



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

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

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## 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

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

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### 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 17<sup>th</sup>.*
- ❖ 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.