



DRAFT MINUTES

**CITIZENS TRANSPORTATION OVERSIGHT COMMISSION
VIRTUAL MEETING
GLENDALE, ARIZONA 85301
OCTOBER 1, 2020
6:00 P.M.**

1. CALL TO ORDER

Chair Fernandes called the meeting to order at 6:00 p.m. Chair Fernandes introduced a new commissioner, Mr. Paul Marsh. Commissioner Marsh shared a brief background of himself.

2. ROLL CALL

Roll call was conducted.

Present: John Fernandes, Chair
Jack Nylund, Vice Chair
Chris Hauser, Commissioner
Paul Marsh, Commissioner
Marie Nesfield, Commissioner
Barbara Rose, Commissioner
Christopher Sund, Commissioner

Absent: Chuck Jared, Commissioner
Jon Pickett, Commissioner
Joan Young, Commissioner

Also Present: Patrick Sage, Transportation Planner
Purab Adabala, Transportation Planning Administrator
Ashley Knudsen, Transportation Planner
Marilu Garcia Ramirez, Transportation Analyst
Javier Gurrola, City Pavement Manager
Alan Galicia, Transportation Systems Administrator
Reuben Lopez, Traffic Signal Supervisor

Attendees: Jason Simmers, Kittelson & Associates

3. APPROVAL OF THE AGENDA - WITHDRAWALS AND CONTINUANCES

Approval of the agenda for the October 1, 2020 Citizens Transportation Oversight Commission meeting. *For discussion and action.*

Motioned by Commissioner Barbara Rose, seconded by Commissioner Marie Nesfield

AYE: Chair John Fernandes
Vice Chair Jack Nylund

Commissioner Chris Hauser
Commissioner Paul Marsh
Commissioner Marie Nesfield
Commissioner Barbara Rose
Commissioner Christopher Sund

Passed

4. APPROVAL OF THE MINUTES

ACTION BY CTOC: Approval of the minutes from the September 3, 2020 meeting of the Citizens Transportation Oversight Commission as written.

Motioned by Vice Chair Jack Nylund, seconded by Commissioner Marie Nesfield

AYE: Chair John Fernandes
Vice Chair Jack Nylund
Commissioner Chris Hauser
Commissioner Paul Marsh
Commissioner Marie Nesfield
Commissioner Barbara Rose
Commissioner Christopher Sund

Passed

5. CITIZEN COMMENTS

No citizens comments were received.

6. DESIGN ASSISTANCE PROJECT UPDATE

Mr. Sage provided background information on the 67th Avenue Bike Lanes North project, which included the following:

- Active Transportation Plan (ATP)
- ATP Implementation
 - MAG Design Assistance (DA) Grants
 - CMAQ/TA Design/Construction Funds
- ATP Recommended Projects Underway
 - MAG Design Assistance – Awarded
 - 67th Avenue Bike Lanes – North (2020)
 - 67th Avenue Bike Lanes – South (2020)
 - Maryland Ave. Ped/Bike Improvements (2021 pending Regional Council)
 - Missouri Ave. Ped/Bike Improvements (2021 pending Regional Council)
 - CMAQ Design/Construction – Awarded
 - 67th Ave. Bike Lanes – North
 - 67th Ave. Bike Lanes – South
 - Downtown Sidewalk Gap Closure
- Additional details on ATP Implementation on tap for an upcoming CTOC meeting

Mr. Sage concluded his presentation.

Vice Chair Nylund asked about project funding opportunities for naming rights from private entities. Mr. Sage replied that naming rights have not been considered, however, there have been some efforts in the past along these lines with Parks facilities. Mr. Sage will research the Parks Department naming rights program and will bring information back to the Commission.

Mr. Simmers gave a presentation on the 67th Avenue Bike Lanes Project, which included the following:

- Overview of the project corridor, from Myrtle Avenue to Cholla Street
- Bike Lane Typical Sections
- Aerial views of bike lane design concepts at major intersections, with a description of specific challenges and proposed resolutions for each location.
- Photo renderings showing a street view example of a bike lane installation, and the proposed connector multi-use path at Kent Schluck Way

Commissioner Marsh expressed concern that 4-foot and 5-foot bike lanes are fairly narrow and commented that some areas have 10-foot bike lanes. Mr. Simmers replied that a 10-foot bike lane is wide enough to be misidentified by drivers as an automobile travel lane, and therefore would be a safety hazard for bicyclists. Mr. Simmers explained that a typical bike-only lane is four to six feet wide. Commissioner Marsh inquired if there was any discussion regarding a physical barrier. Mr. Simmers explained that what Mr. Marsh is describing is a separated bike-lane, which was discussed but the curb line would have to be adjusted. Commissioner Marsh surmised that this would then increase costs. Mr. Simmers agreed.

Commissioner Rose inquired about the type of markings that will be placed on the bike lanes. Mr. Simmers explained that basic bike lanes with standard striping would be utilized. Mr. Simmers stated that the next level up would be a second stripe and trade-offs for additional markings would need to be considered. Mr. Simmers commented that 67th Avenue is a heavily trafficked road and the cyclists using the lane would most likely be pretty comfortable on it. Commissioner Rose stated that she has seen a wider single stripe for bike lane and asked if this could be considered. Mr. Simmer replied that this was an excellent suggestion. Commissioner Nesfield commented that the bike lanes would make the traffic lanes narrower. Mr. Simmers agreed, but noted that an 11-foot vehicle lane was fairly standard. Mr. Simmers said that the practice now is to narrow 15-foot vehicle lanes. Mr. Sage relayed that narrowing of the traffic lane would potentially provide some level of traffic-calming.

Chair Fernandes inquired if some bumps in the road could be included to jostle drivers from drifting into the bike lanes. Mr. Simmers replied that this would be a more enhanced project than the current scope. Chair Fernandes suggested grooves in the road. Mr. Simmer indicated that bicyclists do not like grooves in the road because they could be a crash hazard.

Mr. Sund commented that there was quite a bit of transient activity near the proposed bicycle lane in an area by the Grand Avenue intersection. Mr. Simmer indicated that perhaps some pedestrian-scale lighting could be added in this area. Mr. Sage stated the final report for this Design Assistance project will note that this issue was raised, so the next design phase can potentially incorporate recommendations. Mr. Adabala noted that there are other locations with the same issue that perhaps a solution could be identified for implementation there as well. Mr. Adabala welcomed any additional information and design ideas from Mr. Sund.

Chair Nylund inquired about the completion date of the project. Mr. Adabala explained that the project is still in the initial stages of design and must go through ADOT review which can take two to three years.

The agenda item was concluded.

7. ITS/TSM PROJECT UPDATES

Mr. Lopez presented an update on the upcoming signal detection upgrade project along 59th Avenue and Glendale Avenue corridors, which included the following information:

- Overview - Traffic Signal Operations
- Project Scope

- Project Goals and Objectives
- Project Purpose
- Project Budget

Vice Chair Nylund commented on traffic counts and speeding on 59th Avenue and wondered why the detection system would stop at Mohawk and not extend up to Deer Valley Road. Mr. Lopez replied that Deer Valley Road already has an infrared detection system, which was installed only a year ago. Vice Chair Nylund commented on speeding issues and asked if Mr. Lopez works in coordination with the Police Department. Mr. Lopez stated that the ITS Department does coordinate with the Police Department. Vice Chair Nylund complimented staff on a good job of leveraging funds for this project. Mr. Lopez announced that the project will significantly upgrade this portion of Glendale's aging traffic signal system, and will enhance signal coordination and timing.

The agenda item was concluded.

8. **GO PROGRAM AUDIT FY2018-2020**

Ms. Garcia Ramirez presented on the GO Program audit for FY2018-20 and Oversight Committee, which included the following:

- Audit Oversight Committee (AOC) Representation
- Transportation: Erik Elias
- Finance: Rebecca Chitwood
- Engineering: James Milanese
- CTOC: To be determined this evening

Ms. Garcia Ramirez stated that a CTOC representative needs to be finalized this evening. Ms. Garcia Ramirez reported that Vice Chair Nylund had volunteered, however, his term ends in January 2021 and therefore, it would be best if there were two representatives appointed for continuity purposes. Ms. Garcia Ramirez announced that previously, Chair Fernandes and Commissioner Nesfield expressed interest. Commissioner Nesfield stated that she was the representative during the last audit, and so would step back for Chair Fernandes to participate along with Vice Chair Nylund. Chair Fernandes accepted.

Vice Chair Nylund inquired as to when the meetings would begin. Ms. Garcia Ramirez replied that the FY2020 books need to be closed and accounting finalized before meetings could start. Ms. Garcia Ramirez confirmed she will contact the Commissioners once a specific date is set and hoped the first meeting could be held in November.

The agenda item was concluded.

9. **CHAIR AND VICE CHAIR RECOMMENDATIONS FOR 2021**

Mr. Sage explained the process for Chair and Vice Chair Recommendations:

- Appointment Term
- Current appointments end January 31, 2021
 - The Commission is tasked with identifying recommendations to Council for Chair and Vice Chair
 - City Council makes the final appointments
 - Appointments are for annual terms (February 1, 2021 through January 31, 2022)
- All CTOC members are eligible
- CTOC members may either nominate themselves or another commissioner
 - Chair Fernandes is eligible for re-appointment. Vice Chair Nylund will term off the Commission in January
 - Chair Fernandes had nominated himself for Chair.
 - Chair Fernandes nominated Commissioner Nesfield for Vice Chair.

- Commissioner Nesfield nominated herself for Vice Chair
- Vice Chair Nylund nominated Chair Fernandes as Chair and Commissioner Nesfield as Vice Chair

Motioned by Vice Chair Jack Nylund, seconded by Commissioner Paul Marsh

AYE: Chair John Fernandes
 Vice Chair Jack Nylund
 Commissioner Chris Hauser
 Commissioner Paul Marsh
 Commissioner Marie Nesfield
 Commissioner Barbara Rose
 Commissioner Christopher Sund

Passed

10. PAVEMENT MANAGEMENT & RECONSTRUCTION PROGRAM UPDATE

Mr. Gurrola gave an update on the Pavement Management Program (PMP) and Reconstruction, which included the following information:

- An explanation of current projects
- FY2021 PMP Expenditures to Date

Vice Chair Nylund inquired about streets in a gated HOA. Mr. Gurrola explained that the City does not maintain private streets in a gated HOA. Vice Chair Nylund complimented Mr. Gurrola on the job done so far.

The agenda item was concluded.

11. COMMISSION AND STAFF UPDATES

None.

12. MANAGER'S REPORT

Mr. Adabala gave the Manager's Report, which included the following:

- Northern Parkway Updates
- Regional Projects Updates
- Loop 101 / I-10 Study
- Loop 101: 75th Avenue to I-17

13. FUTURE AGENDA ITEMS

Topics requested:

- Speeding on 59th Avenue
- Consideration of Naming Rights for Bike Lanes and other Active Transportation Facilities

14. NEXT MEETING

The next regular meeting of the Citizens Transportation Oversight Commission is scheduled for November 5, 2020 at 6:00 p.m.

15. ADJOURNMENT

Chair Fernandes adjourned the meeting at 7:48 p.m.