the RAMP website, if that action is approved by Mr. Burnham.

Mr. Shackman said that a Think Tank session is scheduled for the Stakeholders Group on June 27<sup>th</sup>. He explained that the Think Tank survey is a meeting where participants use laptop computers to anonymously answer questions provided by the Think Tank facilitator. Mr. Liosatos discussed a Think Tank session that was recently held for the University of Arizona (UA) Congestion Management Study. The UA participants and PAG staff indicated that it was very useful for determining what participants found important in the study. The Think Tank survey procedure helps to prioritize issues based on participants input. The Think Tank process gathers a large amount of information in a shorter period of time than typical meetings do.

Mr. Smith asked if a glossary would be provided to the Think Tank participants to explain terms they may not be familiar with. Mr. Shackman said that would be a good idea, but that members from the CLA and PAG staffs would be available to

answer any questions during the session. Mr. Liosatos recommended that the members of the Stakeholder Group read through the *Issues and Opportunities Paper* to familiarize themselves with the potential issues before the Think Tank session. Mr. Shackman suggested that the next Working Group meeting, scheduled for July 17<sup>th</sup>, be a Think Tank session for the Working Group members. Output from the Stakeholders Group Think Tank session would be available to the Working Group before their session.

Mr. Brann mentioned that the Think Tank session can be accessed remotely. Mr. Done agreed, although he recommended that all participants be at the session in person, and that the availability of the remote session be for those who absolutely cannot attend the meeting.

Mr. Shackman discussed the distributed FHWA access management DVDs and the brochures. The DVD provided to the Working Group is a 2007 Access Management DVD Library that includes the "Safe Access is Good for Business" video, which was distributed to the Stakeholders Group, plus a set of documents and resources related to access management. The brochure lists the general benefits of access management.

The next meeting was scheduled for July 17th at 10:00 am in the large 5<sup>th</sup> floor PAG Conference Room at the PAG offices.

## ATTACHMENT 1 – INDIVIDUALS ATTENDING THE MEETING

Marana  
Keith Brann

Oro Valley  
Paul Keesler

Pima Association of Governments  
Robert Done  
John Liosatos

Pima County  
Subhash Raval

Sahuarita  
Jesus Valdez

South Tucson  
Walker Smith

Tucson  
Vincent Catalano  
Glenn Moyer

Curtis Lueck & Associates  
Marcos Esparza  
Kenneth Shackman