



**APPROVED AS AMENDED**

**SUMMARIZED MINUTES**

**CITY OF SCOTTSDALE  
TRANSPORTATION COMMISSION  
REGULAR MEETING**

**Thursday, April 18, 2024  
Kiva-City Hall  
3939 N. Drinkwater Boulevard  
Scottsdale, AZ 85251**

**CALL TO ORDER**

Chair Lall called the regular meeting of the Scottsdale Transportation Commission to order at 5:18 p.m.

**ROLL CALL**

**PRESENT:**

Kent B. Lall, Chair  
Mary Ann Miller, Vice-Chair  
Robert Marmon, Commissioner  
Lee Kauftheil, Commissioner  
Mailen Pankiewicz, Commissioner  
Kerry Wilcoxon, Commissioner  
Emmie Cardella, Commissioner

**STAFF:**

Mark Melnychenko, Transportation & Streets Director  
Nathan Domme, Transportation Planning Manager  
Susan Conklu, Senior Transportation Planner  
Phil Kercher, Traffic Engineering Manager  
Kiran Guntupalli, Principal Traffic Engineer  
Ruben Salse, Signal Supervisor  
John Hons, Traffic Management Center Manager  
Kyle Lofgren, Office Manager

## **PUBLIC COMMENT**

Kyle Lofgren, Office Manager, read two written public comments submitted by Susan Wood and Cathy David. One spoken public comment was presented by Carol Wicks expressing concern regarding the safety of roundabouts.

### **1. APPROVAL OF MEETING MINUTES**

COMMISSIONER KAUFTHEIL MOVED TO APPROVE THE MARCH 21, 2024, TRANSPORTATION COMMISSION REGULAR MEETING MINUTES. COMMISSIONER WILCOXON SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR LALL, VICE-CHAIR MILLER, AND COMMISSIONERS MARMON, KAUFTHEIL, PANKIEWICZ, WILCOXON, AND CARDELLA VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

### **2. AMENDMENT OF THE TRANSPORTATION COMMISSION BYLAWS**

Chair Lall reviewed proposed changes to the current Commission bylaws.

VICE-CHAIR MILLER MOVED TO CHANGE THE BYLAWS TO REDUCE MEETINGS FROM TWELVE (12) OCCURRENCES IN A CALENDAR YEAR TO NINE (9). COMMISSIONER WILCOXON SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ONE (1) BY ROLL CALL VOTE. CHAIR LALL, VICE-CHAIR MILLER, AND COMMISSIONERS MARMON, PANKIEWICZ, WILCOXON, AND CARDELLA VOTED IN THE AFFIRMATIVE. COMMISSIONER KAUFTHEIL DISSENTED.

### **3. TRAFFIC SIGNAL PROGRAM**

Kiran Guntupalli, Principal Traffic Engineer, gave a presentation regarding the engineering aspect of traffic signals including design and construction. Upon citizen request for a traffic signal, a field study is conducted and data is collected to assess the necessity of a signal. New Development can also be cause for a signal, and a traffic impact and mitigation analysis report is required. Before a signal is installed, data is collected to see if warrants are met along with other factors, and alternative traffic mitigation measures are explored. Once it is determined to install a traffic signal, either a consultant is hired or in-house staff is assigned to design the signal. Traffic patterns, pedestrian activity, utility conflicts, design standards, and constructability are factors considered. The planning and approval process typically takes approximately four to six months. Construction methodology has altered recently, and materials have been procured in advance to avoid long lead times for construction. Construction is completed either by job order, contracted services, or design/bid/build.

Ruben Salse, Signal Supervisor, presented regarding traffic signal maintenance and staffing. Every signal is touched once a year for preventive maintenance. Staffing includes ten technicians and one supervisor, and they report to the traffic engineer principal. There are three maintenance zones in the city: North, Middle, and South. Mr. Salse reviewed the responsibilities and tasks for the crews and the methods taken to assess and respond to needs.

Commissioners were given an opportunity to ask questions. Mr. Salse shared that the goal is to replace poles every 15 to 20 years depending on the style of the pole. Phil Kercher, Traffic Engineering Manager, added that to prevent pole deterioration, a concrete base is also installed for protection and longevity. Mr. Guntupalli commented that signals that are no longer necessary may be removed; however, it is difficult to disrupt accustomed traffic patterns and they are typically left in place. Mr. Salse confirmed that the average turn-around for knock-down repairs is 30 days. Maintenance staffing is light, and there is an intention to discuss a budget package including

additional staffing with leadership. He said that the cost savings from transitioning from incandescent to LED lights is reflected in the monthly power bill.

Mr. Guntupalli explained that when placing a new traffic signal, there is a Roundabout-First policy, but there are cost-benefit analysis factors considered in the decision. A new signal installation may be denied if it conflicts with an existing signal, even when warrants are met. Collisions at intersections are monitored and analyzed every two years, and assessments are made accordingly. Regarding materials and supplies for installations and repairs, some equipment is ordered in bulk to keep stock available to avoid long lead-times on orders. The yearly budget for new-signal construction is \$600,000, while a full new intersection cost ranges from \$500,000 to \$600,000. For new installations, Mr. Salse shared that excavation requires a call to 811 to protect infrastructure.

Mr. Kercher clarified that sidewalk ramp location is determined by the orientation of the streets and other features. Mr. Guntupalli said that there are pedestrian crossing guidelines and policies when looking at installing/mitigating a crosswalk. Maricopa Association of Governments (MAG) standards are followed when installing ramps. When collecting data for traffic volume warrant, cyclists on the roadway are counted as regular traffic, and if they are on the sidewalk, they are counted as pedestrians. Pedestrians with mobility devices (canes, wheelchairs, etc.) do not contribute extra credit toward the count mechanism. If a signal is warranted due to a new development, the developer is required to contribute toward the installation. Mr. Kercher added that the Design Standards and Policy Manual has been updated to require new developments to have sidewalk connections to each public street that they have frontage on. Mr. Guntupalli noted that there have been no complaints regarding the visibility of RFB's.

Mr. Guntupalli said that the new vehicle detection systems do include cyclists; the McDowell Corridor uses thermal detection and is nearing the end of its service life. John Hons, Traffic Management Center Manager, shared that signal timing is monitored and adjusted by utilizing software to optimize and coordinate signals; follow-up and adjustments are made accordingly.

Mr. Hons commented that there is coordination and a good working relationship between the City of Scottsdale and adjacent cities and ADOT.

#### **4. FEDERALLY AND REGIONALLY FUNDED STUDIES AND PLANS**

Susan Conklu, Senior Transportation Planner, gave a presentation on the MAG design assistance program, which has an annual budget and call for projects each summer. Eligible projects include bicycle- and pedestrian-facility connectivity on the regional active transportation network and projects that increase walking and biking.

Ms. Conklu recapped previous studies that have been successfully implemented. She gave a detailed overview of the current regionally funded studies, which include:

- 64th Street Crossing Study at both Thomas and Indian School Roads
- Central Arizona Project Canal 100th Street Path
- 2nd Street Neighborhood Bikeway

Ms. Conklu reviewed the background of the Safe Streets and Roads for All Federal Program (SS4A). The Bipartisan Infrastructure Law (BIL) established SS4A for initiatives to prevent roadway deaths and serious injuries for all types of users through two types of grants, (1) Planning and Demonstration Grants and (2) Implementation Grants. In February 2023, the City of Scottsdale's funding request was awarded to fund consultant services to help prepare the Strategic Transportation Safety Plan. Components of this plan will include education, enforcement, evaluation tools, and work-force safety, with the goal of reducing the likelihood of traffic crashes

resulting in fatal or serious injuries. This plan will not be part of the Vision Zero branding. This plan will be tailored for Scottsdale and build off existing safety measures. Ms. Conklu outlined the resource impacts and current funding sources. Next steps for the plan include a request for a proposal for consulting services to be finalized. Once planning begins, the completion process will take twelve to eighteen months. Mark Melnychenko, Transportation & Streets Director, commented that it would be helpful to utilize existing resources for funding to address challenging intersections.

Commissioners were given an opportunity to ask questions. Ms. Conklu clarified that by accepting a grant, the City of Scottsdale is not obligated to build something. A grant recipient must make a commitment to reduce fatalities and serious injuries in the community. The plan does include educational outreach to a wide range of the public.

Regarding the 64th Steet intersections, Ms. Conklu shared that a 15-percent draft report should be received in the coming weeks. These projects would be eligible for SS4A grants.

Commissioner Cardella commented regarding the role of the Commission in terms of the development process and would like to see active involvement on development of the draft.

Commissioner Kauftheil commented and Ms. Conklu noted that no lanes were to be removed on 100<sup>th</sup> St.

## **5. ADJOURNMENT**

With no further business to discuss, being duly moved by Commissioner Kauftheil and seconded by Commissioner Wilcoxon, the meeting adjourned at 6:38 p.m.

AYES: Chair Lall, Vice-Chair Miller, and Commissioners Marmon, Kauftheil, Pankiewicz, Wilcoxon, and Cardella

NAYS: None

SUBMITTED BY:  
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