



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION BICYCLE PEDESTRIAN ADVISORY COMMITTEE MEETING MINUTES: APRIL 29, 2019



MEETING LOCATION:

Sierra Vista Public Works Bld.
Training Room
401 Giulio Cesare Ave.
Sierra Vista, AZ 85635

MEETING DATE AND TIME:

April 29, 2019
11:00 AM



Bicycle/Pedestrian Advisory Committee (BPAC)

MEMBERS IN ATTENDANCE:

Vice-Chair: Bud Dragoo
Member: John Healy
Member: CBA Representative: Ken Kilmurray

MEMBERS ABSENT:

Member: Kara Harris
Member: Jacob Jones-Martinez
Member: Ana Stompro

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP
Regional Transportation Planner Intern: Catarina Porter, BYU-I Intern

OTHERS PRESENT:

No others present.

1. CALL TO ORDER AND INTRODUCTIONS

The BPAC meeting was called to order at approximately 11:17 a.m. Administrator Lamberton noted that the BPAC did not have a quorum. A call for a representative from the Cochise Bicycle Advocate group was favorably received and the CBA has agreed to send one voting member to each meeting.

The attendees discussed the lack of quorum – which has been the case for the last four meetings. It was noted that the position held by Jacob Jones-Martinez may be convened over to his replacement in the position that he used to hold with the County's Health Dept. Administrator Lamberton will follow up on that. The County's School Superintendent's office has been contacted and they advise that they no longer staff a position at the School Superintendents office that address programs like Safe Routes to Schools. However, the Superintendent's office is willing to push information to the Districts to see if there is any

interest at that level. The group discussed who might be interested in participating, attendees agreed to contact absent members and solicit replacements. Administrator Lamberton stated that SVMPO may wish to change by-laws to allow a different quorum requirement and/or to vacate positions of members that do not attend on a regular basis.

Member Healy noted that historically the BPAC looked for individual members that had a passion for bicycling or pedestrian activities rather than organization/agency representatives. Administrator Lamberton stated that one positive aspect of organization/agency representatives is that these individuals are often linked to a larger group for disseminating information and obtaining feedback. Often these members view their participation as part of their formal jobs vs. a volunteer activity. BPAC attendees feel that a mix of both would be good and agreed that a larger membership would help to facilitate the types of planning activities the BPAC was formed to accomplish.

Attendees were encouraged to solicit additional members. An application form is available on the SVMPO website: <https://www.svmopo.org/boards-and-committees/bicycle-pedestrian-advisory-committee-bpac/apply-to-the-bac/> Administrator Lamberton stated that she can put a link on the front page to do an active call for members.

2. SELECTION OF A BPAC CHAIR AND VICE-CHAIR

No action taken due to lack of quorum.

3. APPROVAL OF MEETING MINUTES

No action taken due to lack of quorum.

NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

4. SVMPO FY20 & FY21 WORK PROGRAM

Administrator Lamberton stated that she had hoped to obtain a letter of support from the BPAC; however, lacking a quorum no action can be taken. The attendees discussed the final draft work elements and proposed tasks. It was suggested to include a task item related to roadway, shoulder, and multi-use path maintenance. It was noted that maintenance is the responsibility of the member jurisdictions, nevertheless, enhancing communication to the public about how to submit requests for maintenance and/or provide jurisdictions notice of maintenance issues (like potholes, damaged shoulders, debris) might be useful. It was also noted that not many people would even think of looking to the MPO for that information – which led to the observation that a better job needs done in general about letting people know what the work of the MPO is in the first place.

Administrator Lamberton advised that she will let the BPAC members know when the final draft of the Work Program is posted and stated that she welcomed their individual comments to present to the SVMPO Board.

5. FUTURE AGENDA ITEMS & MEETING DATE/TIMES

Donna Lewandowski, M.S., the State's Bicycle & Pedestrian Program Coordinator, plans to attend the August meeting to update BPAC members on State-Wide activities. SVMPO will be beginning their Long-Range Transportation Plan update and the BPAC will be taking an active role in the section on long-range needs and proposed projects for this update.

Tentative 2019 meeting dates for the BPAC are: **August 26th, October 28th**. The BPAC attendees agreed to leave the meeting timeframe as 11:00 a.m. to 12 noon.

This is an informational item.

6. ANNOUNCEMENTS, UPDATES AND GENERAL CALL TO THE PUBLIC

No general announcements were offered: no member of the public wished to speak.

This was an informational item.

7. ADJOURNMENT

The committee adjourned by general consent at approximately 12:29 p.m.