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March 18, 2008

TO: Members of the MAG Population Technical Advisory Committee

FROM: George Pettit, Gilbert, Chair

SUBJECT: TRANSMITTAL OF MEETING NOTICE AND TENTATIVE AGENDA

Tuesday, March 25, 2008 - 10:00 a.m.
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Population Technical Advisory Committee (POPTAC) will be held at the time and place noted above.

Members of the POPTAC may attend either in person, by telephone conference call or by videoconference. To videoconference to the meeting, prior arrangements need to be made with the MAG RVS Help Desk (602) 452-5095 and your site coordinator. Those attending by telephone conference call are requested to call (602) 261-7510 between 9:55 a.m. and 10:00 a.m. After prompting, please enter the meeting ID number 767822 (POPTAC) on your telephone key pad followed by the pound sign. If you have a problem or require assistance, please dial 0 after calling the number above.

If you are driving, please park in the garage under the building. Bring your ticket to the meeting and parking will be validated. For those using transit, the RPTA will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Heidi Pahl at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership or 14 people for the MAG POPTAC. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. If you have any questions or need additional information, please contact Heidi Pahl at (602) 254-6300.

TENTATIVE AGENDA

1. Call to Order

2. Call to the Audience

An opportunity will be provided to members of the public to address the MAG POPTAC on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Members of the public will be requested to limit their comments to three minutes. A total of 15 minutes will be provided for this agenda item, unless the Chair of the POPTAC provides for an exception to this limit. Those wishing to comment on action agenda items will be given an opportunity at the time the item is heard.

3. Approval of Meeting Minutes of January 22, 2008

4. Census 2010 Update

Census Bureau staff will attend via teleconference to respond to questions on agenda item 4.

4a. Local Update of Census Addresses (LUCA) Program

The Census Bureau is actively pursuing preparations for Census 2010. An important factor in getting a good count is an accurate address list. The LUCA program provides local governments with an opportunity to update the Census Bureau's address file that is used to distribute Census questionnaires to residents within their jurisdiction. All MAG member agencies have signed up for the LUCA program, received the address list/materials and are to return their comments to the Census Bureau's Regional Office 120 days from receipt of materials. A status report will be provided.

COMMITTEE ACTION REQUESTED

2. For information.

3. For information, discussion and approval of the minutes of January 22, 2008.

4a. For information and discussion.

4b. 2008 Boundary and Annexation Survey (BAS)

The Census Bureau has distributed its 2008 Boundary and Annexation Survey (BAS) to contacts of local jurisdictions for review and update. The BAS information is used when reporting the results of decennial and economic censuses and to support the American Community Survey and the Census Bureau Population Estimates Program. Maintaining correct boundaries through the BAS helps ensure that the appropriate population is assigned to each entity.

MAG held a BAS Workshop February 26th to provide technical and policy support as needed. Attachment One includes responses to some questions asked at the BAS Workshop. Responses to the 2008 BAS are due to the Census Bureau by April 1, 2008. An update will be provided.

4c. 2010 Participant Statistical Areas Program

The 2010 Participant Statistical Areas Program provides an opportunity to provide input on revisions to Census geography including Census Civil Divisions, Census Designated Places, Census Tracts, and Block Groups. MAG will be coordinating the Statistical Areas Program and staff will be serving as a liaison between MAG member agencies and the Census Bureau.

In addition to changes in Census geography due to new criteria and growth, there also needs to be a review of numbering and boundaries of Census geography in the near future. The final criteria for these statistical areas were recently published in the *Federal Register*, please see Attachment Two. Some census tract and block group boundaries may need to be changed due to being outside the guideline ranges. A status report will be provided.

4d. Miscellaneous Census Items

The Census Bureau is finalizing aspects of the 2010 Census schedule, data and information

4b. For information and discussion.

4c. For information and discussion.

4d. For information and discussion.

requirements, community participation and outreach, and data dissemination. MAG staff is monitoring and working with the Census Bureau to ensure MAG member agencies are aware of and meet any deadlines to ensure an accurate and complete count. MAG staff and POPTAC members will provide brief updates and announcements.

5. Data Collection for Preparation of July 1, 2008 Resident Population Updates

The Arizona Department of Commerce (ADOC) is getting ready for the preparation of July 1, 2008 resident population updates. MAG collects, on behalf of DOC, the data needed for the estimates: annexations, housing unit completions and population in group quarters.

5a. Annexations

The annexations for July 1, 2007 through March 31, 2008 are due to MAG on April 11. MAG staff has assembled a draft list of annexations that were adopted during this time period. An annexation table for each jurisdiction will be emailed to MAG POPTAC members. Each member agency is requested to review the annexation table and forward any necessary additions or revisions to MAG.

5b. Residential Completions

Using data provided by MAG member agencies, MAG staff has prepared two tables which show the total residential completions by year from 1990 through 2007; and residential completions by quarter and by unit type in 2007. Please see Attachment Three. Staff has also prepared an analysis of the completion data which will be discussed.

6. 2007 Employer Database

The draft 2007 Employer Database has been distributed for member agency review. Comments and changes have been received from member agencies, which are now being incorporated into the database. The database includes information about firms and

5. For information and discussion.

6. For information and discussion

employment in the MAG region, and includes firms of 5 or more employees. An update will be provided.

7. 2035 MAG Projections

At the January 2008 MAG POPTAC meeting, members approved the use of base data and methods consistent with the 2007 Socioeconomic Projections to extend the projections by Municipal Planning Area (MPA) and Regional Analysis Zone (RAZ) to 2035. A 25-year planning horizon is needed to support potential transportation planning projects.

MAG POPTAC members received draft 2035 projections of population, housing and employment on March 13, 2008. Comments are due to MAG by March 28th. MAG staff will be available to meet with POPTAC members to review their draft 2035 projections after the meeting.

8. Data Collection Efforts and Timeline

Ongoing data collection efforts include land use information such as General Plan amendments and development projects. The land use data collected are used in preparing socioeconomic projections and conducting regional analysis. A summary of all the documents collected from member agencies in calendar year 2007 is included as Attachment Four. A schedule for the collection of data for the next six months is included in Attachment Five. A status report will be provided.

9. Regional Economic and Growth Outcomes (REGO)

MAG staff is working to complete the REGO report. A work group meeting has been held to review analysis and associated maps. The suggestions from this meeting, and other reviews, have been incorporated in the report. A work group review of the full draft report will be held, and a final draft report will be presented to POPTAC for consideration and action. An update will be provided.

7. For information and discussion.

8. For information and discussion.

9. For information and discussion.

10. Regional Updates

MAG POPTAC members and MAG staff will have the opportunity to provide an update on development within their jurisdiction, amendments to general plans and any special projects.

11. Next Meeting of MAG POPTAC

The next meeting of the MAG POPTAC is scheduled for Tuesday, April 22, 2008 at 10:00 a.m.

10. For information and discussion.

11. For information and discussion.