



DRAFT MINUTES

CITIZENS TRANSPORTATION OVERSIGHT COMMISSION
Transportation Department Office
6210 W. Myrtle Ave
Building A, Suite 111/112
Glendale, Arizona 85301

MAY 4, 2023
6:00 P.M.

1. CALL TO ORDER

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

2. ROLL CALL

Present: Bryon Joyce, Chair
Paul Marsh, Vice Chair
James Ho, Commissioner
Tiana Roberts, Commissioner

Absent: Marc Floyd, Commissioner
Patrick Lowry, Commissioner

Also Present: Purab Adabala , Transportation Deputy Director
Tony Abbo, City Traffic Engineer
Michael Hamblin, Assistant City Attorney
Cassandra Johnston, Traffic Education Program Manager
Marilu Garcia Ramirez, Senior Transportation Planner
Erin Steffa, Financial Analyst
Patrick Sage, Transportation Planner
Yunpei Zhang, Transportation Planner

3. APPROVAL OF THE AGENDA - WITHDRAWALS AND CONTINUANCES

ACTION BY CTOC: Approval of the agenda for the May 4, 2023 Citizens Transportation Oversight Commission, as submitted.

Motioned by Commissioner James Ho, seconded by Commissioner Tiana Roberts

AYE: Chair Bryon Joyce
Vice Chair Paul Marsh
Commissioner James Ho

Commissioner Tiana Roberts
Other: Commissioner Marc Floyd (ABSENT)
Commissioner Patrick Lowry (ABSENT)
Passed

4. APPROVAL OF THE MINUTES

ACTION BY CTOC: Approval of the minutes from the January 5, 2023 meeting of the Citizens Transportation Oversight Commission, as written.

Motioned by Vice Chair Paul Marsh, seconded by Chair Bryon Joyce

AYE: Chair Bryon Joyce
Vice Chair Paul Marsh
Commissioner James Ho
Commissioner Tiana Roberts
Other: Commissioner Marc Floyd (ABSENT)
Commissioner Patrick Lowry (ABSENT)
Passed

5. CITIZEN COMMENTS

None. No members of the public were present at the meeting.

6. GLENDALE FAMILY BIKE RIDE 2023 - RECAP

Ms. Johnston provided a recap of the 2023 Glendale Family Bike Ride, which included the following information:

- The ride was held on April 2, 2023 and began at Sahuaro Ranch Park.
- Over 1,000 riders registered and of those, 630 riders attended, which was approximately 200 more than 2022.
- 100 free helmets were distributed to participants.
- The potential date for the next ride will be April 7, 2024.

7. PEDESTRIAN CROSSING COUNTERMEASURES IN GLENDALE

Mr. Abbo provided the commission with an overview of pedestrian crossing countermeasure in Glendale, which included the following information:

- Statistics on pedestrian deaths nationally and in Glendale
- The City is developing a crosswalk policy and looking for grant opportunities to improve pedestrian safety
- Types of infrastructure pedestrian safety countermeasures applied by Glendale

Commissioner Ho inquired about any success in curbing speeding issues. Mr. Abbo explained enforcement methods and challenges.

Chair Joyce asked if most pedestrian crashes happened in the legal crosswalk or while jaywalking. Mr. Abbo replied that most crashes happen in unmarked crosswalk areas. Mr. Sage also noted that sometimes the exact location is difficult to determine from the crash reports.

8. *RIGHT OF WAY LANDSCAPE PLAN GRANT OPPORTUNITY

Mr. Adabala gave a detailed presentation on the Right of Way Landscape Plan Grant Opportunity, which included information on the following:

- Plan Objectives
- Right of Way Maintenance Map
- Budget and Catch Up Budget
- Trees in Right of Way
- Existing city standards for landscaping
- New landscape standard
- Projected water savings
- Proposed plan costs

Commissioner Ho asked if communities will have input regarding what types of trees and shrubs get planted. Mr. Adabala replied that residents have the opportunity to provide input at Council District meetings, and requests for plant types can be considered dependent upon the maintenance, location suitability and visibility considerations. Mr. Adabala said there would be future discussions at relevant District Meetings regarding the median landscaping, and noted that Councilmember Tolmachoff (representing the District where the specific medians under discussion are located) was very involved during the Plan development. Commissioner Roberts noted that changing the medians would change the look and feel of the community and hoped Council would take the public's input into consideration.

Commissioner Ho asked if there was anything the Commission could do to increase public engagement. Mr. Adabala said information will continue to be posted in the Councilmember's weekly newsletter, the HOA's in the location will be informed, and staff has various ways like social media to inform the public. Commissioner Roberts asked if the Councilmembers from Sahuaro and Cholla districts were involved. Mr. Adabala said that was correct.

Chair Joyce said the tree types in the medians should be looked at as some of the existing trees are difficult to maintain and are too big for vehicles to pass underneath, resulting in being oddly trimmed.

Commissioner Roberts asked about the use of effluent water. Mr. Adabala said that using effluent water requires treatment to keep the irrigation lines from clogging and may spray on automobiles. Therefore, only one location still uses effluent water and is expected to be converted.

Commissioner Ho asked about the potential amount of the grant. Mr. Adabala provided a potential estimated amount of \$3 to \$4 million. He also inquired about whether surrounding trees are treated when a diseased tree is removed - Mr. Adabala stated that staff will contact the right of way supervisor to get that answer and follow up with the commission.

Vice Chair Marsh asked if the grant would allow more to be done or the original plans to be done quicker. Mr. Adabala indicated it would be both.

Mr. Sage presented the potential letter of support from the Commission for the grant application. Mr. Sage asked if there were any recommended changes to the letter. Discussion was held to refine the verbiage. Mr. Sage will circulate a revised letter for final acceptance to the commissioners via email.

ACTION BY CTOC: Motion to support Glendale's application for a FY2023 Water Conservation grant to fund the Right of Way Landscape Plan Implementation Project.

Motioned by Vice Chair Paul Marsh, seconded by Commissioner James Ho

AYE: Chair Bryon Joyce
Vice Chair Paul Marsh
Commissioner James Ho
Commissioner Tiana Roberts
Other: Commissioner Marc Floyd (ABSENT)
Commissioner Patrick Lowry (ABSENT)

Passed

9. GO PROGRAM TRIENNIAL AUDIT FOR FY2021-FY2023

Mr. Adabala gave a detailed presentation on the FY2021-FY2023 GO Program Triennial Audit, which included information on the following:

- Audit Process
- Scope of Project
- Future Action
- CTOC Representative for the Audit Oversight Committee (AOC)

The Commission was asked for a volunteer to serve on the AOC. Commissioner Roberts inquired about the time commitment. Mr. Adabala provided information on the general timeline and process. Commissioner Ho volunteered to serve on the AOC.

ACTION BY CTOC: Motion to identify Commissioner Ho as the CTOC representative on the Audit Oversight Committee.

Motioned by Commissioner Tiana Roberts, seconded by Vice Chair Paul Marsh

AYE: Chair Bryon Joyce
Vice Chair Paul Marsh
Commissioner James Ho
Commissioner Tiana Roberts
Other: Commissioner Marc Floyd (ABSENT)
Commissioner Patrick Lowry (ABSENT)

Passed

10. FY2024-2033 DRAFT CAPITAL IMPROVEMENT PROGRAM BUDGET AND FY2024 DRAFT OPERATING BUDGET

Mr. Adabala, Ms. Garcia Ramirez and Ms. Steffa gave a detailed presentation on the FY2024-2033 Draft Capital Improvement Program Budget and FY2024 Draft Operating Budget, which included information on the following:

- Organization and Mission
- FY2023 Accomplishments
- Budget Process
- FY2024-2033 Capital Improvement Program (CIP)
- FY2024 Operating Budget
- FY2024 Budget Calendar

11. GLENDALE 2023 SS4A GRANT APPLICATION

Mr. Sage presented an overview of Glendale's Safe Streets for All (SS4A) grant application and award, which included the following:

- Summary of the SS4A program
- Glendale's award of \$800,000 in FY2022 SS4A federal funds to develop a citywide Safety Action Plan
- Overview of a Safety Action Plan
- The role of CTOC

Commissioner Ho asked if any other cities had implemented the program. Mr. Sage said there were 473 planning grants awarded nationally, and 37 implementation grants.

Vice Chair Marsh congratulated staff on the grant award.

12. DEPUTY DIRECTOR'S REPORT

Mr. Adabala gave an update on the following grant opportunities:

- SS4A federal grant award
- RAISE federal grant opportunity
 - Glendale applied for \$7.7 million federal funds with a \$1.9 million local match
 - Awards to be announced June 28, 2023

13. COMMISSION AND STAFF UPDATES

Vice Chair Marsh reported that he attended the City's Volunteer Appreciation Dinner and encouraged other commissioners to attend the event next year. Vice Chair Marsh also summarized information from the ADOT virtual public meeting on the State's long range transportation plan that he attended.

14. FUTURE AGENDA ITEMS

Commissioner Roberts requested a review of the findings of action items from the last GO Audit Report and what staff has done to address the items. She also requested an overview on bicycle planning in the City.

Commissioner Ho requested information on Proposition 400 extension and impacts to the City of Glendale.

Vice Chair Marsh requested information on the Arizona Bike Summit.

15. NEXT MEETING

The next regular meeting of the Citizens Transportation Oversight Commission will be held on June 1, 2023 at 6:00 p.m.

16. ADJOURNMENT

Chair Joyce adjourned the meeting at 8:29 p.m.

The Citizens Transportation Oversight Commission meeting minutes of May 4, 2023 were submitted and approved this 1st day of June 2023.

Recording Secretary