



# SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION TECHNICAL ADVISORY COMMITTEE: REGULAR MEETING AGENDA: MARCH 5, 2019

---

## MEETING LOCATION:

City of Sierra Vista: Public Works Bld.  
Main Conference Room  
401 Giulio Cesare Ave.  
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:

March 5, 2019  
10:30 AM

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

Website: [www.svmmpo.org](http://www.svmmpo.org)  
Email: [SVMPO@SierraVistaAZ.gov](mailto:SVMPO@SierraVistaAZ.gov)  
Administrator Phone: 520-515-8525

---

## SVMPO TECHNICAL ADVISORY COMMITTEE (TAC)

*One or more members may participate via teleconference*

Chair:	Matt McLachlan, Dir. Community Development, City of Sierra Vista
Vice-Chair:	Sharon Flissar, P.E., Director Public Works, City of Sierra Vista
Member:	Jackie Watkins, P.E., Cochise County Engineer Designated Alternate: Brad Simmons, P.E., Civil Engineer
Member:	Daniel Coxworth, AICP, Cochise County Planning Director Designated Alternate: Paul Esparza, AICP, Planning Manager
Member:	Jing Luo, P.E., City of Sierra Vista Engineer
Member:	Jennifer Fuller, Town Clerk, Town of Huachuca City Designated Alternate: Jim Halterman, Public Works Supervisor
Member:	Mike Normand, Vista Transit Administrator
Member:	Mark Hoffman, Arizona Department of Transportation

## STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP

---

*Members of the Public: Please let the Administrator know before the meeting if you wish to speak on a specific Agenda Item.*

---

## 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 speak to the TAC. Speakers are limited to a three-minute presentation and may also submit written comments for the Board files. The TAC may not discuss or take formal action on 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 TAC Regular Meeting Minutes of January 10, 2019.

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

#### **5. PUBLIC PARTICIPATION PLAN UPDATE**

At the previous meeting, TAC members provided comments on the pending Public Participation Plan update. That plan was completed and adopted by the Executive Board on January 17, 2019. Final copies will be provided to the TAC. *The adopted Public Participation Plan update is available on the [www.svmpto.org](http://www.svmpto.org) website.*

This is an information item.

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

#### **6. SVMPO LEDGER**

The TAC will review the current funding ledger for the SVMPO region. The TAC will be advised of one additional loan made with FY19 funds for repayment in FY20 in order to secure construction funding for the North Garden/Fry Blvd project in the FY20 construction year. The TAC will have an opportunity to ask questions regarding last meeting's presentation on the interaction between the Federal ledger, the SVMPO Ledger and the TIP.

This is an information item.

#### **7. TRANSPORTATION IMPROVEMENT PROGRAM (TIP):**

**Action:** The TAC will review the status of TIP projects and be advised of an administrative Amendment to the active Transit TIP to match project names and funding amounts in the City of Sierra Vista's approved Vista Transit budget. There is no change to the project types and overall regional funding for transit is slightly lower than projected in the July 2018 Transit TIP as a result of this administrative Amendment.

This is an information item.

#### **8. WORK PROGRAM: FY20 & FY21 Draft Work Program and Budget**

**Action:** The TAC will discuss the Work Program elements for FY20/FY21 and provide direction to the Administrator on potential FY20 and FY21 activities. Eligible uses of MPO funds will be discussed. A preliminary draft of proposed work elements and activities will also be discussed and recommendations made to forward to the Executive Board. The Work Program is expected to be brought forward for possible adoption in the May TAC meeting.

This is a discussion item with possible action.

## **INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN**

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

The FY19 Title VI plan was accepted by ADOT's Civil Rights Division on December 17, 2018. A Title VI Compliance Review was conducted on February 12, 2019. The FY20 Title VI planning effort is beginning. The Administrator will share with the TAC the results of these efforts, the results of the compliance review, update the TAC on current complaint procedures, and discuss with the TAC members the implications of the Title VI and ADA findings on the future work program and projects.

This is an information/discussion item.

### **10. BST EXTENSION ROUTE/MINE EXPANSION**

In 2015 SVMPO conducted a study looking at potential routes to extend Buffalo Solider Trail from Highway 92 to Moson Rd. That study was not completed and recommendations were rejected by the SVMPO Executive Board in July 22, 2015. Recently, it was learned that the gravel mine just east of Highway 92, and within the study area boundaries, received permission to significantly expand their boundaries. This may impact one or more of the previous identified extension routes. This discussion item is to brief the TAC on this recent activity and to gather any other information that might be known to the member jurisdictions on the impact of the decision made by the State Mine Department.

This is an information/discussion item.

### **11. 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 TAC to discuss issues or raise questions related to projects under the jurisdiction of ADOT.

This is an information item.

### **12. JURISDICTION PROJECT UPDATES & ANNOUNCEMENTS**

A status update on SVMPO funded project activities will be given by each member jurisdiction: Pavement Condition Survey, Adaptive Signal Control, North Garden/Fry Blvd Design, pending Charleston Road HSIP Project and Transit activities.

This is the time set aside for the TAC Member to share information about member jurisdiction projects and current events/announcements.

This is an information item.

### **13. UPCOMING SCHEDULED MEETINGS and ADMINISTRATOR'S REPORT**

SEAGO Meeting set for March 21, 2019 at 10:00 a.m. Cochise College, Benson, AZ  
SVMPO Board Meeting set for March 21, 2019 at 3:30 p.m. Sierra Vista City Hall  
Every Day Counts Stakeholder Council, April 14, 2019, MAG offices, Phoenix, AZ

FHWA/FTA Work Program Review, April 1, 2019, NW ADOT Offices, Prescott, AZ  
Arizona Transit Conference, April 8-10, 2019, Mesa, AZ  
MPO/COG Planner Meeting set for April 8, 2019 at 10:00 a.m. AzTA Conference, Mesa, AZ  
Arizona Roads and Streets Conference April 17-19, 2019 Tucson, AZ  
BPAC Meeting set for April 29, 2019 at 11 a.m., Public Works Bld, Sierra Vista, AZ  
Administrator will be on vacation/working out of the office from March 29<sup>th</sup> – April 14<sup>th</sup>.

- ❖ The Administrator will update the TAC on recruitment for two part-time positions with the SVMPO: a BYU-I Intern will be introduced; the Communications Specialist position is anticipated to be filled by the end of March.
- ❖ The Administrator will update the TAC on the status of Federal and State legislative activities.
- ❖ The Administrator will brief the TAC on potential changes to In-Kind Match.

#### **14. FUTURE AGENDA ITEMS**

The next TAC meeting is scheduled for May 7, 2019 at 10:00 a.m.

#### **15. 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.