



# REGULAR MEETING MINUTES

Sierra Vista Metropolitan Planning Organization  
Regular Meeting  
Thursday, January 29, 2015  
1:30 PM

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

Web: [www.SVMPO.org](http://www.SVMPO.org)  
Email: [SVMPO@SierraVistaAZ.gov](mailto:SVMPO@SierraVistaAZ.gov)

## SVMPO Board of Directors Present:

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

## Also Present:

Tricia Gerodette, Citizen

### 1. CALL TO ORDER AND ROLL CALL

*Vice Chair Searle called the January 29 20, 2015, Regular Meeting of the Sierra Vista Metropolitan Planning Organization to order at 1:36 p.m. SVMPO Administrator Coxworth conducted the roll call.*

*\*Chair Mueller arrived at 1:41 p.m. and was absent for Items 1-4, 6 and 7. Member Bill Harmon appeared via teleconference.*

### 2. ACCEPTANCE OF THE AGENDA

*Vice Chair Searle asked for a motion to accept the agenda as written. Member Huisking so moved and Member Blanchard seconded. The motion passed unanimously, 4/0.*

### 3. CALL TO THE PUBLIC

*No comment was requested.*

**4. APPROVAL OF MEETING MINUTES**  
SVMPO Regular Meeting of November 19, 2014

*Vice Chair Searle asked for a motion to approve the SVMPO Regular Meeting of November 19, 2014, as written. Member Huisking so moved and Member Blanchard seconded. The motion passed unanimously, 4/0.*

**5. ANNOUNCEMENTS AND UPDATES**

*This item was held until after Item 8 to allow for the arrival of the Chair.*

- PROJECT UPDATE: Buffalo Soldier Trail, Design Concept Report
  - o Open House – There were over 140 people in attendance. Dibble Engineering will put together a ranked list of alternate routes based on feedback from the open house.

In response to Chair Mueller, Mr. Coxworth explained he expects to see that list within a few weeks once ranching operations are considered after meeting with the State Ranch Department.

In response to Vice Chair Searle, Mr. Coxworth explained that the final recommendation will come from the TAC and will include the costs for each potential route.

In response to Vice Searle, Member Harmon stated that even if the County put in their own funds, the project would still fall under the NEPA process and have to meet federal aid requirement. Additionally, a portion of the project must be completed within 10 years, so work may need to be completed in phases.

Member Huisking asked about the public participation schedule following the NEPA process. Member Harmon explained that after the initial kickoff meeting, there's a public meeting towards the end of this process, another at the beginning of the design phase, and at 50% of the design phase with preliminary staking. In response to Member Huisking, Mr. Harmon stated that the process should not take 2 years since there are no controversial involved with this project.

Mr. Coxworth stated that a written timeline will be made available. The Design Concept report will be available in June, following a public meeting is scheduled for April that will feature a formal presentation by Dibble Engineering at Fire Station #3.

- PROJECT UPDATE: Long Range Transportation Plan – Mr. Coxworth stated that he is currently in the process of writing the plan. It will be reviewed by the SVMPO TAC and must be submitted by March 2016.
- Buffalo Soldier Trail Reclassification – The request to have Buffalo Soldier Trail from the East Gate to Highway 92 reclassified from a major arterial to a minor arterial was approved. Additionally, the portion that was included as part of the National Highway System was taken off. The result of these reclassifications is that the roads are kept to a lesser standard which equates to money savings in a reduction in road maintenance.

- Rural Arizona Transportation Conference – Mr. Coxworth and Member Harmon were in attendance. It was a great networking opportunity and the Mr. Coxworth suggested being a host city for the conference in the future.
- Legislative Update – Chair Mueller attended the Legislative Session on Monday. Topics of interest included the HURF fund and the possibility of bringing back LTAF funds.

### **PRESENTATION / DISCUSSION / ACTION**

**6. 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.*

*Vice Chair Searle moved to elect Rick Mueller to the position of Chair of the Sierra Vista Metropolitan Planning Organization Board of Directors for the 2015 calendar year; Member Blanchard seconded the motion. The motion passed unanimously, 4/0.*

**7. 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.*

*Member Huisking moved to elect Richard Searle to the position of Vice Chair of the Sierra Vista Metropolitan Planning Organization Board of Directors for the 2015 calendar year. Member Blanchard seconded the motion. The motion passed unanimously, 4/0, and Mr. Searle accepted.*

**8. 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.*

*Member Huisking moved to elect Chair Rick Mueller to serve on the Rural Transportation Advisory Committee on behalf of the Sierra Vista Metropolitan Planning Organization Board of Directors for the 2015 calendar year and Member Huisking as the designated alternate. Member Blanchard seconded the motion. The motion passed unanimously, 4/0.*

*Upon arrival at the meeting after action had commenced, Chair Mueller suggested having SVMPO Administrator serve as an alternate. Mr. Coxworth clarified that an alternate does not need to be designated. No further action was taken.*

**9. (Tab A) DISCUSSION: 2015 SVMPO Board Meeting Schedule**  
*Dan Coxworth*

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

The following changes were suggested:

- February 18, 2015 – Change time from 1:30 p.m. to 3:30 p.m.
- April 22, 2015 – Change date due to anticipated community conflicts related to Earth Day

Vice Chair Searle stressed the need to have a schedule based on necessity, not regularity. Chair Mueller asked Mr. Coxworth assign projects to the schedule per their deadlines. Mr. Coxworth explained that the schedule was developed with the public in mind and would cancel meetings if they're not needed. He will present the new schedule at the February meeting.

**10. DISCUSSION: FUTURE AGENDA ITEMS**  
*SVMPO Board*


- Buffalo Soldier Trail: Design Concept Report
  - Public Process Timeline

**11. UPCOMING SCHEDULED MEETINGS**

- SVMPO TAC: February 25, 2015, Time TBD, Pete Castro Center
- SVMPO Board: February 18, 3:30 p.m., City Hall

**12. ADJOURNMENT**

*Chair Mueller adjourned the meeting at 2:20 p.m.*

  
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*Chair Frederick W. Mueller*

*Minutes prepared by:*

  
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*Helen Lee, Administrative Secretary*  
*City of Sierra Vista*