

# Arizona State Transportation Board Meeting

March 17, 2023

State Highway System

- Interstate
- US Route
- State Route



# ADOT

## ROUTE TRANSFER

### PROCESS OVERVIEW



# Process Overview

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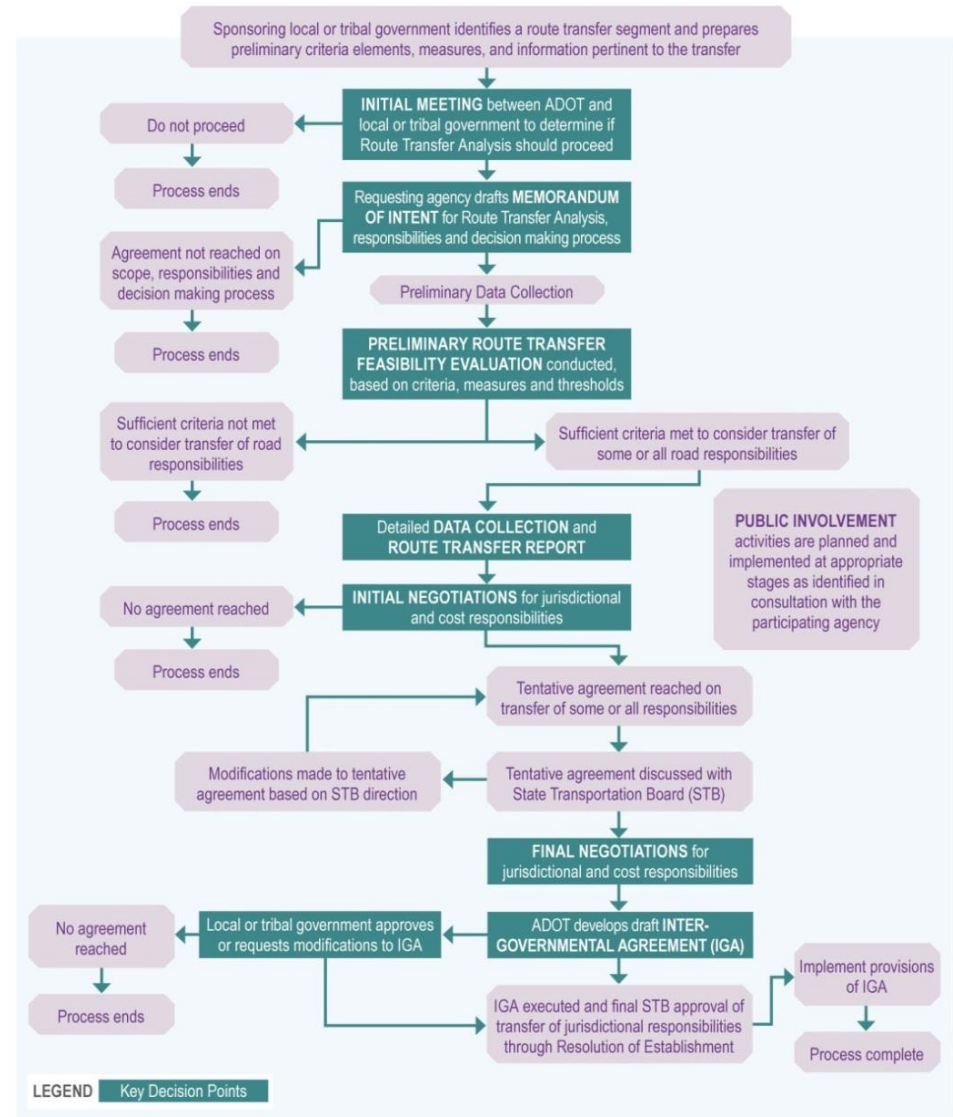
- Cooperative process
- Open communication between stakeholders
- Flexibility — tailored to specific cases
- Two-way process for transfers to and from the State Highway System
- Authority



# Key Decision Points

- Identify candidate route transfer segment
- Initial meeting
- Memorandum of Intent
- Preliminary evaluation
- Data collection and route transfer report
- Initial and final negotiations
- Intergovernmental agreement

## Decision Making Process for Cooperative Permanent Route Transfer from a Local or Tribal Government to the State Highway System



# Initial Meeting

- Typically involves:
  - ADOT District Engineer(s)
  - Local jurisdiction or tribal government directors or managers
- Discussion topics include:
  - Level of interest in a route transfer
  - Defining the logical termini of the transfer
  - Justification / rationale for the transfer
- Outcome – decision on further investigation of route transfer or no formal commitments made

# Memorandum of Intent

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- Non-binding document
- Outlines framework for agreement
- Outlines roles/responsibilities for transfer process
- Contents:
  - Segment definition
  - Reasons for transfer
  - Roles and responsibilities for data collection and evaluation
  - Anticipated time frames
- Signed by authorized representatives of ADOT and local/tribal government



# Data Needs – Categories

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- Trip character
- Highway function
- Land use
- Access management
- Future needs
- Other non-statewide routes
- Maintenance and operations

# Route Transfer Report – Contents

- Goals and limits
- Roadway characteristics
- Current & desired jurisdictional responsibilities
- Anticipated costs and risks
- Evaluation results



## Route Transfer Report Table of Contents

1. Why is this Route Jurisdictional Transfer being requested?
2. What are the limits of the transfer request?
3. What are the characteristics of the roadway within those limits?
  - a. Traffic volumes
  - b. Functional classification
  - c. Laneage
  - d. Speed limits
  - e. Access control
  - f. Right-of-way widths
  - g. Property ownership
4. What are the current responsibilities?
  - a. Jurisdiction
  - b. State
5. What will be the result of the change in responsibilities?
  - a. Description of roadway improvements that will be required prior to completion of route transfer.
  - b. Description of how improvements will be funded.
6. What are costs and risks to this change in responsibilities?
  - a. Typical annual maintenance costs
  - b. Weather conditions that may increase average maintenance costs
  - c. Status of pavement
  - d. Benefit/cost analysis
7. Does this transfer request meet criteria for a change to the system?
8. Summary – Route Transfer Feasibility Evaluation  
Appendix – Map showing limits of Route Transfer

# Negotiation Issues

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- Right-of-way ownership
- Access control
- Permits, encumbrances, and agreements
- Roadway condition, upgrades, and standards
- Railroad crossings
- Traffic signals, lighting, landscape, route signage
- Transfer time frame
- Post-transfer responsibilities
- Financial considerations



# Financial Considerations

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- Assess benefits and costs
- Benefits and costs may include:
  - Right-of-way value
  - Access control value
  - Required capital investments
  - Required maintenance and operating costs
  - Law enforcement costs
  - Liability costs

# Final Negotiations

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- Sets the basis for the development of the Intergovernmental Agreement, which is the legal document that is used to accomplish the route transfer



# Post-Transfer Agency Responsibilities

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- Clearly delineate in the transfer agreements
- Follow-up meetings should be conducted periodically
- Most critical are those responsibilities associated with safety



# Statutory Responsibilities: A.R.S. 28-7209

- **If the Board vacates or abandons a state route or state highway under A.R.S. 28-304, the board shall:**
  - Do so in cooperation with an affected jurisdiction and in full recognition of financial/admin impacts
  - Provide 4 years advance notice to the affected jurisdiction, except that:
    - Notice may be waived by mutual agreement.
    - Notice is at least 120 days for abandonment of new street improvements resulting from projects.
  - Pavement shall not require surface treatment or major maintenance for at least 5 years (unless requirement mutually waived).

# In Summary....

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- Each route transfer is unique
- Can be a complex process
- Requires commitment from all parties
- The end result should be a transfer that meets the goals and objectives of all parties

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# Questions