



**SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION  
TECHNICAL ADVISORY COMMITTEE (TAC)  
MEETING MINUTES: APRIL 13, 2022**

**DRAFT**

**MEETING LOCATION:**

City of Sierra Vista Public Works Bld.  
Training Conference Room  
401 Giulio Cesare Ave. Sierra Vista, AZ

**Teams Virtual Option**

Join on your computer or mobile app

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Phone Conference ID: 319 313 910#

**MEETING DATE AND TIME:**

April 13, 2022  
1:00 PM

**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)  
Director's Phone: 520-515-8525

**SVMPO TAC MEMBERS IN ATTENDANCE:**

Chair: Brad Simmons, P.E., Cochise County Civil Engineer (*not in attendance*)  
Vice-Chair: Irene Zuniga, Capital Improvements and Development Manager  
Member: Sharon Flissar, P.E., Director Public Works, City of Sierra Vista  
Member: Matt McLachlan, Dir. Community Development, City Sierra Vista (*virtual*)  
Member: Jim Halterman, Town of Huachuca City, Public Works Supervisor  
Member: Jackie Watkins, P.E., Cochise County Engineer  
Member: Richard Stein, Transportation Services Administrator, Vista Transit (*not in attendance*)  
Member: Mark Hoffman, Arizona Department of Transportation/Multimodal Division (*virtual*)  
Alternate Member: Jim (Doc) Johnson, Ph.D, CBO, CCI; Building Official Town of Huachuca City  
Alternative Member: Valarie Fuller, Engineering Tech I; Cochise County for Jackie Watkins  
Alternative Member: Blake Fisher, Planner, City of Sierra Vista (*virtual*)  
Alternative Member: Chanel Kirkpatrick, External Services Manager, City of Sierra Vista (*virtual*)

**SVMPO TAC MEMBERS ABSENT:**

Member: County Planning Dept. ***Vacant***

**STAFF:**

SVMPO Director: Karen L. Lamberton, AICP  
SVMPO Regional Civil Engineer: Dennis Donovan, P.E.  
Benny Young, P.E., Professional Consultant Services (*virtual*)  
SVMPO Intern: Cat Porter, BYU-I

**OTHERS PRESENT**

Rachel Gray, Chair SVMPO Board and Sierra Vista Mayor Pro Tem  
Victoria Yarbrough, Assistant City Manager of City of Sierra Vista  
Suzanne Harvey, Huachuca City Town Manager

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

Vice-Chair Zuniga called the TAC meeting to order at 1:03 p.m.

### **2. ACCEPTANCE OF THE AGENDA**

Vice-Chair Zuniga asked the TAC if they had any changes to the presented agenda. Hearing none, Member Watkins moved to accept the agenda as presented; Alt. Member Fuller seconded the motion, and the motion unanimously passed.

**MOTION:** Member Watkins

**SECOND:** Alt. Member Fuller

**ACTION:** PASSED UNANIMOUSLY 6/0

### **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 present to address the TAC at this time.

### **4. APPROVAL OF MEETING MINUTES (February 9, 2022)**

Vice-Chair Zuniga asked members if they had any comments or corrections on the February 9, 2022, meeting minutes. It was noted that one of the attending member names was mis-spelled. Member McLachlan wanted to include in item number 7 the comments that there could be possible ADOH funding for Theater Drive based on its status as a Colonus area. Member Flissar also noted she would be abstaining from this vote due to the previous meeting not being recorded. Member Watkins moved to accept the meeting minutes, with the noted correction to member name spelling, Theater Drive comments included for the TAC Regular Meeting of February 9, 2022, Member Johnson seconded, and the motion unanimously passed.

**MOTION:** Member Watkins

**SECOND:** Member Johnson

**ACTION:** PASSED 5/0 Member Flissar ABSTAINING

### **NEW BUSINESS: PRESENTATION/DISCUSSION**

#### **5. FY22/FY23 SVMPO WORK PROGRAM STATUS, AMENDMENTS AND BUDGET**

The SVMPO Director referred TAC Members to the Item 5 memo for a written overview of the SVMPO Work Activities to date, pending Work Program amendments, and budget updates reflecting FY21 carry-forward funds. Director Lamberton advised that an updated federal ledger had been provided to her the previous afternoon and she would be updating the MPO Work Program Ledger for the Board meeting scheduled in two weeks. Those updated ledgers would be

presented to the TAC in June and the Director advised she would send them out via e-mail in advance of the meeting. City Members wondered what the SunCloud Data Portal was and if it will replace MS2. The Director informed them that it was a 2017-2018 coordinated data innovation grant to put localized data up into the cloud. Member Watkins weighed in on this question responding with information concerning the County doing broadband tests county wide. Including having an online test to request and improve data in certain areas.

This was an information item. No action was taken.

#### **6. WORK PROGRAM TASK 4: TRANSPORTATION IMPROVEMENT PROGRAMMING**

The SVMPO Director provided a short overview of the Work Program activities related to Task 4: the development of the regional short-range transportation allocation of funding known as the Transportation Improvement Program (TIP). She added that there will be a small amount of public outreach on the annual update for the TIP. Additionally, if any TAC members have any questions about the TIP such as the process or additional details that she is willing to meet individually or in groups. The projects talked about below in item 8 that are significant and eligible and meet the TIP categories.

This was an information item. No action was taken.

#### **7. STBG FY22 LEDGER BALANCES**

The SVMPO Director briefed the TAC on the current Transportation Improvement Program (TIP) five year ledger and potential available funds for future projects. As of the date of this transmittal, available Surface Transportation Block Grant (STBG) funds through Fiscal Year 2027 are estimated to be \$2,566,129. The SVMPO Director did update TAC members on why the OA changes and why the Ledger has changed. The apportionment and OA rate has changed from 94.9% to 91.3% and ADOT in the past has been absorbing the difference allowing the MPO's to not see a change. There are 19 new programs that cut money to the regions by half as well as more competitive grants. There will be more information coming out and the Director will keep TAC members updated. Member McLauchlan had questions about how the state allocates money and Member Hoffman explained that is different by per funding program. Members would like more information regarding funding and how money is programmed.

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

#### **8. POTENTIAL TIP PROJECT PRIORITIZATION AND RECOMMENDATIONS**

**Action:** It is the goal of the MPO to fully program the SVMPO Transportation Improvement Program by the end of this fiscal year. A Call for Projects was issued, and at the last TAC meeting held on Feb. 9<sup>th</sup>, member jurisdictions brought forward potential requests for regional funding. Final Draft TIP Project Requests will be considered for programming all or part of the FY23-FY27 TIP.

The TAC looked at the projects brought forward by each jurisdiction. The SVMPO Director informed members about the requirement on ADOT spending 2.5% on shared use path projects

and an opportunity for the TAC with projects concerning Bicycle and Pedestrians. The Director answered questions about strategies on match, earmarks, and possible other partnership for projects.

Review of the LRTP about the recommended of the five-year plan of projects and a breakdown of projects we want to see in this area. Members discussed the LRTP breakdown of different categories and goals for this SVMPO region. What categories each proposed project went into and additional clarification. The consultants for the LRTP presented the five-year plan to the Board of Directors which they then approved. The TAC members did not approve the LRTP but did participate in meetings, rankings, and the breakdown requirements. TAC members confirmed that all projects put forward in this meeting are in the LRTP and are ranked. Members were unsure as to what way was best to prioritize these projects and agreed an additional special meeting should be scheduled. The SVMPO Director will reach out to other MPO and COGs to see how they rank their projects.

Each jurisdiction shared any new information they had about their proposals. Both the County and Huachuca City had provided updated requests, based on the discussions at the TAC in February. The City TAC members noted that they were in the processed of applying for additional grants through the new federal bill that was now available for some of these projects. TAC members then agreed to defer project selection for the TIP until the meeting to be held the next Monday. The TAC may also consider recommendations for placing future potential projects in a “parking lot” to bring up into the active TIP as additional funding is identified for programmed or placeholder projects.

The SVMPO Director provided a short briefing to TAC members on policies and processes used by other MPO’s and COG’s about the State. TAC members then discussed their perspectives about the types of criteria that might be appropriate for the TAC and Board to use in making TIP project selections. The TAC did not reach an agreement on specific criteria but did concur that having something developed would help provide more clarity and certainty to the process.

This was a discussion item. No action was taken. The SVMPO Board Director was directed to set this item for a meeting on Monday, April 18<sup>th</sup> for a more in-depth presentation on this topic.

## **CONTINUING BUSINESS: PRESENTATION/DISCUSSION**

### **9. JURISDICTION TIP PROJECT UPDATES**

TAC Members provided updates about their active regional and local agency projects.

- Joint County/City Theater Drive Project (*Kick-Off Mtg was held April 7<sup>th</sup>*)  
Benny Young informed the TAC that Wilson and Company is currently gathering data with stakeholder interviews within the next 30 days as well as a May 13<sup>th</sup> Joint Agency Forum being held with member jurisdictions.
- Cochise County LIDAR flight data delivery status  
County Members were pleased to announce that the LIDAR project was finished. Member Watkins informed that she could give anyone who wants access to that data a "tile". This data will soon be up on the USGS site. This data will also be given to Wilson and Company for the study area on the project Theater Drive.
- City of Sierra Vista West End HURF Exchange Project  
City Members informed the TAC that they are ready to close out this project. Striping will be completed this week; lights being turned on at Carmichael Street and a final walk through with the contractor and ADOT will happen soon. City staff are pleased with this project and expect to meet the June deadline with ADOT.
- Huachuca City Utility mapping effort (final deliverable of HC Roadway Study Project)  
Huachuca City Members were able to inform the TAC that their portion of the project is finished and that they are waiting on Sulfur Springs Electric to share their electronic files with Rick Engineering.
- Vista Transit Plans and Projects  
Chanel Kirkpatrick said Vista Transit just completed their Tri-annual Review and have not received any feedback as of yet. They are expecting an in-person inspection in June for Vista Transit facilities. And a scope of work for a cashless app system is expected to go out on Monday April 18<sup>th</sup>. Out to bid currently is an upgrade to the cameras and GPS systems as well.

Vice-Chair Zuniga informed the TAC solar lighting will put in at Montebello and Cloud 9. The City is beginning the design for several sidewalks and pathways. Two shared use pathway projects were submitted for competitive grants. One on Buffalo Soldier Trail from Golf Links to Fry Blvd. and the other on SR92 between Foothills and Avenida Cochise. As well as a possible future project submitted for the MPDB grant in May. Discussion on putting these projects on the TIP as "parking-lot" projects and going after TIP funding if the grants are not awarded.

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

### **INFORMATIONAL ITEMS/DIRECTION TO SVMPO ADMINISTRATOR MAY BE GIVEN**

#### **10. SOUTHCENTRAL DISTRICT REPORT**

ADOT reported on the status of current and potential ADOT projects within the region. This item is the time for the TAC to discuss issues or raise questions related to projects under the jurisdiction of ADOT. Member Hoffman updated the TAC on SR90 and that ADOT's five-year construction plan is out for public comments. June 2<sup>nd</sup> is when those will be reviewed. ADOT is looking at consultant's proposals for their 2050 Long Range Transportation Plan.

This was an information item. No action was taken.

## **11. UPCOMING SCHEDULED MEETINGS and DIRECTOR'S REPORT**

SVMPO Board Meeting: April 27<sup>th</sup> at 2:30 to 4:30 p.m.

National American Planning Conference/San Diego, CA: April 29, 2022-May 3, 2022

Theater Drive Joint Agency Forum: May 13, 2022

- ❖ FY23 Title VI Plan Update
- ❖ Legislative Actions at the Federal and State level/Congressional staff meetings
- ❖ Roads & Streets Conference/El Conquistador, Tucson: September 28<sup>th</sup>-30<sup>th</sup>. *Interest in attendance from TAC members will be discussed. Registration is not yet open.*

This was an information item. No action was taken.

## **12. FUTURE AGENDA ITEMS**

TAC Special Meeting Monday **April 18, 2022, at 1:00 p.m.**

Discussion and possible action on Transportation Improvement Plan Projects and project programming for FY23-FY27.

The next TAC meeting is scheduled for **June 8, 2022, at 1:00 p.m.**

Items expected to be presented include the Final Draft FY23/FY27 TIP; Final Draft FY23 Title VI Plan, amended FY22/FY23 Work Program budget.

This was an informational item. No action.

## **13. ADJOURNMENT**

Hearing no further questions or comments, by general consensus, Vice-Chair Zuniga adjourned the TAC meeting at 2:50 p.m.