



**SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION
BOARD OF DIRECTORS
MEETING MINUTES: FEBRUARY 23, 2022**

APPROVED

MEETING LOCATION:

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

MICROSOFT TEAMS VIRTUAL MTG

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Phone Conference ID: 591 093 498#

MEETING DATE AND TIME:

February 23, 2022
2:30 p.m. to 4:00 p.m.

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

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

EXECUTIVE BOARD MEMBERS IN ATTENDANCE:

Chair	Rachel Gray, Mayor, City of Sierra Vista
Vice-Chair	Carolyn Umphrey, Councilmember City of Sierra Vista
Member	Cynthia Butterworth, Councilmember, Town of Huachuca City
Member:	Gregory Johnson, Councilmember City of Sierra Vista
Member	Peggy Judd, County Supervisor, Cochise County (<i>virtually</i>)
Member	Richard Searle, State Transportation Board

EXECUTIVE BOARD MEMBERS NOT IN ATTENDANCE: N/A All Present

STAFF:

SVMPO Director: Karen L. Lamberton, AICP
SVMPO Project Manager: Benny Young P.E.
SVMPO Engineer: Dennis Donovan P.E.
SVMPO Intern: Cat Porter, BYU-I

OTHERS PRESENT:

Chuck Potucek, Sierra Vista City Manager (*partial meeting/through Item 6*)
Ed Stillings, FHWA (*virtually*)
Jeremy Moore, ADOT South Central District (*virtually*)
Kevin Adam, RTAC (*virtually*)

CALL TO ORDER AND ROLL CALL

Chair Gray called the meeting to order at 2:33 p.m. Chair Gray, Vice-Chair Umphrey and Members Butterworth, Johnson, Judd and Searle present. A quorum was present.

1. ACCEPTANCE OF THE AGENDA

Chair Gray asked if there were any adjustments requested to the presented agenda. Hearing none, the Chair asked for a motion to accept the agenda. Member Johnson made the motion, Member Searle seconded, and the motion passed unanimously.

MOTION: Member Johnson

SECOND: Member Searle

ACTION: PASSED UNANIMOUSLY 6/0

2. CALL TO THE PUBLIC

Chair Gray noted that no members of the public appeared to be present and asked if anyone was on-line that wished to address the Board. Hearing none, Chair Gray then closed the Call to the Public.

3. APPROVAL OF MEETING MINUTES (October 27, 2021)

Chair Gray asked if any Board member had any comments or corrections to the Board of Directors Regular Meeting Minutes of October 27, 2021. After a moment for Board members to take a look at the presented minutes, no corrections were noted. Hearing none, she called for the question.

Member Johnson made the motion to accept the meeting minutes as presented, Member Butterworth seconded, and the motion to approve the October 27, 2021, meeting minutes was unanimously approved.

MOTION: Member Johnson

SECOND: Member Butterworth

ACTION: PASSED UNANIMOUSLY 6/0

NEW BUSINESS: POSSIBLE ACTION

4. WORK PROGRAM UPDATE and BUDGET

The SVMPO Director briefed Board members on changes to the FY22 Budget, impact on the FY22/ FY23 Work Program and potential amendments that might come forward to the Board at their next Meeting in April. Several potential planning studies were proposed during the TIP Call for Projects and may take priority over studies currently identified in the current Work Program.

Adjustments to the Work Program Budget due to actual carry forward amounts and changes in formulas for FTA planning funds and the State planning funds have increased the available budget by \$26,342 in FY22 and \$49,412 in FY23.

One positive change that has occurred since the Board's last meeting is that the SunCloud project, included in our Work Program since 2017, is now moving into Phase 2. A re-negotiation on match amounts was completed and the SVMPO match reduced from \$25,000 to \$10,000. The MPO will be working with TAC members to record In-Kind over-match to supplement the budget in order to avoid additional cash invoices for this project. There has been an immediate return of \$25,000 back to our region for a data layer on broadband accessibility. Director Lamberton noted that about 20% of the SVMPO region lacks adequate broadband. This data layer will help member jurisdictions and the MPO apply for funding dedicated towards improving this access set aside in the new

Infrastructure Bill. Board members were encouraged to take a look at the Arizona demographic datasets maintained by MAG that have been enhanced with these grant funds.

Future Work Program funding may be amended to adjust for congressional budget changes that reflect the approved Bipartisan Infrastructure Law. Director Lamberton noted that those increases may be off-set by the creation of 2 or 3 additional MPO's in the State of Arizona. Member Searle asked what those areas might be and Director Lamberton stated that she was aware that Kingman was already talking with the Lake Havasu MPO about merging if they were identified as a potential MPO. Ed Stillings, FHWA, later noted that Kingman would be an expansion of the Lake Havasu area and was not expected to meet the thresholds for a MPO on it's own (*est. pop 29,726*). Other areas were Bullhead City (*which would be a multi-state MPO if formed, est. AZ pop 40,252*); and the City of Maricopa (*est. pop 58,125, already part of MAG*).

Director Lamberton stated that she anticipated potential amendments coming before the Board at their April meeting but noted that at this time there is adequate funding to meet the approved projects. To date, the MPO has expended about 41% of the planned Work Program Budget. Chair Gary asked if there were any questions on this item. Hearing none, the Board moved to Item 5.

This was an information and discussion item. No action was taken.

5. THEATER DRIVE INVENTORY AND FEASIBILITY ASSESSMENT

Director Lamberton introduced Mr. Benny Young, P.E. as an incoming MPO staff member that will be the lead Project Manager for this approved Work Program project. Benny Young then introduced himself and shared with attendees his background in the region that included his career with the City of Tucson, bracketed by a couple of years working for Cochise County, but that he began his career as the City of Engineer for the City of Sierra Vista during the late 1970's. During his time as the City Engineer, one of the roadway corridors he developed was 7th St. and he is very familiar with early land development in this area.

He shared with the Board that a consultant team, Wilson and Company, had been selected to assist the MPO with this effort. Finalizing the scope of services is being completed and this project is expected to begin in early March. A key component of this effort will be a meeting to be held with elected officials from both the City and the County, along with their technical staff, to develop a consensus driven set of recommendations.

Chair Gray asked about ADOT Right-of-Way along Theater Drive and how that might effect ADOT participation on this project. Discussion then ensued about why there might be Right-of-Way still owned by ADOT in this area. Chuck Potucek, Sierra Vista City Manager stated he was not aware that there was any State Right-of-Way in this area, but if there was, it should be conveyed. Director Lamberton stated that initial research did show there was some part of the Right-of-Way was belonging to the State of Arizona, most of the Right-of-Way on this corridor does belong to the County, with some belonging to the City. The Scope of Work provided a specific task item related to this issue. Mr. Young observed that it might be connected to the railroad spur, which was a branch line to the Fort, back in historic days. Vice-Chair Humphrey noted that there is actually a road in the study area called Railroad Avenue.

Chair Gray stated that she was looking forward to this project as this roadway has numerous issues, including safety issues. Vice-Chair Umphrey also noted that she drives this roadway several times a day and there are always pedestrians or bicyclists and that there are not adequate facilities for them on this roadway. Member Searle asked about lights on the street and thought there had been an awarded grant recently to place lights on Theater Drive. Vice-Chair Umphrey confirmed that a grant had been awarded and these lights are now installed. Chair Gray added that the roadway was narrow and when dark it can be very hard to see people walking in the roadway.

Director Lamberton stated that the MPO was looking for dates in early May for a Joint Agency Forum and asked SVMPO Board members to take a look at their calendars. Member Judd noted that she would be involved in meetings on May 11th through 12th and would not be available those two days. Chair Gray suggested that a survey go out for Board members to note their availability. Director Lamberton advised that the entire MPO Board was welcomed to this planned Forum although it is most necessary to have elected officials from both the City and the County involved.

This was an information and discussion item. No action was taken.

6. STBG LEDGER UPDATE

The SVMPO Director briefed the Board on the current Surface Transportation Block Grant (STBG) Ledger and potential funding for the next Transportation Improvement Program (TIP). At the present time there are no obligated projects that are programmed. This MPO has used a strategy to transfer funds from the STBG into the Work Program in order to prepare potential projects. The MPO also has used STBG to cover the difference between appropriations and Obligation Authority in their Work Program.

Member Seale asked if the current project on Fry will be done in this Fiscal Year. Chair Gray stated that that project does have to be completed within this Fiscal Year.

Member Searle asked about the Obligation Authority funds were sufficient to fund Theater Drive in FY24 or FY25. Director Lamberton explained how the STBG funds could be used strategically to fund various projects, including obtaining loans from other MPO's or COG's to bring a project like Theater Drive to construction in FY24/FY25. It was noted that the initial estimated cost for that project was \$1.215 million.

The drafted STBG ledger is based on the previous infrastructure bill so there is a possibility that these amounts may go up a little bit by the time we are ready to finalize the new TIP in June. Chair Gray stated that she is meeting with Congressional Representative Ann Kirkpatrick about infrastructure funding early next week.

This was an information and discussion item. No action was taken.

7. TRANSPORTATION IMPROVEMENT PROGRAM (TIP): 2023-2027

The SVMPO Director advised the Board that the Transportation Improvement Program, known as the TIP, has proposed new TIP projects for the next cycle status of active SVMPO projects. She stated that the Board members had a substantive memo on this topic and she would not go over all of those details. In summary, a total of eight (8) projects had been proposed, with a total of over \$10 million for all of them, but only \$2.4 million is available in the next five years. One project was

submitted by Cochise County, two projects by the Town of Huachuca City, and five projects by the City of Sierra Vista.

The Director stated that she would be getting with each member jurisdiction's staff to refine and finalize their proposals. Member Butterworth asked about costs and if inflation was being considered. Director Lamberton stated that not only does inflation need to be considered in the out-years of the TIP but that she had also recommended to TAC members that costs be increased by 10% to 20% given that costs for materials have been trending in the first half of FY22. Board members concurred, stating that even 20% may not be high enough and that supply shortages are an issue for meeting timelines.

The SVMPO Director indicated that a fully programmed TIP should meet the criteria of regional significant projects, a set that moves the entire region forward which includes a mix of capital projects, preservation projects and multi-modal projects. Regionally significant includes being included within the MPO Long-Range Transportation Plan, should be in a local agency near-term strategic or general plan, addresses one or more of the Board approved Regional Transportation priorities and meets the approved MPO Board performance measures for roadways, transit and safety. Each TIP must be fiscally constrained and ideally seek to incorporate the adopted investment strategies of the MPO's Long-Range Transportation Plan (60% Roadway Capital/25% Preservation and 15% Bicycle/Pedestrian and Recreational).

A draft TIP will be brought to the Board at their next Board meeting.

This was an information and discussion item. No action was taken.

CONTINUING BUSINESS: PRESENTATION/DISCUSSION

No continuing business for this meeting.

INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN

8. SOUTHCENTRAL DISTRICT REPORT

Member Searle noted a few projects that were included in the next ADOT five-year plan draft in the Cochise County area:

- Cochise Overpass on Highway 191
- Passing Lane on I-10 (climbing lane for freight)
- Bridge repairs on Highway 82, near Fairbanks across the San Pedro River
- West End Traffic Interchange (TI) in the Willcox area on I-10.

The next State Transportation Board meeting is going to be held the third Friday in March (March 18th) in Nogales. 9 a.m. start time. *(STBG Meeting shifted to Marana City Hall/SVMPO Director attended).*

Chair Gray asked about the timeline on the project on Highway 90 through the Sierra Vista area (Industry Drive to Moson Rd.) Director Lamberton believed that it was to be completed in FY23. Design to begin in this calendar year. Chair Gray asked for a written update and timeline to be sent to Board members.

This was an information item. No action was taken.

9. RURAL TRANSPORTATION ADVOCACY REPORT/LEGISLATIVE ACTIVITIES

Kevin Adam, Rural Transportation Advocacy Council (RTAC) liaison advised that this was a very busy time for the State Legislature. Many transportation bills are in motion. Unfortunately, the House bill to earmark local agency project ran into difficulty in the Appropriations Committee and projects were rapidly identified for state highways that had not made the funded project with currently available state funds to replace local agency projects. It is not yet known if this amendment will overcome the objections of Representative Cobb. Board members expressed their disappointment in this result as a great deal of work had been undertaken by the MPO's and COG's in the State to develop that bill.

The project identified in our region was pavement preservation work in the amount of \$9 million for the segment on Highway 90 in the area of Huachuca City (*Mileposts 307/Camino de Tundra to Milepost 311/Railroad Drive*). Discussion occurred attempting to specifically identify the mile markers and segment of this proposal. Director Lamberton will locate this information and send it to Board members.

Next week bills that have passed out of the House or Senate will then move to the other State Legislative chamber for consideration. Revenues are higher than anticipated and the Governor has talked about potentially looking at additional tax cuts. Funds were identified for I-10 widening between Phoenix to Tucson (\$400 million) and another \$50 million for a "Smart Fund" that might assist local agencies for grants and local match.

Chair Gray asked if there were any questions for Kevin Adam on this topic. Director Lamberton added that HB 2729 seemed to be moving out of the House: this bill would make all AZ MPO's and COG's able to use the federal travel reimbursement rates rather than the State travel rates. For the SVMPO this would make travel reimbursement rates consistent with our Fiscal Agent. Chair Gray noted that she had put in a support recommendation for this bill in behalf of the City and that the SVMPO would support this bill as well.

This was an information and discussion item. No action was taken.

10. UPCOMING SCHEDULED MEETINGS and DIRECTOR'S REPORT

The SVMPO Director noted that the next TAC meeting is set for April 13th and the SVMPO Board meeting for April 27th. The following notes were briefly covered by the Director:

- ❖ The Public Transportation (Transit) Agency Safety Plan was approved by the City of Sierra Vista City Council on December 9, 2021, and a transmittal letter was included in the Board packet.
- ❖ The Short-Range Transit Plan, is completed and was presented to City of Sierra Vista Council. A tri-fold summary brochure was made available to Board members. These two transit plans, along with the Transit Asset Management Plan completed last year by the MPO in behalf of Vista Transit were needed documents for the upcoming FTA Triennial Review.
- ❖ The Town of Huachuca City Roadway Study is almost completed with their Roadway Study and is expected to be finalized in the next couple of months. A tri-fold summary of the Study findings was made available to Board members.
- ❖ The SVMPO Director stated that she had met with ADOT's Title VI staff and confirmed the FY23 requirements for this mandated plan. A draft will be brought forward at the April Board meeting with a

final version anticipated for adoption in June of this year. A demographic survey was distributed to Board members, who filled them out and returned them during this item to the Director.

- ❖ The Director also noted that FHWA is beginning to implement the guidance in Executive Order 14019, which Promotes Access to Voting. She explained that this directive is asking agencies to ensure that access to polling sites is not impeded by unnecessary construction, detours or other physical barriers.

This was an information item. No action was taken.

11. FUTURE AGENDA ITEMS

Based on the Board schedule, the next SVMPO Board meeting would be held on **Wednesday, April 27, 2022, at 2:30 p.m.**

No action was taken.

12. ADJOURNMENT of REGULAR SESSION

By general consent, the SVMPO Board regular meeting was then adjourned at 3:56 p.m.