



**SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE (TAC)
MEETING MINUTES: OCTOBER 27, 2021**

DRAFT

MEETING LOCATION:

City of Sierra Vista: Public Works Bld.
TRAINING CONFERENCE ROOM
401 Giulio Cesare Ave.
Sierra Vista, AZ 85635

MEETING DATE AND TIME:

October 27, 2021
10:00 AM

**CDC PROTOCOLS WILL BE FOLLOWED
FOR PRE-SANITATION AND DISTANCING**

To attend the meeting Telephonically:

Call-In # 1-415-655-0001

Meeting ID# 287 957 271#

Enter # for Attendee ID

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

Website: www.svmppo.org
Email: SVMPO@SierraVistaAZ.gov
Administrator Phone: 520-515-8525

SVMPO TAC MEMBERS IN ATTENDANCE:

Chair: Linda Jones, Public Works Operations Manager for Vista Transit (*telephonically*)
Vice-Chair: Brad Simmons, P.E., Cochise County Civil Engineer
Member: Matt McLachlan, Dir. Community Development, City Sierra Vista (*telephonically*)
Member: Irene Zuniga, Capital Improvements and Development Manager
Member: Jim Halterman, Town of Huachuca City, Public Works Supervisor
Member: Mark Hoffman, Arizona Department of Transportation/Multimodal Division
[telephonic]
Alternate Member: Jim (Doc) Johnson, Ph.D, CBO, CCI; Building Official (*joined at 11:00 a.m.*)
Alternative Member: Valerie Fuller, Engineering Tech I; Cochise County for Jackie Watkins

SVMPO TAC MEMBERS ABSENT:

Member: Sharon Flissar, P.E., Director Public Works, City of Sierra Vista
Member: Jackie Watkins, P.E., Cochise County Engineer

STAFF:

SVMPO Administrator: Karen L. Lamberton, AICP
SVMPO Regional Civil Engineer: Dennis Donovan, P.E.

OTHERS PRESENT

Jay Gomes, ADOT Southern Region Traffic Engineer (*telephonically*)
Steve Scheumann, BPAC Representative
Kathy Buonocore, BPAC representative

John Healy, BPAC representative
Jeff Pegler, Sierra Vista Community Development Planner/Bicycle
Rachel Gray, Chair SVMPO Board and Sierra Vista Mayor Pro Tem (*joined at 10:15 a.m.*)

1. CALL TO ORDER AND ROLL CALL

Chair Jones called the TAC meeting to order at 10:02 a.m. Roll call was taken and a quorum was in place. Director Lamberton noted that Bicycle/Pedestrian Advisory Subcommittee members were in attendance by invitation, in lieu of a separate October BPAC meeting, and introduced them to the TAC committee members.

2. ACCEPTANCE OF THE AGENDA

It was noted that previously the TAC had consensus that the agenda acceptance did not need a formal motion and Chair Jones asked if any TAC members had any questions or changes to the October 27th meeting agenda. Hearing none, the Agenda was accepted as presented.

3. CALL TO THE PUBLIC

This is the time set aside for the public to comment. 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 directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

No attendees of the public were presented to address the TAC at this time.

4. APPROVAL OF MEETING MINUTES (August 11, 2021)

Chair Jones asked members if they had any comments or corrections on the August 11, 2021 meeting minutes. Member Simmons moved to accept the meeting minutes for the TAC Regular Meeting of August 11, 2021, Member Fuller seconded, and the motion unanimously passed.

MOTION: Member Simmons

SECOND: Member Fuller

ACTION: PASSED UNANIMOUSLY 7/0

NEW BUSINESS: PRESENTATION/DISCUSSION

5. WORK PROGRAM BUDGET UPDATE AND FY22 MATCH REQUIREMENTS

The SVMPO Director briefed the TAC on the current Work Program Budget, potential Amendments and anticipated FY22 Match requirements. She noted that Congress has not yet completed the next transportation re-authorization bill and Work Program and other regional revenues are still subject to change.

The SVMPO Director noted the need for In-Kind Forms and time expended on regional activities. She asked if there were anything that could be done to make this task easier on the member jurisdictions. Several members suggested that reminders to be continued to be sent to them.

Member Zuniga stated that the City is interested in pursuing the development of an Access Control guidelines and asked if any of the other member jurisdictions has something like this. Member Simmons and Fuller indicated they would send what the County had but did not think it was very much. Director Lamberton concurred noting that the updated County Design

Standards did not include an Access Management component. Member Halterman stated he was not 100% sure but believed that Huachuca City did not have anything like this either. Alternative Member Johnson (who later joined this meeting would add that this is very likely correct; Huachuca City has no such Access Guideline at this time). The TAC agreed to send what information they had to Member Zuniga and she would assess if having a consultant to help develop such a standard would be helpful and may bring this topic back to the TAC for a potential new Work Program Activity

This was an information and possible discussion item

6. TIP UPDATE AND CALL FOR PROJECTS

The SVMPO Director briefed the TAC on the current TIP ledger and potentially available funds for future projects. She stated that it was hoped to fully program the SVMPO TIP by the end of this fiscal year. A Call for Projects had been sent to TAC members with the agenda.

Items submitted will be discussed at the next TAC meeting, with selection and ranking tentatively the second meeting of 2022. Presentations may be required.

TAC members were asked if they had any projects that they might be thinking of bringing forward to the TAC:

- Cochise County may bring forward a design phase for the Moson Rd. corridor Herford Rd, to Highway 92 which is a length of about 8 miles.
- The City may bring forward additional phases for the Fry/Garden projects. Phase 1 is under construction now. Design has been completed for these phases. The City also indicated they rather do these as HURF Exchange projects.
- Huachuca City may bring forward their Skyline Project and potentially a pathway project.
- The City/County also have a joint project for Theater Drive for consideration.

Member Hoffman advised TAC members that once federal dollars are used on a project the rest of the project must be finished up to a federal standard, even if local dollars being used. Because none of the SVMPO agencies are CA agencies ADOT must administer the projects, unless done as an eligible HURF Exchange project. For use of STBG funds the roads must be Federally functionally classified. Bike/Pedestrian projects are an exception and may be adjacent to a local street.

The SVMPO Director stated she was very pleased to hear that the member jurisdictions were considering projects and, although our funding is limited by fully programming out our TIP for our highest priority near-term projects, we are better positioned to move projects forward as unexpected opportunities for funding occur.

This was an information and possible discussion item.

CONTINUING BUSINESS: PRESENTATION/DISCUSSION

7. COMPLETION (ADOPTION/ACCEPTANCE) OF REGIONAL PLANS

The SVMPO Director provided a short briefing of the adoption of two mandated regional and transit plans since the last TAC meeting and one plan identified as a major transportation element recommended in the Huachuca City General Plan.

- **2050 Long-Range Transportation Plan** was adopted on August 25, 2021 by the SVMPO Board. It will be transmitted to FHWA and ADOT well in advance of our extended deadline of December 2021 – copies have just been completed and returned from the printer.
- **Vista Transit: Short-Range Transit Plan** was adopted on August 25, 2011 by the SVMPO Board. It is scheduled to be presented to the Sierra Vista City Council on December 9th of this year. The mandated update to the Public Transportation (Transit) Agency Safety Plan is underway, is on budget and ahead of schedule at this time and will be presented to the Sierra Vista City Council for approval, also on December 9th. These two plans, funded by the SVMPO, are required for the City to receive their FTA transit operating and capital funds programmed in the MPO TIP. A summary brochure was prepared and final copies are at the printers now. A summary of the findings and recommendations will be displayed at the Vista Transit Center by early next month.
- **2021-2027 Huachuca City Transportation System: Major Streets and Scenic Route Plan** is also completed and was accepted by the Huachuca City Council on September 9, 2011. Several Work Sessions have since been held on the recommendations made by this plan; and some items are being brought before the Huachuca City Town Council for adoption within this year.

Jay Gomes, ADOT, noted that in the newly adopted Long-Range Transportation Plan the need for developing an Access Management Plan was identified and concurs with Member Zuniga that it would be a great idea to do a regional update effort on that topic.

This was an information item.

8. JURISDICTION TIP PROJECT UPDATES

TAC members provided the following updates about active regional and local agency projects.

- **Cochise County LIDAR flight data delivery status:** USGS has notified Cochise County that the data is completed, but not yet posted. Expected to be on-line and sent to the County for use soon. The LIDAR collected was in two-foot intervals and will be a much improved county-wide data layer that includes all the SVMPO member jurisdictions.
- **City of Sierra Vista West End HURF Exchange Project:** Project is going along as planned and is expected to be completed early next year.
- **City of Sierra Vista/Vista Transit Public Transportation (Transit) Safety Agency Plan:** This mandated Work Program project is ahead of schedule and is addressing nine identified deficiencies from the 2020 plan (the first report for this requirement for 5307 transit agencies). Stakeholder interviews being conducted at this time. Director Lamberton made the observation that the TAC should not be overly concerned about hearing that there are nine identified Vista Transit deficiencies: this was a brand-new requirement last year and not one single transit agency in the State had met all the requirements. Vista Transit and the consultant team, Michael-Baker are doing a great job getting this ready for a December 8, 2021 adoption by the City Council.
- **Huachuca City Utility mapping effort** (final deliverable of HC Roadway Study Project): Huachuca City staff are putting together the last of the data and have conducted some field work, like testing all their fire hydrates, to provide real-time data for this final deliverable on this Huachuca City Study.

This was an information and possible discussion item.

9. BPAC MEMBER INPUT AND ACTIVITY UPDATES

BPAC members were in attendance and provided the following updated to the TAC:

- The Sky Island Tour Ride went on October 2nd and was a very good success. This ride had about 330 bicyclists, no injuries and was a great support for NAMI. The next Sky Island Tour ride is already being planned for Oct 1, 2022! <https://skyislandtour.com/>
- The Arizona Mountain Bike Race will be held again at Fort Huachuca with expected 700 High School mountain bicyclists, 80 are teams signed up for the race on November 7th. Last year the Buena HS team came in 3rd in the State on this course.
- On the pedestrian side, connector trails are being worked on by the Forest Service from Brown Canyon to Ramsey Rd. segment.
- A three-day bicycling event is being planned called El Tour de Zona which will have rides using Sierra Vista as a hub at Veteran's Park but going out to Bisbee, Tombstone via Charleston. Organizers are hoping for 700 to 1,00 cyclists and are planning this for March 2022. This will be the first of this type of event and will follow the El Tour de Tucson which brings in about 8,000 cyclists. Encroachment Permits will be needed and ADOT alerted, and the County, to ensure mowing of the shoulders and any overhanging branch removal in advance of this event. Cochise County stated this type of event is now a Special Use Permit and needs to be requested several months in advance.

BPAC members expressed their appreciation to the City for the street painting of the pathway along Golf Links.

Director Lamberton stated that the BPAC membership was being surveyed for what activities to undertake next and may take a short hiatus from meeting while discussions about the potential need, and then funding, an updated to the 2011 Sierra Vista Bicycle and Pedestrian Plan but with a regional connectivity and recreational trail component added.

This was an information and possible discussion item.

INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN

10. SOUTHCENTRAL DISTRICT REPORT

Jay Gomes, for ADOT, stated that ADOT was now completing their Planning to Programming (P2P) process for the next five-year plan with meetings being held this week. He thanked the SVMPO for their staff support to this effort and said the input was very helpful and good this year. Design plans are underway for pavement preservation projects on State Route 92; SR80 chip-seal work is also underway at this time. ADOT is also planning to do a traffic signal timing review and possible resetting some signal timing along the State Route 90 corridor. Director Lamberton noted that for those that travel on Highway 80 blasting work may occur on selected and pre-posted days but in the near-term travel lanes are reduced to one-lane in sections during some work activities.

This was an information item.

11. CONFERENCE ATTENDEE REPORTS: ROADS AND STREETS

Member Simmons shared that there were several good sessions this year, including one about using drones for collection for mapping data that could be very useful, especially for stormwater

projects. He also attended a traffic warrant training management session about improving first response as well as a session on how the pandemic has brought traffic volumes down but yet speeding and fatalities have gone up state-wide.

This was an information item.

12. UPCOMING SCHEDULED MEETINGS and ADMINISTRATOR'S REPORT

P2P ADOT Workshops on October 25th and October 28th.

COG/MPO Planner Meeting: October 29th

RTAC Advisory Committee Meeting: November 15th

34th AZ Transit Conference November 15-19th

The Director noted that the TAC and SVMPO Board approved Theater Drive Inventory and Roadway Feasibility Assessment as a Work Program Project. A Cost Proposal is anticipated to be released by the end of October. A **Tentative** non-mandatory pre-proposal meeting planned to be held between November 16-18th of next month. It may be helpful to have a City and County representative, not necessarily a TAC member available, and TAC members will be sent an e-mail to inquire about availability when the schedule is finalized.

The SVMPO Chair Gray noted that the Rural Summit was very well done and the SVMPO made an impressive showing with our materials and presentations throughout the event. This event was an effort to coordinate all the rural MPO/CPGS to propose legislation for additional funding for the region: two projects were proposed for ear-marked funding (the Huachuca City Skyline Project and the City/County Theater Drive project). Although support from attending legislators was expressed, including from both the Chairs of the House and Senate Transportation committees, it will not be known if this bill will be successful until next year's legislative session.

This was an information item.

13. FUTURE AGENDA ITEMS

Director Lamberton presented the proposed schedule **for 2022 and** asked if the standing date and time was working for TAC members. After discussion, the group decided that the day was still okay but would prefer an afternoon meeting. The new time will be 1:00 p.m. to 3:00 p.m.

Tentatively, the next TAC meeting would be scheduled on **Wednesday, February 9, 2022, at 1:00 p.m.**

Future agenda items will include discussion of potential amendments to the SVMPO Work Program; possible selection of TIP projects; updates to Budgets and ongoing project updates.

This was an informational item, with direction to the SVMPO Director. Director Lamberton stated she would send the final 2022 calendar dates and times out after the SVMPO Board discussed this item at their meeting scheduled for this same afternoon.

This was an informational item. No action was taken.

14. ADJOURNMENT

Hearing no further questions or comments, by general consensus, Chair Jones adjourned the meeting at 11:42 p.m.