

MINUTES OF THE GILBERT PUBLIC WORKS ADVISORY BOARD, IN REGULAR MEETING OF MONDAY, MAY 13, 2024, AT 3:00 PM, MUNICIPAL BUILDING I, HERITAGE ROOM 300, GILBERT, ARIZONA

MEMBERS PRESENT: Chair Fariya Sharif, Co-Chair Sam Elliot, Members Karen Goldwasser, Eric McLeskey, Matt Carpenter, Greg Froehlich and David Barazoto

MEMBERS ABSENT: Members Jason Gilmore and Jason Robinson

STAFF PRESENT: Public Works Director Jessica Marlow, Assistant Public Works Directors Eric Braun and Giao Pham, Wastewater Manager Patty Jordan, Wastewater Administrative Assistant Haley Harper, Administrative Assistant Tonya Holmes, Assistant Town Manager Dawn Prince, Management and Budget Director Kelly Pfof and Assistant to Town Manager Allyna Bay

GUESTS PRESENT: Councilmember Koprowski

ADMINISTRATIVE ITEMS

1. Call to Order

Chair Fariya Sharif called the meeting to order at 3:07 p.m.

2. Roll Call

Administrative Assistant Tonya Holmes called roll and declared a quorum present.

AGENDA ITEMS

3. Approve March 18, 2024 Minutes

A MOTION was made by Chair Fariya Sharif, seconded by Co-Chair Sam Elliott, to approve the March 18, 2024 meeting minutes. Motion passed unanimously.

4. Rules of Procedure Update from Town Clerk's Office and Bylaw Amendment

Town Clerk Chaveli Herrera and Deputy Clerk Judy Martinez provided information on the recent Bylaw update and new Rules of Procedure that are replacing Roberts Law. Deputy Clerk Martinez read a statement formed with points from the Boards and Commissions Handbook. Members were provided with a laminated copy of this statement as well as a copy of the Rules and Procedures, for reference during meetings.

5. Transportation Master Plan

Transportation Plan Manager Jason Hafner presented information on Gilbert's Transportation Master Plan (TMP), what that document entails and some items his team is currently working on. The Transportation Team consists of Manager Hefner and two Senior Planners, Nathan Williams and Stephanie Bubenheim. Councilmember Koprowski stated that although the Transportation Planning Team is in Development Services, rather than Public Works, they work closely together on a lot of the projects in Public Works, such as signals, streetlights and other signature items.

He explained Regional Coordination and funding through Maricopa County of Governments (MAG) and stated that the Town has been the recipient of \$49M of regional federal funding from MAG. Gilbert also partners with Valley Metro and has 634,000 projected miles of fixed routes and 61,000 projected ADA certified rides in FY25.

Currently, Senior Planner Williams is managing the Park and Ride Relocation study, looking for a better location for it. Also doing a study for project assessment to determine safe bike routes along Gilbert Road. This year they plan on conducting additional studies for Electric Vehicles and safe crossing at the Queen Creek Trail.

The Transportation Team tries to acquire grant funding for projects, to limit using Gilbert tax dollar funding. They are very active and most interested in active transportation. They are responsible for the project initiation through the Arizona Department of Transportation (ADOT) process, which aids in taking some work off of the CIP Team.

Councilmember Koprowski mentioned a project at the trail crossing at Power Road, near Higley Road, and stated that it was initially brought up by a resident, and possibly would not have come onto our radar if they had not brought it forward.

Member Goldwasser asked for description of acronyms in the presentation. She also inquired on the makeup of the residents that were involved in the Power Road trail crossing suggestion. She also inquired as to where/how did the residents bring up the Crossing at Power Road issue. Manager Hafner did not have this information but advised that the Transportation Master Plan needs to be updated about every 5 years or so and he would try to incorporate that info in the future. He stated he would be reaching out to this group for more feedback in the future. Councilmember Koprowski advised that CIP Communications Specialist Abby Taylor, who came on board with Gilbert three months ago, also plans to gather more geographical data on this topic and several others moving forward.

Member Froelich inquired as to who manages the funding portion of transportation projects. Manager Hafner replied that anytime they work on a Federal project, the project funding has to be managed through ADOT and also requires an Intergovernmental Agreement (IGA), before getting turned over to the CIP group.

Manager Hafner presented with “what is a Transportation Master Plan (TMP)?” He advised that it is a massive document, and members could google “Gilbert’s Transportation Master Plan” to read the details if desired. The Towns TMP was approved by Council in August of 2022 and work on it is continual. This plan is essentially a long-range look at what the transportation network will look like over the next 20 years and how Gilbert should respond to those changes. He noted that the 2023 Transportation Master Plan was awarded the “Best Transportation Plan for Long Range Planning Study” by the Ariona Planning Alliance (APA).

He continued the presentation with four elements of focus; Recommended Projects, Streets Typology, Multi Use Path (MUP) Elements, and Transit Study. Recommended Projects included over 70 capacity related projects, 8 major roadway reconstruction projects and 70 intersection & safety improvement projects. Streets Typology allows them to identify the different needs of various collector streets, such as school areas, neighborhoods and major arterials through an area with an activity center. They also identify what needs there are for sidewalks, bike lanes and vehicles. His team looks at all projects and decides which typology is best for the project.

Multi Use Path (MUP) Elements are looked at through the MUP Action Plan which has three goals, closing existing gaps in the network, providing connections to key destinations and expanding the network and regional paths. The MUP Toolbox has 8 different Typologies they can use and apply to project assessments and small studies.

The Transit Study is data driven and looks at what the Town currently has, where the Town is probably going to look like in 20 years and where makes it sense for service

improvements and expansions. He displayed a heat map of Transit Rider Destination Location in the Valley, as well as side by side comparison maps showing Existing Service Improvement Proposals and New Route & Existing Route Expansion Proposals.

Manager Hafner and Councilmember Koprowski provided information on Prop 479, which is a half-cent sales tax that funds transit and most of the freeway projects for the county and is up for election in November. Props 300 and 400 were passed in the 1990's and 2000's, that continued on to be the Prop 400 and Prop 400 Extension and is now Prop 479. Members were advised to reach out to Councilmember Koprowski if they want to learn ways to research more information on this.

6. Transportation Planning and CIP deeper dive

Town Engineer Susanna Struble shared a presentation about the Capital Improvement Plan (CIP) and advised that the plan is updated annually. She showed the CIP Update Timeline and explained that it takes a full year to complete the annual process and then it circles right back to planning the next year's updates. May to September is when departments identify capital needs and request new projects. September and October the CIP Team reviews scopes and budgets of new and existing projects. November and December the Office of Management and Budget (OMB) and each department prioritize and identify potential funding and funding gets applied. January to March is when the Executive Team and Management refines the 10-year CIP plan and Annual Fiscal Year budget. March and April OMB and CIP coordinate with Stakeholders. May and June OMB provide the preliminary CIP and annual CIP budget. June is also when Council approval and adoption of the 10-year budgets is completed.

She continued with information on Financing the Capital Improvement Plan, which are all shown in the CIP book, and fund the projects in relation to Operating and Replacement Funds, System Development Fees, Grants, Bonds by Voter and Municipal Property Corporation (MPC) Board approval, Improvement Districts, and Developer & Private Contributions and displayed the FY25 funding sources graph for a total of \$1.59B.

She also showed the 2022 GO Transportation Bond Update that displayed 48 projects, including 31 active projects and 17 planned projects.

Some current projects being worked on include ST 0990: Ocotillo Rd – 148th to Greenfield in Construction Phase; ST1770: Guadalupe Rd – Arizona to McQueen in Construction Phase and ST2117: KA-LO Park Improvements in Design Phase.

Town Engineer Struble concluded by stating that CIP's 2 new positions, Communications Specialist and Data Strategist are working on ways to better inform the public and Councilmember Koprowski shared that the Council recognizes the deficiencies in the Town of Gilbert's website regarding ease of locating information and future plans are in the works to fix the problem. She also explained that although the Town is eager to look at more communication plans, we also realize funding is very tight right now.

7. Streets Deep Dive

Streets Manager Curtis Yardley presented information on the Streets Division and mentioned he was hired as a street maintenance worker in Feb of 1994, making this year his 30-year anniversary with the Town. He showed the Streets org chart, which contains 50 full time employees (FTE).

His presentation included information on Streets Infrastructure, including Paving Maintenance & Concrete Repair of 943 center-line miles, Signs and Markings, with 38,462 traffic signs, Roadway Lighting, with over 30,000 streetlights and Right-of-Way (ROW) & Landscape Maintenance of more than 13 million square feet of landscape. He explained the Pavement Condition Index (PCI) and shared that the goal is to maintain a 72 Pavement Condition Index (PCI). He advised that a third-party company does the assessments and rates on a quarter of the streets annually.

He then provided more details on each line of service, stating that regulatory signs are replaced every 10 years, other signs are replaced every 15 years and streetlights should have a 30-year life, however, some of the original poles were mounted in the ground, which caused early rusting damage. Streets will be updating all poles, over time, to a concrete mounted pole to allow a longer life without damage.

He also explained the different maintenance options for asphalt, including Crack Seal, Asphalt Patching, Fog Seal (treatment for UV rays), Slurry Seal (residential roads only) and Asphalt Overlays (arterial roads).

Other lines of service include Street Sweeping and Emergency Response. Emergency Response includes Dead Animal Pick Up, Vehicle Accidents and Graffiti Removal as well as other items. The Street's Division has an "On-Call" person 24 hours a day, 365 days a year for these types of occurrences after hours.

Streets also maintains the Heritage District, Parking Garages and Bus Stops. Most of those services, including trash clean up and removal, pressure washing of sidewalks and general appearance are contracted services.

Other lines of service include Striping, Concrete Repair and Restoration, and Landscape Maintenance. Gilbert has an in-house sign shop, but Striping is contracted out. He explained that 70% of trip hazards among sidewalks are from tree roots. With Landscape Maintenance, 99.5% of medians are maintained by the Town, while everything adjacent is maintained by the property owners, such as Homeowners Associations (HOA) and businesses, with the exception of undeveloped areas.

Member Goldwasser asked who is responsible for ROWs within various communities. Manager Yardley explained that Gilbert Streets Division does not maintain any of the landscaping, however, some sidewalks are maintained by the Town, and some are maintained by the HOA.

Manager Yardley also shared some FY24 highlights, including 91 miles of roadway surface treatments, 418 streetlight upgrades to a current standard in the Long-Range Infrastructure Plan (LRIP), completion of the arterial LED light conversion with 5,200 change outs, and upgrade of over 2,890 signs to current standards in the LRIP.

COMMUNICATIONS

8. Report from Staff

No report from staff

9. Report from Board Members

No report from members

10. Report from Council Liaison

CMK – most items from our meeting are currently in process of going through budget adoption and CIP gets approved separately.

11. Report from Chair

No report from Chair

12. Future Agenda Items

Assistant Director Pham advised that Administrative Assistant Holmes is working on scheduling tours and will send specifics to each member once schedule is finalized.

He also reminded members to wear appropriate attire and closed toe shoes and to let Administrative Assistant Holmes know if they need issues PPE.

Assistant Director Pham advised that future meetings would include Sustainability information as well as information on Facility needs as we near buildout.

Councilmember Koprowski asked if a date had been selected for this Board's next meeting, which one had not yet been selected. She advised that July was not a good option as Council and Staff have prior scheduled commitments through the month.

CONCLUSION

13. ADJOURN

Chair Fariya Sharif adjourned the meeting at 5:00 p.m.

ATTEST:

Fariya Sharif, Chair

Giao Pham, Staff Liaison