



**DRAFT MINUTES**  
**CITIZENS TRANSPORTATION OVERSIGHT COMMISSION**  
**VIRTUAL MEETING**  
**MARCH 4, 2021**  
**6:00P.M.**

**1. CALL TO ORDER**

Chair Fernandes called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Present: John Fernandes, Chair  
Marie Nesfield, Vice Chair  
Patrick Lowry, Commissioner  
Paul Marsh, Commissioner  
Barbara Rose, Commissioner  
Kelley Sandstedt, Commissioner  
Christopher Sund, Commissioner

Absent: Jon Pickett, Commissioner

Also Present: Patrick Sage, Transportation Planner  
Purab Adabala, Transportation Planning Administrator  
Ashley Knudsen, Transportation Planner  
Marilyn Garcia, Transportation Planner  
Trevor Ebersole, Transportation Department Director  
Javier Gurrola, City Pavement Manager  
Michelle Woytenko, Field Operations Department Director  
Dory Ludwig, Traffic Education Program Manager

**3. APPROVAL OF THE AGENDA - WITHDRAWALS AND CONTINUANCES**

**ACTION BY CTOC:** Approval of the agenda for the March 4, 2021 Citizens Transportation Oversight Commission as submitted.

Motioned by Commissioner Barbara Rose, seconded by Vice Chair Marie Nesfield

AYE: Chair John Fernandes  
Vice Chair Marie Nesfield  
Commissioner Patrick Lowry  
Commissioner Paul Marsh  
Commissioner Barbara Rose  
Commissioner Kelley Sandstedt

Commissioner Christopher Sund  
Passed

**4. APPROVAL OF THE MINUTES**

ACTION BY CTOC: Approval of the minutes from the February 4, 2021 meeting of the Citizens Transportation Oversight Commission as written.

Motioned by Vice Chair Marie Nesfield, seconded by Commissioner Kelley Sandstedt

AYE: Chair John Fernandes  
Vice Chair Marie Nesfield  
Commissioner Patrick Lowry  
Commissioner Paul Marsh  
Commissioner Barbara Rose  
Commissioner Kelley Sandstedt  
Commissioner Christopher Sund

Passed

**5. CITIZEN COMMENTS**

No citizen comments were received either by email or voicemail.

**6. FIELD OPERATIONS CAMPUS - PROJECT UPDATE**

Ms. Woytenko gave a presentation on the update and noted that the presentation was a shortened version of the one given to Council last month, which included information on the following:

- Current Use
- Capital Cost for Prior Master Plan
- Phase 1A – Field Staff Building Costs: \$11.8 million
- Phase 1B – Police Evidence Building Costs: \$10.3
- Phase 2 – Adaptive Re-Use Costs: \$3.7 million
- Phase 3 – Demolition Costs: \$1.8 million
- Cost Comparison (By Funding Source)

Vice Chair Nesfield inquired if there were still residents living in the trailer park. Ms. Woytenko replied in the positive and stated there were still eight trailers on the property. Vice Chair Nesfield inquired if the residents would be allowed to stay. Ms. Woytenko explained that the plan is to have all residents relocated off the site by August 1, 2021. Ms. Woytenko relayed that staff was working with the state housing program to provide residents with relocation assistance. Vice Chair Nesfield asked if the trailers were owned or leased. Ms. Woytenko stated it was a combination of owned and leased trailers.

**7. GLENDALE FAMILY BIKE RIDE 2021 - UPDATE**

Ms. Ludwig gave an update on the Glendale Family Bike Ride, which included the following information:

- Due to COVID, this year's event will be a virtual ride
- Dates: April 10 – April 17, 2021
- Register at [www.GlendaleAZ.com/FamilyBikeRide](http://www.GlendaleAZ.com/FamilyBikeRide)
- Riders will take a six-mile bike ride in Glendale between April 10th and 17th. Riders choose the route or can ride the six miles on a stationary bike.
- Riders are asked to photograph themselves and email the photo to City staff to post, as

- well as post to their own social media using #GlendaleBikeRide.
- Promotion: various methods of promotion were displayed.

Ms. Ludwig announced that Commissioner Marsh has already registered to participate.

Commissioner Rose asked how staff would know when a participant finished the bike ride. Ms. Ludwig stated the event was on an honor system and a participant would take a photo and send to staff upon completion of the ride.

Mr. Sage stated the Commissioners would be sent a link via email to the website to register for the event.

## **8. PAVEMENT MANAGEMENT & RECONSTRUCTION PROGRAM UPDATE**

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

PMP Updates:

- FY2021 PMP Expenditures To Date
- Arterial Reconstruction Program (ARP)
- Glendale Ave. Reconstruction – 99th Ave. to El Mirage Road
- Camelback Road Reconstructions – 83rd Ave. to 91st Ave.
- Bell Road Reconstruction – 51st Ave. to 59th Ave.

Chair Fernandes inquired about pavement issues at 83rd Avenue and Camelback Road. Mr. Gurrola stated that in-house staff would address the issue. Mr. Gurrola said the intersection has a few issues and staff treat the pavement to hold it over until the next reconstruction project.

## **9. FY2020 GLENDALE ONBOARD PROGRAM ANNUAL REPORT - FINAL**

Ms. Knudsen presented the final version of the Glendale Onboard Transportation Program Annual report for Fiscal Year 2020. The draft report was presented to the CTOC at the February 2021 Commission meeting.

Commissioner Marsh noted that one of CTOC's goals was to monitor this report, but he did not see how he could pass judgment on the report. Commissioner Marsh stated the CTOC does not perform an accounting audit of the report but could review it to see if the tables make sense and there was less money coming in than going out, but is unsure as to how the CTOC could affirm the report.

Chair Fernandes inquired as to who prepared the report and if the report was audited. Mr. Adabala explained the data is provided by the Finance Department and Ms. Knudsen compiles the report. Mr. Adabala stated that an external auditor audits the City's finances and the Transportation Sales Tax Fund goes through an additional audit every three years. Mr. Adabala explained the report presented was a summary report; however, the public has access to the details on the City's website and staff can send the Commissioners a link to find this information.

Chair Fernandes noted the Commissioners were not professional auditors and have to rely on the auditors, who are CPAs, to look for fraud, waste, and abuse.

Mr. Sage announced that staff is requesting a CTOC action on the report. Mr. Sage relayed that it is CTOC's role to review the summary report at a high level and recommend it to Council if the report is in order.

**ACTION BY CTOC:** Approval of the FY2020 Glendale Onboard Program Annual Report, and recommendation of the report to Council.

Motioned by Vice Chair Marie Nesfield, seconded by Commissioner Christopher Sund

AYE: Chair John Fernandes  
Vice Chair Marie Nesfield  
Commissioner Patrick Lowry  
Commissioner Paul Marsh  
Commissioner Barbara Rose  
Commissioner Kelley Sandstedt  
Commissioner Christopher Sund

Passed

**10. DRAFT 10-YEAR TRANSPORTATION PROGRAM**

Ms. Garcia Ramirez gave a presentation on the draft update to the 10-Year Transportation Program for FY22-31.

Commissioner March inquired about allocation to bike projects and noted a spending gap in the first two years of the Ten-Year Program. Ms. Garcia Ramirez explained there were two projects identified: the Central Core Sidewalk Gap Project and the 67th Avenue Bike Lane Project. Ms. Garcia Ramirez noted that the design phase was expected to last two fiscal years with construction anticipated for in 2024. Commissioner March expressed disappointment in the total budget for bike program. Mr. Sage explained that the \$130,000 budget was being used to leverage a much larger project budget and positive headway in this area was being made.

Ms. Garcia Ramirez stated if the Commissioners felt comfortable, they could take action on the Draft 10-Year Transportation Program today or could review further the information and staff could bring the Program back at another time for Commission action.

Chair Fernandes asked if there were any additional Commissioner questions. None were voiced. The agenda item was concluded.

**11. MANAGER'S REPORT**

Mr. Adabala provided updates on the following items:

- Loop 101/75th Avenue Interchange
- Northern Parkway Updates
- RSP/HURF Projects
- Performance Audit of GO Program

**12. COMMISSIONER UPDATES**

Commissioner Lowry reported that he attended the ADOT Loop 101/75th Avenue interchange public meeting at which a broad overview of the project and budget was presented. Commissioner Lowry provided staff with his summary and perspectives on the material presented at the meeting. Vice Chair Nesfield relayed that she attended the meeting as well. Commissioner Lowry noted there was a Vimeo video link for the hour-long meeting and offered to send the link to the other Commissioners. Mr. Sage stated that staff would send the link along with other materials to the Commissioners via email after the meeting.

Commissioner Rose complimented the street work done on Paradise Lane, east from 67th Avenue. Commissioner Rose explained that speed humps with two tire hollows were replaced with a speed hump with one tire hollow, which served the function better.

Chair Fernandes commented that the speed hump on Missouri between 83rd Avenue and 79th

Avenue was working well in slowing the speeders in that area.

**13. FUTURE AGENDA ITEMS**

Chair Fernandes requested an agenda item on the deployment of traffic mitigation measures in the city, including speed humps and stop signs, and the process on how residents can request these treatments.

**14. NEXT MEETING**

The next regular meeting of the Citizens Transportation Oversight Commission will be held on Thursday, April 1, 2021 at 6:00 p.m.

**15. ADJOURNMENT**

Chair Fernandes adjourned the meeting at 7:26 p.m.

The Citizens Transportation Oversight Commission meeting minutes of March 4, 2021 were submitted and approved this first day of April, 2021.

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Patrick Sage  
Recording Secretary