



Sierra Vista Metropolitan Planning Organization

FISCAL YEAR 2018

UNIFIED PLANNING WORK PROGRAM & BUDGET

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Amended: September 14, 2017

Prepared By:

Sierra Vista Metropolitan Planning Organization

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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 were 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.

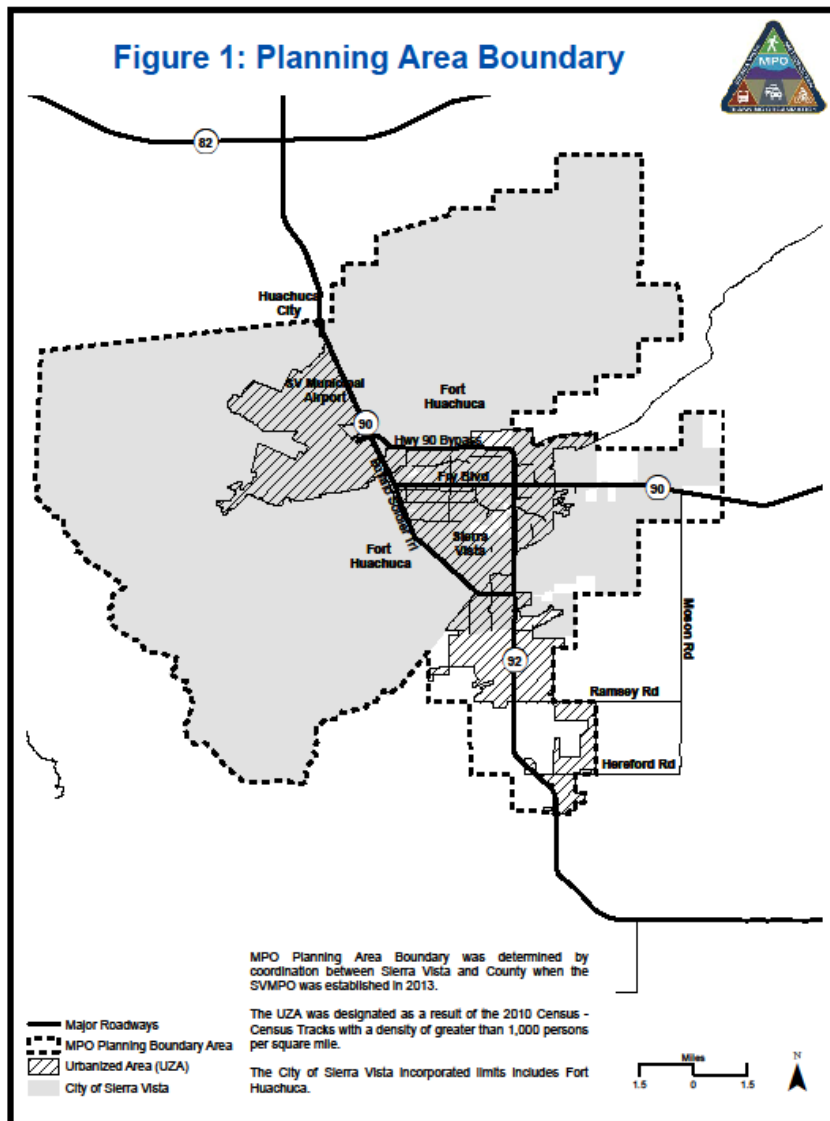
The Work Program guides the transportation planning activities and related tasks of SVMPO staff and allocates within a financially constrained budget financial resources of the MPO for the fiscal year (FY). The Work Program is prepared and approved annually by the SVMPO Board of Directors.

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. Their respective jurisdiction appoints elected officials to the SVMPO Board. It is the function of the Board of Directors to act as policy body coordinating and directing transportation planning, the 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. The City Manager or County Administrator appoints TAC members from their respective jurisdiction.

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 coordinate the review of extensive development and transportation projects, coordinate public outreach, provide technical analysis of agency products, and coordinate data assemblage. Consultant services may be used for services as outlined in the Work Program. The TAC reviews draft scopes of work and request for qualifications prepared by SVMPO, consultant proposals, and recommend engagement of consulting firm(s).

BICYCLE-PEDESTRIAN ADVISORY COMMITTEE

The Bicycle Pedestrian Advisory Committee (BPAC) is a standing, special committee of the SVMPO and consists of 5 – 7 volunteer members of the community that advise the SVMPO Board of Directors and Technical Advisory Committee on bicycling & pedestrian related issues.

SVMPO ADMINISTRATION

SVMPO Administrator provides planning services, oversees day-to-day operations and ongoing management 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.

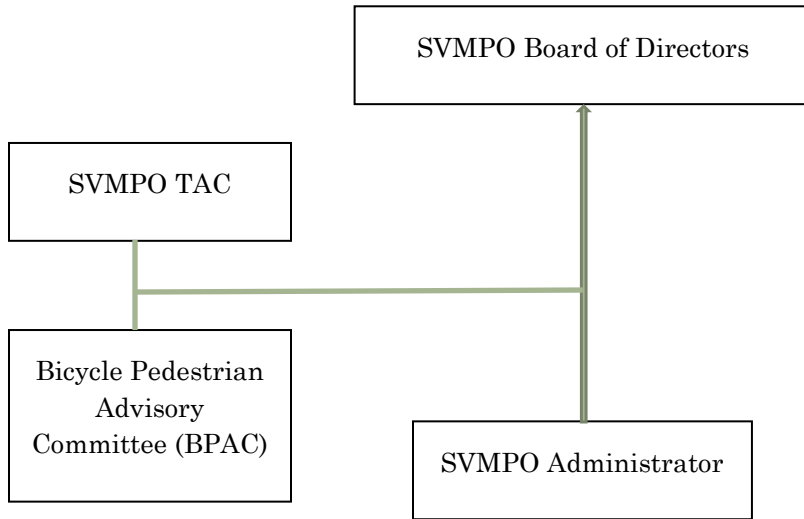
The City of Sierra Vista City Attorney serves as legal counsel for the SVMPO.

The City of Sierra Vista Clerk's Office, Procurement Services Division, Human Resources Department and Information Technology Division provides additional administrative and technical support. 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 THE FISCAL YEAR 2017

In the fiscal year 2017, the Sierra Vista MPO was successfully involved in numerous projects that benefit the transportation system of the Sierra Vista region. Significant achievements include:

COCHISE COUNTY ROAD DESIGN STANDARDS

The Cochise County Road Design & Construction Standards & Specifications (Design Standards) were last revised in October 2005. The purpose of this project is to update the standards to reflect today's needs and to introduce new opportunities for Cochise County to be innovative in their approach to improve and maintain their roadway network. Estimated completion: Summer 2017.

TRANSPORTATION IMPROVEMENT PROGRAM

The Transportation Improvement Program is a 5-year financial plan 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 stakeholder driven a study that may be used by the City to guide the reconfiguration of existing infrastructure of a major commercial corridor in Sierra Vista. Completed: February 2017.

REGIONAL HIGHWAY SAFETY PLAN (RHSP)

The MPO coordinated efforts with SEAGO to develop an RHSP for the region. The SHSP will identify roads in the area with high accident rates to determine emphasis areas and identify safety strategies. Safety strategies include infrastructure and non-infrastructure projects. Estimated Completion: Summer 2017

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. Completed: February 2017.

MS2 SOFTWARE TRAFFIC COUNTS

The SVMPO currently uploads vehicle count data to an online Transportation Data Management System operated by MS2. The MPO contracted with MS2 to develop an import for traffic count data from sensors located at traffic signals. This allows for the continuous

collection of traffic counts, reducing the need for traffic counts to be placed on the roadway. Vehicle turning count movement is also collect and available for analysis to maximize the efficiency of traffic signal timing. Completed: November 2016

VISTA TRANSIT STUDY

The City of Sierra Vista operates the City’s public transit system, Vista Transit. The City requested the SVMPO to fund an on-board passenger survey to determine the unique number of riders of the Vista Transit System. Completed: April 2017.

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 is 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/ FY17 (Carry Forward) *	\$ 69,390.00	\$ 69,390.00	\$ 4,194.00	\$ 73,584.00
SPR/ FY17 (Carry Forward) *	\$ 52,176.00	\$ 52,176.00	\$ 13,044.00	\$ 65,220.00
PL/ FY18	\$ 120,002.50	\$ 120,002.50	\$ 7,254.00	\$127,256.50
SPR/ FY18 **	\$ 125,000.00	\$ 112,500.00	\$ 28,125.00	\$140,625.00
FTA 5305 (Oct 1, 2015 - Sept 30, 2017) (Carry Forward)	\$ 10,630.00	\$ 10,630.00	\$ 2,658.00	\$ 13,288.00
FTA 5305 (Oct 1, 2017 - Sept 30, 2018)	\$ 46,056.00	\$ 46,056.00	\$ 11,514.00	\$ 57,570.00
TOTAL		\$ 410,754.50	\$ 66,789.00	\$477,543.50
*Estimate				

** The Obligation Authority (OA) amount is reduced for SPR/FY17 and SPR/FY18 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	\$ 150,000.00	\$ 26,727.00		\$ 176,727.00
2	DATA COLLECTION & MAINTENANCE		\$ -	\$ 26,511.00	\$ 26,511.00
3	TRANSPORTATION IMPROVEMENT PROGRAM	\$ -	\$ -		\$ -
4	LONG RANGE TRANSPORTATION PLAN	\$ -	\$ -	\$ -	\$ -
5	PUBLIC PARTICIPATION PLAN		\$ -		\$ -
6	PUBLIC TRANSPORTATION PLANNING		\$ -	\$ 70,858.00	\$ 70,858.00
7	REGIONAL PLANNING		\$ 2,121.00	\$ 196,024.50	\$ 198,145.50
8	CAPITAL EXPENDITURES	\$ 5,302.00	\$ -	\$ -	\$ 5,302.00
	TOTAL	\$ 155,302.00	\$ 28,848.00	\$ 293,393.50	\$ 477,543.50

TABLE 3: Local Match Sources (Estimate)

In-Kind/Cash	Salaries & Benefits	Office Lease/Support/Other	Value
Agency			
City of Sierra Vista	\$ 26,000.00	\$ 30,000.00	\$ 56,000.00
Cochise County	\$ 10,789.00	\$ -	\$ 10,789.00
TOTAL			\$ 66,789.00

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 = \$66,789

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 vehicle for transportation to meetings.

TABLE 4: Direct Expenses Summary

TASK	WORK ELEMENT	DIRECT EXPENSES					Match	TOTAL COST
		Travel & Training	Supplies & Printing	Ads, Notices & Postage	Technology	Memberships		
1	ADMINISTRATION	\$ 10,000.00	\$ 8,000.00		\$ 1,000.00	\$ 6,204.00	\$ 1,523.00	\$ 26,727.00
2	DATA COLLECTION & MAINTENANCE						\$ -	\$ -
3	TRANSPORTATION IMPROVEMENT PROGRAM						\$ -	\$ -
4	LONG RANGE TRANSPORTATION PLAN						\$ -	\$ -
5	PUBLIC PARTICIPATION PLAN						\$ -	\$ -
6	PUBLIC TRANSPORTATION PLANNING						\$ -	\$ -
7	REGIONAL PLANNING			\$ 2,000.00	\$ -		\$ 121.00	\$ 2,121.00
8	CAPITAL EXPENDITURES						\$ -	\$ -
	TOTAL	\$ 10,000.00	\$ 8,000.00	\$ 2,000.00	\$ 1,000.00	\$ 6,204.00	\$ 1,644.00	\$ 28,848.00

Memberships include:

Rural Transportation Advisory Council (RTAC). RTAC dues (\$5,498) based on the population of the SVMPO Planning Boundary (56,098) at 9.8 cents per capita, using PL funds reduced 70% (\$3,848). The City of Sierra Vista and Cochise County will pay the remaining 30%, \$1,287 and \$363 respectively.

Arizona Transit Association (AzTA). AzTA dues (\$1,300). The MPO will pay 80% (\$1040) and City (\$208).

Association of Pedestrian and Bicycle Professionals membership dues for members of the SVMPO Bicycle Pedestrian Advisory Committee (BPAC) (\$462).

Association of Pedestrian and Bicycle Professionals membership dues for SVMPO staff member (\$110)

American Planning Association (\$600)

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

Technology

Technology includes expenses for SVMPO web site development and maintenance or other technology related costs in support of the SVMPO activities and programs.

Travel & Training includes meetings and overnight stays Phoenix or other parts of the State and conferences and training for SVMPO Staff, Board, and TAC. The MPO may pay the cost of registration expenses for Board and TAC members for in-state conferences/meetings.

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

- Arizona Geographic Information Conference (September 2017)
- Arizona Rural Transportation Summit, Prescott (October 2017)
- American Planning Association, Arizona Chapter Conference, Phoenix (October 2017)
- Roads & Streets Conference, Tucson (April 2018)

Out of State travel for SVMPO staff:

- Association of Metropolitan Planning Organizations Annual Conference, Savannah, GA (October 2017)
- National APA Conference, New Orleans, LA (April/May 2018)
- ESRI User Conference, San Diego, CA (July 2018)

Office Supplies and Printing

Office supplies and printing include office materials, SVMPO web site expenses, and printing of materials such as maps, brochures, etc. in support of transportation related activities.

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 2018 ACTIVITIES

- Manage the implementation of tasks within the FY 2018 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 and 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;
- Develop a Standard Operating Procedures (SOP) book for the administration of the MPO;
- Prepare the FY 2019 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 2019 Work Program (Draft – March 2018 / Adoption – May 2018).

BUDGET

TASK 1: ADMINISTRATION							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.21.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO		\$ -	\$ 120,000.00	\$ 30,000.00		\$ -	\$ 150,000.00
Direct Expense	\$ 25,204.00	\$ 1,523.00		\$ -		\$ -	\$ 26,727.00
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 25,204.00	\$ 1,523.00	\$ 120,000.00	\$ 30,000.00	\$ -	\$ -	\$ 176,727.00

\$20,000 in City employee or contract services to assist in the development of transportation planning studies or individual projects identified in this Work Program & Budget, Long Range Transportation Plan, or other studies previously developed for the SVMPO.

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

Funding levels represent a 2% pay adjustment from Fiscal Year 17 Work Program & Budget for staff members of the SVMPO.

2 DATA COLLECTION AND MAINTENANCE

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 2018 ACTIVITIES

- Collect and report the required data for all road and street section records in the Highway Performance Monitoring System (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;
 - Maintain bike route and multi-use path data and duplication of related printed materials as needed;
 - Address update as needed for populations analyses;
 - Commercial driveway entrance inventory.
- Bicycle and Pedestrian Count;
- Annual update of demographic data.
- Begin process of preparing local data in preparation for Census 2020
- Develop three-year vehicle count plan for use by local jurisdictions.

END PRODUCTS (SCHEDULE)

- Assist local jurisdictions with HPMS Data Entry (February/March);
- Functional classification reports (as needed);
- Annual demographics report (as required);
- 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	\$ 25,000.00	\$ 1,511.00		\$ -		\$ -	\$ 26,511.00
Direct Expense	\$ -	\$ -		\$ -		\$ -	
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 25,000.00	\$ 1,511.00	\$ -	\$ -	\$ -	\$ -	\$ 26,511.00

\$20,000 in City employee or contract services to assist in developing and gather data in support of Geographic Information System (GIS) and preparation of U.S. Census 2020.

\$6,511 to support the development of Geographic Information Systems (GIS) in support of data collection.

3 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

In cooperation with the State, local jurisdictions of the SVMPO, and local transit operator prepare and update a TIP annually. 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 2018 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 2018 ACTIVITIES

- Implement recommendations of the MPO's 2015- 2040 Long Range Transportation Plan
- Develop a Safe Routes to School Plan in coordination with local schools

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 2018 ACTIVITIES

- Include the public in decisions, activities, and projects of the MPO, per the approved PPP;
- 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 network.

FY 2018 ACTIVITIES

- Vista Transit efficiency study and fare structure study;
- 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	\$ 30,000.00	\$ 1,813.00		\$ -	\$56,686.00	\$ 14,172.00	\$ 102,671.00
Direct Expense		\$ -		\$ -		\$ -	\$ -
Other Agency		\$ -		\$ -	\$ -	\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 30,000.00	\$ 1,813.00	\$ -	\$ -	\$56,686.00	\$ 14,172.00	\$ 102,671.00

- Estimated \$102,671 for contract services for an operational and transit fare study of Vista Transit to reduce cost and improve efficiency. Based on the conclusion of the Vista Transit Study conducted in Fiscal Year 2017.

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 2018 ACTIVITIES

- Program HSIP funds for annual projects for fiscal year;
- Prioritize and program regional projects for STP funding for FY19;
- Support bicycle/pedestrian activities;
- Assist participant agencies with local 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 deficiencies in the connectivity of the transportation system and develop infrastructure and operational solutions that provide to essential public services;
- Develop Safe Routes to School Plan and program implementation.

END PRODUCTS (SCHEDULE)

- Program HSIP funding projects on TIP (May);
- Program STP funding on TIP (May);

BUDGET

TASK 7: REGIONAL PLANNING							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		Section 5305 (44.22.00)		
	Federal	Local	Federal	Local	Federal	Local	
MPO	\$ 102,189.50	\$ 6,177.00	\$ 44,676.00	\$ 11,169.00		\$ -	\$ 164,211.50
Direct Expense	\$ 2,000.00	\$ 121.00		\$ -		\$ -	\$ 2,121.00
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 104,189.50	\$ 6,298.00	\$ 44,676.00	\$ 11,169.00	\$ -	\$ -	\$ 166,332.50

- Estimated \$22,500 carry over from FY17 for the Cochise County Road Design Standards update.
- Estimated \$143,832.50 carry over from FY17 and FY18 funds for Street Condition Analysis of roads in Sierra Vista and five-year Steet Maintenance Plan.

8 CAPITAL EXPENDITURES

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

FY 2018 ACTIVITIES

- Purchase ArcGIS Network and Spatial Analyst for the use of implementing transit, transportation planning, and transportation planning studies.

END PRODUCTS (SCHEDULE)

- Analysis for 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	\$ 5,000.00	\$ 302.00		\$ -		\$ -	\$ 5,302.00
Direct Expense		\$ -		\$ -		\$ -	\$ -
Other Agency		\$ -		\$ -		\$ -	\$ -
Consultant		\$ -		\$ -		\$ -	\$ -
TOTAL	\$ 5,000.00	\$ 302.00	\$ -	\$ -	\$ -	\$ -	\$ 5,302.00

\$5,302 to purchase ESRI ArcGIS Spatial and Network Analyst single use license.