



# SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION

## EXECUTIVE BOARD: WORK SESSION

### AGENDA: FEBRUARY 20, 2020

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#### MEETING LOCATION:

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

To attend the meeting by telephone:  
Call 1-415-655-0001. Meeting # 287 957 271.  
Enter # for Attendee ID. For Arizona Relay  
Service use 1-800-367-8939, or dial 7-1-1.

#### MEETING DATE AND TIME:

February 20, 2020  
3:00 p.m.

#### FOR MORE INFORMATION OR TO REQUEST ACCOMMODATION FOR SPECIAL NEEDS:

Website: [www.svmppo.org](http://www.svmppo.org)  
Email: [SVMPO@SierraVistaAZ.gov](mailto:SVMPO@SierraVistaAZ.gov)  
Administrator Phone: 520-515-8525

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#### SVMPO BOARD OF DIRECTORS

*One or more members may participate via teleconference*

Chair:	Rick Mueller, Mayor, City of Sierra Vista
Vice-Chair:	Tom Borer, Supervisor, Cochise County Designated Alternate: Peggy Judd, Supervisor, Cochise County
Member:	Rachel Gray, Councilmember, City of Sierra Vista
Member:	Sarah Pacheco, Councilmember, City of Sierra Vista
Member:	Joy Banks, Councilmember, Town of Huachuca City Designated Alternate: Cynthia Butterworth
Member (Non-Voting)	Rod Lane, Arizona Department of Transportation

**STAFF:** SVMPO Administrator: Karen L. Lamberton, AICP

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#### 1. CALL TO ORDER AND ROLL CALL

#### 2. SVMPO ADMINISTRATOR JOB DESCRIPTION AND ANNUAL EVALUATION FORM

The Board will review and discuss recommended revisions to the SVMPO Administrator job description and annual performance evaluation form.

#### 3. STATUS OF MEMBER JURISDICTION AGREEMENTS

- a. SVMPO and CITY OF SIERRA VISTA HOSTING AGREEMENT
- b. SVMPO AND MATCH AGREEMENT WITH COCHISE COUNTY
- c. SVMPO AND MATCH AGREEMENT WITH the TOWN OF HUACHUCA CITY

#### **4. FUTURE DISCUSSION ITEMS AND BOARD REQUESTS**

This is an opportunity for Board members to identify other potential discussion items for future Work Sessions. The next scheduled Work Session is scheduled for **April 16, 2020 at 3:00 p.m.**

Future work session items may include:

- ❖ Providing an annual review to the SVMPO Administrator, with a written summary of the Board of Directors findings, per existing Contract Agreement, Section 6A.
- ❖ Discussing potential changes to the SVMPO Contract Agreement for the SVMPO Administrator. The current contract with Karen Lamberton, AICP expires on August 27, 2020. A decision to offer a renewal or a termination of the contract should occur by June 16, 2020, per the existing Contract Agreement, Section 1C. If such an offer is made the Administrator has 30 days to accept or reject the contract extension, by July 28, 2020, per Section 3D.

#### **5. DIRECTION TO THE SVMPO ADMINISTRATOR**

The Board of Directors may provide direction to the SVMPO Administrator, based on the Work Session discussion, for future action items to be presented at either the scheduled **March 19, 2020 Board of Directors meeting**, or for additional discussion at another Work Session at a future date/time to be scheduled.

#### **6. ADJOURNMENT**

SVMPO Work Sessions are informal meetings where Board members may prepare for upcoming regular Board meetings, have staff and/or agency briefings on issues, and provide an opportunity for detailed discussions on topics of regional concern among themselves. These meetings are open to the public but time is not reserved for public comment. Members of the public may attend in person, or by phone, and may share written comments through the SVMPO website.

The meeting room is accessible to those individuals with mobility impairments. Individuals with disabilities who require special accommodations or have limited English proficiency and are in need of an interpreter may contact Karen Lamberton at 520.515.8525 at least 72 hours before the meeting time to request accommodations.

Si necesita acomodaciones especiales o un interprete para esta conferencia, debe pnerse en contacto con Karen Lamberton al numero 520.515.8525 por lo menos setenta y dos (72) hora antes de la conferencia.