



**SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE (TAC)
MEETING MINUTES: JUNE 9, 2021**



MEETING LOCATION:

City of Sierra Vista: Public Works Bld.
TRAINING CONFERENCE ROOM
401 Giulio Cesare Ave.
Sierra Vista, AZ 85635

MEETING DATE AND TIME:

June 9, 2021
10:00 AM

**CDC PROTOCOLS WILL BE FOLLOWED
FOR PRE-SANITATION AND DISTANCING**

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 TAC MEMBERS IN ATTENDANCE:

Chair: Linda Jones, Public Works Operations Manager for Vista Transit
Member: Sharon Flissar, P.E., Director Public Works, City of Sierra Vista (*virtual*)
Member: Matt McLachlan, Dir. Community Development, City Sierra Vista (*virtual*)
Alternate Member: Angela Dixon-Maher, Civil Engineer, City of Sierra Vista (*virtual*)
Alternate Member: Jim Johnson, Ph.D, CBO,CCI; Building Official (*virtual*)
Alternative Member: Valerie Fuller, Engineering Tech I; Cochise County (*virtual*)
Member: Mark Hoffman, Arizona Department of Transportation/Multimodal Division (*virtual*)

SVMPO TAC MEMBERS ABSENT:

Vice-Chair: Brad Simmons, P.E., Cochise County Civil Engineer
Member: Jackie Watkins, P.E., Cochise County Engineer
Member: Jim Halterman, Town of Huachuca City, Public Works Supervisor

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP
Regional Civil Engineer: Dennis Donovan, P.E.

OTHERS PRESENT

Rachel Gray, SVMPO Chair
Chris Joannes, Kimley-Horn LRTP Consultant Team
Brent Crowther, Kimley-Horn LRTP Consultant Team (*virtual*)
Brian Snider, Michael-Baker SRTP Consultant Team (*virtual*)
Ed Latimer, Wilson and Company (*virtual*)

1. CALL TO ORDER AND ROLL CALL

Chair Jones called the TAC meeting to order at 10:05 a.m. Roll call was taken and a quorum was in place.

2. ACCEPTANCE OF THE AGENDA

It was noted that previously the TAC had consensus that the agenda acceptance did not need a formal motion and Chair Jones asked if any TAC members had any questions or changes to the June 9th meeting agenda. Hearing none, the Agenda was accepted as presented.

3. CALL TO THE PUBLIC

This is the time set aside for the public to comment. 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 directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

No attendees of the public indicated they wished to address the TAC at this time.

4. APPROVAL OF MEETING MINUTES (May 12, 2021)

Chair Jones asked members if they had any comments or corrections on the May 12, 2021 meeting minutes. Hearing no other corrections, Alt. Member Fuller moved to accept the meeting minutes for the TAC Regular Meeting of May 12, 2021, with a noted spelling correction on page 8, Alt. Member Johnson seconded, and the motion unanimously passed.

MOTION: Alt. Member Fuller

SECOND: Alt. Member Johnson

ACTION: PASSED UNANIMOUSLY 7/0

CONTINUING BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

5. TRANSPORTATION IMPROVEMENT PROGRAM (TIP): 2021-2025 TIP/2022-2026 TIP

The SVMPO Administrator presented the Final Draft 2022-2026 TIP to TAC members, noting the addition of a new project requested by Vista Transit for a Mobility app for which grant funding had become available in FY22. The additional funds from FTA included in the TIP was noted by TAC members which included the pending grant for filling sidewalk gaps to established bus shelters and stops in the transit system. The SVMPO provided support letters for those grants, which were developed to use unexpended FTA funds from prior years.

The TAC was reminded of the decision, supported by the SVMPO Board, to hold off on programming the TIP out completely until the completion of the three active SVMPO planning efforts: Long-Range Transportation Plan, Short-Range Transit Plan and the Huachuca City Roadway Inventory and Assessment. This TIP provides the Vista Transit agency with the eligibility for FTA funds in the next fiscal year. Member Hoffman noted that the SVMPO TIP was put together well, covered all the requirements, and has had ADOT signature page signed off on by their Multimodal Director, Greg Byers. The SVMPO Administrator requested a TAC recommendation to forward the 2022-2026 TIP to the Board for approval. Once approved by the SVMPO Board, the SVMPO TIP would be made part of the State TIP, and then approved by FHWA, hopefully by the end of the federal fiscal year.

Chair Jones asked if there were any other questions on the draft TIP. Hearing none, she asked for a motion from the TAC on this item.

Member McLachlan moved to forward the 2022-2026 TIP to the Board for action, Alt. Member Dixon-Maher seconded, and the motion unanimously passed.

MOTION: Member McLachlan

SECOND: Alt. Member Dixon-Maher

ACTION: PASSED UNANIMOUSLY 7/0

6. SHORT-RANGE TRANSIT PLAN STATUS UPDATE

Federal Transit Administration (FTA) and ADOT Transit requires updates to small urban (5307) transit system plans about every five years. This effort is now about 80% completed and five drafted strategies for the near-term activities to support the transit multi-modal element of travel within the region area are being developed. Initial strategies to support the Vista Transit system were presented by the Brian Snider, with the Michael-Baker consultant team.

TAC members raised some concern about the need for route system review as it was believed that such a route study has just been completed and implemented in July of 2019. It was noted that this Short-Range Transit plan is designed for a five-year horizon, and it may be likely that within that timeframe route system changes, even small ones, might become a need that the Vista Transit system may wish to consider, including the inclusion or coordination with other regional transit systems (such as the Huachuca City shuttle or Cochise Commuter).

TAC members were reminded that drafted chapters for the first four sections were available on the SVMPO website for review: <https://www.svmppo.org/transportation-planning/short-range-transit-plan-update/>

The Short-Range Transit Plan is anticipated to be completed and brought before the Board for adoption at their August Board Meeting. The Final Draft Report will be reviewed by the Transit TAC that includes the region's Mobility Manager, ADOT's Transit Dept. and Vista Transit drivers as well as brought forward to the SVMPO TAC. Coordination with these final projects and costs with the Long-Range Transportation Plan effort to ensure consistency with the 2022-2026 TIP and the pending LRTP is part of the consultant team effort with this planning effort.

This is an information and discussion item. No action was taken.

7. SVMPO 2050 LONG-RANGE TRANSPORTATION PLAN UPDATE

Chris Johannes and Brent Crowther, the consultant team for the LRTP presented the status of the LRTP project and discussed with TAC members the prioritization process the Board undertook for this effort and the resulting preliminary project list. Preliminary project lists were provided both electronically and in hard copy to TAC members for this TAC meeting (as well as posted as part of the Agenda on the SVMPO website).

An in-depth discussion occurred between TAC members, the SVMPO Administrator and the Consultant Team members on the development of the preliminary project list, the process by which the project list was created, which included incorporating all member jurisdiction known transportation project lists. The inclusion of State projects was also discussed with some TAC members feeling that no State projects should be included or, if they are included,

should not be funded for construction by regional fund sources. The SVMPO Administrator advised she would take these concerns to the SVMPO Board but noted that it was typical in regional transportation plans to provide a full picture of the regional network, which relies in rural areas heavily on the state highway system. Including them in the SVMPO LRTP does not make any regional commitments to funding those projects but can help the State leverage the fact that a project has regional support to obtain funding over those projects that are not included.

The final priority rankings, determined by the SVMPO Board will result in the final project list, and of those projects, only a very few will be able to make the fiscal constraint cut. The LRTP is a tool for prioritizing funds that do exist through various funding sources, not just the regional funds but also private funds, competitive grants, local agency sources and partnerships to bring larger projects to completion over time.

The consultant team led a discussion about timeframe breakdowns and the TAC members concurred that using three phases (short-range/2020-2030; mid-range/2030-2040; long-range/2040-2050) made better sense than a five phased range for a longer-range conceptual plan with the limited funding that the SVMPO has. The development of a prioritized list outside of available funding for potential future funding was generally supported. City TAC members asked that the future phases of the Fry Blvd project be listed. It was also noted it was premature to specifically identify traffic signals as those must meet warrants before being placed but it was understood that over the horizon year of this LRTP additional signals might meet warrants and be needed within the SVMPO boundaries.

TAC members were encouraged to review posted drafted chapters available on the SVMPO website for review: <https://www.svmppo.org/transportation-planning/2050-long-range-transportation-plan-update-2050-lrtp/>

This is an information and discussion item. No action was taken but direction was given to the SVMPO Administrator and Consultant team to use a three phased time-frame for the development of the final draft regional project list.

INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN

8. SOUTHCENTRAL DISTRICT REPORT

SouthCentral District had no report at this time. Member Hoffman noted that ADOT was finalizing their five-year program and would likely be adopted at the next State Transportation Board meeting on June 18th. The proposed State five-year plan is available on the ADOT website. There are several bridges within the SVMPO region that have been funded for rehabilitation work.

Member Flissar asked about the bridge projects within their jurisdictional boundaries. The City indicated they have no information about the bridge inspections, how bridges are chosen for improvements, and has never seen these lists. Member Hoffman stated he would find out why member jurisdictions in the SVMPO were not receiving this information. It should be sent to not only all of the jurisdictions but also the MPO. The SVMPO Administrator stated she had never received any bridge inspection reports, and the other two member jurisdictions, the Town and the County, also stated they had not ever seen these inspection reports. It is believed that these

bridge inspections might be posted on the ADOT website, but the link was not known to anyone on the TAC.

This was an information item. No action was taken.

9. JURISDICTION PROJECT UPDATES & ANNOUNCEMENTS

TAC Members shared the following jurisdiction information about their active regional and local agency projects:

- ❖ County/Alt. Member Fuller stated that the County is waiting for the LIDAR maps to come in; currently planning for a chip-seal project on Moson Rd.
- ❖ City/Alt. Member Dixon-Maher stated that the City's HURF Exchange project was expected to be awarded this week for the Fry Blvd./North Garden project.
- ❖ Town/Alt. Member Johnson stated that the Huachuca City Roadway Inventory and Assessment was moving along and producing very useful information to the Town.

This is an information item. No action was taken.

10. UPCOMING SCHEDULED MEETINGS and ADMINISTRATOR'S REPORT

SVMPO Joint Board/TAC Meeting: June 10, 2021 at 2:30 p.m. Windermere Conference Center/Ocotillo Ballroom.

SVMPO Board Meeting: June 24, 2021 at 2:30 p.m. SV City Managers Conference Room

BPAC Mtg: August 3, 2021 at 10 a.m. Public Works Training Room or Virtually/Telephonic
AzPlanning Conference/Western States Planning Conference: August 22-25, 2021

- ❖ The SVMPO FY22/FY23 Work Program was approved by the SVMPO Board at their May 27th Board meeting and has been submitted for ADOT/FHWA review and approval.
- ❖ The Town of Huachuca City Roadway Inventory & Assessment project is approximately 45% completed and is currently on schedule and within contracted budget.
- ❖ Sierra Vista City Council has appointed Gregory Johnson to the vacant seat on the SVMPO Board.
- ❖ The AZ/Western States Planning Conference is scheduled for both an in-person and virtual option on August 22-25, 2019. The Roads and Streets Conference is planned for in-person event in Tucson on October 6-8, 2021. TAC members that wish to attend either conference should let the SVMPO Administrator know so she can assist with registration for these eligible conferences.

This was an information item. No action was taken.

11. FUTURE AGENDA ITEMS

The SVMPO Administrator reminded the TAC of the pending Joint Board/TAC Work Session to be held the next day at the Windermere and provided the TAC with a draft Work Session agenda.

The next TAC meeting is scheduled for **August 11, 2021 at 10:00 a.m.**

This was an informational item. No action was taken.

12. ADJOURNMENT

Hearing no further questions or comments, by general consensus, Chair Jones adjourned the meeting at 11:37 p.m.