



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION BICYCLE PEDESTRIAN ADVISORY COMMITTEE AGENDA: FEBRUARY 25, 2019

MEETING LOCATION:

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

To attend the meeting by telephone:
Please contact the Administrator at least 72 hours in advance if you would like to be connected to this meeting by telephone.

MEETING DATE AND TIME:

February 25, 2019
11:00 AM

FOR MORE INFORMATION OR TO REQUEST ACCOMMODATION FOR SPECIAL NEEDS:

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



Bicycle/Pedestrian Advisory Committee (BPAC) Members

One or more members may participate via teleconference

Chair:	Vacant
Vice-Chair:	Bud Dragoo
Member:	John Healy
Member:	Jacob Jones-Martinez
Member:	Ana Stompro
Member:	Kara Harris
Member:	Vacant

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP

1. CALL TO ORDER AND INTRODUCTIONS

Members will introduce themselves/ their affiliations.

This is an informational item.

2. SELECTION OF A BPAC CHAIR AND VICE-CHAIR

Action: Guidance for the BPAC committee provides for a selection of a Chair and Vice-Chair to serve for one year. Currently, the Chair position is vacant. Positions may be re-appointed to serve subsequent terms.

3. APPROVAL OF MEETING MINUTES

Action: Review and Approval of the BPAC Regular Meeting Minutes of October 16, 2017; October 30, 2018; and December 3, 2018 Meetings.

OLD BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

4. EAST/WEST BICYCLE ROUTE

The BPAC considered a draft east/west bicycle route in their last three meetings (Oct 2017, October 2018 and December 2018). A status update on this project will be given.

This is an informational item.

NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

5. SVMPO FY20 & FY21 WORK PROGRAM

Action: Members will discuss the current, and future, SVMPO work program tasks related to bicycle and pedestrian activities. The Work Program for the next two fiscal years is now being developed. The Administrator seeks guidance on bicycle and pedestrian related activities to undertake in the future fiscal year work programs.

This is a discussion, with possible action, item.

6. WALKABILITY ACTION INSTITUTE

The Executive Board considered an opportunity to send an interdisciplinary team of health professionals, elected officials, planners and engineers to an interactive Institute related to walkability. <https://www.chronicdisease.org/page/WAI> After discussion, the Administrator was directed to investigate developing a one-day event, similar to this Institute, to be held locally. The Administrator seeks suggestions from the BPAC members on a potential walkability/active living event.

This is a discussion item.

7. 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 January 12, 2019. The FY20 Title VI planning effort is beginning. The Administrator will share with the BPAC the results of these efforts, the results of the compliance review, update the BPAC on current complaint procedures, and discuss with the BPAC members the implications of the Title VI and ADA findings on bicycling and pedestrian activities.

This is an informational, and discussion, item.

8. PUBLIC PARTICIPATION PLAN UPDATE

At the previous meeting, BPAC 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 BPAC.

This is an information item.

9. FUTURE AGENDA ITEMS & MEETING DATE/TIMES

Members will identify agenda items that they would like to discuss in future meetings. Tentative 2019 meeting dates for the BPAC are: April 29th; August 26th; October 28th.

This is an informational item.

10. ANNOUNCEMENTS, UPDATES AND GENERAL CALL TO THE PUBLIC

This is the time set aside for BPAC members to share information and current events. This is also the time set aside for members of the public to provide general comments to the BPAC committee. Members of the Committee may not take formal action on matters 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.

This is an informational item.

11. 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 Memorandum

To: SVMPO BPAC
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: February 25, 2019
Subject: Election of BPAC Chair and Vice-Chair

The SVMPO BPAC, following the procedures set out in the SVMPO By-Laws, annually elect officers at the first meeting of the calendar year. At this time there are no formal or informal BPAC policies on rotation of the Chair and Vice-Chair positions. Extensions of terms of office are allowed by the SVMPO By-Laws.

The Chair is responsible for providing guidance to the Administrator on items to include on each meeting; for running the BPAC meetings according to Robert's Rules of Order and ensuring that the BPAC meetings start up and end on time. The Vice-Chair steps in when the Chair is unable to attend or covers the meeting when the Chair is delayed until he/she arrives.

Attachments:

Action Requested: Nominations and selection of a Chair and Vice-Chair to the BPAC.



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION BICYCLE PEDESTRIAN ADVISORY COMMITTEE MEETING MINUTES: DECEMBER 3, 2018

DRAFT

MEETING LOCATION:

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

MEETING DATE AND TIME:

December 3, 2018
11:00 AM



Bicycle/Pedestrian Advisory Committee (BPAC)

MEMBERS IN ATTENDANCE:

Vice-Chair: Bud Dragoo

MEMBERS ABSENT:

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

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP

OTHERS PRESENT:

Kathy Buonocore, Interested Citizen
Brenda Charles, Interested Citizen

1. CALL TO ORDER AND INTRODUCTIONS

The BPAC meeting was called to order at approximately 11:14 p.m.

Attendees introduced themselves and their affiliations. Ms. Stompro had indicated via e-mail that she would be unable to attend. Administrator Lamberton noted that there was no quorum present and unless the other two members showed up no action could be taken on any items today.

2. APPROVAL OF MEETING MINUTES

No action was taken on previous meeting minutes, lacking a quorum.

OLD BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

3. EAST/WEST BICYCLE ROUTE

Vice-Chair Dragoo stated that this route looked good. He also stated that the easterly end

was fenced with no pass through it at this time. The attendees discussed bicycle signs and the possibility of bike route signs having a color scheme to more easily identify them.

No action was taken on this item, lacking a quorum.

NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

4. BPAC WORK PROGRAM

The group discussed possible ideas for the next two year work program tasks. Vice-Chair Dragoo asked if the work program provided mileposts for the annual activities. Administrator Lamberton stated that it did not. She then stated that identifying specific targeted goals, with timeframes/mileposts, could provide an easier measure at the end of the year of accomplishments - or failure to complete tasks. Consideration of providing a distinct task element for the Bicycle/Pedestrian activities and including ongoing BPAC committee meetings as a task were mentioned. Providing a set number of assessments, such as at a school, for safe routes might also be a desired work task.

No action was taken on this item, lacking a quorum.

5. PUBLIC PARTICIPATION PLAN DRAFT

The BPAC Vice-Chair and attendees were provided the most recent copies of the 2019 Public Participation Plan, along with Comment Forms, and asked for any thoughts about specific outreach strategies for the bicycling community. No specific ideas were generated by the group but attendees were asked to review and send any thoughts forward to the SVMPO.

Attendees identified groups and contacts that they knew of for potential outreach to those more interested in walking/running/hiking instead of bicycling. These included the Thunder Mountain Running Group, Mall Walkers, Huachuca Hiking Club, Red/White/Blue group, a group on Post that meets on Saturdays and the possibility of on-line Meet-Up Groups.

** The Administrator has confirmed that Sierra Vista does have an on-line Meet-Up Hiking Group:
<https://www.meetup.com/Sierra-Vista-Hikers/>*

No action was taken on this item, lacking a quorum.

6. FUTURE AGENDA ITEMS & MEETING DATE/TIMES

Possible topic for a future meeting is the consistency and frequency of signs identifying bicycle pathways or on-street lanes. The group is interested in if more signs could be placed.

Tentative 2019 meeting dates for the BPAC are: **February 25th; April 29th; August 26th; October 28th**. The Administrator Lamberton noted that at the October meeting the members attending at the October meeting had identified a desire for more frequent meetings with Monday, late mornings, as a desired day and time. However, given the unexpected absence of attendees at this meeting Ms. Lamberton indicated she would check again with members regarding their meeting preferences. The BPAC meetings had been

deliberately set ahead of all TAC meetings in order to facilitate sending BPAC recommendations forward to the Executive Board.

This was an informational item.

7. ANNOUNCEMENTS, UPDATES AND GENERAL CALL TO THE PUBLIC

The Vice-Chair Dragoo asked about the east side of the Highway 82/Foothills project area design. There is currently a path on the east side, but not the west side. He thought that creating the west side connection was in the design plans for this ADOT project to go down to at least Avenida Cochise. Administrator Lamberton stated that she did not recall a new bicycle path installation as part of that intersection improvement. Attendee Charles noted that part of the problem with developing a pathway in that area is that some of the route was owned by ADOT, some of it by the City and some of it by the County. Vice-Chair Dragoo also stated that the previous bicycle route, the east side, is in bad shape right now and hopes that when construction is final it will be all repaired.

This was an informational item.

8. ADJOURNMENT

The committee adjourned by general consent at approximately 12:16 p.m.



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION BICYCLE PEDESTRIAN ADVISORY COMMITTEE MEETING MINUTES: OCTOBER 30, 2018

DRAFT

MEETING LOCATION:

Vinny's Pizza
1977 S. Frontage Road
Sierra Vista, AZ 85635

MEETING DATE AND TIME:

October 30, 2018
1:00 PM

To attend the meeting by telephone:

Please contact the Administrator at least 72 hours in advance if you would like to be connected to this meeting by telephone.

FOR MORE INFORMATION OR TO REQUEST ACCOMMODATION FOR SPECIAL NEEDS:

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



Bicycle/Pedestrian Advisory Committee (BPAC) Members in Attendance:

One participated via teleconference; this meeting was not recorded.

Chair: Vacant

Vice-Chair: Bud Dragoo (*by phone*)

Member: John Healy

Member: Jacob Jones-Martinez

Member: Anna Strompro

Member: Vacant

Member: Vacant

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP

OTHERS PRESENT:

Dan Coxworth, Cochise County Planning Director

Stu Carter, Citizen/CBA Chair and CODI Commission

Jeff Pregler, City of Sierra Vista, Senior Planner

Donna Lewandowski, ADOT Bicycle/Pedestrian Coordinator

1. INTRODUCTIONS

The BPAC meeting was called to order at approximately 1:08 p.m.

The new SVMPO Administrator, Karen Lamberton, introduced herself and advised the BPAC that legal counsel of the SVMPO had advised that for the purposes of a quorum, vacancies

did not count towards the quorum count. She stated that the BPAC did have sufficient attendance at this meeting to constitute a quorum; however, no items had been posted for official action. This meeting would be informational with requests for guidance or future actions noted.

The new ADOT Bicycle and Pedestrian Program Coordinator, Donna Lewandowski, was introduced to the committee members. All attendees introduced themselves and shared their interest in the bicycling and/or pedestrian activities in the region.

This was an informational item.

2. BPAC DISCUSSION

Attendees discussed the Bicycling and Pedestrian Advisory Committee formation and there was consensus among both members and other attendees that this Special Committee had a purpose and they would like to see it continue as a formal, official SVMPO Committee. The requirements of the League of American Bicyclists designation was discussed: the presence of an active advisory committee is one factor. Three questions are asked: existence of an official committee; frequency of meeting; contact information for the Chair.

Questions were asked about best practices and other similar advisory committees standards. Ms. Lewandowski stated that there really isn't a formal set of best practices and that other advisory committees are all different in membership and frequency of meeting. A discussion between members and attendees then occurred regarding the vacancies and which groups were missing from the table. It was desired to keep the Committee size manageable but it was felt that additional pedestrian focused groups (the Sierra Running Club was mentioned) would be good. A representative from the School Superintendent's office that focused on Safe Routes to School would be helpful: members were unsure if a position like this still existed. Member Healy stated that it would be Bike to School week next week and that the coordinator for that in the past was no longer doing that work. Members agreed that representation from the disability/ADA aspects of mobility would be desired. It was noted that with the SVMPO boundary expansion specific representation from the Town of Huachuca City and/or the Hereford area would be helpful. The group also concurred that a position identified for a recreational access focus would be worth adding.

The pros and cons of setting up the committee membership by Executive Board direction vs. group representation vs. expertise driven appointments was discussed. No conclusion was reached but the attendees leaned towards expertise driven invitees. Member Drago noted that a broad segment of expertise with the community (SVMPO) that well covered the geographic area would be best, if it could be achieved.

Administrator Lamberton noted that she would do outreach to the identified groups and solicit potential new members for the vacant positions.

This was an informational item.

3. EAST/WEST BICYCLE ROUTE

The BPAC considered a draft east/west bicycle route in their last meeting (Oct 2017) and the revised version developed by the City of Sierra Vista with the input of various bicycling groups was presented. Jeff Pregler, City of Sierra Vista Senior Planner, describe why the route was selected and what the plans were going forward. A brief discussion was held about the value of the BPAC taking a formal position on it and it was determined it might still be helpful from a grant standpoint if they did. Future funding through the MPO was discussed as were the pros and cons of using federal funds for smaller bicycle projects. Administrator Lamberton noted that although SVMPO funds were potentially available small projects like bicycle lane striping rarely penciled out as a good return on federal dollars.

This was an informational item.

4. FUTURE AGENDA ITEMS & MEETING DATE/TIMES

Members indicated that meetings ought to be held at least every other month, but possibly more frequently in the near-term to re-build the committee and plan for legitimate and worth-while activities to undertake next year. Monday, Dec 3rd was suggested for the next meeting. The group identified equal issues with evening vs. daytime meeting times. The majority of members desired a mid-day meeting timeframe: 11 am to 12:30 timeframe was set for at least the next few meetings. Member Strompro indicated that a meeting room as close to Fort Huachuca as possible was desired as she is taking personal leave time for attending the meeting. Call-In options and potential locations (Public Works, City Hall) were discussed.

This was an informational item.

5. ADJOURNMENT

The committee adjourned by general consent at approximately 2:25 p.m.

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MINUTES SUMMARY: BICYCLE- PEDESTRIAN ADVISORY COMMITTEE (BPAC) REGULAR MEETING



Sierra Vista Metropolitan Planning Organization
Regular Meeting
Monday, April 3, 2017
11:45 AM
Web: www.SVMPO.org
Email: SVMPO@SierraVistaAZ.gov

Landmark Café
400 W. Fry Blvd.
Sierra Vista, AZ 85635

SVMPO BPAC Members

(One or more members may participate via teleconference)

Member	Bud Dragoo
Member	John Healy
Member	Jacob Jones-Martinez
Member	Linda Jones
Member	Nicole Miller
Member	Ellen Preiss
Member	Anna Strompro

SVMPO Administrator Dan Coxworth, AICP

1. CALL TO ORDER AND ROLL CALL

Mr. Coxworth called the meeting to order at 11:45 a.m.

2. ACCEPTANCE OF THE AGENDA

Member Miller made a motion to accept the agenda of the BPAC for Monday, April 3 as written. Member Jones seconded. The motion passed unanimously, 7/0

3. APPROVAL OF MEETING MINUTES

None to approve

4. ANNOUNCEMENTS AND UPDATES

Announcements and updates may be provided by BPAC Members, SVMPO Administrator or other invitees

None

NEW BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

1. POSSIBLE ACTION: Elect BPAC Chair

BPAC

Member Healy made a motion to elect Member Jones as Chair. Second by member Jones-Martinez. The motion passed unanimously, 7/0

2. POSSIBLE ACTION: Elect BPAC Vice-Chair

BPAC

Member Healy made a motion to elect Member Miller as Vice-Chair. Second by member Jones-Martinez. The motion passed unanimously, 7/0

3. DISCUSSION: Fiscal Year 2018 Work Program & Budget and Transportation Improvement Program (TIP) (Attached)

Dan Coxworth

Summary: Overview of draft FY18 SVMPO Work Program and Budget and draft TIP.

Mr. Coxworth advised the BPAC that the Fiscal Year 2018 SVMPO Work Program & Budget is currently in draft form and will be placed in a 30-day public review period. Items in the budget include membership to the Association of Pedestrian and Bicycle Professionals for BPAC members. Mr. Coxworth asked the BPAC to review the budget and provide comments.

4. DISCUSSION: Current and Future SVMPO Projects

Dan Coxworth

Summary: Overview of past, current, and future projects of the SVMPO and BPAC involvement.

Mr. Coxworth provided an overview of SVMPO planning studies to include the Long Range Transportation Plan, Fry Blvd. Corridor Study, and Sidewalk Implementation Plan. Mr. Coxworth advised the BPAC to review existing City and SVMPO plans that pertain to bicycle or pedestrian improvements.

5. DISCUSSION: Future Agenda Items

BPAC

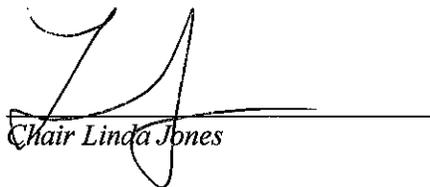
Member Healy requested an overview of the Arizona Open Meetings Law.

6. UPCOMING SCHEDULED MEETINGS
BPAC

The BPAC members decided to meet again on Monday, May 1 at 11:45 a.m., Landmark Café.

7. ADJOURNMENT

Chair Jones adjourned the meeting at 12:38 p.m.


Chair Linda Jones

Minutes prepared by:


Daniel Coxworth, Administrator



MINUTES: BICYCLE- PEDESTRIAN ADVISORY COMMITTEE (BPAC) REGULAR MEETING MINUTES



Sierra Vista Metropolitan Planning Organization
Regular Meeting
Monday, May 1, 2017
11:45 AM

Web: www.SVMPO.org
BPAC: <http://www.svmpto.org/bpac/>
Email: SVMPO@SierraVistaAZ.gov

Landmark Café
400 W. Fry Blvd.
Sierra Vista, AZ 85635

SVMPO BPAC Members

(One or more members may participate via teleconference)

PRESENT:

Chair	Linda Jones (arrived at 12:15 p.m.)
Vice-Chair	Nicole Miller
Member	Bud Dragoo
Member	John Healy
Member	Jacob Jones-Martinez
Member	Anna Strompro

SVMPO Administrator Dan Coxworth, AICP

ABSENT:

Member	Ellen Preiss
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Others Present:

Alicia Katz, City Health & Wellness Coordinator

1. CALL TO ORDER AND ROLL CALL

Vice-Chair Miller called the meeting to order at 11:46 a.m.

2. ACCEPTANCE OF THE AGENDA

Member Jones-Martinez made a motion to accept the agenda of the BPAC for Monday, April 3 as written. Member Strompro seconded. The motion passed unanimously, 5/0

3. APPROVAL OF MEETING MINUTES (attached)

Member Strompo made a motion to approve the minutes of April 3, 2017, as written. Member Drago seconded. The motion passed unanimously, 5/0

4. ANNOUNCEMENTS AND UPDATES

Announcements and updates may be provided by BPAC Members, SVMPO Administrator or other invitees

- Sierra Vista Strava Cycling Challenge (John Healy) (Flyer Attached). Mr. Healy informed the BPAC of the Challenge
- Bike and Walk to School Week (Dan Coxworth) (Flyer Attached). Alicia Katz informed the BPAC of the upcoming Bike/Walk to School Week.
- Adventure Cycling S. Arizona Road Tour (Jacob Jones-Martinez) (Info Attached). Mr. Jones-Martinez spoke about a letter written to the County Board of Supervisors from the event director for Adventure Cycling's Southern AZ Road Tour.

NEW BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

5. PRESENTATION: Arizona Open Meeting Law

Jill Adams

Summary: Jill Adams, Sierra Vista City Clerk, will provide an overview of Arizona Open Meeting Law.

Ms. Adams discussed the requirements of the Arizona Open Meeting Law. BPAC members asked questions for clarification.

6. DISCUSSION: Arizona Department of Transportation (ADOT) State Bike Pedestrian Count Program

Dan Coxworth

Summary: Introduction of ADOT's Bike-Ped Count Program.

ADOT recently hired Kimley-Horn to conduct a State bicyclist and pedestrian count strategy plan. Development of the plan is expected to take up to 12-months. Mr. Coxworth will provide information to the BPAC during the process for BPAC comment and input.

7. DISCUSSION: East/West Bicycle Route (Attached)

Dan Coxworth

Summary: Review and comment on proposed east/west bicycle route. The route description and map attached.

Item to be placed on the next agenda

8. DISCUSSION: Future Agenda Items

BPAC

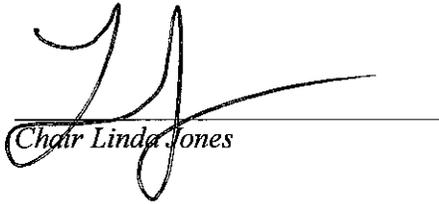
- *Bike share research*
- *Streets that need bike lanes*
- *Bike counter locations*

9. UPCOMING SCHEDULED MEETINGS

June 5, 11:45 a.m., Landmark Café (Tentative)

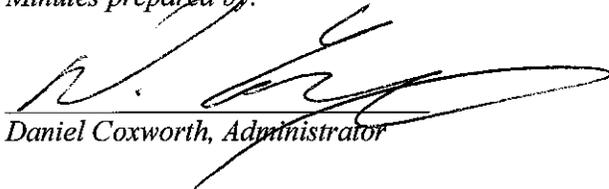
10. ADJOURNMENT

Vice-Chair Miller adjourned the meeting at 12:53 p.m.

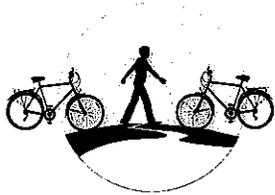


Chair Linda Jones

Minutes prepared by:



Daniel Coxworth, Administrator



Bicycle Pedestrian Advisory Committee (BPAC) Regular Meeting Minutes

Sierra Vista Metropolitan Planning Organization

Monday, August 7, 2017

12:00 p.m.

401 Giulio Cesar Avenue

Sierra Vista, AZ 85635

Web: www.SVMPO.org

BPAC: <http://www.svmpto.org/bpac/>

Email: SVMPO@SierraVistaAZ.gov

SVMPO BPAC Members

(One or more members may participate via teleconference)

Present:

Chair	Linda Jones
Member	Bud Drago
Member	John Healy
Member	Jacob Jones-Martinez
Member	Anna Strompro

SVMPO Administrator Dan Coxworth, AICP

Absent:

Member	Ellen Preiss
Vice-Chair	Nicole Miller

Others Present:

Councilmember Craig Mount
Alicia Katz
Will Vanarsdel

1. CALL TO ORDER AND ROLL CALL

Chair Jones called the meeting to order at 12:01 p.m.

2. ACCEPTANCE OF THE AGENDA

Chair Jones called for a motion to accept the BPAC agenda of August 7, 2017 as written. Member Jones-Martinez made a motion, second by member Dragoo. Motion passed unanimously 5/0.

3. APPROVAL OF MEETING MINUTES (attached)

Chair Jones asked for a motion to approve the BPAC meeting minutes of May 1, 2017. Member Jones-Martinez made a motion, second by member Strompo. Member Healy asked for one correction to a misspelled name. Motion passed unanimously 5/0.

May 1, 2017

4. ANNOUNCEMENTS AND UPDATES

Announcements and updates may be provided by BPAC Members, SVMPO Administrator or other invitees

- ADOT Pedestrian Safety Action Plan, Segment 7 (attached)
- ADOT SR90/SR80 Corridor Profile Study
- Bike Counts
- Sierra Vista Bicycle Friendly Designation (attached)
- Bicycle Pedestrian Accidents with Vehicles Map
- Intern for Safe Routes to School Plan
- Walk/Bike to School week
- Garden Canyon Linear Park clean-up on Sept. 16
- New Bench locations

NEW BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

5. DISCUSSION: Bicycle/Pedestrian Wayfinding Signage

Summary: The City is organizing information to apply for a grant to install informational, directional, and wayfinding signage along or near bicycle and pedestrian facilities in Sierra Vista.

Mr. Coxworth explained the City is in the process of developing a grant application to fund way find signage for multi-use paths and fitness loops in Sierra Vista. The City request input and review by BPAC members.

No Motion was made

OLD BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

6. DISCUSSION: Arizona Department of Transportation (ADOT) Bicycle and Pedestrian Count Program Strategy Plan (Attached)

Dan Coxworth

Summary: Working Pager No. 2 – Technology Review

Mr. Coxworth updated the BPAC on the status of ADOT's Bicycle and Pedestrian County Program and asked the BPAC for any comments.

No Motion was made

7. DISCUSSION: East/West Bicycle Route (Attached)

Dan Coxworth

Summary: Review and comment on proposed east/west bicycle route. The route description and map attached.

The BPAC discussed and provided recommendations to a potential east/west bicycle route.

No Motion was made

8. DISCUSSION: Future Agenda Items

BPAC

9. UPCOMING SCHEDULED MEETINGS

October 16, 2017, 12:00, Sierra Vista Public Works

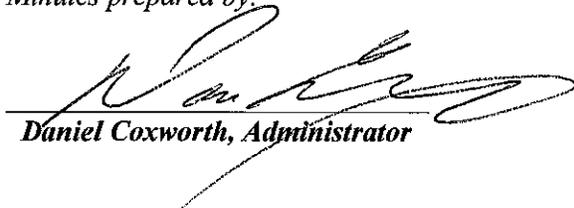
10. ADJOURNMENT

Chair Jones adjourned the meeting at 1:27 p.m.



Chair Linda Jones

Minutes prepared by:



Daniel Coxworth, Administrator



Bicycle Pedestrian Advisory Committee (BPAC) Regular Meeting Minutes Summary

Sierra Vista Metropolitan Planning Organization
Monday, October 16, 2017
12:00 p.m.
401 Giulio Cesar Avenue
Sierra Vista, AZ 85635
Web: www.SVMPO.org
BPAC: <http://www.svmmpo.org/bpac/>
Email: SVMPO@SierraVistaAZ.gov

SVMPO BPAC Members Present:

(One or more members may participate via teleconference)

Chair	Linda Jones
Member	Bud Drago
Member	John Healy (arrived at 12:45 p.m.)
Member	Jacob Jones-Martinez

SVMPO Administrator Dan Coxworth, AICP

SVMPO BPAC Members Absent:

Member	Anna Strompro
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Other Present:

Councilmember Craig Mount
Mertie Stompro, Sierra Vista Police

1. CALL TO ORDER AND ROLL CALL

Chair Jones called the meeting to order at 12:05 p.m.

2. ACCEPTANCE OF THE AGENDA

Chair Jones called for a motion to accept the BPAC agenda of October 16, 2017 as written. Member Jones-Martinez made a motion, second by member Drago. Motion passed unanimously 3/0.

3. APPROVAL OF MEETING MINUTES (attached)

Chair Jones asked for a motion to approve the BPAC meeting minutes of August 7, 2017. Member Jones-Martinez made a motion, second by member Dragoo. Motion passed unanimously 3/0.

4. ANNOUNCEMENTS AND UPDATES

Announcements and updates may be provided by BPAC Members, SVMPO Administrator or other invitees

Mr. Coxworth updated the BPAC on the following topics:

- Two vacancies on BPAC
- Bike Racks
- ADOT Bicycle Safety Plan
- Be Healthy! Sierra Vista Health Committee meeting

OLD BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

5. DISCUSSION: Bicycle/Pedestrian Wayfinding Signage

Dan Coxworth

No Action was made on this item

Summary: The City is organizing information to apply for a grant to install informational, directional, and wayfinding signage along or near bicycle and pedestrian facilities in Sierra Vista.

6. DISCUSSION: East/West Bicycle Route (Attached)

Dan Coxworth

No Action was made on this item

Summary: Update on a proposed bicycle route. The route description and map attached.

7. DISCUSSION: Arizona Department of Transportation (ADOT) Bicycle and Pedestrian Count Program Strategy Plan

Dan Coxworth

No Action was made on this item

Summary: Sierra Vista count locations

NEW BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

8. DISCUSSION: Elect Vice-Chair
BPAC

Member Jones-Martinez nominated member Dragoo to be the BPAC Vice-Chair. Seconded by Chair Jones. Motion passed unanimously 3/0.

Summary: Elect a new Vice-Chair of the BPAC.

9. DISCUSSION: Sierra Vista Bike/Pedestrian Accidents and Propsed Safety Improvements
Mertie Strompro

No Action was made on this item

Summary: Overview of locations in Sierra Vista with recent bicycle and pedestrian safety accidents. Proposed signage to selected multi-use path locations.

10. DISCUSSION: Sierra Vista Safe Routes to School Plan
Alicia Katz/Dan Coxworth

No Action was made on this item

Summary: Update on the development of the Sierra Vista Safe Routes to School Plan

11. DISCUSSION: Future Agenda Items
BPAC

12. UPCOMING SCHEDULED MEETINGS

December 4, 2017, 12:00

13. ADJOURNMENT

Chair Jones adjourned the meeting at 12:56



Sierra Vista Metropolitan Planning Organization Memorandum

To: Bicycle-Pedestrian Advisory Committee
From: Karen L. Lamberton, AICP, SVMPO Administrator
Date: February 25, 2019
Subject: Work Program for Fiscal Years 2019, 2020 and 2021

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 for Adoption

The currently adopted Work Program identifies tasks related to bicycle and pedestrian activities in two sections as follows:

2 FY19 DATA COLLECTION AND MAINTENANCE

Collect, analyze and report on data that meets Federal and State mandates and supports the approved Work Program. Maintain a current inventory of data to support transportation planning and facility/system design.

- Update and manage GIS land records, transportation, and other data applicable to transportation infrastructure and planning;
- Maintain bike route and multi-use path data and duplication of related printed materials as needed; Bicycle and Pedestrian Count;

Integrate land use planning with the MPO's transportation planning process to ensure the successful implementation of the MPO's 2015 -2040 Long Range Transportation Plan.

- Coordinate and assist MPO jurisdictions with submitting applications for state-wide HSIP funds;
- Prioritize and program regional projects in the FY19-FY23 TIP
- Support bicycle/pedestrian activities;
- Assist participant agencies with local trail and multi-use path planning;
- Work on transit planning activities that deliver a range of mobility options;
- Coordinate FTA programs in Arizona and assist the MPO with matters about transportation, public transit, and transportation systems management;
- Coordinate with ADOT on Statewide and regional traffic, transportation and PARA program studies;
- Identify transportation gaps in accessing essential services to include employment, health care, schools/education, and recreation;
- Identify deficiencies in the connectivity of the transportation system and develop infrastructure and operational solutions that provide to essential public services;
- Continue to develop Safe Routes to School Plan and program implementation.

The current SVMPO work budget provides for approximately 1,800 hours towards all SVMPO planning activities. Within that resource limitation, the Administrator seeks guidance on what the priority activities for the MPO should be and how BPAC members can be effectively engaged in moving desired projects and programs forward.

Attachments: Recommended FY20 Work Elements – Draft; *The currently adopted 2019 Work Program and Budget is available on the svmpo.org website.*

Action Requested: The BPAC members are requested to provide guidance to the Administrator about FY19, FY20, and FY21 potential activities for the SVMPO Work Program.

DRAFT

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	