



SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION BOARD OF DIRECTORS: REGULAR MEETING AGENDA: March 31, 2021

MEETING LOCATION:

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

MEETING DATE AND TIME:

March 31, 2021
2:30 p.m.

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.

FOR MORE INFORMATION OR TO REQUEST ACCOMMODATION FOR SPECIAL NEEDS:

Website: www.svmppo.org

Email: SVMPO@SierraVistaAZ.gov Administrator

Phone: 520-515-8525

SVMPO BOARD OF DIRECTORS

One or more members may participate via teleconference

Chair:	Rick Mueller, Mayor, City of Sierra Vista
Vice-Chair:	Johann Wallace, Mayor, Town of Huachuca City <i>Designated Alternate:</i> Cynthia Butterworth, Councilmember, Huachuca City
Member:	Rachel Gray, Councilmember, City of Sierra Vista
Member:	Sarah Pacheco, Councilmember, City of Sierra Vista
Member:	Peggy Judd, Supervisor, Cochise County
Member:	Richard Searle, State Transportation Board <i>Designated Alternate:</i> Rod Lane, Arizona Department of Transportation

STAFF: SVMPO Administrator: Karen L. Lamberton, AICP

1. CALL TO ORDER AND ROLL CALL

2. ACCEPTANCE OF THE AGENDA

3. CALL TO THE PUBLIC

This is the time set aside for the public to comment. Speakers are limited to a three-minute presentation and may also submit written comments for the Board files. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H) action taken as a result of public comment is limited to responding to any criticism, directing staff to review the matter, or scheduling the matter for discussion at a later date.

4. APPROVAL OF MEETING MINUTES (January 28, 2021)

Action: Approval of the Board of Directors Regular Meeting Minutes of January 28, 2021

CONTINUING BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

5. FY22 TITLE VI PLAN (Final Draft)

Action: The SVMPO Administrator will brief the Board on the final draft of the FY22 Title VI Plan. This is a mandated regional plan that informs the public outreach requirements for regional plans, programs and activities. It is a requirement of this plan that it include the approved meeting minutes of the adoption of the Title VI Plan, which will occur in May. These annual plans are due by the end of each fiscal year to ADOT's Civil Rights Division.

This is an action item.

NEW BUSINESS: PRESENTATION/DISCUSSION/POSSIBLE ACTION

6. POTENTIAL CHANGES TO METROPOLITAN AREA STANDARDS AND MPO THRESHOLDS

Action: The Board Chair and the SVMPO Administrator will share information learned about proposed changes to how the Office of Management and Budget may define metropolitan areas and potential changes proposed by the Bureau of the Census related to MPO population thresholds. These two proposed changes could change the composition of the current MPO/COG boundaries in the State. This item is for discussion, and possible direction to the Chair and Administrator, as to actions that the SVMPO Board members may wish to make related to these two proposals.

This is a discussion and possible action item. Direction to the SVMPO Chair and/or Administrator may be given.

7. ELECTION OF SVMPO BOARD CHAIR to PENDING VACANT POSITION

Action: The current SVMPO Chair, Mayor Fredrick Mueller, City of Sierra Vista, has requested that an election be held to appoint a new Chair for the SVMPO.

Elected Chair and Vice-Chair positions typically serve two-year terms, per the SVMPO By-Laws, unless vacated. A nomination and selection of a Board Chair to fill the remaining term, through January 2022, will be taken under advisement, along with establishing the start of the new term of office for the newly elected SVMPO Chair position.

This is an action item.

8. SVMPO BY-LAW AMENDMENT AND REVISED WORK PROGRAM STAFFING SECTION

Action: The Board Chair will present proposed language to the SVMPO By-Laws and potential revisions to the SVMPO Work Program to more clearly delineate roles and responsibilities related to hiring SVMPO staff, managing SVMPO staff and procurement activities under the approved Hosting Agreement with the City of Sierra Vista/Fiscal Agent.

The SVMPO's Fiscal Agent's attorney, Nathan Williams, has drafted potential revisions to the SVMPO By-Laws, and to the SVMPO Work Program/Annual Budget, to clarify roles and responsibilities of the SVMPO Board Chair and SVMPO Administrator related to staff/hiring and securing professional services for approved SVMPO work activities.

Questions in advance of the meeting on these proposed changes may be directed to your SVMPO Board Chair or your SVMPO Administrator.

This is an action item. Two motions are requested related to this item:

1. Approval of proposed revisions to the SVMPO By-Laws; and

2. Approval and/or direction related to amended language proposed within the SVMPO Work Program.

9. SHORT-RANGE TRANSIT PLAN UPDATE

The Board will be briefed on the status of the preliminary draft of the short-range transit plan, public input received by that time, and have an opportunity to discuss future recommendations for both the Vista Transit (5307 transit system) and regional connections.

This plan update is a Federal Transit Administration (FTA) requirement for transit funding. It covers a five-year timeframe and proposed projects inform the regional five-year Transportation Improvement Program (TIP) and how much funding is requested in each year. This plan is tentatively scheduled to be considered for adoption in June of this year.

This is an information and discussion item.

INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN

10. STATE TRANSPORTATION BOARD/SOUTHCENTRAL DISTRICT REPORT

ADOT and/or the SVMPO Administrator will report on the status of current and potential ADOT projects within the region. This item is the time for Board members to discuss issues or raise questions related to projects under the jurisdiction of ADOT.

This is an information item.

11. LEGISLATIVE UPDATE

The RTAC Liaison, Kevin Adam, will discuss with Board members National and State legislative updates regarding transportation activities and funding. Information related to the potential of additional dedicated transportation funding to the State of Arizona may be discussed.

This is an information and discussion item.

12. ANNOUNCEMENTS & JURISDICTION UPDATES

This is the time set aside for the SVMPO Board of Director members to share information and current events.

- The City of Sierra Vista Council has appointed City Councilmember Carolyn Umphrey to fill the third City MPO Board position, her term will begin on April 1, 2021.

This is an information and discussion item.

13. UPCOMING SCHEDULED MEETINGS and ADMINISTRATOR'S REPORT (Written Report)

FHWA/FTA/ADOT review of draft SVMPO FY22/FY23 Work Program: March 30, 2021
BPAC Mtg: May 4, 2021 at 10 a.m. Public Works Training Room or Virtually/Telephonic
TAC Mtg: May 12, 2021 at 10 a.m. Public Works Training Room or Virtually/Telephonic
Potential Future Board Work Sessions: June 10, 2021 and August 12, 2021

Board members will have an opportunity to discuss and ask questions about regional transportation activities that are underway. These include:

- ❖ The 2020 Census population numbers have not yet been released: currently projected to be released in April of 2021. Census 2020 population numbers are used in many federal and state

funding formulas. Preliminary projections of federal and state transportation funds to regional governments are currently based on the one-year extension of the federal FAST-ACT.

- ❖ The SVMPO 2021-2025 TIP was approved by FHWA as part of the State TIP on February 2, 2021. The 2022-2023 TIP draft is underway for presentation to the TAC and Board in June of this year.
- ❖ The SVMPO Amendment Three to the Work Program and Annual Budget was approved by FHWA and ADOT Multimodal Division on March 2, 2021.
- ❖ 2050 Long-Range Transportation Plan Update Status
- ❖ Town of Huachuca City Roadway Inventory & Assessment Study/Emergency Pre-Emption Signal

This is an information and possible discussion item (*depending on meeting time this item may be presented in written format only*)

14. FUTURE AGENDA ITEMS

The next SVMPO Board meeting is scheduled for **Thursday, May 27th at 2:30 p.m.** Items under consideration may include discussion and/or Work Session on the Long -Range Transportation Plan, preliminary draft of the Short-Range Transit Plan and advance review of the FY22/FY23 Work Program and Annual Budget. A Work Session on the next two-year Work Program has been tentatively scheduled for Thursday, June 10th.

This is an information item. Board members may indicate topics they would like to include in the next Board meeting for discussion or action.

15. EXECUTIVE SESSION

The SVMPO Board may vote to adjourn to Executive Session pursuant to A.R.S. §38.431.03 for purposes of evaluating the performance of the SVMPO Administrator. The SVMPO Administrator's two-year anniversary in this position was August 20, 2020. Her contract was extended for one-year through Friday, August 20, 2021.

The SVMPO Board Chair has requested that an Executive Session be held regarding the SVMPO Administrator Employment Contract. The Board will recess to this Executive Session and may choose to ask the SVMPO Administrator to participate or may meet separately to address unfinished evaluation and future contract negotiations, regarding the SVMPO Administrator position.

If authorized by the requisite vote of the SVMPO Board, the Executive Session will be held immediately after the vote, at the same location as the SVMPO Regular Board meeting and will not be open to the public. Discussion and possible action may occur, as permitted under A.R.S. §38.431.03 (A) (1)-(7), related to the performance evaluation and/or contract language regarding her position responsibilities and delegated authority.

After conclusion of the Executive Session discussion the Executive Session will be formally adjourned, and the SVMPO Board Regular Meeting then resumed.

16. ADJOURNMENT of REGULAR SESSION

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.