



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

APPROVED

MEETING LOCATION:

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

Teams Virtual Option

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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
Email: SVMPO@SierraVistaAZ.gov
Director's Phone: 520-515

SVMPO TAC MEMBERS 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: Mark Hoffman, Arizona Department of Transportation/Multimodal Division (*virtual*)
Alt. Member: Chanel Kirkpatrick, External Services Manager, City of Sierra Vista (*virtual*)for
Richard Stein.

SVMPO TAC MEMBERS ABSENT:

Chair: Brad Simmons, P.E., Cochise County Civil Engineer
Member: Richard Stein, Transportation Services Administrator, Vista Transit
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

Alt. Member: Valarie Fuller, Engineering Tech I; Cochise County
Alt. Member: Blake Fisher, Planner, City of Sierra Vista (*virtual*)
Alt. Member: Jim (Doc) Johnson, Ph.D, CBO, CCI; Building Official Town of Huachuca City

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 Colonias 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 and additional of the Theater Drive funding comments included for the TAC Regular Meeting of February 9, 2022, Alt. 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. City of Sierra Vista TAC Members

asked for more details about the SunCloud Data Portal 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, the Director indicated that she was willing to meet individually or in groups on this topic.

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 the TAC agenda transmittal, available Surface Transportation Block Grant (STBG) funds through Fiscal Year 2027 were estimated to be \$2,566,129. The SVMPO Director did update TAC members on why the OA changes and explained the impact the OA rate changes had on the regional MPO Ledger. 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 have a higher level of available funding for regional projects.

There are now 19 new programs that have reduced funds to the regions as well as shifting funding into competitive grants rather than pass-through funds. There will be more information coming out and the Director will keep TAC members updated. Member McLachlan had questions about how the state allocates money and Member Hoffman explained that funding allocations differ for each funding program. Members requested 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

The SVMPO Director introduced this item by stating that it had been a goal of the MPO to fully program the SVMPO Transportation Improvement Program by the end of this fiscal year. A Call for Projects had been issued, and at the last TAC meeting held on Feb. 9th, member jurisdictions brought forward potential requests for regional funding. Final Draft TIP Project Requests were then presented for consideration by the member jurisdictions for programming all or part of the FY23-FY27 TIP. The SVMPO Director also informed members about the requirement from the new federal transportation bill that MPO Planning funds required spending a minimum of 2.5% on safety and alternative projects. The SVMPO Director and TAC members then discussed strategies regarding match, earmarks, and possible other partnerships for projects.

The TAC briefly reviewed the LRTP recommended near-term projects and a breakdown of the three types of projects and funding percentages that the Board adopted. TAC members also discussed the LRTP breakdown of different categories and goals for the SVMPO region. It was noted that the TAC did not specifically approve the LRTP but had participated in meetings, rankings, and the breakdown requirements. TAC members confirmed that all projects put forward in this TAC meeting were listed in the LRTP and were 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 stated that she would 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 process of applying for additional grants through the new federal bill that was might now be available for some of these projects. TAC members then agreed to defer project selection for the TIP until a special TAC meeting could be held. After consulting calendars, the TAC set that special meeting for the next Monday, on June 18th at 1:00 p.m.

The TAC noted that they might 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 she was aware were 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 18th 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 7th*):
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 13th Joint Agency Forum being held with member jurisdictions.
- Cochise County LIDAR flight data delivery status:
County TAC 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 informed the TAC that their portion of the project is finished and that they were still hoping that Sulfur Springs Electric would agree to share their electronic files with Rick Engineering.
- Vista Transit Plans and Projects:
Chanel Kirkpatrick said Vista Transit has just completed sending in their requested documentation for their Tri-Annual Review but have not yet received any feedback. They are expecting a virtual inspection in late June on the Vista Transit facilities. A scope of work for a cashless app system is expected to go out on Monday, April 18th. Currently out to bid is an upgrade to the transit camera and GPS systems.

Vice-Chair Zuniga informed the TAC that solar lighting will be put in at Montebello and Cloud 9 area. The City of Sierra Vista is beginning design work for several sidewalks and pathways. Two shared use pathway projects were submitted for competitive grants: the first on Buffalo Soldier Trail from Golf Links to Fry Blvd. and the second on SR92 between Foothills and Avenida Cochise. A possible future set of projects may be submitted for the MPDB grant in May. The City of Sierra Vista would like to discuss putting these projects on the TIP as "parking-lot" projects and potentially going after TIP funding if these 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

Member Hoffman updated the TAC on SR90 project schedule and stated that ADOT's five-year construction plan is out for public comments. ADOT will be reviewing these comments on June 2nd. ADOT is currently looking at consultant's proposals for the State 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 27th 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

The SVMPO Director noted that information about the pending FY23 Title VI plan update is in the Director's Report as is a summary of current activities at the federal and state level. She asked that TAC members interested in the upcoming Roads and Streets conference to let her know so that she could coordinate registration with interested TAC members.

This was an information item. No action was taken.

12. FUTURE AGENDA ITEMS

A TAC Special Meeting was set for Monday **April 18, 2022, at 1:00 p.m.** to discuss, and possibly take action on programming the FY23-FY27 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.