



# TECHNICAL ADVISORY COMMITTEE (TAC) REGULAR MEETING MINUTES

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Sierra Vista Metropolitan Planning Organization  
Technical Advisory Committee (TAC)  
Regular Meeting  
Thursday, August 27, 2015  
2:00 PM

Public Works, Pete Castro Center  
Main Conference Room  
401 Giulio Cesare Avenue  
Sierra Vista, AZ 85635

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

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## SVMPO TAC MEMBERS:

(One or more members may participate via teleconference)

Chair	Karen Riggs, Highway & Floodplain Director, Cochise County Designated Alternate: Karen Lamberton, Transportation Planner, Cochise County
Member	Matt McLachlan, Director Community Development, City of Sierra Vista
Member	Mark Hoffman, Arizona Department of Transportation (by teleconference)

## ABSENT

Member	Sharon Flissar, Director of Public Works, City of Sierra Vista
Member	Vacant, City Engineer

## STAFF:

SVMPO Administrator	Dan Coxworth
Designated alternate:	Karen Lamberton, Transportation Planner, Cochise County

## ALSO PRESENT:

Joann and Kule Krycls (spelling, sign-in sheet not legible)  
Jacqueline O'Connor  
Ryan Kooi, Transit Administrator, City of Sierra Vista  
Gregory Christakos, Inter, SVMPO  
Ed Stilling, Federal Highways Administration  
Bruce Piepho  
Tricia Gerrodette  
Patsy Molinari  
Jere Fredenburgh

**1. CALL TO ORDER AND ROLL CALL**

Chair Riggs called the meeting to order at 2:04 p.m. SVMPO Administrator Coxworth conducted the roll call.

**2. CALL TO THE PUBLIC**

Bruce Piepho explained he would provide comments to the SVMPO concerning the draft Transit Chapter. Mr. Piepho explained his concerns about the cost of the Sierra Vista Transit system.

Jere Fredenburgh expressed her concerns about the cost of the Vista Transit system and the number of people who use the system.

**3. ACCEPTANCE OF THE AGENDA**

**Chair Riggs asked for a motion to accept the agenda of August 27, 2015 SVMPO Regular Meeting, as written. Member McLachlan moved to accept, Chair Riggs seconded. The motion passed unanimously, 3/0.**

**4. ACCEPTANCE OF MEETING MINUTES**

Without three members present who at the Aug. 27 who were also present at the July 8 meeting, the TAC decided to push the approval of the regular meeting minutes of July 8, 2015 meeting to the next TAC meeting.

**5. ANNOUNCEMENTS AND UPDATES**

Administrator Coxworth explained that with the changes in personnel at the City of Sierra Vista it is necessary to revise the SVMPO By-laws. The By-laws will be reviewed by the SVMPO Board at their next meeting on Sept. 23, 2015 regular meeting.

**PRESENTATION / DISCUSSION / POSSIBLE ACTION**

**6. DISCUSSION: LONG RANGE TRANSPORTATION PLAN - TRANSIT CHAPTER,  
*Dan Coxworth***

*Summary: Review and discussion of the draft Transit Chapter of the Long Range Transportation Plan.  
Link to the draft chapter: [http://www.svmppo.org/wp-content/uploads/2015/08/SVMPO\\_Transit.pdf](http://www.svmppo.org/wp-content/uploads/2015/08/SVMPO_Transit.pdf)*

Administrator Coxworth introduced the Transit Chapter of the Long Range Transportation Plan. Comments and suggestions were made by the TAC that will be incorporated in the draft Chapter. Mr. Coxworth explained that MPO staff and resources are available to transit providers that serve the area, but

that the MPO does not have control over the operations of transit agencies and that Vista Transit is an entity of the City of Sierra Vista.

Mr. McLachlan asked Ryan Kooi to explain annual ridership numbers and how they are calculated. Mr. Kooi explained that ridership numbers are calculated and reported based on ADOT standards. Each person that gets on a bus is counted and that if the same person gets on the bus four times in a day that equals four riders, not one.

Jere Fredenburgh questioned the numbers and the number of riders that Vista Transit serves on an annual basis.

Karen Lambertson explained that the population of Sierra Vista continues to age and that the reliance on transit in the community will only increase.

Mr. McLachlan suggested adding more data on annual ridership.

No Motion was made.

**7. DISCUSSION: TITLE VI & LIMITED ENGLISH PROFICIENCY (LEP) PLAN**

*Dan Coxworth*

*Summary: A requirement of the MPO. Draft Title VI Plan and Limited English Proficiency (LEP) Plan for review and comments by the TAC. The Plan was placed in a 30-day public review comment period and will be reviewed by the Board at their next regular scheduled meeting on September 23.*

Administrator Coxworth introduced the item, explaining that the Draft Title VI Plan is a requirement of the SVMPO as a result of receiving federal aid. The Draft Title VI Plan is currently in a 30-day public review and will be reviewed by the Board at their next meeting on Sept. 23, 2015.

No motion was made.

**8. FUTURE AGENDA ITEMS**

The TAC will review at their next meeting another Chapter of the Long Range Transportation Plan.

Chair Riggs asked about the timeframe for the Fry Blvd. Corridor Study.

Updates were provided by the Mr. Hoffman concerning the Strategic Highway Safety Plan.

**9. UPCOMING SCHEDULED MEETINGS**

➤ SVMPO Board Meeting – Sept. 23, 2015, 3:30 p.m., City Hall

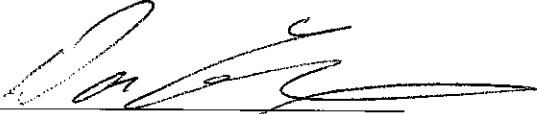
**10. ADJOURNMENT OF REGULAR MEETING**

**Chair Riggs adjourned the meeting at 2:49.**

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*Chair Karen Riggs*  
*SVMPO Technical Advisory Committee*

*Minutes prepared by:*



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*Dan Coxworth, Administrator*  
*Sierra Vista MPO*