



REGULAR MEETING AGENDA

Sierra Vista Metropolitan Planning Organization

Regular Meeting

Thursday, November 17, 2016

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

(One or more members may participate via teleconference)

Chair
Vice-Chair

Rick Mueller, Mayor, City of Sierra Vista
Pat Call, Supervisor, Cochise County

Member
Member
Member

Bob Blanchard, Mayor Pro Tem, City of Sierra Vista
Hank Huisking, Councilmember, City of Sierra Vista
Rod Lane, Arizona Department of Transportation

SVMPO Administrator

Dan Coxworth, AICP

Please let the Chair know before the meeting begins if you wish to speak about an item that is ON the agenda.

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 September 15, 2016

5. **ANNOUNCEMENTS AND UPDATES**

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

OLD BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

6. POSSIBLE ACTION: Bicycle & Pedestrian Advisory Committee (BPAC) (Attached)

Dan Coxworth

Summary: Consideration and recommendation to the SVMPO Board to establish a Bicycle & Pedestrian Advisory Committee. See attached memo for more information.

NEW BUSINESS: PRESENTATION / DISCUSSION / POSSIBLE ACTION

7. POSSIBLE ACTION: Revised Fiscal Year 2017 Work Program & Budget

Dan Coxworth

Summary: Amendments to the current Work Program & Budget.

8. POSSIBLE ACTION: Letter to ADOT concerning HURF Exchange

Dan Coxworth

Summary: A letter to the Arizona Department of Transportation (ADOT) in support of reinstating the Highway User Revenue Fund (HURF) Exchange program.

9. POSSIBLE ACTION: Year 2017 Board of Directors Meeting Schedule

Dan Coxworth

Summary: An overview and discussion of the approved MPO Work Program & Budget to discuss minor amendments and currently programmed transportation planning studies and projects.

10. DISCUSSION: Future Agenda Items

SVMPO Board

11. UPCOMING SCHEDULED MEETINGS

➤ SVMPO Board: January

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

Thursday, September 15, 2016

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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
Vice-Chair	Pat Call, Supervisor, Cochise County
Member	Bob Blanchard, Mayor Pro Tem, City of Sierra Vista
Member	Jerry James ADOT, (participated by teleconference) alternate for Rod Lane, ADOT District Engineer

SVMPO Administrator	Dan Coxworth, AICP
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Absent:

Member	Hank Huisking, Councilmember, City of Sierra Vista
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Members of the public:

Sandra Kenny
Kale Kyabe

1. CALL TO ORDER AND ROLL CALL

Chair Mueller called the meeting to order at 3:46 p.m. SVMPO Administrator Coxworth conducted a roll call.

2. ACCEPTANCE OF THE AGENDA

Chair Mueller asked for a motion to accept the agenda of the September 15, 2016, Regular Meeting of the SVMPO Board of Directors. Member Call so moved, and Member Blanchard seconded. The motion passed unanimously, 4/0

3. CALL TO THE PUBLIC

No one spoke at the Call to the Public

4. APPROVAL OF MEETING MINUTES

- SVMPO Regular Meeting of May 19, 2016
- SVMPO Regular Meeting of July 21, 2016

Chair Mueller asked for a motion to accept the SVMPO regular meeting minutes of May 19, 2016, as written and July 21, 2016, as written. Member Call so moved, and Member Blanchard seconded. The motion passed unanimously, 4/0

5. ANNOUNCEMENTS AND UPDATES

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

Mr. Coxworth updated the Board concerning MPO funded transportation studies to include:

Origin & Destination Study – Mr. Coxworth explained the study is expected to be completed by the end of the year.

Fry Blvd – The consultant is currently working on revising the final draft plan to include phasing and associated cost. Member Call asked about the different phases. Member Blanchard asked if the business owners were opposed to the Plan. Mr. Coxworth explained that two public open houses were held for stakeholders along the corridor and business owners expressed very few concerns.

Strategic Highway Safety Plan – The consultant has collected all the traffic accident data for the region. The consultant will make a presentation to the MPO Board once the Plan is complete. The Plan will include recommendations to remedy areas of the community with traffic safety concerns. Performance measures will also be provided in the Plan to reduce the number of accidents in the region.

Douglas to Sierra Vista Transit Feasibility Study – Although not an MPO project, the MPO a Technical Advisory Committee member for the SEAGO feasibility study for transit service between Douglas and Sierra Vista.

PRESENTATION / DISCUSSION / POSSIBLE ACTION

6. POSSIBLE ACTION: Bicycle & Pedestrian Advisory Committee (BPAC) (Attached)

Dan Coxworth

Summary: Consideration and recommendation to the SVMPO Board to establish a Bicycle & Pedestrian Advisory Committee. See attached memo for more information.

Mr. Coxworth gave an overview of the Bicycle & Pedestrian Advisory Committee (BPAC). This is the first BPAC in the region. The BPAC will advise the MPO of bicycle and pedestrian related activities and the development of transportation plans as they relate to bicycle and pedestrian activities.

Mr. Blanchard asked who would be on the Committee. Mr. Coxworth explained the MPO would be seeking a diverse Committee.

Vice Chair Call expressed concerns that the BPAC does not become an extension of the Cochise Bicycle Advocates.

Chair Mueller asked for more time to go through the establishing documents, and the Board may not be ready to move on this item.

Mr. Coxworth explained the Committee would be used to make recommendations for implementing the Sierra Vista Sidewalk Implementation Plan. In the fiscal year 2018, the State will begin accepting applications for Transportation Alternatives Grant and that the BPAC could help in prioritizing projects in the region.

Mr. Call stated that he liked the idea of the BPAC and that the Committee could help forward other bicycle and pedestrian issues in the community.

The Technical Advisory Committee reviewed the BPAC and made minor adjustments with a recommendation to approve.

Vice-Chair Call asked how people will become aware that the BPAC is looking for members. Mr. Coxworth explained there would be an application process and that the Board will approve members.

No action was taken on this item.

7. UPDATE / DISCUSSION: FISCAL YEAR 2017 WORK PROGRAM & BUDGET

Dan Coxworth

Summary: An overview and discussion of the approved MPO Work Program & Budget to discuss minor amendments and currently programmed transportation planning studies and projects.

Mr. Coxworth explained that the Technical Advisory Committee reviewed the current Work Program & Budget and that the Board will see a revised budget at their next meeting in November. The County Transportation Planner will determine if the county is ready to begin the process of developing the Moson Road Corridor Study. The TAC will meet again to revise the budget and make recommendations for Board review and approval.

Mr. Call stated that the importance of Corridor Study would be to connect Moson Road to Highway 92.

The other potential project in the revised budget could include a pavement analysis and maintenance plan for the City.

No action was taken on this item.

8. DISCUSSION: Future Agenda Items

SVMPO Board

Chair Mueller returned to Item 5. Kevin Adam provided an update on legislation items. Mr. Adams stated that both presidential candidates want an investment in infrastructure. At the State level, there is no anticipated change in State governance as a result of the election. The RTAC continues to push for the return of the HURF exchange.

Chair Mueller asked about the local jurisdictions managing their transportation projects that use Federal Aid funds. Mr. Adams explained that the HURF exchange would remedy this since State generated funds do not require following federal rules.

Mr. Call asked Mr. James (ADOT) about how to get the shoulders along Highway 90 & 92 swept. The City is working to obtain the Bicycle friendly committee designation, and that NAMI is also hosting a ride along these roads. Mr. James stated that he would speak with maintenance crews assigned to this area about sweeping the shoulders.

Mr. Call also asked about widening the shoulders along portions of the State routes in the region.

Mr. James provided an update on State Highway projects in the region.

9. UPCOMING SCHEDULED MEETINGS

- SVMPO Board: November 15, 3:30 p.m., City Hall

10. ADJOURNMENT

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

For special needs and accommodations, please contact Daniel Coxworth before 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.



MEMORANDUM

Sierra Vista Metropolitan Planning Organization

To: SVMPO Board of Directors

From: Dan Coxworth, AICP, SVMPO Administrator

Date: November 17, 2016

Subject: SVMPO Bicycle & Pedestrian Advisory Committee

Attachments:

- A. Draft - Special Committee: Sierra Vista Metropolitan Planning Organization, Bicycle & Pedestrian Advisory Committee.
- B. Draft – SVMPO Application to Bicycle & Pedestrian Advisory Committee
- C. Resolution 2016-01

The Sierra Vista MPO By-Laws allows for the creation of special committees by the SVMPO Board of Directors. The Bicycle & Pedestrian Advisory Committee (BPAC) is a standing committee that will guide the SVMPO Board of Directors on bicycling & pedestrian projects, programs, and policies. The BPAC also provides an opportunity and process for resident/public input.

The adopted *SVMPO 2015 – 2040 Regional Transportation Plan (RTP)* (March 3, 2017), *Chapter 4: Bicycle & Pedestrian*, recommends the creation of a Regional Bicycle and Pedestrian Advisory Committee that would provide recommendations and guidance for activities such as:

- Encourage SVMPO member jurisdictions to pursue and implement bicycle and pedestrian friendly policies
- Collaborate with local law enforcement to better enforce traffic laws that relate to bicycles and pedestrians
- Collaborate with, and encourage, local bicycle or pedestrian advocacy organizations
- Identify and prioritize bike and pedestrian projects
- Develop and implement a regional bicycle and pedestrian safety awareness campaign
- Encourage employers to be bicycle friendly by providing bike racks
- Collaborate with local jurisdictions, businesses, schools, and health organizations to promote bicycling and walking as a healthy alternative to driving

The BPAC will advise in the development and implementation of bicycle and pedestrian related plans, studies, and infrastructure improvements to include, but are not limited to:

- Sierra Vista Sidewalk Implementation Plan
- Active Transportation, Health Impact Assessment
- Bicycle Route Master Plan
- Safe Routes to School Plan and Program
- Complete Streets Policy
- Pedestrian Amenities & Way-Finding Sign Plan
- Off-Road Trail System Master Plan
- Bicycle & Pedestrian Count Program
- New Multi-Use Paths, Bike Lanes, Bike Routes, Sidewalks, and ADA ramps.

Members of the BPAC will have a favorable/positive interest in bicycling and pedestrian activities and sustainability in the Sierra Vista region. Membership to the BPAC are determined by the SVMPO Board of Directors, per the SVMPO By-Laws:

Section V. Special Committees

A. Formation.

1. Special SVMPO committees may be created by the SVMPO Board of Directors as deemed necessary. A special committee may be either an ad hoc committee for a specific work task, or a standing committee for one or more work tasks. Any such special committee will be responsible to the SVMPO Board of Directors.

2. At the direction of the Chair of the Board of Directors and the Technical Advisory Committee, respectively, subcommittees may be formed to investigate some particular work task/issue germane to the Sierra Vista Metropolitan Planning Organization.

B. Powers and Duties. The SVMPO Board of Directors shall define the duties, and authorize the power of all special committees. Special committees shall follow parliamentary procedures as defined in these Bylaws for the Board of Directors and Technical Advisory Committee. Special committees, unless membership consists exclusively of employees of the member jurisdictions, shall observe the Open Meeting Laws of Arizona.

C. Membership. Membership on a special committee shall be determined by the SVMPO Board of Directors and/or the Technical Advisory Committee. The SVMPO Board of Directors and/or the Technical Advisory Committee may appoint, at its discretion, any individual it deems qualified to serve on a special committee.



Special Committee

Sierra Vista Metropolitan Planning Organization Bicycle & Pedestrian Advisory Committee

The Bicycle & Pedestrian Advisory Committee (BPAC) is a standing committee of the Sierra Vista Metropolitan Planning Organization (SVMPO)

Role/Purpose:

The role of the Sierra Vista Metropolitan Planning Organization Bicycle & Pedestrian Advisory Committee (BPAC) is to:

- A. Advise the Sierra Vista Metropolitan Planning Organization (SVMPO) Board of Directors and SVMPO Technical Advisory Committee (TAC) on bicycling & pedestrian related issues.
- B. Help advance the state of bicycle & pedestrian infrastructure.
- C. Encourage bicycling and walking for transportation and recreation.
- D. Promote public education and awareness.
- E. Assist the SVMPO and member jurisdictions with bicycle and pedestrian plans.
- F. Review and suggest policy changes.
- G. Recommend priorities for the use of public funds on bicycle and pedestrian projects.
- H. Help ensure the Sierra Vista region retains and enhances its status as a bike and pedestrian friendly community.

Objectives:

The objectives of the BPAC shall include, but are not limited to:

1. Policies

- A. Advise the Sierra Vista MPO on the development and implementation of a bicycle & pedestrian master plan for the region.
- B. Review and make recommendations on planning documents prepared by the SVMPO affecting the use of the bicycle as a transportation and recreational mode. These shall include, but are not limited to, the Comprehensive Plan, Regional Transportation Plan, and development plans.
- C. Review and make recommendations regarding funding priorities for bicycle and pedestrian program activities and capital improvement projects insofar as they relate to bicycling or walking.
- D. Monitor activities of other jurisdictions as they affect bicycling and walking.

- E. Advise the SVMPO on issues related to the current and future bicycle and pedestrian network, traffic safety, and innovative or best practices.
2. Implementation
 - A. Review and make recommendations on capital improvement projects in the region to ensure that adequate consideration for bicycles and pedestrians.
 - B. Review and make recommendations regarding improvement plans.
 3. Education and Enforcement
 - A. Advise the SVMPO and member jurisdictions on promoting bicycle safety education and enforcement activities in the Sierra Vista region.
 - B. Interact with local and regional law enforcement, other governmental agencies, and advocacy organizations as they relate to bicycle and pedestrian safety and on- and off-road bicycle network developments.
 4. Community Involvement & Input
 - A. Provide a forum for citizens to comment on the state of cycling locally and regionally.
 - B. Advise the SVMPO and member jurisdictions on issues related to public involvement in bicycle and pedestrian improvement projects with the goal of developing a consensus among the affected public.

Membership

1. Composition size: 5 – 7 members
2. Each member shall serve an initial one-year term. If reappointed, subsequent terms shall be two-year terms.
3. Members may serve consecutive terms.
4. All members are expected to attend meetings regularly.
5. Non-Voting Liaison:
 - A. Sierra Vista Metropolitan Planning Organization, Administrator
6. Expectations of members:
 - A. Interest and expertise in bicycle or pedestrian issues
 - B. Continued education in bicycling or pedestrian best practices
 - C. Favorable/positive interest in bicycling and pedestrian sustainability

Meetings:

1. The BPAC shall meet regularly at least once a quarter. The membership sets regular meeting times, dates, and locations.
2. A quorum shall consist of a majority of appointed voting members (3 - 4).
3. BPAC meetings shall be open to the public and comply with the Open Meeting Laws of Arizona.



Attachment B

Sierra Vista MPO

401 Giulio Cesare Ave., Sierra Vista, Arizona 85635
520-439-2178 - fax 520-417-4859 - www.svmmpo.org

APPLICATION TO: BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (BPAC)

DATE: _____

NAME: _____ TELEPHONE: _____ / _____
(HOME / CELL) (WORK)

E-MAIL ADDRESS: _____

ADDRESS: _____ CITY: _____ ZIP: _____

MAILING ADDRESS: _____

EDUCATION: _____

OCCUPATION: _____
(IF RETIRED, INDICATE FORMER OCCUPATION)

PROFESSIONAL/COMMUNITY ACTIVITIES: _____

QUALIFICATIONS/INTEREST IN BICYCLE & PEDESTRIAN ADVISORY COMMITTEE:

PRIMARY INTEREST (CHECK ONE):

- BICYCLE
- PEDESTRIAN

REFERENCES: 1. _____
(NAME) (ADDRESS) (PHONE)

2. _____
(NAME) (ADDRESS) (PHONE)

AS A CANDIDATE FOR AN SVMPO BOARD APPOINTED SPECIAL COMMITTEE, YOUR NAME, ADDRESS AND PHONE NUMBER WILL BE AVAILABLE TO THE PRESS AND PUBLIC UPON REQUEST.

(APPLICANT'S SIGNATURE)

Please return completed application to the Sierra Vista Metropolitan Planning Organization

A RESOLUTION OF THE SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION (SVMPO), SIERRA VISTA, COCHISE COUNTY, ARIZONA; APPROVING THE ESTABLISHMENT OF THE SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

WHEREAS, the Sierra Vista Metropolitan Planning Organization (SVMPO) is the organization designated by the Governor of Arizona as the Metropolitan Planning Organization (MPO), for the Sierra Vista Urbanized Area; and

WHEREAS, the Sierra Vista Metropolitan Planning Organization Board of Directors is authorized to establish special committees pursuant to the Sierra Vista Metropolitan Planning Organization By-Laws; and

WHEREAS, the Sierra Vista Metropolitan Planning Organization approved Regional Transportation Plan recommends the establishment of a Bicycle and Pedestrian Advisory Committee; and

NOW, THEREFORE, BE IT RESOLVED:

That the Sierra Vista Metropolitan Planning Organization Board of Directors establishes the Sierra Vista Metropolitan Planning Organization Bicycle and Pedestrian Advisory Committee pursuant to Attachment A: Special Committee, Sierra Vista Metropolitan Planning Organization, Bicycle and Pedestrian Advisory Committee, which is attached hereto.

PASSED AND ADOPTED BY THE SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION OF SIERRA VISTA, ARIZONA, THIS 17TH DAY OF NOVEMBER, 2016.

FREDERICK MUELLER, MAYOR
Chairperson of the SVMPO Board
and Mayor, City of Sierra Vista

APPROVED AS TO FORM:

ATTEST:

NATHAN WILLIAMS
City Attorney

DANIEL COXWORTH
SVMPO Administrator



Memorandum

To: Board of Directors
From: Daniel Coxworth, Administrator
Date: November 17, 2016
Subject: Amended FY17 SVMPO Work Program & Budget

On occasion, it is necessary to amend the SVMPO Work Program & Budget to accurately reflect changes in the cost of activities, add or delete activities, and reevaluate/estimate the cost of activities for the remaining Fiscal Year (FY).

Major changes to the Work Program with a fiscal impact include:

- Page 11: Increase in PL and SPR funds and a decrease in available FTA 5305 funds resulting in a net increase of \$49,020 for the administration of the SVMPO and planning studies.
- Page 15: Identified \$5,000 for contract services to assist in event planning for the Oct. 2017 Rural Arizona Transportation Summit to be held in Sierra Vista in coordination with SEAGO.
- Page 21: Estimated \$19,754 for contract services to develop a transit study to determine the number of unique riders using Vista Transit.
- Page 23: Regional Planning – Removed the Moson Road Corridor Study and replaced with:
 - Estimated \$100,000 for contract services to develop Road Design Standards & Specifications for Public Improvements for Cochise County (see attached description).
 - Estimated \$115,899 for contract services for Street Condition Analysis of roads in Sierra Vista.
- Page 24: Capital Expenditure - \$2,500 to purchase two bicycle counters in support of bicycle planning in the region.



Sierra Vista Metropolitan Planning Organization

FISCAL YEAR 2017

UNIFIED PLANNING WORK PROGRAM &
BUDGET

Board of Directors Adoption: May 19, 2016

Amended: TBD

Prepared By:

Sierra Vista Metropolitan Planning Organization

401 Giulio Cesare Avenue

Sierra Vista, AZ 85635

520-439-2178

Web: www.SVMPO.org

Email: SVMPO@SierraVistaAZ.gov

JPA: 14-0004154

2016 – 2017 BOARD OF DIRECTORS

Rick Mueller

Chair

Mayor

City of Sierra Vista

Richard Searle

Vice-Chair

Supervisor, District 3

Cochise County

Henrietta “Hank” Huiskings

Member

Councilmember

City of Sierra Vista

Bob Blanchard

Member

Mayor Pro Tem

City of Sierra Vista

Rod Lane

Member

**District Engineer, South Central
District**

Arizona Department of Transportation

2016 – 2017 TECHNICAL ADVISORY COMMITTEE (TAC)

Karen Riggs, PE

Member

Highway & Floodplain Director

Cochise County

Matt McLachlan, AICP

Chair

Director, Department of Community

Development

City of Sierra Vista

Jing Luo, PE

Member

City Engineer

City of Sierra Vista

Sharon Flissar, PE

Vice-Chair

Public Works Director

City of Sierra Vista

Mark Hoffman

Planning Program Manager

Arizona Department of Transportation

STAFF

Daniel Coxworth, AICP

SVMPO Administrator

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I INTRODUCTION

Established through federal legislation, Metropolitan Planning Organizations (MPOs) exist throughout the United States in all urbanized areas of more than 50,000 people and have the authority to prioritize, plan, and program transportation projects in urban/metropolitan areas for federal funding. In the State of Arizona, there are currently eight MPOs.

The Sierra Vista Metropolitan Planning Organization (SVMPO) was established by the City of Sierra Vista City Council and designated by Governor Janice K. Brewer on May 6, 2013. Member agencies of SVMPO include the City of Sierra Vista, Cochise County, and Arizona Department of Transportation.

As a result of the 2010 United States Census, the City of Sierra Vista and surrounding unincorporated areas of Cochise County was designated as Urbanized with a population of over 50,000. The SVMPO was created to continue to receive federal transportation dollars for roads in the urbanized area. The SVMPO has developed for the Sierra Vista region the Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). The SVMPO activities are funded by grants from the United States Department of Transportation, the Arizona Department of Transportation, and by local governments through cash and in-kind services.

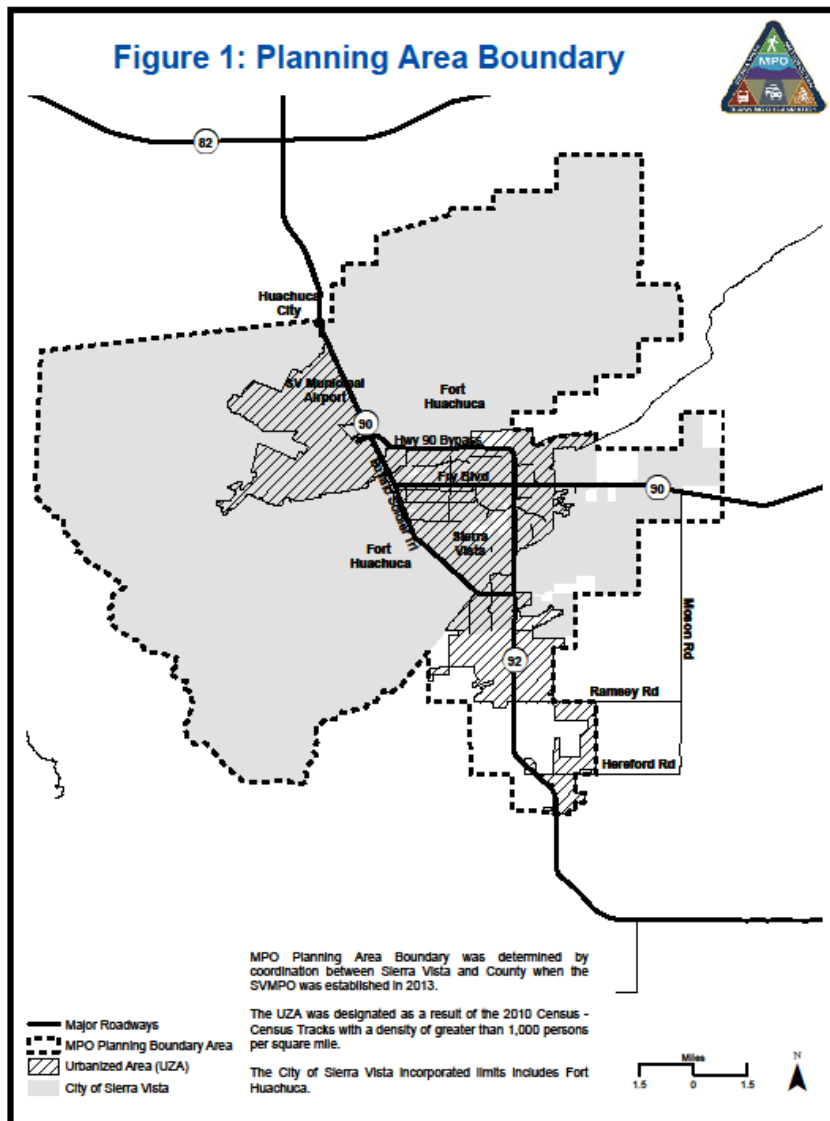
The Work Program guides the transportation planning activities and related tasks of SVMPO staff and allocates within a financially constrained budget financial resources of the MPO for the fiscal year (FY). The Work Program is prepared and approved annually by the SVMPO Board of Directors.

The Work Program identifies the planning priorities and activities to be carried out within a metropolitan planning area to include:

- A description of planning work and resulting products;
- Timeframes for completing the work;
- Cost of the work; and
- Source(s) of funds.

Federal legislation requires MPOs to include provisions in the planning process to ensure involvement of the public in the development of transportation plans and programs including a Long-Range Transportation Plan (LRTP) that includes at least a 20-year horizon, a short-term Transportation Improvement Program (TIP), and an annual Work Program (WP).

The SVMPO planning area is approximately 171 square miles including the City of Sierra Vista incorporated limits, which also includes the U.S. Military installation Fort Huachuca, and unincorporated areas of Cochise County as depicted in Figure 1: Planning Area Boundary. The 2010 population within the Planning Boundary is 56,098.



II ORGANIZATION AND MANAGEMENT

BOARD OF DIRECTORS

The SVMPO is comprised of a Board of Directors, Technical Advisory Committee, and SVMPO Administrator. SVMPO bylaws were created and approved by the SVMPO Board of Directors on December 18, 2013, and amended November 18, 2015.

The Board of Directors consists of five members: three elected officials of the City of Sierra Vista, one elected official from Cochise County and one appointed official from the Arizona Department of Transportation (ADOT) State Transportation Board. Elected officials are appointed by their respective jurisdiction to the SVMPO Board. It is the function of the Board of Directors to act as policy body coordinating and directing transportation planning, implementation thereof, and related activities.

TECHNICAL ADVISORY COMMITTEE

The Technical Advisory Committee (TAC) consists of five technical and managerial staff representatives from each of the participating agencies: Three members from the City of Sierra Vista, one member from Cochise County, and one member from the Arizona Department of Transportation. Local Jurisdiction TAC members are appointed by their respective City Manager or County Administrator.

Also, one or more ex-officio, a non-voting representative from Fort Huachuca may serve on the TAC.

The TAC has the authority and primary responsibility to conduct technical reviews and analysis regarding all work activities of the Work Program, any related issues as specified by the SVMPO's Board of Directors, and to advise the Board of Directors on appropriate actions that may be taken.

Beyond roles of the Technical Advisory Committee, ADOT, city and county staff will coordinate the review of large development and transportation projects, coordinate public outreach, provide technical review of respective agency products, and coordinate data assemblage. Consultant services may be used for services as outlined in the Work Program. The TAC will review draft scopes of work and request for qualifications prepared by SVMPO, consultant proposals, and recommend engagement of consulting firm(s).

SVMPO ADMINISTRATION

SVMPO Administrator provides planning services, oversees day-to-day operations and ongoing administration of the SVMPO. The Administrator prepares policy and program materials for consideration by the Technical Advisory Committee. The Administrator is appointed by the SVMPO Board of Directors and reports directly to the Board. The Administrator is an employee of the City of Sierra Vista on assignment to the SVMPO.

The City of Sierra Vista hosts the SVMPO and provides office space for the Administrator and meeting space for private and public meetings.

The City of Sierra Vista Finance Department serves as the fiscal agent for the SVMPO, providing payroll, invoice payments, bookkeeping records for reconciling SVMPO revenue and expense reports, and conducting an annual audit. The SVMPO maintains its records on a daily basis to document eligible reimbursement of State and Federal funds.

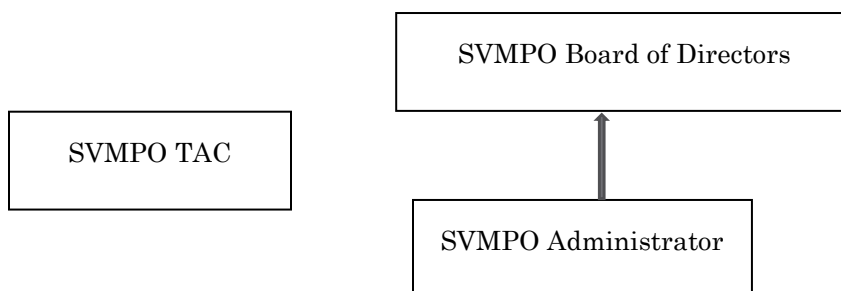
The City of Sierra Vista City Attorney serves as legal counsel for the SVMPO.

Additional administrative and technical support are provided by the City of Sierra Vista Clerk's Office, Procurement Services Division, Human Resources Department, and Information Technology Division. All expenses are paid by the City of Sierra Vista and are reimbursed by ADOT.

SVMPO Office Location:

401 Giulio Cesare Avenue
Sierra Vista, AZ 85635
Phone: 520-439-2178
Web Site: www.SVMPO.org
Email: SVMPO@SierraVistaAZ.gov

SVMPO ORGANIZATION CHART



III SVMPO ACCOMPLISHMENTS IN FISCAL YEAR 2016

In the fiscal year 2016, the Sierra Vista MPO was successfully involved in numerous projects that benefit the transportation system of the Sierra Vista region. Major accomplishments include:

LONG RANGE TRANSPORTATION PLAN

The Sierra Vista MPO developed in-house the MPO's first Long Range Transportation Plan (LRTP). Development of the Plan was accomplished by leveraging existing resources such as the City of Sierra Vista and Cochise County staff, existing transportation plans developed in the past for Sierra Vista and Cochise County, and the Arizona Department of Transportation staff. The Board of Directors approved the LRTP in March 2016.

TRANSPORTATION IMPROVEMENT PROGRAM

The Transportation Improvement Program is a 5-year financial program that describes the schedule for obligating federal funds to local projects.

FRY BOULEVARD WEST END CORRIDOR STUDY

The Fry Blvd., West End Corridor Study is a study that will guide the reconfiguration of existing infrastructure of a major commercial corridor in Sierra Vista to determine the feasibility of improving the roadway for all users. The Study is expected to be completed in June/July 2016.

REGIONAL HIGHWAY SAFETY PLAN (RHSP)

The MPO is partnered and coordinating efforts with SEAGO to develop an RHSP for the region. The SHSP will identify roads in the region with high accident rates to determine emphasis areas and identify safety strategies. Safety strategies include infrastructure and non-infrastructure projects. The Plan is expected to be completed in FY17.

ORIGIN & DESTINATION STUDY

The purpose of the Origin & Destination (O&D) study is to understand better and measure the impacts to the transportation system and economy in the Sierra Vista region of Mexican visitors crossing into the United States at the Douglas, AZ port of entry for shopping and services available in the U.S. The O&D Study will be developed in coordination with the City's Economic Development Department. The Study is expected to be completed in summer of 2016.

HEALTH IMPACT ASSESSMENT

The MPO was presented with a unique opportunity to partner with the Arizona Department of Health Services to develop a Health Impact Assessment (HIA) for the SVMPO planning area that will examine the benefits of policies and projects that support bicycling and walking. The HIA is expected to be completed in June 2016.

IV FUNDING SOURCES AND BUDGET SUMMARY

The Arizona Department of Transportation (ADOT) is the designated recipient of the Federal-aid Highway funds used for planning and research purposes. As the designated recipient of the planning funds, ADOT has the responsibility and the authority under **49 CFR Part 18** (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) to oversee all activities under the Federal-aid Program by the sub-recipients of these funds. ADOT's oversight responsibilities include but are not limited to overall Work Plan review, invoice billing review and approval, TIP certification, and quality control of traffic data. Work Programs are funded primarily with Planning Funds (PL), State Planning and Research (SPR) funds, and Federal Transit Administration funds; however, an MPO may use other eligible funds for their Work Program.

All work, including SVMPO staff time and consultant studies, listed in the Work Program are funded by one or more of the following funding sources:

- (1) **Metropolitan Planning (PL) Funds** – Federal metropolitan planning funds can be used for up to 94.3% of a project, with a required 5.7% match typically provided by local governments. The distribution of the PL Funds is accomplished through a formula developed by ADOT in consultation with the MPOs and must be approved by the FHWA.
- (2) **Statewide Planning and Research (SPR) Funds** – SPR funds are federal dollars from the State Planning and Research Program administered by the Arizona Department of Transportation. Some SPR funds may be allocated to the MPO to help plan for the non-urbanized portion of the MPO. A 20% match is required and must be provided by the local jurisdiction, depending on the project.
- (3) **Federal Transit Administration Funding** – FTA funds are secured annually through the FTA Metropolitan Planning Program Section 5305. FTA funds are designated for transit planning and research activities. The funds require a 20% local match, which is typically provided by local governments in hard dollars or in-kind.

- (4) **Carry-forward** – Carry forward funds occur when an MPO does not expend all authorized funds in the current fiscal year. Carry-forward funds are combined with the annual allocation for the new fiscal year to determine the available fund balance for the upcoming year. The Work Program identifies all carry-forward funds.

- (5) **In-Kind Contribution** – In-kind contributions allowed as the match for federal funds (5.7% for PL Funds, 20% for SPR Funds and 5305 funds). The SVMPO will use the in-kind contribution for the match when utilizing any funding sources.

- (6) **Surface Transportation Block Grant (STBG) Funds** – STBG provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure and transit capital projects.

- (7) **Highway Safety Improvement Program (HSIP) Funds** – HSIP is any strategy, activity or project on a public road that is consistent with the data-driven State Strategic Highway Safety Plan (SHSP) and correct or improves a hazardous road location or feature or addresses a highway safety program. Workforce development, training, and education activities that directly support proposed infrastructure improvements.

TABLE 1: Revenue Summary

REVENUE SOURCE	APPORTIONMENT	OA	IN-KIND MATCH	BUDGET
PL/ FY16 (Carry Forward) *	\$ 94,618.00	\$ 94,618.00	\$ 5,719.00	\$100,337.00
SPR / FY16 (Carry Forward) *	\$ 100,348.00	\$ 100,348.00	\$ 25,087.00	\$125,435.00
PL / FY17	\$ 118,141.00	\$ 118,141.00	\$ 7,141.00	\$125,282.00
SPR / FY17 **	\$ 125,000.00	\$ 112,500.00	\$ 28,125.00	\$140,625.00
FTA 5305 (Oct 1, 2015 - Sept 30, 2016) (Carry Forward)	\$ -	\$ -	\$ -	\$ -
FTA 5305 (Oct 1, 2016 - Sept 30, 2017)	\$ 36,754.00	\$ 36,754.00	\$ 9,189.00	\$ 45,943.00
TOTAL		\$ 462,361.00	\$ 75,261.00	\$537,622.00

* Estimate

** The Obligation Authority (OA) amount is reduced for SPR/FY16 and SPR/FY17 as a result of fully utilizing PL apportionment for OA.

TABLE 2: Work Program Budget Summary

TASK	WORK ELEMENT	EXPENSES			TOTAL COST
		Salaries & Benefits	Direct Expenses	Consulting Services	
1	ADMINISTRATION	\$ 131,250.00	\$ 11,487.00		\$ 142,737.00
2	DATA COLLECTION & MAINTENANCE		\$ -	\$ 5,302.00	\$ 5,302.00
3	TRANSPORTATION IMPROVEMENT PROGRAM	\$ -	\$ 530.00		\$ 530.00
4	LONG RANGE TRANSPORTATION PLAN	\$ -	\$ -	\$ -	\$ -
5	PUBLIC PARTICIPATION PLAN		\$ 636.00		\$ 636.00
6	PUBLIC TRANSPORTATION PLANNING	\$ 23,745.00	\$ -	\$ -	\$ 23,745.00
7	REGIONAL PLANNING		\$ -	\$ 359,673.00	\$ 359,673.00
8	CAPITAL EXPENDITURES	\$ -	\$ 4,999.00	\$ -	\$ 4,999.00
	TOTAL	\$ 154,995.00	\$ 17,652.00	\$ 364,975.00	\$ 537,622.00

TABLE 3: Local Match Sources (Estimate)

Agency	Salaries & Benefits	Office Lease/Support/Oth	Value
City of Sierra Vista	\$ 20,000.00	\$ 25,000.00	\$ 45,000.00
Cochise County	\$ 30,261.00	\$ -	\$ 30,261.00
TOTAL			\$ 75,261.00

All local match sources provided by either in-kind or cash contributions from the City of Sierra Vista and Cochise County.

Required in-kind match per expenditures = \$75,261.00

Office Lease/Support is for office space for SVMPO staff, software license, and City cell phone for the SVMPO Administrator located at the Public Works, Pete Castro Center and also includes IT support, limited admin support, custodial services, use of common areas, and use of City car for transportation.

TABLE 4: Direct Expenses Summary

TASK	WORK ELEMENT	DIRECT EXPENSES						TOTAL COST
		Travel & Training	Supplies & Printing	Ads, Notices & Postage	Technology	Memberships	Match	
1	ADMINISTRATION	\$ 5,000.00	\$ 1,000.00		\$ -	\$ 5,852.00	\$ 716.00	\$ 12,568.00
2	DATA COLLECTION & MAINTENANCE						\$ -	\$ -
3	TRANSPORTATION IMPROVEMENT PROGRAM						\$ -	\$ -
4	LONG RANGE TRANSPORTATION PLAN						\$ -	\$ -
5	PUBLIC PARTICIPATION PLAN						\$ -	\$ -
6	PUBLIC TRANSPORTATION PLANNING						\$ -	\$ -
7	REGIONAL PLANNING			\$ 500.00	\$ -		\$ 30.00	\$ 530.00
8	CAPITAL EXPENDITURES						\$ -	\$ -
	TOTAL	\$ 5,000.00	\$ 1,000.00	\$ 500.00	\$ -	\$ 5,852.00	\$ 746.00	\$ 13,098.00

Memberships include the City of Sierra Vista membership to:

Rural Transportation Advisory Council (RTAC). RTAC dues (\$4,600) based on the population of the SVMPO Planning Boundary (56,098) at 8.2 cents per capita then using PL funds reduced 70% (\$3,220). The City of Sierra Vista and Cochise County will pay the remaining 30%, \$1,080 and \$300 respectively.

Arizona Transit Association (AzTA). AzTA dues (\$1,040). The MPO will pay 80% (\$832) and City (\$208).

Supplies & Printing includes Planetizen Courses includes an annual subscription (\$144) to take an unlimited number of courses and training for transportation planning, Geographic Information Systems, AICP certification courses, among numerous others.

American Planning Association (\$420)

Travel & Training includes meetings in Phoenix or other parts of the State and conferences and training for SVMPO Staff, Board, and TAC. The MPO will reimburse 80% of the cost of registration and hotel expenses for Board and TAC members.

In-State Conferences for SVMPO staff, SVMPO Board, and TAC:

- Roads & Streets Conference, Tucson, Arizona (April 2017)
- Arizona Rural Transportation Summit (January 2017)

Out of State travel for SVMPO staff:

- National APA Conference, New York, New York (May 2017)

MPO WORK ELEMENTS

1 ADMINISTRATION

Administer the MPO and its work program in a manner that:

- Maintain the region's eligibility to receive federal transportation capital and operating assistance; and
- Provide a continuous, cooperative, and comprehensive transportation planning process throughout the Sierra Vista Metropolitan Planning Organization area.

FY 2017 ACTIVITIES

- Manage the implementation of tasks within the FY 2017 Work Program and adjust allocation upon financial or task fluctuation, as needed;
- Prepare invoices respective to funding source and maintain record of revenues and expenditures for submission to ADOT;
- Provide support to the Board of Directors, Technical Advisory Committee, which includes preparation of meeting agendas, request for action, notification of public meetings, and meeting minutes. Adhere to the Open Meeting Law for public meetings and email distribution;
- Participate in meetings, workshops, and conferences, in-state and out of state, to stay current on innovative transportation and land use planning techniques;
- Establish administrative and technical procedures, prepare contractual agreements as required;
- Attend Sierra Vista MPO Bicycle and Pedestrian Advisory Committee meetings;
- Manage and continue to update the MPO website to provide a landing page for SVMPO news, meetings, and other information as needed;
- Print/Reprint maps or other associated materials for public distribution;
- Write Quarterly Newsletter;
- Give presentations to local service groups and organizations concerning activities of the SVMPO as needed;
- Coordinate with Board of Directors annual audit and report to Board of Directors;
- Prepare the FY 2018 Work Program.

END PRODUCTS (SCHEDULE)

- An ongoing transportation planning program through the execution of tasks outlined in the Work Program or Regional Transportation Plan (RTP) (ongoing);

- Purchase technology equipment and software to assist in programming administration (as needed);
- Regular Technical Advisory Committee and Board of Directors meetings (monthly or as needed);
- Quarterly newsletter;
- Quarterly invoices and progress reports (Monthly or October, January, March, July);
- FY 2018 Work Program (Draft – March 2017 / Adoption – May 2017).

BUDGET

TASK 1: ADMINISTRATION							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.21.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO		\$ -	\$ 80,000.00	\$ 20,000.00	\$25,000.00	\$ 6,250.00	\$ 131,250.00
Direct Expense	\$ 11,852.00	\$ 716.00		\$ -		\$ -	\$ 12,568.00
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 11,852.00	\$ 716.00	\$ 80,000.00	\$ 20,000.00	\$25,000.00	\$ 6,250.00	\$ 143,818.00

\$5,000 in City employee or contract services to assist in the development of transportation planning studies or special projects identified in this Work Program & Budget and Long Range Transportation Plan.

\$5,000 in contract services to assist in event planning for the Oct. 2018 Rural Arizona Transportation Summit to take place in Sierra Vista.

2 DATA COLLECTION AND MAINTENENCE

Collect, analyze and report on data that meets Federal and State mandates and supports the approved Work Program. Maintain a current inventory of data to support transportation planning and facility/system design.

FY 2017 ACTIVITIES

- Collect and report the required data for all road and street section records in the HPMS database functionally classified above local;
 - Update MS2 Soft web page with traffic count data.
- Coordinate with local jurisdictions to collect performance data, selecting and reporting performance targets, and reporting system performance related to those targets;
- Update and manage GIS land records, transportation, and other data applicable to transportation infrastructure and planning;
 - Develop and maintain application for field inventory of data in coordination with City of Sierra Vista and Cochise County;
 - Street sign inventory;
 - Bike rack (public and private) inventory;
 - Maintain bike route and multi-use path data and duplication of related printed materials as needed;
 - Address update as needed for populations analyses and census;
 - Commercial driveway entrance inventory.
- Bicycle and Pedestrian Count;
- Annual update of demographic data.

END PRODUCTS (SCHEDULE)

- Assist local jurisdictions with HPMS Data Entry (February/March);
- Functional classification reports (as needed);
- Annual demographics report (as needed);
- GIS data inventory, input, data updates, and system maintenance (ongoing);
- GIS web mapping development and services.

BUDGET

TASK 2: DATA COLLECTION AND MAINTENANCE							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.22.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO	\$ 5,000.00	\$ 302.00		\$ -		\$ -	\$ 5,302.00
Direct Expense	\$ -	\$ -		\$ -		\$ -	
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 5,000.00	\$ 302.00	\$ -	\$ -	\$ -	\$ -	\$ 5,302.00

\$5,000 in services to improve the efficiency of traffic count data collection methodologies using existing vehicle detection equipment at intersections located throughout Sierra Vista. Work will be done in coordination with MS2 Software, Arizona Department of Transportation, and the City of Sierra Vista.

3 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

In cooperation with the State, local jurisdictions of the SVMPO, and local transit operator prepare and update a TIP no less than once every four years. The TIP will provide a reasonable opportunity for public comment, supports policies of the SVMPO Long Range Transportation Plan, and coordinated local capital programs. The TIP shall include all projects requiring FHWA and FTA approval; include a list of projects to be carried out in the first four (4) years; identify each project or phase; identifying funding source(s); and be financially constrained.

FY 2017 ACTIVITIES

- Release call for projects;
- Draft and Final TIP;
- Amend TIP as necessary.

END PRODUCTS (SCHEDULE)

- Draft TIP (March);
- TIP adoption by Board of Directors (May);

BUDGET

TASK 3: TRANSPORTATION IMPROVEMENT PROGRAM (TIP)							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.25.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO		\$ -				\$ -	\$ -
Direct Expense		\$ -		\$ -		\$ -	\$ -
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

4 LONG RANGE TRANSPORTATION PLAN

Implement the priorities of the SVMPO 2015-2040 Long Range Transportation Plan (LRTP) to provide a long-term vision and direction for short and mid-term actions and capital investments.

FY 2017 ACTIVITIES

- Implement recommendations of the MPO's 2015- 2040 Long Range Transportation Plan

END PRODUCTS (SCHEDULE)

- Transportation studies and activities recommended by the MPO's 2015 – 2040 LRTP

BUDGET

TASK 4: LONG RANGE TRANSPORTATION PLAN (LRTP)							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.23.02)		
	Federal	Local	Federal	Local	Federal	Local	
MPO		\$ -		\$ -		\$ -	\$ -
Direct Expense	\$ -	\$ -		\$ -		\$ -	\$ -
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

5 PUBLIC PARTICIPATION PLAN

The Public Participation Plan (PPP) fulfills Federal legislation and requires the MPO to include provisions in the planning process to ensure the involvement of the public in the development of transportation plans and programs including the Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), and the annual Work Program.

FY 2017 ACTIVITIES

- Include the public in decisions, activities, and projects of the MPO, per the approved PPP;
- Establish the Sierra Vista MPO Bicycle & Pedestrian Advisory Committee;
- Update Title VI Plan report of Title VI activities.

END PRODUCTS (SCHEDULE)

- On-going public participation in the activities of the SVMPO (as needed).

BUDGET

TASK 5: PUBLIC PARTICIPATION PLAN							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.21.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO							
Direct Expense		\$ -		\$ -		\$ -	\$ -
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

6 PUBLIC TRANSPORTATION PLANNING

Undertake and coordinate transit planning activities, collaborate with FTA and ADOT regarding funding and eligibility requirements for grant and financial management. Public transportation planning will increase accessibility and mobility, promote efficient system management and operation, enhance the integration and connectivity of the transportation system, and preserve the existing transportation system.

FY 2017 ACTIVITIES

- Coordinate an approach to promote cooperation across transit agencies in the region;
- Collaborate with FTA and ADOT regarding funding and eligibility requirement for grants and financial management (44.26.13);
- Coordinate with the City of Sierra Vista/Vista Transit and human service transportation providers to implement goals and objectives of the Transit element in the 2015 – 20140 Long Range Transportation (44.26.15);

END PRODUCTS (SCHEDULE)

- Efficient operation of the public transportation system (ongoing); and
- Complete design for two bus pull-outs on Highway 90 (May).

BUDGET

TASK 6: PUBLIC TRANSPORTATION PLANNING							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.22.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO	\$ 5,000.00	\$ 302.00	\$ 5,000.00	\$ 1,250.00	\$ 9,754.00	\$ 2,439.00	\$ 23,745.00
Direct Expense		\$ -		\$ -		\$ -	\$ -
Other Agency		\$ -		\$ -	\$ -	\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 5,000.00	\$ 302.00	\$ 5,000.00	\$ 1,250.00	\$ 9,754.00	\$ 2,439.00	\$ 23,745.00

- Estimated \$19,754 for contract services to develop a transit study to determine the number of unique riders using the Vista Transit public transportation system.

7 REGIONAL PLANNING

Integrate land use planning with the MPO's transportation planning process to ensure the successful implementation of the MPO's 2015 -2040 Long Range Transportation Plan.

FY 2017 ACTIVITIES

- Program HSIP funds for annual projects for fiscal year;
- Prioritize and program regional projects for STP funding for FY17;
- Support bicycle/pedestrian activities;
- Assist participant agencies with regional trail and multi-use path planning;
- Work on transit planning activities that deliver a range of mobility options;
- Coordinate FTA programs in Arizona and assist the MPO with matters about transportation, public transit, and transportation systems management;
- Coordinate with ADOT on Statewide and regional traffic, transportation and PARA program studies;
- Identify transportation gaps in accessing essential services to include employment, health care, schools/education, and recreation;
- Identify gaps in the connectivity of the transportation system and develop infrastructure and operational solutions that provide to essential public services;
- North Garden Avenue streetscape planning and coordination;
- Develop, in coordination with SouthEastern Arizona Government Association (SEAGO), a Strategic Highway Safety Plan.

END PRODUCTS (SCHEDULE)

- Program HSIP funding projects on TIP (May);
- Program STP funding on TIP (May);
- Strategic Highway Safety Plan (Spring 2017).

BUDGET

TASK 7: REGIONAL PLANNING							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.22.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO	\$ 188,050.00	\$ 11,367.00	\$ 127,849.00	\$ 31,962.00		\$ -	\$ 359,228.00
Direct Expense	\$ 500.00	\$ 30.00		\$ -		\$ -	\$ 530.00
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 188,550.00	\$ 11,397.00	\$ 127,849.00	\$ 31,962.00	\$ -	\$ -	\$ 359,758.00

- Estimated \$100,000 to develop Road Design Standards & Specifications for Public Improvements for Cochise County.
- Estimated \$115,899 for Street Condition Analysis of roads in Sierra Vista. Fiscal Year 2018 will fund a Street Maintenance Plan using the Street Condition Analysis.
- \$100,000 carryover from FY16 Work Program & Budget to complete the Origin & Destination Study.

8 CAPITAL EXPENDITURES

Purchase of capital equipment to assure the SVMPO is equipped to fulfill its mission and service.

FY 2017 ACTIVITIES

- Purchase ArcGIS Spatial Analyst for the use of implementing transportation planning and transportation planning studies.
- Purchase two bicycle counters in support of bicycle planning.

END PRODUCTS (SCHEDULE)

- Planning activities and studies.

BUDGET

TASK 8: CAPITAL EXPENDITURES							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.22.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO		\$ -		\$ -		\$ -	\$ -
Direct Expense	\$ 2,357.00	\$ 142.00		\$ -	\$ 2,000.00	\$ 500.00	\$ 4,999.00
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 2,357.00	\$ 142.00	\$ -	\$ -	\$ 2,000.00	\$ 500.00	\$ 4,999.00

Technology Purchases

- \$2,499 to purchase ArcGIS Spatial Analyst (Includes \$142 local cash match).
- \$2,500 to purchase two bicycle counters in support of bicycle planning in the region (Includes \$530 local cash match).

Sierra Vista Metropolitan Planning Organization



Frederick Mueller

Mayor, City of Sierra Vista

Chair, SVMPO

401 Giulio Cesare Avenue

Sierra Vista, AZ 85635

520.439.2178

SVMPO@SierraVistaAZ.gov

Arizona Department of Transportation

John Halikowski

206 S. 17th Ave. Room 135

Phoenix, AZ 85007

November 17, 2016

Dear Director Halikowski:

The Sierra Vista Metropolitan Planning Organization (SVMPO) Board of Directors is submitting this letter to you in support of reinstating the Highway User Revenue Fund (HURF) Exchange program, which enables local governments to exchange their federal transportation funding with ADOT for state-generated HURF revenue.

The current federal aid process significantly increases both time and costs associated with project delivery. The SVMPO region typically plans for a minimum 30% increase in cost and an additional 12 months in time when utilizing federal aid funding. Under the HURF Exchange Program, smaller local projects would be delivered in a way that also reduces the burden of ADOT having to administer local projects, which could then result in more efficiency staffing and increased level of project delivery for federal aid projects at ADOT.

The SVMPO Board of Directors is requesting that ADOT reinstate the HURF Exchange program and continue to budget for the program annually. This program lifts the burden of local projects from the federal aid process resulting in greater overall statewide cost efficiencies for transportation project delivery.

Sincerely,

Frederick Mueller

Mayor City of Sierra Vista and SVMPO Chair



Memorandum

To: Sierra Vista Metropolitan Planning Organization Board of Directors
From: Daniel Coxworth, Administrator
Date: November 17, 2016
Subject: 2017 Board of Directors Meeting Schedule

The SVMPO Board of Directors are scheduled to meet the 3rd Thursday of the month, every other month at 3:30 p.m.

Meeting location is at City Hall.

2017 Meeting Schedule:

January 26, 3:30 p.m. (2nd Thursday)

March 16, 3:30 p.m.

May 18, 3:30 p.m.

July 20, 3:30 p.m.

September 21, 3:30 p.m.

November 16, 3:30 p.m.