

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Mayor and Council Transit Task Force and to the general public that the Mayor and Council Transit Task Force will hold the following meeting which will be open to the public.



Mayor and Council Transit Task Force (TTF)
AGENDA
Monday, February 4, 2019 at 3:00 p.m.
Location: 201 N. Stone, 4th Floor, Tucson, AZ 85701

TOPICS	SUGGESTED TIME ALLOTTED
1. Call to Order	
2. Introductions/Roll Call	5 min.
3. Approval of January 7, 2019 Minutes	3 min.
4. First Call to the Audience <i>This is the time for the public to comment. Please note: Members may not discuss items that are not specifically identified on the agenda.</i>	5 min.
5. TTF Open Chair Nomination and Election	5 min.
6. TTF Frequent Transit Network Recommendations – Next Steps	5 min.
7. Update on Transit/Announcements/Chair’s Report <ul style="list-style-type: none">• <i>Upcoming Mayor and Council Study Session (TDOT)</i>• <i>Draft Five-Year Strategic Transit Plan Update (TDOT)</i>• <i>New Ride Guide (Sun Tran/Sun Van)</i>• <i>Ronstadt Transit Center Ticket Vending Machines (Sun Tran/Sun Van)</i>• <i>Long-Range Regional Transit Plan (PAG)</i>• <i>Transit Working Group (RTA)</i>	20 min.
8. Budget Timeline Update	15 min.
9. Security Update Discussion	30 min.
10. Second Call to the Audience <i>This is the time for the public to comment. Please note: Members may not discuss items that are not specifically identified on the agenda.</i>	5 min.
11. Next Meeting Date – March 4, 2019	2 min.
12. Future Agenda Items	5 min.
13. Adjourn	

Action may be taken on any item. If you require an accommodation or materials in accessible format or require a foreign language interpreter or materials in a language other than English for this event, please notify the Transit Services Division Office at (520) 791-5409 at least five business days in advance.



**Mayor and Council Transit Task Force
MINUTES
Monday, January 7, 2019, 3:00 p.m.
Location: 201 N. Stone, 4th Floor
Tucson, AZ 85701**

1. Call To Order

Meeting was called to order at 3:06 p.m. with eight (8) of the eleven (11) members present, which established a quorum.

2. Introductions / Roll Call

Members Present

*Suzanne Schafer, Chair (Ward 3)
Dale R. Calvert, Vice Chair (City Manager's Office)
B.J. Cordova (City Manager's Office)
Alex Jimenez (Ward 1)
Margot Garcia (Ward 6) – arrived at 3:23 p.m.
Nicole Feldt (City Manager's Office)
Brian Flagg (Ward 2) – left at 4:30 p.m.
Eric Hahn (Ward 5)
Lisa Shipek (Mayor's Office)
James McGinnis (PAG/RTA Advisory Member)
Gene Caywood (Advisory Member)*

Members Absent

*Vacant (CTAC or City Manager)
Robert Medler (Ward 4)*

Staff Present

*Shellie Ginn, Interim Deputy Director, TDOT
John Zukas, Transit Services Coordinator, TDOT
Davita Mueller, Planning Analyst, Sun Tran
Steve Spade, General Manager, Sun Tran/Sun Van
Sam Credio, Interim Deputy Director, TDOT
Christopher Blue, Transit Services Coordinator, TDOT
Pat Richter, Director of Marketing and Communication, Sun Tran/Sun Van/Sun Link
Bob McGee, Scheduling Manager, Sun Tran/Sun Van/Sun Link*

3. Approval of December 3, 2018 Minutes

Suzanne Schafer noted there was combined information in the draft of the December 3, 2018 Minutes. James McGinnis commented that the Transit Working Group meeting is scheduled for January 10 and the Citizen's Advisory Committee meeting is actually scheduled for January 14. These are not the same committees and will have separate meetings. Ms. Schafer clarified that the comment regarding the Orbit shuttle in Tempe

was inaccurately credited to her and should have been credited to Allen Benz. With the recommended changes, it was moved by Dale R. Calvert, duly seconded by B.J. Cordova, and passed by a voice vote of 8-0 (Robert Medler and Margot Garcia were absent) to approve the Minutes.

4. Call to the Audience

Camille Kershner submitted written comments, which were shared with the group and can be found attached.

Claudia Cardinale, a driver for Sun Tran, stated that the plan to make supervisors available for security and safety needs is inadequate, especially on evenings and weekends. Ms. Cardinale explained that there are not enough supervisors to handle security at the transit centers and asked they would respond to issues on the road, whether supervisors have been trained to handle issues, and how supervisors will handle road calls.

Robin Steinberg commented that there is a problem with the Frequent Transit Network (FTN) reducing frequency after 6 p.m., partly because people who work 9–5 is a diminishing group.

Allen Benz commented that the New Year's Eve (NYE) service offerings for next year should be extended to cover additional hours. Mr. Benz also commented that Sun Link running until 2 a.m. on NYE is only good if you are traveling downtown.

Richard Mayer commented that he would like to see the FTN increase in frequency and that 6 p.m. is too early to reduce frequency. He specifically mentioned getting out of meetings at Ward 6 at 7 p.m. and having to wait in the cold for a bus. Mr. Mayer said that he believes until nights and weekends get better, ridership will be limited to only people who have no other option. Mr. Mayer also said that he liked the free buses that were offered on Christmas. Mr. Mayer thanked Steve Spade, Sun Tran's General Manager, for attending a Downtown Neighborhood Council meeting.

5. Update on Transit/Announcements/Chair's Report

Suzanne Schafer told the group that she is resigning from her position as Chair and leaving the TTF. Her position on the TTF will be filled by a designee from Ward 3 and a vote for the new chairperson will happen soon. Ms. Schafer asked about the Ticket Vending Machines at the Ronstadt Transit Center and whether or not they're operational.

Sam Credio said that the transit management RFP will be sent to Mayor and Council for discussion during their study session on February 5. The current transit management contract is valid through 3/31/19.

Steve Spade shared the breakdown of perceived safety concerns by age and sex from the non-rider survey. Survey information indicates that safety is an issue that will need to be addressed in order to increase ridership. Brian Flagg voiced concern about the

process for decision making; specifically, when or whether the TTF is being made aware of changes to security measures before they are implemented. Mr. Credio recommended this topic be added to the February agenda. There was discussion about having the Teamsters present at an upcoming meeting. Lisa Shipek asked if staff expected these results and how would it shape decisions in the future. Margot Garcia commented that data on page one of handout is not related to data on page two. Handouts are attached.

James McGinnis informed the group that the PAG Long Range Regional Transit Plan survey is available at www.pagregion.com/transitsurvey. Ms. Garcia stated that she felt the questions were leading. Mr. McGinnis also said that the PAG/RTA Transit Working Group met last month to finalize regional funding for FY2020-24. This information will be in the draft PAG Transportation Improvement Program.

6. Frequent Transit Network Policy Update

Suzanne Schafer brought up a discrepancy in the rules and the policy and the need for an update. Ms. Schafer also asked about Route 3 and where it would potentially fall in the routes list.

Brian Flagg and Gene Caywood requested that no new routes be added to the FTN until nights and weekend service is added to existing FTN routes, thus raising the level of service. Mr. Caywood suggested viewing the FTN as a subset of the system and to look at reallocating resources to expand the FTN to nights and weekends. Discussion on this matter continued, and Margot Garcia referenced the RTA for funding night and weekend services.

It was moved by Mr. Flagg, duly seconded by Eric Hahn, and carried by a hand vote of 9-0, (Ms. Garcia abstained, which counts as a “yes” vote; Robert Medler was absent) to recommend to Mayor and Council they do not make any reductions to the total level of service. Any identified efficiencies should be reallocated into providing 30-min service on nights and weekends on FTN routes.

Discussion about route changes to improve performance ensued with Route 8 on Broadway used as an example. Lisa Shipek asked about what was meant by an annual review. Ms. Shipek commented that it sounds like an informal process and asked if any routes were under review. Routes under review were noted in the attachment from Steve Spade.

7. Complete Streets Policy Update

Shellie Ginn provided an overview of the policy. There will be a discussion of the policy at the Mayor and Council meeting on January 23 and a vote is expected at the February 5 meeting. Public comments are currently being taken via the website until January 11, but commentary, especially regarding implementation, will be taken until January 23. Those projects at 100% design or currently under construction will be exempt from Complete Streets standards and specifications. The mobility master plan is moving forward, with a design manual that looks at various types of users and

roadways in place later this year. Revising city codes is not out of the question, if needed. Plans for complete streets will be data driven and include all modes of transportation, including transit and bike/pedestrian. Margot Garcia asked if there would be a public hearing.

8. SATA Input for PAG LRRTTP

Alex Jimenez asked if there would be transit priority lanes. James McGinnis remarked that public comments are still being taken and a core design should be available later this month. Suzanne Schafer asked Mr. McGinnis if the TTF should develop its own list of ideas and recommendations. Mr. McGinnis responded that there is still time to comment.

Future agenda items were suggested by Ms. Schafer, including discussion and suggestions regarding fare collection system and retail locations.

9. Draft Five Year Strategic Transit Plan Update

Due to limited time, this item was tabled until the February 4, 2019 TTF meeting.

10. Call to the Audience

Richard Mayer commented on a number of “orphaned” bus shelters that could perhaps be used to upgrade other bus stops. He also said the choice of perforated metal for the seats at the bus stops left a lot to be desired in terms of comfort, no matter the weather. Mr. Mayer clarified that Complete Streets is a policy, not an ordinance.

Kevin Hampton, the Teamsters Union Local 104 Business Agent, commented that the Union was not approached by Sun Tran management to discuss the security changes. Mr. Hampton also commented that the Union has not agreed to using coach operators for security purposes, and that there is no consistency to the rules regarding no pay fares.

11. Future Agenda Items

*Presentation by Teamsters Union Local 104
Update on security issues and findings
Five-Year Strategic Transit Plan update
Continued FTN discussion
Budget discussion for FY2020
Vote on new Chairperson*

12. Adjournment

Meeting adjourned 5:16 p.m.

ttf- public comment 1/7/19
camille kershner

Dear TTF- (and Mayor/Council, and Sun Tran/Link)

Congratulations on a good start to your Frequent Network Service. A few things to keep in mind going forward, also noting that reducing these services is not the way to improve efficiency, growing ridership through improved service is- especially since the TDOT mission is to move people, not cars.

PAG's Congestion Management Strategies Toolbox Worksheet provides a list of capital improvements that include exclusive right-of-way and a rapid transit system, which can be supported by the also-listed operational improvements of traffic signal preemption.

LEED's newest version describes quality transit in terms of frequency, located within ¼-mile walking distance from bus or streetcar stops, or ½-mile of bus rapid transit or light rail stations. Paired service must meet the following frequency equivalents for weekdays: 18-hour service every 15 minutes, 24-hour service every 10 minutes, or 24-hour service every 4 minutes. On weekends: 10-hour service every 15 minutes, 18-hour service every 10 minutes, or 18-hour service every 5 minutes.

There are clusters of late-night and 24-hr activity centers throughout the area, from entertainment venues like restaurants and bars, to emergency services for both people and animals, to retail opportunities like Wal-Mart and Walgreens. Both patrons and employees would welcome a way to access these facilities that does not first require they purchase a vehicle. Likewise, developers/owners would prefer to provide functional space instead of the ongoing expenditure of lighting, maintaining, and providing security for parking spaces.

Although this designation "only" applies to new construction, our neighboring communities of Vail, Sahuarita/Green Valley, and Marana/Oro Valley are where that new housing growth is occurring. Providing sufficient transit options to those outlying areas necessitates strong transit linkages to where the jobs actually are, which is within the core city. This will also serve the community living in town, giving infill-dwellers a car-independent way to access jobs throughout the Greater Tucson area as well.

<https://www.usgbc.org/credits/new-construction-retail-view-construction-data-centers-new-const>



January 7, 2019

Sun Tran has compiled safety data related to gender. The information below summarizes assaults to determine the extent of involvement affecting female bus operators. And on the next page, non-rider survey responses to safety-related questions have been cross-tabbed by gender to determine if there is a difference in perception by women.

Assault Data by Gender

The security analysis identified 42 incidents over a 2 year period classified as assaults. Assaults range from verbal abuse to physical altercations. The data below breaks down the assaults by gender. Assaults have decreased by 50% from 2017 to 2018. The data indicate that the number of female operators involved in assaults is lower than male operators. The majority of assaults (77%) involve male bus operators.

2017

Total reported assaults	28	
Reported by female operators	7	(25%)

2018

Total reported assaults	14	
Reported by Female operators	3	(21%)

2017-2018

Total reported	42	
Total involving female operators	10	(23%)
Total involving male operators	32	(77%)

Safety Questions in 2018 Non-Rider Survey

Q14. Using a scale of 1 to 5, where 1 means "strongly disagree" and 5 means "strongly agree," please rate your level of agreement with the following statements about Sun Tran. (Excluding "not provided" responses)

I do not feel safe on the bus

	By Gender			Total
	Male	Female	Other	
Strongly Agree	7.4%	13.1%	0.0%	10.2%
Agree	14.0%	22.3%	0.0%	18.1%
Neutral/Not Sure	39.5%	33.5%	100.0%	36.7%
Disagree	29.2%	20.7%	0.0%	24.9%
Strongly Disagree	9.9%	10.4%	0.0%	10.0%

	By Age							Total
	18-24	25-34	35-44	45-54	55-64	65-74	75+	
Strongly Agree	16.2%	17.9%	10.3%	7.0%	9.0%	3.1%	12.5%	10.2%
Agree	18.9%	22.6%	18.4%	24.4%	15.7%	12.5%	9.4%	18.1%
Neutral/Not Sure	40.5%	28.6%	34.5%	40.7%	32.6%	43.8%	37.5%	36.7%
Disagree	18.9%	23.8%	25.3%	16.3%	33.7%	26.6%	25.0%	24.9%
Strongly Disagree	5.4%	7.1%	11.5%	11.6%	9.0%	14.1%	15.6%	10.0%

Gender: 35 % of females strongly agreed or agreed they feel unsafe on bus (compared to 21 % of males).

Age: 25-34 year olds: 41 % 18-24 year olds: 35 % strongly agreed or agreed

I do not feel safe waiting at bus stops

	By Gender			Total
	Male	Female	Other	
Strongly Agree	9.9%	16.4%	0.0%	13.1%
Agree	17.3%	26.8%	50.0%	22.1%
Neutral/Not Sure	40.3%	33.2%	50.0%	36.8%
Disagree	25.9%	17.2%	0.0%	21.5%
Strongly Disagree	6.6%	6.4%	0.0%	6.4%

	By Age							Total
	18-24	25-34	35-44	45-54	55-64	65-74	75+	
Strongly Agree	21.1%	19.3%	14.0%	10.6%	11.2%	7.6%	9.7%	13.1%
Agree	21.1%	26.5%	26.7%	23.5%	24.7%	12.1%	9.7%	22.1%
Neutral/ Not Sure	44.7%	27.7%	31.4%	37.6%	32.6%	45.5%	51.6%	36.8%
Disagree	7.9%	21.7%	19.8%	21.2%	23.6%	30.3%	19.4%	21.5%
Strongly Disagree	5.3%	4.8%	8.1%	7.1%	7.9%	4.5%	9.7%	6.4%

Gender: 43 % of females strongly agreed or agreed they feel unsafe at stops (compared to 27 % of males).

Age: 25-34 year olds: 46 % 18-24 year olds: 42 % 35-44 year olds: 41 % strongly agreed or agreed



TRANSIT TASK FORCE MEMORANDUM

February 4, 2019

Items 4 and 10: Calls to the Audience

Issue – This is a standing agenda item to all members of the audience to make comment to TTF members regarding transit.

Staff Recommendation – None at this time; this is an information item.

Background – The memo accompanying these agenda items is intended to provide follow up information to the TTF regarding the public inquiries during the call to the audience agenda items from the previous meeting.

Present Consideration – Staff responses from the questions or comments during the previous meeting's Call to the Audience agenda items are provided below:

1st Call to the Audience – Claudia Cardinale, a driver for Sun Tran, stated that the plan to make supervisors available for security and safety needs is inadequate, especially on evenings and weekends. Ms. Cardinale explained that there are not enough supervisors to handle security at the transit centers and asked they would respond to issues on the road, whether supervisors have been trained to handle issues, and how supervisors will handle road calls.

There is a security update discussion with the Teamsters Local 107 labor union on this meeting's agenda. Ms. Cardinale's questions will be addressed during this discussion.

2nd Call to the Audience – Richard Mayer commented that there are a number of abandoned bus shelters around the city. Mr. Mayer specifically mentioned the following three shelters for which Staff has provided descriptions:

Wetmore/1st Avenue NE

Sun Tran re-routed the bus a few years ago and that advertising shelter is still there because it is still producing very good revenue to pay for bus stop maintenance. Relocating a shelter is expensive for the contractor because they have to design and build a new concrete pad and then disassemble and re-assemble the shelter at their cost. However, it is possible that the shelter can be relocated if the City provides another new pad within the general location. Staff will investigate further.

Main Gate Art Shelter

Sun Tran re-routed the bus off of University Boulevard several years ago to reduce conflicts with bicycles, parked cars, and the streetcar line. The art shelter was originally paid for by the City through a special Transit Enhancement grant and is holding up well. Rather than spend a significant cost to relocate the shelter, the City agreed to transfer ownership to the University of Arizona for continued maintenance and upkeep.

University Blvd/2nd Avenue Bus Shelters

These two shelters, one on each side of the street, were installed in the 1980s as part of a larger transit stop enhancement project for the downtown area. They match the original Ronstadt Transit Center canopies. When Route #1 was pulled off of University Boulevard several years ago, the City decided to leave the shelters in place because they provide good pedestrian seating and shade along the street.

Financial Considerations – None at this time.

Attachment(s) – None at this time.



TRANSIT TASK FORCE MEMORANDUM

February 4, 2019

Item 5: Transit Task Force Chair Nomination and Election

Issue – This is an agenda item to nominate a new TTF Chairperson. At the January 7, 2019 TTF meeting, Chairperson Suzanne Schafer (Ward 3) informed the group she is leaving the TTF entirely. The Chairperson position is now vacant.

Staff Recommendation – None at this time. This is a member election item.

Background – At the January 7, 2019 TTF meeting, Chairperson Suzanne Schafer (Ward 3) informed the group she is leaving the TTF entirely. On January 8, 2019, Ward 3 Council Member Paul Durham appointed Colby Henley to replace Ms. Schafer. While the Ward 3 TTF seat has been filled, the need to appoint a new Chairperson remains.

Chairpersons are nominated and elected by the members of the TTF. The Chairperson is responsible for the following: conducting meetings, serving as the official representative of the TTF, setting the agenda, announcing the order of business, recognizing members who would like to speak, appointing members to subcommittees, and facilitating the motions and declaration of votes.

Upon the absence of the Chairperson, those duties are assumed by the Vice Chairperson. If neither of those officers is present, the TTF may nominate another member to serve as Chairperson for that meeting.

Present Consideration – Nomination and election of a new TTF Chairperson.

Financial Considerations – None at this time.

Attachments – None at this time.



TRANSIT TASK FORCE MEMORANDUM

February 4, 2019

Item 6: TTF Frequent Transit Network Recommendations – Next Steps

Issue – This is an agenda item to discuss next steps regarding the Frequent Transit Network (FTN) recommendation referenced below.

Staff Recommendation – Review the draft letter and identify next steps for the action taken at the January 7, 2019 TTF meeting.

Background – At the January 7, 2019 TTF meeting, Brian Flagg and Gene Calvert requested that no new routes be added to the FTN until nights and weekend service is added to existing FTN routes. It was moved by Mr. Flagg, duly seconded by Eric Hahn, and carried by a hand vote of 9-0, (Ms. Garcia abstained, which counts as a “yes” vote; Robert Medler was absent) to recommend to Mayor and Council they do not make any reductions to the total level of service. Any identified efficiencies should be reallocated into providing 30-min service on nights and weekends on FTN routes.

Present Consideration – The previous Chairperson, Suzanne Schafer, penned the letter to Mayor and Council detailing the recommendation. This letter is attached. Since Ms. Schafer has since resigned and her position on the TTF has since been filled, the letter is signed by Dale Calvert, Vice Chair. TTF members will need to review the letter and determine how they would like to proceed.

Financial Considerations – None at this time.

Attachment(s) – January 7 recommendation regarding Frequent Transit Network service.

January 14, 2019

TO: Mayor Rothschild and Members of the City Council

FROM: Transit Task Force

SUBJECT: January 7 recommendation regarding Frequent Transit Network service

In April of 2017 you made a commitment to high-frequency public transit by adopting the Frequent Transit Network policy developed in 2016 by TDOT and Sun Tran staff and the Transit Task Force.

The Transit Task Force fully supports that policy, whose purpose is “to support the long-term goal of developing and maintaining a frequent service grid as a basis for providing high-quality transit services in the densely populated areas of Tucson where transit demand is strong.” As we enter the budget process for FY 2019–20 we would like to make a recommendation that we believe will help keep the development of our frequent service grid on track.

On January 7, 2019, the task force voted without opposition to recommend that “no reductions in total service miles on Sun Tran’s regular fixed-route system be approved until the Frequent Transit Network has been enhanced to provide 30-minute frequency, or better, on all FTN routes during evenings and weekends.[1] In the meantime, if service cuts are undertaken for the sake of efficiency on any routes in the system, those resources should be directed to FTN service improvements rather than redirected to other uses.”

This recommendation reflects our concern that progress in achieving the benefits of our Frequent Transit Network is limited by the low level of evening/weekend service that several FTN routes currently provide, as well as our understanding of the community’s expressed need for better night and weekend bus service.

The City of Tucson, in partnership with PAG, has participated in two rounds of consultation with Jarrett Walker Associates, and the firm has encouraged the ongoing process of defining, mapping, and marketing our frequent network. In both processes, JWA’s analysis of productivity data and community input have identified evening and weekend service levels as a weakness in a service network that has many strengths.[2]

Service cuts totaling approximately 600 weekly route service hours were made in 2018; many of these affected FTN routes, reducing frequency at peak times and in the early evenings.

Since “the objective of the FTN is to create a cost-effective, high-ridership fixed-route transit network by improving frequency and span of service” and since “evening and weekend service is emphasized alongside Monday through Friday daytime frequency,” the Transit Task Force would like to see evening and weekend service on the FTN given high priority as resources become available. The recommendation herein is offered as a first step.

Respectfully,

Dale Calvert, vice chair
Transit Task Force

Notes:

[1] Currently, of the eleven routes in the FTN, five routes are still served by just 1 bus per hour (60-minute headways) through the evening; four have 1 per hour on Saturday, and five have 1 per hour on Sunday.

[2] In “Framing the Questions” (2015: 26, 29, 33–34), JWA noted the large difference between Sun Tran’s weekday and evening/weekend service levels and discussed its relationship to ridership and route productivity; the “Pima Long-Range Regional Transit Plan Transit Choices Report” (2018: 6, 11, 41, 45) detailed the recent progress in development of our frequent service grid but again pointed to evening and weekend service as a limitation on the utility of the system. According to the latter report, “expanding the Frequent Transit Network ... has significantly improved travel times for trips that start and end outside of Downtown Tucson,” however, “comparing productivity (riders per hour) between different routes shows that the most successful frequent routes also operate frequently on weekends, and always maintain evening service at every 30 minutes or better. FTN routes where buses only come every 60 minutes on evenings and weekends haven’t attracted significantly more ridership than similar routes that operate only every 30 minutes during the daytime.”

cc: Diana Alarcon, Director of Transportation
Sam Credio, Interim Deputy Director of Transportation
Christopher Blue, Transit Services Coordinator
Michael Ortega, City Manager



TRANSIT TASK FORCE MEMORANDUM

February 4, 2019

Item 7: Update on Transit/Announcements/Chair's Report

Issue – This is a standing agenda item to inform committee members of relevant transit information within the City of Tucson and around the region.

Staff Recommendation – None at this time; this is an information item.

Background – There are several city departments, interest groups, and committees that are discussing various aspects of public transportation. Committee members as well as staff will have the opportunity to share information with the group and give updates on relevant projects.

Present Consideration – A list of projects, committees and stakeholders is provided below for a possible update to task force members.

City of Tucson Updates:

Upcoming Mayor and Council Study Session
Draft Five-Year Strategic Transit Plan

Sun Tran, Sun Link and Sun Van Updates:

New Ride Guide
Ronstadt Transit Center Ticket Vending Machines

Regional Updates:

PAG Long-Range Regional Transit Plan

Committee Updates:

PAG/RTA Transit Working Group

Stakeholder Group Updates:

Broadway Coalition
Bus Riders Union
Bus Friends Forever
Friends of the Streetcar
Living Streets Alliance
Old Pueblo Trolley

Southern Arizona Transit Advocates
Boards, Committees, and Commissions
Stakeholders
Transit Connections Focus Group
PAG/RTA Citizens Advisory Committee

Financial Considerations – None at this time.

Attachments – None at this time.



TRANSIT TASK FORCE MEMORANDUM

February 4, 2019

Item 8: Budget Timeline Update

Issue – Staff will provide an update on the FY 2019/20 Budget timeline.

Staff Recommendation – None at this time. This is an information item.

Background – At the January 7, 2019 TTF meeting, members placed the FY 2019/20 Budget as a future agenda item. The FY 2019/20 Budget is currently under development and will be brought to Mayor and Council in April. Staff will continue to update the TTF as information becomes available.

Present Consideration – Staff has provided the calendar for the FY 2019/20 Budget for review, discussion, and comment.

Financial Considerations – None at this time. This is an information item.

Attachment(s) – Calendar for FY 2019/20 Adopted Budget

Calendar for FY 2019/20 Adopted Budget (SUBJECT TO CHANGE)

Dec 11, 2018 – Dec 12, 2018	FY 2019/20 Budget Ops Kick Off Meetings with departments
Dec 14, 2018 – Feb 01, 2019	OpenGov proposals (Expenditure & Revenue) available to departments to develop operating budget request
Dec 14, 2018 – Feb 01, 2019	Supplemental budget requests available to departments
Dec 14, 2018 – Feb 01, 2019	Capital budget development by departments available
Feb 04, 2019	Due – FY 2019/20 Revenue Projections
Feb 04, 2019	Due – FY 2019/20 Expenditure, Supplemental Requests & Capital
Apr 23, 2019	Recommended Budget submitted to Mayor and Council
May 21, 2019	Final FY 2019/20 Budget adoption by Mayor and Council



TRANSIT TASK FORCE MEMORANDUM

February 4, 2019

Item 9: Security Update Discussion

Issue –Sun Tran staff will provide an update on proposed changes to Sun Tran’s security policies.

Staff Recommendation – None at this time. This is an information item.

Background – In an effort to strategically increase transit system security at transit centers, bus stops, and on buses, Sun Tran has performed a transit security analysis. The goal of the transit security analysis is to identify key security challenges and recommend actions to improve system safety and security. These changes are part of an ongoing effort to make Sun Tran the safest transit system in the southwest.

At the January 7, 2019 TTF Meeting, TTF members requested that the Teamsters Local 104 give a presentation regarding proposed changes to Sun Tran’s security policies. After discussion with the Teamsters Local 104 business agent, it was agreed upon to postpone this presentation until a yet-to-be determined date; therefore, only Sun Tran staff will be presenting. The agenda has been amended, with the approval of the acting Chairperson, to reflect this change, and has been re-sent to all TTF members.

Present Consideration – Sun Tran staff will provide an update on the status of the action items presented during the November 2018 TTF meeting.

Financial Considerations – None at this time. This is an information item.

Attachments – Transit Security Analysis Action Steps (provided by Sun Tran staff)



Sun Tran Security Plan Implementation Updates

Action Steps	Status
<i>Sun Tran will develop a clear and consistent fare collection policy.</i>	Completed – Operating procedure and operator’s guidance drafted.
<i>Sun Tran will develop a clear expectation for passengers and the public related to fare policies and conduct on buses and at other transit facilities.</i>	In Progress – Customer code of conduct has been drafted. Sun Tran anticipates completion by March 1, 2019.
<i>Provide operator training on proper use of fare box for fare collection.</i>	Completed – Training materials have been developed.
<i>Develop a consistent strategy for bus operators to employ in fare disputes.</i>	Completed – Bus Operator strategies have been developed.
<i>Develop an incident reporting procedure to improve timelines of response.</i>	Completed – Incident reporting procedures have been developed.
<i>Expand customer service and de-escalation training.</i>	Completed – Training has been developed and is being used. Training will be reviewed annually for improvements.
<i>Supervisors will get the same training as bus operators in fare box operations and fare collection strategies.</i>	Completed – Supervisors have received the same training.
<i>Procedures will be developed for supervisors’ response.</i>	Completed – Operating/reporting procedures have been developed.
<i>Staff will develop supervisor procedures for inspecting and reporting system issues at transit centers and shelters to resolve issues before they affect the public or bus operators.</i>	Completed – Development of procedures completed.
<i>Supervisors will receive additional training in de-escalation as well as effective communication.</i>	In Progress – Effective supervision and conflict management training will be added in 2019/2020.



Sun Tran Security Plan Implementation Updates

Action Steps	Status
<i>Expand the use of customer service staff to include Tohono.</i>	In Progress – Planned implementation for FY20/21.
<i>Replace or upgrade security cameras at all transit centers.</i>	In Progress – Camera upgrades for Tohono are included in the proposed FY 19/20 budget. Ronstadt improvements are under review. Laos improvements are proposed for FY20/21 budget.
<i>Improve lighting at Tohono.</i>	In Progress – Included in the proposed FY 19/20 budget.
<i>Expand the cleaning schedule to include regular power washing and bathroom cleaning.</i>	In Progress – Included in the proposed FY 19/20 budget.
<i>Close public access to bathrooms after hours or expand security to be on site at all times restrooms are open.</i>	In Progress – Recommended but not resolved.
<i>Post no loitering and no smoking signs at all shelters and centers.</i>	In Progress – Signs have been designed. Sun Tran is working with City of Tucson’s legal team and Manager’s office on details.
<i>Post city ordinance and expectations at all centers and shelters.</i>	In Progress – Marketing department is designing signs used for transit centers and buses.
<i>De-emphasize the use of security at the north and south yard and reallocate funds to security on the street and at transit centers.</i>	In Progress – Automation of North Yard gate scheduled for completion in 2019; Automation of South Yard gates included in the proposed FY 19/20 budget.
<i>De-emphasize private security and hire transit police. TPD officers assigned directly to Transit.</i>	In Progress – Plan recommended for further discussion.
<i>Use supervisors and security to routinely inspect high use locations for problems.</i>	In Progress – Plan recommended for further discussion.