



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION EXECUTIVE BOARD: REGULAR MEETING AGENDA: JANUARY 17, 2019

MEETING LOCATION:

City of Sierra Vista: City Hall
City Manager's Conference Room
1011 North Coronado Drive
Sierra Vista, AZ 85635

To attend the meeting by telephone:
Call 1-415-655-0001. Meeting # 287 957 271.
Enter # for Attendee ID. For Arizona Relay
Service use 1-800-367-8939, or dial 7-1-1.

MEETING DATE AND TIME:

January 17, 2019
3:30 p.m.

FOR MORE INFORMATION OR TO REQUEST ACCOMMODATION FOR SPECIAL NEEDS:

Website: www.svmmpo.org
Email: SVMPO@SierraVistaAZ.gov
Administrator Phone: 520-515-8525

SVMPO BOARD OF DIRECTORS

One or more members may participate via teleconference

Chair:	Rick Mueller, Mayor, City of Sierra Vista
Vice-Chair:	Pat Call, Supervisor, Cochise County
Member:	Rachel Gray, Councilmember, City of Sierra Vista
Member:	Sarah Pacheco, Councilmember, City of Sierra Vista
Member:	Joy Banks, Councilmember, Town of Huachuca City
Member (Non-Voting)	Rod Lane, Arizona Department of Transportation

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP

Please let the Chair know before the meeting if you wish to speak about an item that is on the Agenda.

1. CALL TO ORDER AND ROLL CALL

2. ACCEPTANCE OF THE AGENDA

3. CALL TO THE PUBLIC

This is the time set aside for the public to comment. Speakers are limited to a three-minute presentation and may also submit written comments for the Board files. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H)

action taken as a result of public comment is limited to responding to any criticism, directing staff to review the matter, or scheduling the matter for discussion at a later date.

4. APPROVAL OF MEETING MINUTES

Action: Approval of the Executive Board Regular Meeting Minutes of November 15, 2018.

5. ELECTION OF BOARD CHAIR AND VICE-CHAIR

Action: Per the SVMPO By-Laws, Section III A 3, elected officers will be selected at the first meeting of the calendar year. The Executive Board will nominate and elect both a Chair and a Vice-Chair. These positions serve for a period of two years: there are no formal policies in place regarding rotation or term limits for these positions.

6. APPOINTMENT OF AN RTAC ALTERNATE

Action: The Board will discuss the role of the Rural Transportation Advocacy Council (RTAC) and may nominate and appoint an Alternate representative to this state-level committee.

OLD BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

7. PUBLIC PARTICIPATION PLAN: FINAL DRAFT

Action: The Board will hear a short presentation on public comments made on the preliminary draft, released for public comment on December 1, 2018, and what changes were made as a result to the Plan. Board members will review comments received, suggested changes to the preliminary draft plan and provide review comments on the 2019 update to the Public Participation Plan. The Executive Board will be asked to approve the presented Plan, with any recommended changes identified by the Board.

NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

8. SVMPO LEDGER

The Board will review the current funding ledger for the SVMPO region. A brief presentation will be made on the interaction between the Federal Ledger, the SVMPO Ledger, the SVMPO TIP and the State TIP.

This is an informational item.

9. TRANSPORTATION IMPROVEMENT PROGRAM (TIP): AMENDMENT TWO

Action: The Board will discuss and take possible action regarding Amendment Two to the FY19 SVMPO TIP. Two changes are being brought forward: (1) to place forward into FY20 the identified FY19 funding for the HURF Exchange North Garden/Fry Blvd Project in order to be consistent with current design and construction schedule, and (2), to approve a new project in FY19 for an emergency pre-emption signal on Highway 90 within the Town of Huachuca City to facilitate access for the Whetstone Fire Dept., and other emergency services.

The Administrator will brief the Executive Board on the status of active SVMPO projects.

10. WORK PROGRAM: AMENDMENT THREE

Action: The Executive Board will review the current FY19 Work Program, available planning funds and take possible action to assign remaining FY19 funding to one equipment purchase for a Road Geometry accelerometer for Cochise County and three proposed new line items: a potential roadway assessment for the Town of Huachuca City; a potential Signal Timing Study for the City of Sierra Vista; an enhanced Public Outreach contingency for the North Garden/Fry Blvd project in the City of Sierra Vista.

11. WORK PROGRAM: TRAVEL AND TRAINING

The Executive Board will discuss the Travel and Training work elements for the funded FY19 conferences and the future FY20 Work Program. General guidance will be provided to the Administrator regarding conferences that the Executive Board may wish to attend in FY19 and FY20. Information about a potential grant funded opportunity for a regional inter-disciplinary team to attend a Walkability Action Institute will also be presented.

This is an informational item.

12. WORK PROGRAM: FUTURE PROJECT IDENTIFICATION

The Executive Board will discuss the proposed Work Program elements and activities for a two year Work Program covering FY20 and FY21. General direction to the Administrator will be given regarding the Work Program timeline, elements and activities. A draft Work Program is anticipated to be developed for review in March 2019. An approved FY20 & FY21 Work Program is required to be completed by the end of June 2019.

This is an informational item.

INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN

13. SOUTHCENTRAL DISTRICT REPORT

ADOT and/or the Administrator will report on the status of current and potential ADOT projects within the region. This item is the time for the Board to discuss issues or raise questions related to projects under the jurisdiction of ADOT.

This is an informational item.

14. UPCOMING SCHEDULED MEETINGS and ADMINISTRATOR'S REPORT

MPO/COG Director Meeting on SPR funds set for January 22, 2019 at 9:00 a.m. ADOT, Phoenix, AZ
Rural Transportation Advocacy Council (RTAC) set for January 28, 2019 at 10:30 a.m. in Phoenix, AZ: *This meeting potentially includes a lunch with invited state legislators.*

MPO/COG Planner Meeting set for February 1, 2019 at 10:00 a.m. MAG offices, Phoenix, AZ
Title VI Compliance Review on February 12, 2019 from 9 a.m. to 1 p.m. SVMPO Offices.

State Transportation Board is scheduled for February 15, 2019 at 9:00 a.m. in Douglas, AZ
FHWA/FTA Work Program annual audit and review, typically in February, SVMPO Offices.

SVMPO Offices Closed: January 21, 2019

- ❖ The Administrator will update the Board on the availability of recently updated SVMPO demographic and employment data on MAG's state-wide website:
<https://maps.azmag.gov/>
- ❖ The Administrator will update the Board on the status of the adopted FY19 Title VI and Environmental Justice Plan. *ADOT's Civil Rights Division approved on December 17th.*
- ❖ The Administrator will update the Board on the status of Federal and State legislative activities.
- ❖ The Administrator will update the Board on new members on the Bicycle/Pedestrian Advisory Committee.
- ❖ The Administrator will update the Board on the status of recruitment for two part-time positions with the SVMPO: both are for Regional Transportation Planners with one likely an academic internship and the other a Community Outreach Specialist.

15. ANNOUNCEMENTS AND UPDATES

This is the time set aside for the Executive Board to share information and current events.

16. FUTURE AGENDA ITEMS

The next Board meeting is scheduled for March 21, 2019 at 3:30 p.m.

17. ADJOURNMENT

The meeting room is accessible to those individuals with mobility impairments. Individuals with disabilities who require special accommodations or have limited English proficiency and are in need of an interpreter may contact Karen Lamberton at 520.515.8525 at least 72 hours before the meeting time to request accommodations.

Si necesita acomodaciones especiales o un interprete para esta conferencia, debe pnerse en contacto con Karen Lamberton al numero 520.515.8525 por lo menos setenta y dos (72) hora antes de la conferencia.



**SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION
EXECUTIVE BOARD
MEETING MINUTES: NOVEMBER 15, 2018**

DRAFT

MEETING LOCATION:

City of Sierra Vista, City Hall
City Manager's Conference Room
1011 North Coronado Drive
Sierra Vista, AZ 85635

To attend the meeting by telephone:
Call 1-415-655-0001. Meeting # 287 957 271.
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MEETING DATE AND TIME:

November 15, 2018
3:30 PM

**FOR MORE INFORMATION OR TO REQUEST
ACCOMMODATION FOR SPECIAL NEEDS:**

Website: www.svmmpo.org
Email: SVMPO@SierraVistaAZ.gov
Administrator Phone: 520-515-8525

EXECUTIVE BOARD MEMBERS IN ATTENDANCE:

Chair	Rick Mueller, Mayor, City of Sierra Vista
Vice-Chair	Pat Call, Supervisor, Cochise County
Member	Rachel Gray, Councilmember, City of Sierra Vista (telephonically)
Member	Joy Banks, Councilmember, Town of Huachuca City

EXECUTIVE BOARD MEMBERS ABSENT

Member (Non-Voting)	Rod Lane, Arizona Department of Transportation
Member	Craig Mount, Councilmember, City of Sierra Vista

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP

OTHERS PRESENT:

Mark Hoffman – ADOT (telephonically for partial meeting)
Jeremy Moore – ADOT (for Rod Lane)
Tricia Gerrodette – Citizen
Joanne Daley – Citizen
Shar Porier – Sierra Vista Herald
Mike Normand – Vista Transit

1. CALL TO ORDER AND ROLL CALL

Chair Mueller called the meeting to order at 3:40 p.m. Chairman Mueller, Vice-Chair Call, Members Banks present. Member Gray present telephonically. Jeremy Moore was present for Rod Lane, ADOT. A quorum was present.

2. ACCEPTANCE OF THE AGENDA

Chair Mueller asked for a motion to accept the agenda of November 15, 2018, Regular Meeting of the SVMPO Board of Directors.

MOTION: Vice-Chair Call

SECOND: Member Banks

ACTION: PASSED UNANIMOUSLY 4/0

3. CALL TO THE PUBLIC

This is the time set aside for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H) action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

No member of the public indicated a desire to speak at the Call to the Public.

4. APPROVAL OF MEETING MINUTES (for September 20, 2018)

Chair Mueller asked for a motion to accept the September 20, 2018 Board meeting minutes. There being no comments or corrections, the meeting minutes were approved.

MOTION: Vice-Chair Call

SECOND: Member Banks

ACTION: PASSED UNANIMOUSLY 4/0

OLD BUSINESS: DISCUSSION/POSSIBLE ACTION

5. WORK PROGRAM: FUTURE PROJECT IDENTIFICATION

The Executive Board was advised that the Work Program, as amended at the last Board meeting, was available for reference in their notebooks. Administrator Lamberton provided the Board with a summary of recommended adjustments to funding in the Work Program administrative and consultant services line items. After clarifying that it was at the discretion of the MPO if all funding revenues were distributed into funding line items, Administrator Lamberton noted that a specific project for use of the remaining funding would come back to the Board for their approval next calendar year. With no further questions or comments from the Board, the adjustments to the Work Program as stated in the supporting memo were approved.

MOTION: Vice-Chair Call

SECOND: Member Banks

ACTION: PASSED UNANIMOUSLY 4/0

6. SVMPO BY-LAWS REVISION

The Executive Board had approved including a Transit representative on the SVMPO TAC at their Sept. 20th Board meeting. Administrator Lamberton explained to the Board that upon the recommendation of the SVMPO TAC and, after discussing availability with the Cochise County Planning Dept. staff, it was also recommended that a Community Development/Planning Dept. County position also be added to the TAC. The SVMPO TAC membership would then total eight: 3 Sierra Vista; 2 Cochise County; 1 Town of Huachuca City; 1 Transit; 1 ADOT. Chair Muller asked Vice-Chair Call if the County leadership was okay with this addition from their staff. Vice-Chair Call indicated that the County was supportive of this addition. The Board felt that it made sense to

match the City of Sierra Vista's balance between their planning and engineering departments and approved the recommended By-Law revisions to add both a Transit and a County planning position to the SVMPO TAC. The recommended revisions to the By-Laws were then approved.

MOTION: Vice-Chair Call

SECOND: Member Banks

ACTION: PASSED UNANIMOUSLY 4/0

7. SAFETY PERFORMANCE MEASURES

Administrator Lamberton explained that each year ADOT develops performance measures for a number of factors, including safety. The FY19 safety measures, she noted, are unfortunately higher than FY18 for several of the targets. The Executive Board discussed the differences between the FY18 and FY19 targets and concurred with the observation that the use of the word targets was not exactly describing what these numbers represented. Administrator Lamberton noted that these percentages represent ADOT's expectations for next year and do influence priorities of projects for the state and regional level. Chair Mueller noted that if the MPO does not adopt ADOT's measures we would need to establish our own measures. He added that the logical thing to do is to adopt the State's measures as noted in the meeting materials. The Board then approved the adoption/support of ADOT's FY19 safety performance measures.

MOTION: Member Gray

SECOND: Vice-Chair Call

ACTION: PASSED UNANIMOUSLY 4/0

NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

8. TRANSPORTATION IMPROVEMENT PROGRAM (TIP): AMENDMENT ONE

Administrator Lamberton described the recommended Amendment to the SVMPO TIP. Four changes were brought forward: to bring forward into FY19 the identified FY18 funding for the HURF Exchange North Garden/Fry Blvd Project in order to be consistent with the approved IGA and Project Initiation drawdown scheduled; adjust the North Garden project location description to match IGA and approved HURF scope; a FTA TIP adjustment to bring forward into FY19 a FY16 vehicle purchase; and an addition of ADA communication announcement system.

Chair Mueller asked Mike Normand, Vista Transit Administrator, if these bus changes were to smaller buses. Mr. Normand indicated that they were. Chair Mueller then asked for clarification of the additional communication system. Mr. Normand indicated that having a visual and audio system to announce bus stops was desired for ADA but a previous demonstration project did not work out very well. However, the buses did have video capability and GPS hooked up already. Another type of electronic system was developed to use the existing hardware and GPS system. Vice-Chair asked about the costs and it was noted that the share was 80% federal to 20% local with the total costs being \$41,000. There being no further questions, the Board then approved the recommended Amendment One to the TIP.

MOTION: Member Banks

SECOND: Vice-Chair Call

ACTION: PASSED UNANIMOUSLY 4/0

9. FY19 TITLE VI PLAN UPDATE

Administrator Lamberton provided the Executive Board with demographic maps and each jurisdiction with their jurisdiction specific demographic profiles. She described the purpose and contents of the final draft Title VI Plan and noted that it was due August 1st of each year but stated that the SVMPO had an extension, pending the replacement of the MPO Administrator. Administrator Lamberton commented that this data helps the MPO better communicate to specific population groups and also helps the jurisdictions to understand different travel patterns. The Board briefly discussed the demographic maps and Member Banks asked about the way the MAG demographic viewer was displaying occupied household data. Administrator Lamberton stated that she would review how that data is being displayed and discuss that directly with Member Banks. *(Household Data was shown incorrectly and MAG adjusted the household graphics to accurately portray occupied households: revised link sent to Member Banks)*. No corrections or additions to the Title VI Plan were noted. Administrator Lamberton stated that Title VI data and analysis would be brought to the MPO committees and Board on a regular basis to inform MPO project decisions. The Board then voted to approve the FY19 Title VI Plan and directed the Administrator to forward the Title VI Plan to ADOT.

MOTION: Vice-Chair Call

SECOND: Member Banks

ACTION: PASSED UNANIMOUSLY 4/0

10. 2019 TAC and BOARD MEETING SCHEDULE

The Board reviewed recommended 2019 meeting dates and no known conflicts with those dates was identified. Administrator Lamberton provided a list of MPO deliverables and explained that many of them cluster in May and June, coinciding with the end of the fiscal year. The Board agreed that no formal action needed to be taken on the meeting schedule and accepted the proposed dates for tentative calendaring of next year's Board meetings.

This was an information item: no formal action was taken on this item.

INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN

11. PUBLIC PARTICIPATION PLAN: PRELIMINARY DRAFT

The Executive Board briefly discussed the draft update to the SVMPO Public Participation Plan. Administrator Lamberton asked for guidance on the public outreach period given that this draft plan would be released for review over the holiday season. Board members felt the sooner this update, with the expanded MPO boundaries, was approved the better. It was agreed to send the draft plan out for public review: there is a required minimum of a 45 day public review period. Administrator Lamberton noted that she had shared the draft with all three member jurisdiction PIO's and would follow up with them for their final comments during the public review period.

This was an information item: no formal action was taken on this item.

12. SOUTHCENTRAL DISTRICT REPORT

Jeremy Moore, ADOT traffic engineer, for Rob Lane and the Southcentral District, provided the Executive Board with an update of ADOT activities in the region. A summary of the District

activities for the quarter (Oct-Dec 2018) was also provided to each Board member. Mr. Moore shared that the Hatfield project was now complete. At the last Board meeting a question had been asked about the distance between the pedestrian pathway and the travel lane and Mr. Moore stated that this had been looked at by their design engineer. The distance is shorter (was 19 feet from travel lane and is now 16 feet from travel lane) but the shorter distance is still compliant with AASHTO and meets design standards. ADOT also worked out final striping on eastbound Foothills Drive from Hwy 92 with the County, City and ADOT to allow for both left and right turns in and turns out from the County complex. The Hwy 92 project still has some repaving and final striping to be completed. Striping is scheduled for Nov 26th and 27th with final work on the Foothills leg, including the signal loop installation, on Dec. 5th. ADOT was unable to add in the Charleston intersection as the paving costs were too high and temperatures dropped too low making desired (but not scheduled) reconstruction work pushed off until April of 2019. Instead, ADOT maintenance crews plan to do some patch work to restore worn areas on the intersection.

Vice-Chair Call asked about the left turning movements onto Foothills from Hwy 92, stating that the way it is set up right now traffic is backing up and getting stuck in the intersection, often blocking through traffic. Mr. Moore stated that the intersection work wasn't final yet and acknowledged that the temporary turning lane is shorter than they would like. However, putting in an interim dirt section to open up another lane did not look like an effective temporary measure. Final striping will re-set all the lines out in that intersection. It is hoped to have the construction work all completed before mid-December.

This was an information item: no formal action was taken on this item.

13. UPCOMING SCHEDULED MEETINGS and ADMINISTRATOR'S REPORT

- ❖ The Administrator reported on federal and state agency outreach conducted since the September Board meeting.
- ❖ The Administrator reported on activities of the Bicycle/Pedestrian Advisory Subcommittee.
- ❖ The Administrator reported on the Rural Summit on October 24-26th in Lake Havasu. A report was given on national and state legislative positions related to transportation.
- ❖ The Administrator shared information about in-kind forms and jurisdiction match requirements.

This was an information item: no formal action was taken on this item. A summary of Administrator's report provided in an attached handout to these minutes.

14. ANNOUNCEMENTS AND UPDATES

Chair Mueller asked each Board member if they had any updates to present. Member Banks noted that the Town of Huachuca City had ended their bus line and no longer had any bus service. No other member had any other comments or updates to make.

15. FUTURE AGENDA ITEMS

Appointment by member jurisdictions of their representatives and alternates to the MPO Board should occur by the first 2019 meeting. The Executive Board would also be voting and/or re-

appointing a Chair and Vice-Chair at their January meeting. No other future agenda items were noted by Board members.

The next Executive Board meeting is scheduled for January 17, 2019.

16. ADJOURNMENT

Chair Mueller adjourned the meeting at 4:31 p.m.



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION

401 Giulio Cesare Ave, Sierra Vista, Az 85635-2411

Administrator's Report/Executive Board Meeting: November 15, 2018

Federal and State Agency Outreach

Letters reaching out to the state and federal agencies within the new SVMPO boundaries have been sent out, under the Chair Mueller's signature, to the following agencies:

1. BLM Director/Raymond Suazo
2. ASLD Commissioner/Lisa Atkins
3. Coronado National Memorial Park Acting Superintendent/Matt Stoffolano
4. Sierra Vista Ranger District/NFS District Ranger/Celeste Kinsey

Personal contact with each of these agencies occurred by phone, interaction with the ASLD occurred almost immediately with requests for the SVMPO boundary shape file, which has been provided to the ASLD GIS Dept.

Bicycle and Pedestrian Advisory Committee

This SVMPO advisory sub-committee met on October 30th and discussed the future of this subcommittee. Everyone present was enthused about continuing this subcommittee and the next meeting is set for Dec 3rd. The group felt that it would be best to identify members by expertise and position: SVMPO is reaching out to identified gaps in positions for Safe Routes to Schools; runners/hiking clubs; a focus on disability and/or elderly mobility. The State Bicycle/Pedestrian Coordinator attended: Donna Lewandowski. The group was supportive of the proposed east/west bicycle route that the City of Sierra Vista has been moving forward and were pleased to hear it was under consideration for construction.

Please let the Administrator know if any of the Executive Board members has a name to put forward for this advisory committee: we currently have two vacancies.

Rural Summit: Abstract from Presentations, Speakers and Discussions with Attendees

The Rural Summit was held last month along with a Rural Transportation Advocacy Council Meeting. New information for MPO's included that all updates to TIP's and Long-Range Plans must include all performance targets; the next round of Every Day Counts initiatives includes one about innovative MPO's...what that is about we will be learning in the next year or so. There was floated the possibility that ADOT may pull back on the State Planning funds (SPR) which are discretionary pass-down to the MPO's. SVMPO receives about \$125,000 to \$110,000 of these funds annually right now. Most MPO's use for staffing: a work session on this topic with the MPO Directors, ADOT and FHWA will be set.

Much concern about the failure to effectively communicate the safety message and the transportation message re needs, costs, and implications was discussed in meetings/hallways/receptions. Over 1,000 deaths is too many but the way we message this is not working. Exploration of using much higher levels of hi-tech outreach methods...and much dismay on the part of MPO's who cite the lack of resources to manage that level of outreach. Future problems looming: e.g. automated cars created rutted lanes impacting pavement differently than travel today.

No evidence of a national transportation bill, expectation is a series of extension with no increases in funding. National debt is just on a trajectory upward, now at 804 billion, and alarm expressed at the end of sequestration in FY21 which will take the caps off of debt limits (not that this is doing any good, congress is simply over-riding them). At the state level two senators plan to take a "revenue generating bill" for transportation forward but the Governor is adamant, during his campaign for re-election, that he won't raise any taxes. As it would take 15 cents increase on the gas tax to just adjust for inflation...not hopeful here for increased revenues for infrastructure. Which means: the need to message to the public that if no new revenues than they must choose other options, like reduce - not add - to the transportation system, like change driver behavior radically, like change mandates and standards, like limit liability. Another run-up at a bill to allow Counties to increase from ½ cent to 1 cent for transportation at the local level is expected. Local money is the



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best/most effective money to have – most flexibility, stays in the local economy but...hoping for private investment into a public good is unlikely to happen. It simply doesn't pencil out for private sector to invest in infrastructure.

State Projects – FYI – about 1,200 projects in the hopper. Funding for about 20. Do not look for any expansion projects in the near future in the SVMPO or SEAGO regions. Final rankings not completed as of this date.

Casa Grande Accords – you may recall the 1999 summit that resulted in the formation of the RTAC and the agreements to share transportation revenues. Attendees were cautioned repeatedly that breaking these open and re-visiting them would likely go badly for the rural's...all the factors considered weigh more heavily on urban areas now. There is an acknowledgement that the MAG region, that has passed tax increases locally, has been a donor County to the rural's. There is a growing sense of pressure on rural Counties to come to the table with some contribution and not rely on Federal or MAG dollars. That said, MAG is not asking for the Casa Grande Accords to be re-visited and forcing that discussion at this time.

RTAC Board Meeting Schedule: **January 28th**, March 11th, April 8th, May 13th, June 10th, July 22nd. Jan 28th meeting includes lunch with State legislatures, the new House/Senate leadership will be announced, new Transportation Committee leadership announced. Meets in the League Bld in Phoenix. SVMPO does not have an alternate to this Board at this time/must be an elected official.

Next Rural Summit in mid-October, likely to be held in Tucson.

These notes reflect information presented by speakers or shown in their presentations/handouts at the 2018 Rural Summit and do not reflect a position by the SVMPO Board, SVMPO Administrator or by RTAC.

In-Kind Forms/Match Requirements

The Administrator has fielded a number of questions about in-kind forms for the SVMPO. The abstract version is that documentation of in-kind match requires several specific items: hours spent in preparation, at meetings, in travel; current loaded labor rates; sign off by employee's supervisors. Given the higher level positions of staff that are typically involved with MPO tasks that results in these forms being submitted to your offices or that of your City Manager or County Administrator. It is important that jurisdiction upper management knows that this is not just a paperwork requirement but is meeting requirements under the Joint Project Agreement and approved Work Programs for match to the federal funds the MPO receives.

In the upcoming Joint Project Agreement & Work Program updates this Board may wish to take another look at their In-Kind match split.

	Square Miles in SVMPO	Population in SVMPO	Households in SVMPO	Vehicle Miles Traveled (ADT) SVMPO	Fed Functionally Classified Road segments	In-Kind Match Required	In-Kind Match Contributions FY18
Cochise County	692.46	23,531	9,949	95,211 adt	9 +/-	\$10,786	\$6,712.59
Sierra Vista	152.55	44,381	16,954	162,249 adt	32 +/-	\$56,000 *	\$17,649.88 **
Huachuca City	2.83	2,180	897	8,584 adt	Zero***	\$10,786	Zero

*\$30,000 in office lease/support plus \$12,000 in cash match plus \$14,000 in In-Kind match.

** FY18 \$30,999.84 office lease/support plus \$9,764.12 cash match plus in-kind = total contribution of \$58,413.84

*** 4 segments have been submitted for FHWA approval, still pending.

The Sierra Vista Metropolitan Planning Organization is a regional policy and planning agency serving the City of Sierra Vista, the Town of Huachuca City and Cochise County in partnership with the Arizona State Department of Transportation. We share information and build consensus among our member jurisdictions on regional transportation plans and projects.



Sierra Vista Metropolitan Planning Organization Memorandum

To: SVMPO Executive Board
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: January 17, 2019
Subject: Election of Board Chair and Vice-Chair

The SVMPO Executive Board, per the SVMPO By-Laws, Section III A 3 (a), annually elect officers at the first meeting of the calendar year. At this time there are no formal, or informal, Board policies on rotation of the Chair and Vice-Chair positions. Extensions of terms of office are allowed by the SVMPO By-Laws.

- ❖ The Executive Board's current Chair is Mayor Mueller, City of Sierra Vista.
- ❖ The Executive Board's current Vice-Chair is Supervisor Pat Call, Cochise County.

The Chair is responsible for reviewing the Executive Board's draft agenda; providing guidance to the Administrator on items to include on each meeting; for running the Board meeting according to Robert's Rules of Order and ensuring that the Board meetings start up and end on time. The Chair also provides guidance to the SVMPO Administrator and has signatory authority for SVMPO documents. The Chair also has "...custody and control of the funds, and shall report the state of the finances of the SVMPO at the closeout of the fiscal year". (*Per the SVMPO By-Laws the financial responsibilities, and those of keeping the minutes, books, resolutions and other SVMPO services may be delegated to employees of the SVMPO.*) The Vice-Chair steps in when the Chair is unable to attend and covers the meeting when the Chair is delayed until he/she arrives.

The Administrator also seeks direction regarding a section in the SVMPO By-Laws, Section III A 3 (a) which states that (1) ...election of officers will occur at the first meeting of the calendar year; and (2) ...the Chair and Vice-Chair...shall serve for a period of two years. The Board may desire to hold elections once every two years, or reduce the service period to one year, or make other adjustments to this section.

Attachments:

Action Requested: Nominations and selection of a Chair and Vice-Chair to the Executive Board; direction to the Administrator regarding election cycle and service length.



Sierra Vista Metropolitan Planning Organization Memorandum

To: SVMPO Executive Board
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: January 17, 2019
Subject: Appointment of RTAC Alternate

The Rural Transportation Advocacy Council, known as RTAC, is a voluntary organization made up of the ten rural Metropolitan Planning Organizations (MPOs) and Council of Governments (COGs) in the State of Arizona. The two large urban MPOs (Maricopa Association of Governments & Pima Association of Governments) are not voting members but regularly attend RTAC meetings. The purpose of this organization is to provide a voice for rural transportation interests.

RTAC provides real-time legislative updates to the SVMPO, alerts to issues of concern, develops and presents issue papers to State Legislators and State committees. They coordinate, through all of the rural MPOs and COGs, legislative positions supportive of rural communities. Interaction with national advocacy groups include the National Association of Rural Counties (NARC), Association of Development Organizations (NADO), Association of MPO's (AMPO). In recent years, emphasis has been on raising awareness of the infrastructure needs in rural Arizona, opposing sweeps of the Highway User Revenue Fund (HURF), advocating for the return of the HURF swap program. RTAC advocates in behalf of SVMPO and provides us with real-time information about transportation issues at the State Legislature.

The genesis of the RTAC came out of an intensive meetings held in 1999, led by the then ADOT Director Mary Peters. The result of those meetings was the development of a State-wide policy split of available transportation funding into three funding streams: to Maricopa County, to Pima County and to the remaining ten rural counties, known now as the Casa Grande Resolves. The rural MPOs and COGs formed RTAC at this time in order to continue the dialogue about rural transportation funding and to ensure that rural area concerns would continue to be considered at the State level. The SVMPO joined RTAC shortly after we became organized as a MPO. SVMPO pays annual dues, based on population served, in behalf of our three member jurisdictions, of \$7,000.00.

RTAC Representative: Mayor Mueller, City of Sierra Vista, SVMPO Chair
RTAC Alternate: [Vacant](#)
RTAC Liaison: Kevin Adams

The next RTAC meeting is January 28, 2019. It is scheduled to be held at 10:30 a.m. with a noon luncheon planned to immediately follow, with invited state legislators. This meeting/luncheon will

be held at the League of Cities and Towns, located at 1820 W. Washington St., Phoenix, AZ 85707. A map is located on their website: <http://www.azleague.org/index.aspx?nid=91>

Typically, RTAC meetings are held monthly, usually on a Monday, at 10:00 a.m. at the League building. A telephonic option is usually available.

The signature event for RTAC is the annual **Rural Transportation Summit**, which is hosted by one of the RTAC members. The 2019 event is sponsored by Southeastern Arizona Council of Governments (SEAGO). It will be held on October 16-18, 2019 at the Casino Del Sol located in Tucson, Arizona. The event already has strong sponsorship support from the freight community and the issues of the border and the Ports of Entry are expected to be highlighted topics.

<https://www.azrts.org>

Attachments: RTAC Transportation Update: 2019 Legislative Update #1

Action Requested: Appointment of an Alternative representative to the RTAC; direction to the Administrator regarding elected official interest in attendance at the 2019 Rural Transportation Summit and SVMPO block reservations for rooms.



Central Arizona Governments
Central Yavapai Metro. Planning Org.
Flagstaff Metropolitan Planning Org.
Lake Havasu Metro. Planning Org.
Northern Arizona Council of Gov'ts.
Sierra Vista Metro. Planning Org.
Southeastern Arizona Governments Org.
Sun Corridor Metro. Planning Org.
Western Arizona Council of Gov'ts
Yuma Metropolitan Planning Org.

RTAC TRANSPORTATION UPDATE

January 12, 2019

2019 Legislative Update #1

2019 STATE LEGISLATIVE SESSION SET TO START ON MONDAY: There will be a lot of changes at the Capitol when lawmakers kick off the session next week. Both chambers bring in new leadership as Prescott's Karen Fann will be the new Senate President and Rusty Bowers, who has strong rural Arizona ties, will be Speaker of the House. Both have transportation construction industry backgrounds. Senator Fann is also a former Mayor and Councilmember who served on the CYMPO Executive Board. In addition, leadership will include Yuma's Charlene Fernandez, who has been elected Minority Leader for House Democrats. Prescott's Noel Campbell will continue as the House Transportation Committee Chairman while Lake Havasu City's Leo Biasiucci has been appointed Vice Chair of the Committee. On the Senate side, Casa Grande's Frank Pratt will be Vice Chair of the Senate Transportation Committee. With significant budget influence, Kingman's Regina Cobb will be House Appropriations Chairman while Sierra Vista's David Gowan will chair the Senate Appropriations Committee. Rurals will have some clout through these key leadership posts.

On another positive note, state revenue collections continue to greatly surpass last year's levels and forecasts for the current year. Additional revenue certainly won't hurt the efforts to stop the Highway User Revenue Fund (HURF) raids and increase infrastructure investment. Year to date, revenues are 9% higher than last year's. HURF revenue collections are also experiencing positive growth, coming in 5.6% above last year's levels. Infrastructure is continually mentioned as a priority this year. In addition to education, expect water policy to remain an agenda priority early on and potentially throughout the session which is expected to be a lengthy one.

THE TRANSPORTATION LEGISLATIVE AGENDA: We have achieved greater awareness among lawmakers regarding the infrastructure funding shortfalls and their impacts to the economy, public safety, environment, cost of living and quality of life. While momentum is growing to increase revenues, challenges remain such as substantial anti-tax sentiment, as reasserted by the Governor during Monday's swearing-in ceremony; and other spending priorities, namely K-12. This year's transportation agenda will include increasing our revenues and revenue-generating capacity at both the state and regional levels and also continuing the fight to stop the HURF raids. The highlights are:

INCREASE VEHICLE FUEL TAXES AND FEES: Chairman Campbell will introduce a bill to increase vehicle fuel tax revenues. While the rates have yet to be determined, he is targeting an annual \$1 billion increase in revenue generated from all vehicle types including alternative

fuels and hybrids. Also significant, his intent is to channel the new revenue through the existing HURF distribution process with roughly half the funding directed to ADOT and the state highway system and the other half to local governments for their local street systems.

DOUBLE COUNTY TRANSPORTATION SALES TAX AUTHORITY: Last year's legislation to double the current county transportation sales tax authority from one-half to a full cent (Maricopa County excepted) will be reconsidered. Any tax would need to be approved by the voters and any existing county road tax (Coconino, Gila & Pinal) would need to be factored in to the full cent total for a transportation tax. For example, if a county has an existing three-tenths road tax, their maximum level for a transportation tax would be seven-tenths. Last year's bill included provisions regarding the renewal process for Maricopa County's existing transportation sales tax which will not be a part of this year's bill. This should eliminate some of last year's opposition, much of which was focused on light-rail spending levels in the Maricopa portion. Expanded county tax authority is only a limited part of the overall solution and is more oriented towards addressing regional needs such as local roads and public transportation systems. While state highways aren't likely to be the focus of a county transportation tax measure, the revenue could provide locals with the ability to contribute funding to a badly needed highway project which may not otherwise be built under the current state highway program revenue outlook.

DIRECT BUDGET SURPLUS TO INFRASTRUCTURE: While there will be much demand for the use of the anticipated budget surplus, capital investment remains a very rational choice for one-time funding revenues. In recent years, surplus revenues have been used to fund highway and road projects supporting the Nogales port of entry, I-10 through Pinal County and a school route between the Navajo and Hopi reservations. There will be a push to direct some of this year's surplus to transportation infrastructure. At a transportation forum hosted by the Arizona Chamber of Commerce on Friday, incoming Senate Transportation Committee Chair David Livingston suggested that I-17 could be a potential project targeted for direct funding by the Legislature this year and that similar appropriations should be considered annually.

STOP THE HURF RAIDS: Lastly, there has been some negative backlash concerning the newly enacted Highway Safety Fee and its \$32 level per vehicle. Yes, its significantly higher than the \$18 estimated last legislative session, but it's still not even remotely close to addressing the gross underinvestment levels for our highways and roads. State transportation funding has not been significantly raised since 1990 and is generated through an inadequate and increasingly antiquated revenue structure. Shortfalls on the state system alone total more than \$1 billion a year which will continue to have a cumulative impact on many aspects of our infrastructure including deteriorating pavement conditions, inadequate safety improvements and a lack of adequate capacity. The fee doesn't even directly address infrastructure but rather funds Highway Patrol so that lawmakers will stop the continual practice of raiding existing transportation revenues to pay for Highway Patrol. Those raids have exceeded \$2 billion over the last twenty years. Any concerns regarding the fee should be more appropriately channeled to outrage over the size of the HURF raids and the gross level of unmet needs for our highways and streets. Obviously, any repeal should be opposed but there are also major concerns regarding any fee cap which is also being considered. If the fee is capped at a level that does not fully fund Highway Patrol, its effectiveness at deterring the HURF raids will be greatly diminished. The state's annual budget process will still require tapping into other funding sources to fully pay for Highway Patrol and HURF will be the prime target.



Sierra Vista Metropolitan Planning Organization Memorandum

To: SVMPO Executive Board
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: January 17, 2019
Subject: Public Participation Plan: Final Draft

The SVMPO Public Participation Plan was adopted on October 22, 2014. An update was prepared to include the expanded MPO boundaries and to prepare for the public outreach phase of the pending FY20 Long-Range Transportation Plan. The Public Participation Plan sets out policy statements with recommended strategies for involving the public in programs, plans and projects.

The updated Public Participation Plan was released to the public for a 45 day comment period on December 1, 2018. A Press Release was issued, also on December 1st, and the preliminary plan made available on the SVMPO website, along with an interactive comment form. Copies were made available at all member jurisdiction offices and both the Sierra Vista and Town of Huachuca City's libraries. An opportunity to review and discuss the drafted Plan was made available at an Open House held at the Sierra Vista Public Library on January 10, 2019.

Discussions with the member jurisdiction PIO's included offers to host space for meetings, to share relevant items on jurisdiction's social media, to attend, when reasonable and available, public meetings. Two new sections were added titled Role of Member Jurisdictions and MPO Document Review Comment Periods. No substantive changes have been suggested: minor revisions include expanding the list of specifically noted stakeholders, adjusting language to more closely align with U.S.C Title 23, Part § 450.316 and noting that the Title VI plan is reviewed and approved annually by the ADOT Civil Rights Division. Appendix B was added to summarize the public comment period activities, comments received and responses. Appendix C was added to summarize Vista Transit public involvement policies.

Public comment will continue to be received until January 17th. The SVMPO TAC has forwarded this Plan to the Executive Board, with a recommendation of adoption.

Attachments: Final Draft 2019 Public Participation Plan. *Both the currently adopted version and the preliminary draft Public Participation Plan update are available on the svmpo.org website.*

Action Requested: Board members review of the Final Draft of the 2019 Public Participation Plan update, recommendations/suggestions for revisions and formal action taken to adopt the 2019 Public Participation Plan.

SVMPO STBG Ledger FY 2019-2023
01/10/2019
Administrator Revisions (pending Loans)
For Discussion Purposes Only

SVMPO STBG Ledger		Projected Fed Funds		Cumulative Balance	
Action	OA Rate	Apportionment	OA	Apportionment	OA
FY 2019 Allocation	94.9% *	\$398,555	\$378,229	\$398,555	\$378,229
Repayment in from MAG		\$1,212,842	\$1,212,842	\$1,611,397	\$1,591,071
Repayment in from MAG		\$560,000	\$560,000	\$2,171,397	\$2,151,071
Repayment in from MAG		\$486,888	\$486,888	\$2,658,285	\$2,637,959
Repayment in from ADOT		\$163,104	\$163,104	\$2,821,389	\$2,801,063
Repayment in from ADOT		\$264,042	\$264,042	\$3,085,431	\$3,065,105
North Garden Ave/Fry Blvd Phase 1		-\$293,380	-\$293,380	\$2,792,051	\$2,771,725
Huachuca City Pre-Emption Signal		-\$70,000	-\$70,000	\$2,722,051	\$2,701,725
Loan to SEAGO		-\$425,000	-\$425,000	\$2,297,051	\$2,276,725
Loan to SEAGO		-\$200,000	-\$200,000	\$2,097,051	\$2,076,725
Loan to ADOT		-\$2,076,725	-\$2,076,725	\$20,326	\$0
FY 2019 Balance				\$20,326	\$0
FY 2020 Allocation	94.9% *	\$398,555	\$378,229	\$418,881	\$378,228
Repayment in from SEAGO		\$200,000	\$200,000	\$618,881	\$578,228
Repayment in from ADOT		\$2,076,725	\$2,076,725	\$2,695,606	\$2,654,953
North Garden Ave/Fry Blvd Phase 1		-\$2,539,284	-\$2,539,284	\$156,322	\$115,669
FY 2020 Balance				\$156,322	\$115,669
FY 2021 Allocation	94.9% *	\$398,555	\$378,229	\$554,877	\$493,898
Repayment in from SEAGO		\$425,000	\$425,000	\$979,877	\$918,898
FY 2021 Balance				\$979,877	\$918,898
FY 2022 Allocation	94.9% *	\$398,555	\$378,229	\$1,378,432	\$1,297,127
FY 2022 Balance				\$1,378,432	\$1,297,127
FY 2023 Allocation	94.9% *	\$398,555	\$378,229	\$1,776,987	\$1,675,355
FY 2023 Balance				\$1,776,987	\$1,675,355

* OA Rate subject to change

OA = Obligation Authority. Percentage of apportionments that is available for reimbursable expenses

STBG = Surface Transportation Block Grant funds. This amount is allocated to SVMPO based upon the 2010 Census

Cumulative Balances = Any apportionments or OA balance is added to the next allocation for programming.



Sierra Vista Metropolitan Planning Organization Memorandum

To: SVMPO Executive Board
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: January 17, 2019
Subject: FY19-Fy23 TIP Amendment Two

The SVMPO adopted their FY19-Fy23 Transportation Improvement Plan (TIP) on July 19, 2018. Four Amendments were made at the November 15, 2018 Executive Board meeting. One Administrative Amendment to the 2019-2023 TIP has been made (no change to project or funding) as follows:

- ❖ Moved the construction phase funds for the SVMPO 18-01 Fry Blvd between N. Garden Ave. and 7th Street; N. Garden Ave. between Fry Blvd. and Buffalo Soldier Trail project from FY19 to FY20. Design is expected to be completed in the middle of FY20 with the construction phase likely to occur in the second half of FY20. This TIP Amendment was requested by the City of Sierra Vista after review of the proposed design and construction schedule with the SVMPO Administrator.

At the time of this Board meeting agenda transmittal, the FY19 TIP has an estimated \$185,669 in STBG authorizations that could be allocated to potential FY19 design and/or construction projects. There are two eligible projects, recommended by the TAC, that could effectively use these regional funds within the first half of 2019.

- ❖ The Town of Huachuca City could pursue an Emergency Pre-Emption Signal for the Whetstone Fire Dept. on Highway 90. Design and construction is estimated to be between \$50,000 to \$70,000. ADOT has indicated tentative approval of the placement of this emergency pre-emption signal on the State Highway and has waived a warrant study for this signal device. It appears that HURF swap may be the most cost effective and timely approach to completion of this proposed project. The SVMPO has requested costs estimates and is evaluating with ADOT what would be the best way to proceed with this potential project. It is recommended to provide \$70,000 in funding to this proposed project in behalf of the Town of Huachuca City, Whetstone Fire Dept. and ADOT. Any funds not needed for this project would roll-over into the FY20 TIP for re-programming.

- ❖ In order to accomplish the fully desired design and amenities for the North Garden/Fry Blvd project additional funds may be needed. It is recommended to place the remaining FY19 funds, \$115,669, into the approved North Garden/Fry Blvd. Design phase in behalf of the City of Sierra Vista. This will involve amendments to the HURF Exchange agreements, and the IGA with the City; however, the TAC feels these additional funds provide a contingency both for the Design phase and the future Construction phase. Any funds not used in the Design phase would roll over in the FY20 North Garden/Fry Blvd project construction phase.

These two recommended Amendments fully allocate the SVMPO's STBG funds for FY19 and FY20. A call for projects has been given to the TAC for projected funds in FY21, FY22 and FY23. It is recommended that projects are brought forward out of regional planning studies, jurisdiction's short-range transportation infrastructure needs and Long-Range Transportation Plans.

***Note:** the previous TIP Amendments have not yet been approved by FHWA/FTA. FHWA has indicated verbal approval to ADOT but is waiting to provide written approval until they have FTA's concurrence. The lack of FTA approval is holding up the purchase of two funded transit buses.*

Attachments: Town of Huachuca City Resolution No. 2019-04; FY19-FY23 TIP

Action Requested: Review of proposed changes to the TIP, discussion and possible direction to the Administrator to revise the TIP, and/or possible motion to add eligible project(s) to the FY19 TIP.



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

RESOLUTION NO. 2019-04

REQUESTING THE SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION TO COORDINATE WITH THE ARIZONA DEPARTMENT OF TRANSPORTATION TO DESIGN AND INSTALL AN EMERGENCY PRE-EMPTION SIGNAL ON HIGHWAY 90 WITHIN THE TOWN OF HUACHUCA CITY LIMITS.

WHEREAS, the Town of Huachuca City oversees the planning, construction and maintenance of the Town's roadways; and

WHEREAS, the Whetstone Fire Department is located adjacent to the State Highway 90 corridor within the Town of Huachuca City and provides emergency services to the Town of Huachuca City and to the Whetstone Fire District, as well as providing emergency response to incidents that occur on State Highway 90; and

WHEREAS, it is desired to provide more timely response for emergency services within the Town of Huachuca City and along the State Highway 90 corridor; and

WHEREAS, providing pre-emptive signal support for improved emergency service response times is supported by the adopted August 2014 Arizona Strategic Highway Safety Plan and the adopted August 2018 SEAGO/SVMPO Strategic Highway Safety Plan, which includes the implementation of traffic control devices and infrastructure improvements as appropriate engineering safety strategies; and

WHEREAS, the Town of Huachuca City is a member jurisdiction of the Sierra Vista Metropolitan Planning Organization (MPO), and resources have been identified through the Sierra Vista MPO to design and construct an emergency pre-emption signal; and

WHEREAS, the Town of Huachuca City is prepared to cover electric costs for operating the emergency pre-emption signal and will execute such agreements and permits as needed with the Arizona Department of Transportation and amend the Town's budget to reflect potential future on-going operational costs

NOW, THEREFORE, BE IT RESOLVED THAT the Town of Huachuca City hereby supports the design and installation of an emergency pre-emption signal in partnership with the Arizona Department of Transportation and the Sierra Vista Metropolitan Planning Organization.

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, THIS 10TH DAY OF JANUARY, 2019.



Johann Wallace, Mayor

ATTEST:



Jennifer Fuller, Town Clerk

APPROVED AS TO FORM:



Thomas Benavidez, Town Attorney

**SIERRA VISTA MPO
2019-2023 TIP**

APPROVED EXECUTIVE BOARD: July 19, 2018 Amendment One: November 15, 2018 Amendment Two: Pending

TIP YEAR Project ID	PROJECT SPONSOR	PROJECT NAME	PROJECT LOCATION	LENGTH	TYPE OF IMP - WK - STRU	FUNCTIONAL CLASSIFICATION	LANES BEFORE	LANES AFTER	FED AID TYPE	HURF EXCHANGE	FEDERAL FUNDS	LOCAL MATCH	OTHER FUNDS	TOTAL COST
FFY2019														
SVMPO18-01	City of Sierra Vista	North Garden/Fry Blvd. Phase 1	Fry Blvd. between N. Garden Ave. and 7th St.; N. Garden Ave. between Fry Blvd. and Buffalo Soldier Trail.	.65 miles	Design	Minor Arterial	5	3		\$264,042	\$115,669	\$0		\$379,711
SVMPO18-02	City of Sierra Vista	Adaptive Signal Control	Phase 1	N/A	Construction	Urban Collector/Arterial	N/A	N/A	HSIP		\$841,253	\$0		\$841,253
<i>SVMPO 19-01 Proposed</i>	Town of Huachuca City										\$70,000			\$70,000
TOTAL FOR 2019										\$264,042	\$841,253	\$0		\$841,253
FFY2020														
SVMPO18-01	City of Sierra Vista	North Garden/Fry Blvd. Phase 1	Fry Blvd. between N. Garden Ave. and 7th St.; N. Garden Ave. between Fry Blvd. and Buffalo Soldier Trail.	.65 miles	Construction	Minor Arterial	5	3		\$2,285,356		\$0		\$2,285,356
TOTAL FOR 2020										\$2,285,356		\$0		\$2,285,356
FFY2021														
<i>TBD</i>														
TOTAL FOR 2021														
FFY2022														
<i>TBD</i>														
TOTAL FOR 2022														
FFY2023														
<i>TBD</i>														
TOTAL FOR 2023														
TOTAL FOR FIVE YEAR PROGRAM										\$1,105,295	\$841,253	\$0	\$0	\$3,126,609

DRAFT

TOTAL BRIDGE PROJECTS

Placeholder

\$0

Future Construction Projects

Placeholder

Funding Obligated in 2018

FFY2018	PROJECT SPONSOR	PROJECT NAME	PROJECT LOCATION	LENGTH	TYPE OF IMP - WK - STRU	FUNCTIONAL CLASSIFICATION	LANES BEFORE	LANES AFTER	FED AID TYPE	HURF EXCHANGE	FEDERAL FUNDS	LOCAL MATCH	OTHER FUNDS	Total FY18
SVMPO18-02	City of Sierra Vista	Adaptive Signal Control	Phase 1	N/A	Design	Urban Collector/Arterial	N/A	N/A	HSIP		\$97,710	\$0		\$97,710



Sierra Vista Metropolitan Planning Organization Memorandum

To: SVMPO Executive Board
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: January 17, 2019
Subject: SVMPO FY19 Work Program: Amendment Three

The SVMPO Board of Directors adopted the Sierra Vista MPO FY19 Work Program & Budget on May 17, 2018. After adjustments to the Budget were made to reflect known apportionments, carry-over amounts and expenses the FY19 Budget has available revenues of \$431,927 and identified expenses of \$420,940. This final FY19 Budget number is \$14,066.17 less than estimated: it is also still pending a FY16 budget reconciliation of an estimated return for re-programming of \$12,181. Table 1, on Page 13, in the Work Program will be amended to reflect the final reconciliation of the FY19 Budget.

As revised after Budget Reconciliation as of December 31, 2018

Revenue Source	Apportionment	Obligation Authority (OA)	In-Kind Match	Budget
PL/FY18 (Carry Forward)	\$98,515.43	\$98,515.43	\$5,954.80	\$104,470.23
SPR/FY18 (Carry Forward)	\$54,466.16	\$54,466.16	\$13,616.54	\$68,082.70
PL/FY19	\$123,213.00	\$123,213.00	\$7,448.00	\$130,661.00
SPR FY19	\$125,000.00	\$112,500.00	\$28,125.00	\$140,625.00
FTA 5305 (Carry Forward)	\$20,140.20	\$20,140.20	\$4,028.04	\$24,168.24
FTA 5305 FY19	\$23,093.00	\$23,093.00	\$5,773.00	\$28,866.00
TOTAL	\$444,427.79	\$431,927.79	\$64,946.04	\$496,873.83

Note: SVMPO has chosen to pull all OA off of SPR funds. Carry-Forward funds are available OA; therefore apportionments and OA are the same.

This final FY19 Budget number is \$14,066.17 less than estimated.
 Actual available funds are the OA. Undesignated funds are \$10,987.
 Pending transfer from FY16 reconciliation of an estimated \$12,181 PL OA.

ADOT has advised that the SVMPO may balance the revenues with expenditures or may choose to hold funds undesignated as shown in the current Work Program. The SVMPO currently has \$10,987 of anticipated revenues for SVMPO operations and planning that has not been assigned to a Work Program line item. In addition, there are designated planning funds for contract services set aside in the approved Work Program for transportation studies or projects and a \$50,000 set-aside for a transit related feasibility study that will apparently not go forward at this time.

After soliciting projects from the member jurisdictions, the SVMPO TAC prioritized proposals and recommended that the FY19 Work Program be amended to include one equipment purchase and

include several options for leveraging projects in the active or future TIP:

- ❖ Add an equipment purchase of a V-Sense Road Geometry accelerometer and software for Cochise County in the existing Data Collection and Maintenance work element. This piece of equipment is not owned by any jurisdiction within the County at this time and allows staff to assess their road geometry and curve radii, conduct road testing and road audits and monitor a number of factors directly related to rural road departure safety factors. Estimated cost is \$6,000. Amendment on page 19 of the Work Program.
- ❖ Add a potential roadway assessment for the Town of Huachuca City and surrounding area that includes identification of right-of-way, ownership, road condition, classification in the Regional Planning Work Element. This study would assist both the Town and Cochise County with potential future annexation activities, and provided needed existing conditions for the SVMPO pending Long-Range Transportation Plan. Estimated cost is \$30,000. Funds would be shifted from the Public Transportation Work Element to cover this new study. Amendment to Pages 23 and 24 of the Work Program.
- ❖ Add a Signal Timing Study update for the City of Sierra Vista (existing one 18+ year's old/best practices are updates every 5 years) as a potential project into the Data Collection and Maintenance Work Element. Estimated cost is unknown; however, the TAC feels this may be a good placeholder project to use funds not yet programmed or may be a good project for next year's Work Program depending on the range of cost estimates the SVMPO receives. This may replace the \$15,000 set aside for GIS data gathering effort for the Census 2020 as those resources do not yet appear to be needed in FY19. Amendment to Page 19 of the Work Program.
- ❖ Add a line item for Public Outreach on the North Garden/Fry Blvd Project as a potential enhancement to the Public Participation Plan work element. Public outreach is a planned scoping item to the Design phase of this project; however, the SVMPO has received several comments of concern about the scale and adequacy of outreach for this project, given its key transportation circulation position and the overlays of Title VI vulnerable population groups. In keeping with the SVMPO Title VI Plan, and the pending update of the Public Participation Plan, being prepared with resources to leverage outreach activities is recommended. Cost estimate \$10,000. Funds would be shifted from the Public Transportation Work Element to cover this enhanced outreach effort. Amendment to Page 22 of the Work Program.

The Administrator asks for support from the Executive Board to include potential projects into the Work Program so that action can be taken to move regionally significant planning efforts forward in this fiscal year. Funds not identified or projects not in their initial stages for programming by April will likely need to be carried over for re-programming in the following fiscal year.

Attachments: *Current Work Program on the svmpo.org website.*

Action Requested: Direction to the Administrator regarding work activities to include in the FY19 Work Program and a motion to amend the FY19 Work Program with the recommended addition of four specific work activities.



Sierra Vista Metropolitan Planning Organization Memorandum

To: SVMPO Executive Board
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: January 17, 2019
Subject: Work Program: Travel & Training

The SVMPO Board of Directors adopted the Sierra Vista MPO, FY19 Work Program & Budget on May 17, 2018. It includes a Travel and Training element. In order to ensure adequate budget in FY19 and to plan for FY20 & 21, the Administrator seeks a guidance from the SVMPO Board members on regional transportation planning representation that could be supported by the SVMPO.

TAC members have provided tentative 2019 conference needs and, after discussion, recommend that the SVMPO continue to support professional conference registrations but travel and lodging be covered by the jurisdictions for TAC members.

2019 Conferences

The Work Program provides for SVMPO support of Board members cost of registration at included conferences or trainings. The FY19 Work Program includes the AZ Transit Conference (April 8-10) and the Roads and Streets Conference (April 17-19), both being held in Tucson this year.

Conferences in the FY20 Work Program will likely include the Az. Planning Conference (Sept 11-13) and the 2019 Rural Summit (Oct 16-18).

Registration for both the Arizona Transit Conference and the Roads and Streets Conference began in January. The Administrator seeks direction on:

1. Which Board members plan to attend either of those conferences and desire MPO support to be registered;
2. Is an inability to provide lodging a barrier to Board members attending, and if so, does the Board wish to include that support in the Work Program (possibly specific only to the 2019 Rural Summit); and,
3. What annual regional transportation related conferences and/or memberships does the Board want to include in the FY20 Work Program for either themselves or their staff?

Walkability Action Institute

The National Association of Chronic Disease Directors sponsors an annual Institute for multi-disciplinary teams to work with national partners in developing strategies, policies, and plans for enhancing active living in specific regions. Substantive financial grant support is provided to teams

of 4 to 6 members from an area. These teams are required to include an elected official, a public health professional, a transportation engineer, and a MPO staff member. State support is highly desired. <https://www.chronicdisease.org>

Applications are due by mid-December of each year with the Institute typically held in April at different locations (the 2019 Institute will be held in Decanter, Georgia). SVMPO looked into putting a team together and received strong support from the Cochise County Health Dept., the State Bicycle/Pedestrian Coordinator and interest from several elected officials. However, the information about this opportunity came to the MPO so close to the application deadline that committing the MPO and jurisdiction elected officials to this effort would have been premature.

This activity would be very timely for 2020, fitting well into planned long-range transportation plan update. The Administrator seeks direction on:

1. Is this an activity that the MPO should consider including in their FY20 Work Program?
2. Would the member jurisdictions support their public health and/or engineering staff attending such an activity?
3. Are any of the Board members interested in being a part of this team or know of another one of their counterparts that have an interest in this intersection between health and transportation?

Note: This item could also be discussed in more detail at the next Board meeting after members have had several more months to consider this opportunity.

Attachments: *Current Work Program on the svmpo.org website.*

Action Requested: Direction to the Administrator regarding which conferences Executive Board members would like to attend. The Administrator also seeks guidance on representation at 2019 activities such as RTAC and Rural Summit. The Administrator seeks general guidance on the interest of the Board in including the Walkability Action Institute in the FY20 Work Program.

No action needed at this time as direction will be brought to the Board in the draft FY20 Work Program at the March Board meeting.



Sierra Vista Metropolitan Planning Organization Memorandum

To: SVMPO Executive Board
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: January 17, 2019
Subject: SVMPO Future FY20 & Fy21 Work Program

The SVMPO Board of Directors adopt an annual Work Program before each Fiscal Year. The next SVMPO Work Program will be required to cover two years (FY20 & FY21). The Work Program should ensure that the mandated MPO documents are prepared and approved per FHWA and FTA requirements, should include projected revenues and estimated costs; should provide a proposed schedule for planned activities and provide guidance to the SVMPO Administrator as to priorities for the activities for the MPO. Ideally, plans and studies in the Work Program lead to prioritized design, right-of-way or construction projects in the regional Transportation Improvement Program.

The proposed timeline for development of the FY 2020/2021 Work Program is:

January 2019: Preliminary Discussions of Work Elements and Annual Activities

March 2019: Draft Work Program and Budget

May 2019: Final Work Program and Budget or Adoption

The SVMPO has an estimated \$271,306 in apportionments for the SVMPO organization, its plans, studies and reports. The SVMPO has one full-time Administrator with two part-time positions in the process of being filled at this time. An estimated range of 1,840 to 2,880 work hours are available to accomplish the desired activities of the SVMPO.

It is recommended that each Work Element contain the following elements:

- Purpose
- FY20 & FY21 Activities
- Projected Outcomes *(End Projects/Tentative Schedule)*
- Budget: Fund Source and Cost Estimates
- Projected Consultant Activities

Member jurisdictions have committed an estimated \$77,578 as In-Kind Match towards SVMPO work activities. As part of the next Work Program adoption, the Executive Board may wish to discuss, and potentially make adjustments, to the share of In-Kind contributions and cash match amounts contributed by each jurisdiction.

Recommended FY20 Work Elements:

FY19 Work Elements	FY20 Recommended Work Elements	Included Activities
Administration	Administration	MPO Staffing; Joint Project Agreement, Work Program, Corporation Commission Report, Staffing Committee and Board Meetings; Travel; Certifications, Annual Audits
Data Collection & Maintenance	Transportation Systems Data and Monitoring	Traffic Counts; Employment Data; Population Estimates; Census 2020, Modeling Datasets, Functional Classification
Long-Range Transportation Plan (LRTP)	Long-Range Transportation Plan (LRTP)	Long-Range Plan Update; LRTP Financial Plan; Implementing LRTP Activities
Transportation Improvement Program (TIP)	Transportation Improvement Program (TIP)	Short-Range Plan, TIP Amendments; Monitoring Active Projects; Safety Projects; Bridge Program
Public Transportation Planning	Coordinated Public Transit Planning	Transit Performance Measures; TAM Report, Transit Coordination Plan, FTA Assurances and Certifications
	Alternative Transportation Systems Planning	Bicycle; Pedestrian; Rail; Aviation; Freight/Goods Movement
Regional Planning	Regional Planning	Intergovernmental and Interagency Studies; State Transportation System Support; Corridor or Sub-Area Plans; EcoTourism Connections
	Special Project Planning	Safety Plan; annual Safety Targets; Economic Research; ITS
Public Participation Plan	Public Involvement and Outreach	Public Participation Plan, Title VI Plan, Title VI annual report, Website, Newsletters; Compliance Review; Translation; Material Distribution
Capital Expenditures	Capital Expenditures	

Attachments: Annual MPO Deliverables; *current Work Program on the svmpo.org website.*

Action Requested: Direction to the Administrator regarding what work program elements or activities should be considered and/or prioritized for the SVMPO FY20 and FY21 Work Program. Direction to the Administrator if the Board would like an item on Match requirements brought to them at a future meeting.



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION

401 Giulio Cesare Ave, Sierra Vista, Az 85635-2411

ANNUAL MPO DELIVERABLES – MATRIX

Below is a list of of planning documents that the MPO is responsible for submitting monthly, annually or as needed. The suggested schedule is based on best practices and is a recommendation only.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Notes	
Unified Work Program	Outline to TAC/Board	<i>FHWA REVIEW</i>	Draft to Board		Final to Board	Final to ADOT						Begin WP	Fy20-Fy22 MH 5/16 OK	
Planning Budget	Outline to TAC/Board		Draft to Board		Final to Board	Final to ADOT	Close-Out Prior WP 7/1				WPClose-Out Reconciliation	Begin Budget		
Joint Project Agreement			Draft to Board		Final to Board	Final to ADOT					<i>Must be executed by 6/30. If not new JPA, then old JPA needs to be extended by 6/30.</i>			
Title VI Goal and Accomplishment Report					Draft to TAC/Board	Final to Board		Final to ADOT 8/1						
Title VI Plan Update/LEP Plan			<i>Pre-Viewed by ADOT Civil Rights Division</i>		Draft to TAC/Board	Final to Board		Final to ADOT 8/1					Update annually	
Public Involvement Plan	Final to TAC/Board							Final to ADOT 8/1					Update as Needed	
Disadvantaged Business Enterprise (DBE) Program				Update as Needed									Update as Needed	
FTA Certifications and Assurances						Final to Board		Final to ADOT 8/1					Signed Annually, Include in Title VI Plan	
MPO Progress Report			End of Quarter			End of Quarter			End of Quarter			End of Quarter	Submit Quarterly	
ADOT Invoicing	For Q2			For Q3			For Q4			For Q1			Submit Quarterly	
Transportation Improvement Program (TIP)					Draft to TAC	Final to Board	Final to ADOT 6/30							
Regional Transportation Plan					Begin RFP				NTP				Complete by 12/2020	
Highway Safety Improvement Program	ADOT Call for Projects			Submit HSIP apps	<i>Crash data from previous year available in May/July</i>				Update B/C's and Data				Competitive Process	
Highway and Safety Targets									Final to Board					
Transit Coordination Plan													Under SEAGO	
Transit Asset Management Plan						Draft to Board			Final to Board	Final to ADOT 10/1				
Right-of-Way Statistical Report												Due to ADOT 12/31		
Corporation Commission Annual Report					Begin	Final to Board		Due by 8/20					Annually to Corporation Commission	
Statutory Agent											<i>When new Administrator is appointed/hired.</i>			
Standard Operating Procedures (SOP)	<i>On-Going: Required by FHWA for MPO's.</i>													
WebSite Updates	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Website Redevelopment planned in FY19

As of December 2018: this is not a complete list of all potential 2019 Deliverables. Dates are subject to change.

The Sierra Vista Metropolitan Planning Organization is a regional policy and planning agency serving the City of Sierra Vista, the Town of Huachuca City and Cochise County in partnership with the Arizona State Department of Transportation. We share information and build consensus among our member jurisdictions on regional transportation plans and projects.