



# SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION BICYCLE PEDESTRIAN ADVISORY COMMITTEE MEETING MINUTES: FEBRUARY 25, 2019

**DRAFT**

## MEETING LOCATION:

Sierra Vista Public Works Bld.  
Training Room  
401 Giulio Cesare Ave.  
Sierra Vista, AZ 85635

## MEETING DATE AND TIME:

February 25, 2019  
11:00 AM



## Bicycle/Pedestrian Advisory Committee (BPAC)

### MEMBERS IN ATTENDANCE:

Vice-Chair: Bud Dragoo  
Member: Kara Harris

### MEMBERS ABSENT:

Member: John Healy  
Member: Jacob Jones-Martinez  
Member: Ana Stompro

### STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP

### OTHERS PRESENT:

Jeff Pregler, City of Sierra Vista, Senior Planner  
John Wetteck, Interested Citizen/CBA  
Kathy Buonocore, Interested Citizen/CBA

## 1. CALL TO ORDER AND INTRODUCTIONS

The BPAC meeting was called to order at approximately 11:10 a.m.

Attendees introduced themselves and shared their interests in bicycling and pedestrian activities. All of the attendees bicycle on a frequent basis in the region.

A quorum was not present. Administrator expressed her concern that this was the third meeting of the BPAC that has had no quorum. She stated that she will contact the missing members personally and discuss with them if this day and time is a problem for them, or this is no longer something they can commit to on a regular basis. She also stated that for those that are employed and this assignment is part of their job, the Chair of the SVMPO is willing to contact their supervisor to raise the level of importance to them for attendance. A brief discussion occurred about including the Cochise Bicycle Advocates (CBA) group as a voting member. Administrator Lamberton agreed to broach this topic with the CBA group at their next meeting, scheduled for Wednesday, March 27<sup>th</sup>.

## **2. SELECTION OF A BPAC CHAIR AND VICE-CHAIR**

This item was tabled due to a lack of a quorum.

## **3. APPROVAL OF MEETING MINUTES**

The Administrator suggested that the BPAC considered simply accepting, rather than adopting, the previous set of unapproved minutes for BPAC Regular Meetings for October 16, 2017; October 30, 2018; and December 3, 2018. She stated that given the length of time between these meetings continuing to keep these on as an action item may not be desired. Vice-Chair Dragoo stated that he agreed with this approach and Member Harris concurred. The previous minutes will therefore be accepted as written.

## **OLD BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION**

### **4. EAST/WEST BICYCLE ROUTE**

Jeff Pregler, City of Sierra Vista Planner, updated the BPAC on the progress made towards implementing the East/West bicycle route. A brief summary of the decision-making that went into the selection of the route (detailed in previous minutes) was given for the new members. The City has successfully obtained an estimated \$11,000 through a CBDG grant for a multi-use path segment, anticipated to be built later this year. Striping of the new bicycle lane is planned for this Spring. A discussion was held regarding the lack of parking in some areas and the conflicts with bicycle lanes. How the striping is ultimately placed will be determined by the width of available right-of-way, which varies throughout the proposed route, and engineering judgement.

The route has not been named yet. Member Harris brought up the safety of bicycling riding on Fry Blvd., stating that she doesn't ride on that road if she can avoid it.

Vice-Chair Dragoo asked about the routes on the Highway, near the Mall, and if plans were in place to build another route on the opposite side of the Highway. Mr. Pregler stated he wasn't aware of any immediate plans to build that route but the City does have a long-range plan for developing routes throughout the City. There is an eventual plan to link this new East/West route into the Pathway for Learning route by the college. There are also plans to develop the bridge across from the Wal-Mart, with bicycle lanes.

No action was taken on this item.

## **NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION**

### **5. SVMPO FY20 & FY21 WORK PROGRAM**

Administrator Lamberton briefed the BPAC on the pending Work Program and Budget. This Program sets the priorities for the MPO to undertake in the next two years and assigns funding to accomplish those goals. The BPAC discussed possible activities for the MPO to consider.

These included:

- ❖ Distribution of state and local bicycle maps.
- ❖ Maintenance of updated bicycle routes and pedestrian routes on the website.
- ❖ Look at jurisdiction long-range and general plans for possible strategies or goals to support in the region.
- ❖ Assist in developing goals focused on bicycle and pedestrian activities in member jurisdiction's long-range and general plans.
- ❖ Provide support to the statewide planning process and support investment in bicycle and pedestrian infrastructure in the SVMPO region.

The Administrator advised that the FY20 & FY21 Work Program and Budget would be brought forward for approval in May of this year.

This was an informational item: no action was taken.

## **6. WALKABILITY ACTION INSTITUTE**

Administrator Lamberton stated that she would bring this item back in more detail later, given the time and remaining agenda items. She advised that the Executive Board had considered being involved with a Walkability Action Institute, an intensive, out-of-State training event for elected officials and a multi-disciplinary staff team on developing active living, especially pedestrian amenities, in an area. The Executive Board indicated interest in doing an event locally, possibly a half-day or full-day event where more people could be engaged. The BPAC wanted more information about this and how this might be valuable or worthwhile to the region. It was suggested that such an event should engage the disability community and partner with agencies like NAMI.

This was an information item: no action was taken.

## **7. TITLE VI PLAN UPDATE AND COMPLAINT PROCEDURE TRAINING**

Administrator Lamberton briefed the BPAC on the status of both the FY19 Title VI plan, accepted by ADOT's Civil Rights Division on December 17, 2018, and the pending FY20 Title Plan update. A Title VI Compliance Review was conducted on February 12, 2019 and suggestions were made on ways to improve the SVMPO's process for including vulnerable populations groups. Changes already made include adding google translator to the SVMPO website, providing Spanish language complaint forms and mapping specific limited English population areas. Administrator Lamberton provided the BPAC with maps showing the three Census Tracts that meet the thresholds for heightened language assistance, all located within the West End.

Administrator Lamberton also updated BPAC members on current complaint procedures should a member of the public have a complaint on how they, or someone they know, has been treated by the SVMPO related to ethnicity or race. BPAC members were given copies of the procedures, complaint forms and advised of how to respond should a complaint become known to them as they work in their role as BPAC members. Mr. Pregler asked about adding closed captioning as an option on the website. Administrator Lamberton said she would look into that as part of the rebuilding of the SVMPO website this year.

This was an information item: no action was taken.

## **8. PUBLIC PARTICIPATION PLAN UPDATE**

Administrator Lamberton advised the BPAC that the SVMPO Public Participation Plan update was adopted by the Executive Board on January 17, 2019. This Plan is now the guiding framework for public outreach going forward on programs, plans and projects. Final copies were provided to BPAC members.

## **9. FUTURE AGENDA ITEMS & MEETING DATE/TIMES**

Future items will likely include the final draft of the SVMPO Work Plan.

Tentative 2019 meeting dates for the BPAC are: **April 29<sup>th</sup>; August 26<sup>th</sup>; October 28<sup>th</sup>.**

This was an informational item.

## **10. ANNOUNCEMENTS, UPDATES AND GENERAL CALL TO THE PUBLIC**

Mr. Wetteck advised the BPAC that the Cochise Bicycle Advocates (CBA) are setting goals for next year. Two goals mentioned were addressing signal timing on the traffic light system related to recognizing bicyclists and potentially engaging an educational campaign about wearing helmets with elementary schools. *The CBA later learned that only a few students rode bicycles to schools and this was not as necessary as they had thought it might be.*

No other members or visitors had additional comments.

This was an informational item.

## **11. ADJOURNMENT**

The committee adjourned by general consent at approximately 12:20 p.m.