Benishek Clark, Anne

From:	Strange, John
Sent:	Tuesday, November 15, 2016 3:53 PM
To:	Demarb, Denise; Clear, Mark; King, J Steven; Kemble, Rebecca; Zellers, Ledell; Skidmore, Paul
Cc:	Dryer, David; Kamp, Charles; Phillips, Robert; Monks, Anne; Benishek Clark, Anne
Attachments:	FREQUENCY CHART.11-4-16.xls

THIS IS A ONE-WAY COMMUNICATION. PLEASE DO NOT REPLY TO ALL.

TORC Members,

At the last TORC meeting, you requested a spreadsheet containing the various issues that currently come before either the Transit and Parking Commission (TPC) or the Ped/Bike/MV Commission (PBMVC), the frequency with which they arise, and the manner in which they are currently handled.

I took a stab at it and the resulting spreadsheet is attached.

The purpose of this spreadsheet is to analyze the issues specifically listed in MGO Sec. 3.14 as duties of either the TPC or PBMVC, in order to determine how they would be addressed under a possible two-body structure consisting of a Transportation Policy and Planning Board (TPPB) and Transportation Commission (TC) where the goal is to have policy and planning matters addressed by the TPPB and policy implementation matters addressed by the TC. A few notes about each of the columns:

1. Issue Column. The issues identified come directly from the current ordinance creating the TPC and PBMVC. For example, 3.14(4)(h) lists the duties of the TPC as it relates to Parking, Transit, and Paratransit. Those duties have been entered into the issue column of the spreadsheet. Same goes for PBMVC, MGO 3.14(6)(g). The colors will help you identify whether an item is transit, parking, or ped/bike/mv related. There are a few new items that are not listed in the above sections. These items are in *italics*. These are items that staff currently brings to one of the commissions even though they are not specifically listed in the ordinance. If we identify further additional issues going forward, we can certainly add those to the issue column.

2. Frequency Column. Staff went through each of these issues and estimated how frequently they arise – Rare, Low, Medium, High. The key on the spreadsheet assigns a numerical value to these distinctions. Thus, this column can be sorted by frequency and you will be able to tell by the color the nature of the items that are heard most frequently.

3. Decisionmaker column. Staff went through each of the items and indicated how these issues are currently handled and how they would translate into the new structure. Items that are traditionally and currently decided by management and don't go before either commission are marked with an M and annotated with a strikethrough to suggest that these items could be removed from the list altogether. Items marked with a TPPB are items that come before either the TC or PMBVC and are policy related items that likely would go before the TPPB. Items marked as TC are items that come before either the TC or PMBVC and are implementation related issues that would likely go before the TC. Items marked as COMBO are items that are sometimes handled by management and sometimes handled by either the TPPB or TC. This column could be sorted by decisionmaker so that you can see, for example, how many items could be removed altogether (because they are decided by management).

Something to keep in mind: Many of the long-term policy and planning issues that would go before the TPPB are matters currently addressed by Long Range Transportation Planning Committee and therefore do not show up on this list because this list only includes those issues specifically called out as duties of the TPC or PBMVC. Accordingly, a future TPPB would have more issues (long-term policy and planning issues) to address than show up on this list.

Finally, I included an additional empty column in which you can record your opinion about who the proper decisionmaker should be under the new structure for each issue. At the next meeting, we can then perhaps use the spreadsheet to expedite the discussion. If the committee reaches a general consensus, we can then move forward with more detailed drafting of the proposed TPPB and TC ordinances for closer review at the following meeting.

I hope this helps! Please let me know if you have any questions.

John

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