



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION EXECUTIVE BOARD: REGULAR MEETING AGENDA: September 17, 2020

MEETING LOCATION:

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

MEETING DATE AND TIME:

September 17, 2020
3:00 p.m.

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.

FOR MORE INFORMATION OR TO REQUEST ACCOMMODATION FOR SPECIAL NEEDS:

Website: www.svmppo.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:	Tom Borer, Supervisor, Cochise County <i>Designated Alternate:</i> Peggy Judd, 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 <i>Designated Alternate:</i> Cynthia Butterworth, Councilmember, Huachuca City
Member (Non-Voting)	Richard Searle, State Transportation Board <i>Designated Alternate:</i> Rod Lane, Arizona Department of Transportation

STAFF: SVMPO Administrator: Karen L. Lamberton, AICP

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 Board of Directors Regular Meeting Minutes of June 18, 2020.

NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

5. BY-LAW UPDATE TO SECTION III: ORGANIZATION

Action: The Administrator will present potential language to add the newly appointed State Transportation Board member position for this region as a voting member of the Board of Directors. Richard Searle has been appointed to this position by Governor Ducey. The District Engineer for the SouthCentral District, Rod Lane, would serve as his designated alternate. Action may be taken to update Section III: Organization A. 1 (c, e and f).

This is an action item.

6. FY21 BICYCLE/PEDESTRIAN ADVISORY SUBCOMMITTEE APPOINTMENT

Action: The SVMPO has one standing advisory subcommittee: the Bicycle/Pedestrian Advisory Subcommittee. Membership positions typically are for a two-year period and the Board will be presented with one recommendation for filling a vacant position on this subcommittee.

This is an action item.

7. SVMPO 2050 LONG-RANGE TRANSPORTATION PLAN UPDATE

A solicitation was released for consultant proposals to complete a mandated Long-Range Transportation Plan update for the SVMPO region. Five strong proposals were submitted. After ranking, Kimley-Horn, partnered with Rick Engineering and Gordley Group, were selected for this regional project. This effort is expected to be completed in this fiscal year and presented to the Board for approval in the Spring of 2021. Brent Crowther, the Kimley-Horn Project Manager, is expected to present an introduction to this project to the Board.

This is an information and discussion item.

8. SVMPO STAFFING

Operations of the SVMPO to accomplish planned regional work activities requires adequate staffing resources to effectively manage and deliver high quality work products for member jurisdictions.

However, no formal SVMPO policies are in place identifying what actions are held by the SVMPO Board and what has been, or should be, delegated to the SVMPO Administrator. The Chair of the SVMPO will lead a discussion with Board members about policy direction for future SVMPO hiring actions.

This is an information and discussion item. Direction may be given to the SVMPO Chair and/or the SVMPO Administrator.

INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN

9. LEGISLATIVE UPDATE

The RTAC Liaison, Kevin Adam, will discuss with Board members National and State legislative updates regarding transportation activities and funding.

This is an information item.

10. UPCOMING SCHEDULED MEETINGS and ADMINISTRATOR'S REPORT

State Transportation Board Meeting – September 18th at 9 a.m. Lake Havasu/Telephonic

BPAC Mtg – September 29, 2020 at 10 a.m.

TAC Mtg – November 4, 2020 at 10 a.m.

The Rural Transportation Summit has been cancelled for 2020. AzTA is being held as a virtual meeting and the new Vista Transit Administrator, Linda Jones, plans to attend. Roads and Streets was re-scheduled for Sept. 21-25th and will also be held as a virtual conference. Pre-registered TAC members have been notified and are advising SVMPO if they plan to participate in the cyber-conference.

- ❖ The FY21 Work Program was accepted by FHWA on July 30, 2020. Final adopted version is posted on the SVMPO Website and will be provided to all Board members.
- ❖ The FY21 Transportation Improvement Program pending State Transportation Board adoption of the five-year plan – all pending projects has been entered into the ESTIP program.
- ❖ The FY21 Title VI & Environmental Justice Plan & FY20 Title VI Goals and Accomplishment Report was accepted by ADOT Civil Rights Division on August 24, 2020.
- ❖ The Short-Range Transit Plan Update has been awarded to Michael-Baker. A Notice to Proceed was just issued and this mandated transit planning update is now beginning. A draft is anticipated by late Spring with adoption within this fiscal year.
- ❖ The City of Sierra Vista's Hosting Agreement and Town of Huachuca City's Match Agreement with SVMPO have been fully executed and recorded. Copies have been transmitted to the member jurisdiction for the files.
- ❖ Cochise County's Match Agreement is not yet completed and potentially will come forward at the Board's November meeting.
- ❖ Fy21 Member Jurisdiction Estimated Match per May 2020 adopted By-Laws.
- ❖ Work Program and Transportation Improvement Program Project Updates.

This is an information item.

11. ANNOUNCEMENTS & JURISDICTION UPDATES

This is the time set aside for the SVMPO Board of Director members to share information and current events.

12. FUTURE AGENDA ITEMS

The next Board of Directors meeting is tentatively set for **November 19, 2020 at 3:00 p.m.**

The Board will discuss potential agenda items for the next Board meeting. Potential 2021 Regular Board Meetings and Board Work Sessions calendar dates will be presented for discussion.

13. SVMPO ADMINISTRATOR EVALUATION

The next Board of Directors will share with the SVMPO Administrator an over-view of their evaluation of her work performance and discuss with the SVMPO Administrator work task priorities and performance criteria. *Note: The SVMPO Administrator has not requested this topic be held in an Executive Session but non-voting members of the Board may choose to exit the Board meeting at any time.*

14. ADJOURNMENT of REGULAR SESSION

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.