



MEMORANDUM

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

Cc: Andrew Gunning, PAG Carmine DeBonis, Jr., PCDS
Cherie Campbell, PAG Brandon Matheson, PCDS
John Liosatos, PAG Hal Gilbreath, PCAO
Ben Goff, PCDOT Lesley Lukash, PCAO
Robert Young, PCDOT Curtis Lueck, CLA
Marcos Esparza, CLA

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

Date: October 20, 2008

Subject: **Regional Access Management Plan (RAMP)
Minutes from October 16, 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:

<u>Pima Association of Governments</u>	<u>Curtis Lueck & Associates</u>
None	Kenneth Shackman

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

Mr. Shackman stated that Dr. Lueck wanted to discuss the funding for this project with the representatives of PAG and Pima County. However, since neither Dr. Lueck nor Mr. Liosatos were in attendance, the subject could not be discussed. It was suggested by the Pima County staff that Dr. Lueck contact Carmine DeBonis, Pima County DSD, to discuss this issue.

The *Think Tank Information Gathering Effort Working Paper* was discussed next. Mr. Shackman stated that the draft document was sent to all of the members of the Direct Project Participants and the Working Group. In addition, it was sent to the 13 members of the Stakeholders Group or their representatives who participated in the Think Tank session. The deadline for review comments was October 1. The staffs of both PAG and Pima County were satisfied with the draft document and informed the CLA staff. One member of the Stakeholders Group who participated in the Think Tank

session did submit review comments and they were addressed. The final document is being prepared and will soon be sent to Messrs. Raval and Young for review and approval.

Mr. Shackman stated that he will be the lead associate for the three work tasks related to the best practices, the draft policies, and the draft guidelines. He believes that it will be beneficial for the three work tasks to be worked on concurrently so that he will always have material for the Working Group to discuss at their monthly meetings. This is another attempt to keep the members of the Working Group engaged in the RAMP project. (The *Best Practices Paper* will have the highest priority for being completed first.) The draft policies will be partially based on information obtained from the Think Tank effort and other resources. The draft guidelines will be partially based on the Think Tank and best practices efforts, the draft ADOT Access Management Manual, and other resources. Mr. Young stated that the outcome of the policies and guidelines efforts should be combined into a single final document. This will keep these two critical elements of the project together. It will also allow the consultant to refer to policy statements while discussing sections of the guidelines. This should clarify why certain guidelines are included or are written in a particular way.

Next, Mr. Shackman discussed the RAMP web page on the PAG website. The PAG and CLA staffs continue to add new items to the web page. The most recent additions include the RAMP PowerPoint presentation that was used at the Annual Meeting of the Arizona Section of the American Society of Civil Engineers (ASCE) in September and two Pinal County documents related to the Regionally Significant Roadways. Documentation produced as part of the RAMP project, e.g., meeting agendas and minutes, are regularly added.

The next topic of discussion was the *Best Practices Paper* work task. Mr. Shackman stated that work continues on this work task. Recently, Mr. Shackman interviewed Dr. William Eisele of the Texas Transportation Institute at Texas A & M. Mr. Shackman will soon interview Ms. Kristine Williams of the Center for Transportation Research at the University of South Florida. Both of these individuals are recognized experts on access management. Mr. Shackman stated that at the Working Group meeting, scheduled for later that morning, there will be a discussion of best practices being used by the local jurisdictions.

The RAMP PowerPoint presentation at the September Annual Meeting of the Arizona Section of ASCE was discussed next. Mr. Shackman stated that the attendance at the presentation was good and that several attendees asked questions and expressed interest in the project.

The Pinal County effort related to the Regionally Significant Roadways was discussed. Mr. Shackman stated that this Pinal County effort was delayed because the development community believed that it was not provided with sufficient opportunities to provide input. As a result, the amount of “buy in” by this group was lacking. This group was able to convince the Pinal County administration to revise the documentation to provide more flexibility and to change several of the guidelines/standards.

The next meeting of the Direct Project Participants is scheduled for Thursday, November 20, 2008 at the City of Tucson/Pima County Public Works Building in the 2nd 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.

KAS/kas