

Building a Quality Regional Community Phase I Member Agency Survey

The member agency survey is designed expressly to obtain primary information required for the approved Phase I report outline. Please transmit completed forms electronically, and mail other documents to:

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MAG staff will be happy to provide assistance for issues that may arise in completing this survey.

Review History

This draft survey was prepared following the direction of the April 25 BQRC advisory group meeting. It had four review stages.

- MAG staff initially developed a preliminary draft survey, following the comments from the April meeting. A volunteer task force was formed at the meeting, and provided substantial input into the draft.
- The resulting draft was then emailed to all MAG member agency senior planning and economic development staff on May 13. Their comments were also incorporated into the draft survey. In particular, the guidance was that five weeks to complete the survey should be sufficient for member agencies.
- MAG member agency intergovernmental representatives reviewed the draft on June 2, 2005, and their comments were also incorporated.
- All attendees at the February and April advisory group meeting were then provided the opportunity to make final comments.

Structure of the Survey

The survey is contained on an excel spreadsheet. Information to be provided by member agencies should be contained in the yellow-highlighted cells. There are three types of worksheets:

1. *Document Request.* The approved report outline for Phase I include a review of public policies that contribute to regional and local economic development, housing, and transportation. This section asks member agencies to transmit the appropriate documents to MAG staff.

Additionally, the report outline for this study includes the evaluation of possible changes to the region that could affect its economic development. As MAG staff is doing this project in-house, we would appreciate the transmittal of any documents on possible changes, which are listed by subject in the survey form.

2. *City-Wide Questions.* These are questions that pertain to the city/member agency as a whole, not to their specific job centers.
3. *Job Center Questions.* There are multiple worksheets for each specific job center by a member agency. The tabs are named according to the job center code used by MAG. The job center code and name corresponds to the job center shape on the PDF map elsewhere on this site. Please complete each worksheet for every job center. If you want to add or delete job centers, or modify their geographic shapes, please do so, but contact MAG staff.

Timeline

To meet the project schedule, all surveys and documents should be transmitted to MAG staff no later than September 1, 2005. If you have any questions, please contact Jack Tomasik.