



REGULAR MEETING AGENDA

Sierra Vista Metropolitan Planning Organization

Regular Meeting

Thursday, January 29, 2015

1:30 PM

Web: www.SVMPO.org

Email: SVMPO@SierraVistaAZ.gov

City of Sierra Vista

City Hall

City Manager's Conference Room

1011 North Coronado Drive

Sierra Vista, AZ 85635

SVMPO Board of Directors

(One or more members may participate via teleconference)

Chair
Vice-Chair

Rick Mueller, Mayor, City of Sierra Vista
Richard Searle, Supervisor, Cochise County
Designated Alternate: Pat Call, Supervisor, Cochise County

Member
Member
Member

Bob Blanchard, Councilmember, City of Sierra Vista
Tom Reardon, Councilmember, City of Sierra Vista
Bill Harmon, Arizona Department of Transportation

SVMPO Administrator

Dan Coxworth, AICP

1. CALL TO ORDER AND ROLL CALL

2. ACCEPTANCE OF THE AGENDA

3. CALL TO THE PUBLIC

Although not required, please let the Chair know before the meeting begins if you wish to speak during the Call to the Public about anything that is NOT on the agenda.

4. APPROVAL OF MEETING MINUTES

SVMPO Regular Meeting of November 19, 2014

5. ANNOUNCEMENTS AND UPDATES

Announcements and/or updates may be provided by Board Members, SVMPO Administrator or other invitees.

- PROJECT UPDATE: Buffalo Soldier Trail, Design Concept Report
- PROJECT UPDATE: Long Range Transportation Plan

PRESENTATION / DISCUSSION / POSSIBLE ACTION

6. POSSIBLE ACTION: Elect SVMPO Board Chair

SVMPO Board

SUMMARY: Per the SVMPO Bylaws, the Board shall elect a Chair at the first meeting of the calendar year.

7. POSSIBLE ACTION: Elect SVMPO Board Vice-Chair

SVMPO Board

SUMMARY: Per the SVMPO Bylaws, the Board shall elect a Vice-Chair at the first meeting of the calendar year.

8. POSSIBLE ACTION: Appoint Board Member to serve on the Rural Transportation Advocacy Council (RTAC) Board

SVMPO Board

SUMMARY: The SVMPO is a member of the RTAC and therefore may appoint a SVMPO Board member to serve on the RTAC Board. The RTAC is located in Phoenix and advocates for transportation issues concerning rural communities. Former Councilmember Reardon served as the SVMPO representative on the RTAC Board.

9. (Tab A) DISCUSSION/POSSIBLE ACTION: 2015 SVMPO Board Meeting Schedule

Dan Coxworth

SUMMARY: Proposed Board meeting schedule for the remainder of the calendar year

10. DISCUSSION: FUTURE AGENDA ITEMS

SVMPO Board

11. UPCOMING SCHEDULED MEETINGS

- SVMPO TAC: February TBD, Public Works
- SVMPO Board: February 18, 3:30 p.m., City Hall

12. ADJOURNMENT

For special needs and accommodations, please contact Daniel Coxworth prior to the meeting or activity. Mr. Coxworth can be reached at 520-439-2178 or email Dan.Coxworth@SierraVistaAZ.GOV or through Arizona Relay Service at 1-800-367-8939, or by dialing 7-1-1.



REGULAR MEETING MINUTES

Sierra Vista Metropolitan Planning Organization

Regular Meeting

Wednesday, November 19, 2014

3:30 PM

Web: www.SVMPO.org

Email: SVMPO@SierraVistaAZ.gov

City of Sierra Vista

City Hall

City Manager's Conference Room

1011 North Coronado Drive

Sierra Vista, AZ 85635

SVMPO Board of Directors Present

(One or more members may participate via teleconference)

Chair	Rick Mueller, Mayor, City of Sierra Vista
Designated Alternate	Pat Call, Supervisor, Cochise County
Designated Alternate	Hank Huisking, Councilmember, City of Sierra Vista
Member	Bill Harmon, Arizona Department of Transportation
SVMPO Administrator	Dan Coxworth, AICP

Absent:

Vice-Chair	Richard Searle, Supervisor, Cochise County
Member	Bob Blanchard, Councilmember, City of Sierra Vista

Also Present:

Jim Dickey	Executive Director, Arizona Transit Association
Scott Dooley	TAC Chair, Director of Public Works, City of Sierra Vista

1. CALL TO ORDER AND ROLL CALL

Chair Mueller called the November 19, 2014, Regular Meeting of the SVMPO Board to order at 3:30 p.m. SVMPO Administrator Coxworth conducted the roll call. Member Harmon participated in the meeting via teleconference.

2. ACCEPTANCE OF THE AGENDA

Chair Mueller asked for a motion to accept the agenda as written. Mr. Call so moved and Ms. Huisking seconded. The motion passed unanimously, 4/0.

3. CALL TO THE PUBLIC

No comment was requested by the public.

4. APPROVAL OF MEETING MINUTES

SVMPO Regular Meeting of October 22, 2014

Chair Mueller asked for a motion to approve the Regular Meeting Minutes for October 22, 2014, as written. Ms. Huisking so moved and Mr. Call seconded. The motion passed, 3/0, Mr. Call abstained.

5. ANNOUNCEMENTS AND UPDATES

Dan Coxworth

- PROJECT UPDATE: Buffalo Soldier Trail, Design Concept Report
 - o Progress can be checked on the SVMPO website. The initial report is expected in June, construction whenever funding is found. The first public meeting will be held the week of January 14th, 2015.
- Arizona Rural Transportation Summit, Flagstaff, January 7 – 9, 2015
 - o Mr. Coxworth advised that SVMPO Board and TAC Members can attend the Summit with the SVMPO covering 80% of the cost of attendance.

PRESENTATION / DISCUSSION / ACTION

6. (Tab: A) PRESENTATION / DISCUSSION: ADOT Programmed Project in the Sierra Vista Area.

Bill Harmon, ADOT District Engineer

SUMMARY: Board Member and ADOT District Engineer Bill Harmon provided an update and overview of programmed roadway projects in the Sierra Vista area (see attachment).

Board Member Harmon stated that the Highway 92 Preservation Project has been pushed back to the 2018 Fiscal Year when monies are projected to be available, instead of the 2016 fiscal year. Chair Mueller stated his concern that the stretch of highway is heavily used, is not in the best condition, and confirmed that the project would be kept in the plan in case funds do become available before that time.

Board Member Harmon stated that the San Pedro Bridge Project is still on schedule for 2016 and the East Gate Improvement Project is still on tap for 2017 (see map). He also stated that HSIP monies are available to make intersection improvements at Highway 92 and Foothills Drive.

7. PRESENTATION / DISCUSSION: Arizona Transit Association (AzTA)

Jim Dickey

SUMMARY: Jim Dickey, Arizona Transit Association provided an overview of AzTA (see attachment).

In response to Chair Mueller, Mr. Dickey cited possible sources to fund intercity transit with neighboring communities to provide service to the new hospital, including a Veteran's transportation program.

8. (Tab: B) DISCUSSION / ACTION: Amend SVMPO Work Program & Budget

Dan Coxworth

SUMMARY: A number of revisions to the Work Program & Budget were presented for Board review and approval (see attached Memorandum and Work Program & Budget for all proposed changes)

Major changes are explained below:

- All Task Budgets: Each task budget was revised to reflect the correct amount of match required for expenditures.
- Page 9: Decrease of PL/Initial Authorization from \$80K to \$72,708 as a result of hiring a full-time administrator sooner than expected.
- Page 15: Decrease in the budgeted amount for the Long Range Transportation Plan (LRTP). The Plan will primarily be written by the SVMPO. Funds are budgeted for contract services, if necessary, for specific elements or activities of the LRTP the SVMPO does not have the resources to complete.
- Page 19: The cost for contract service for the Buffalo Soldier Trail, Design Concept Report was added and the Moson Road corridor study was deleted.
- Page 19: Funds allocated to inventory pedestrian facilities (sidewalks) and create a Sidewalk and ADA Transition Plan. This can possibly be done by a college intern over the summer (2015).

Chair Mueller asked for a motion to amend the SVMPO Work Program & Budget as presented. Mr. Call so moved and Ms. Huisking seconded. The motion passed unanimously, 4/0.

9. (Tab: C) PRESENTATION / DISCUSSION: Quarterly Review of SVMPO Finances

Dan Coxworth

SUMMARY: SVMPO Administrator Dan Coxworth presented the 1st Quarter Financial Report & Summary (see attachment). The Board discussed possible projects for budget monies.

10. DISCUSSION: FUTURE AGENDA ITEMS

SVMPO Board

No requests were made by the Board.

11. UPCOMING SCHEDULED MEETINGS

- SVMPO TAC: December 17, 1:30 p.m., Public Works
 - Dibble Engineering – Buffalo Soldier Trail Design Concept Report
- SVMPO Board: January 21, 1:30 p.m., City Hall

12. ADJOURNMENT

Chair Mueller adjourned the meeting at 4:39 p.m.

SVMPO Board of Directors –Regular Meeting

November 19, 2014

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Chair Frederick W. Mueller

Minutes prepared by:

*Helen Lee, Administrative Secretary
City of Sierra Vista*

Attachments can be obtained at the following link:

http://www.svmppo.org/wp-content/uploads/2014/11/SVMPO-Board-Agenda-Packet_Nov19_2014.pdf



Memorandum

To: Sierra Vista Metropolitan Planning Organization Board of Directors
From: Daniel Coxworth, Administrator
Date: January 29, 2015
Subject: 2015 Board of Directors Proposed Meeting Schedule

A consistent meeting schedule posted in advance will encourage public participation and reduce the potential for scheduling conflicts. Below is the proposed meeting schedule for calendar year 2015. Although a meeting is proposed for each month (except June), the Board of Directors will meet only when necessary.

Since the MPO was established in 2013, most SVMPO Board meetings have taken place on the 3rd or 4th Wednesday of the month. Meeting location will remain at City Hall.

2015 Meeting Schedule:

February 18, 1:30 p.m.

March 18, 3:30 p.m.

April 22, 3:30 p.m. (4th Wednesday)

May 20, 3:30 p.m.

June NO MEETING

July 22, 3:30 p.m. (4th Wednesday)

August 19, 3:30 p.m.

September 23, 3:30 p.m. (4th Wednesday)

October 28, 3:30 p.m. (4th Wednesday)

November 18, 3:30 p.m.

December 16, 3:30 p.m.