



# SIERRA VISTA METROPOLITAN PLANNING ORGANIZATION JOINT BOARD OF DIRECTORS & TECHNICAL ADVISORY COMMITTEE: REGULAR MEETING AGENDA: AUGUST 15, 2024

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## MEETING LOCATION:

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

To attend the meeting by MICROSOFT TEAMS  
Join on your computer, mobile app or room device

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Meeting ID: 217 316 750 678

Passcode: ekZdzW

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## Or call in (audio only)

[+1 602-704-1809,800623816#](#) US, Phoenix

Phone Conference ID: 800 623 816#

## MEETING DATE AND TIME:

August 15, 2024

10:00 to 11:30 am: Safety Stakeholder Mtg

11:40 to 12:30 p.m. Joint Board/TAC Mtg

## 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)

SVMPO Director Phone: 520-515-8525

CDC PROTOCOLS WILL BE FOLLOWED  
FOR PRE-SANITATION AND DISTANCE

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## SVMPO BOARD OF DIRECTORS

*One or more members may participate via teleconference*

Chair: Carolyn Umphrey, Mayor Pro Tem, City of Sierra Vista  
Vice-Chair: Cynthia Butterworth, Councilmember, Town of Huachuca City  
Member: Gregory Johnson, Councilmember, City of Sierra Vista  
Member: Clea McCaa, Mayor, City of Sierra Vista  
Member: Peggy Judd, Supervisor, Cochise County  
Member: Richard Searle, State Transportation Board  
*Designated Alternate: Vacant, Arizona Department of Transportation*

**STAFF:** SVMPO Director: Karen L. Lamberton, AICP

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## SVMPO TECHNICAL ADVISORY COMMITTEE (TAC)

*Members may also participate via virtual connection*

Chair: Brad Simmons, P.E., Civil Engineer Manager, Cochise County  
*Designated Alternate: Vacant*

Vice-Chair: Irene Zuniga, Capital Improvements & Development Manager, City of Sierra Vista  
*Designated Alternate: Angela Dixon-Maher, P.E., Senior Civil Engineer, City of Sierra*

Member: Sharon Flissar, P.E., Director Public Works, City of Sierra Vista  
*Designated Alternate: Jeff Faglie, Transportation Maintenance Supervisor, City of Sierra Vista*

Member: Matt McLachlan, Director Community Development, City of Sierra Vista  
*Designated Alternate: Blake Fisher, Planner, City of Sierra Vista*

Member: Jim Halterman, Public Works Supervisor, Town of Huachuca City,  
*Designated Alternate: Jim Johnson, Ph.D, CBO,CCI; Building Official, Town of Huachuca City*

- Member: Jackie Watkins, P.E., Engineering & Natural Resources Director/County Engineer,  
Designated Alternate: Travis Fast , Engineering Associate, Cochise County
- Member: Gerald Hursh, Huachuca City Transportation Supervisor  
Designated Alternate: Andrea Castanon, Vista Transit, City of Sierra Vista
- Member: Jennifer Holbert, Arizona Department of Transportation- Multimodal Planning Division  
Designated Alternate: Jason James, ADOT-MPD

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*Members of the Public: Please let the Director know before the meeting if you wish to speak on a specific Agenda Item.*

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## **CALL TO ORDER AND ROLL CALL**

1. Board of Directors
2. Technical Advisory Committee

## **ACCEPTANCE OF THE AGENDA**

### **CALL TO THE PUBLIC**

This is the time set aside for the public to speak to the Board. Speakers are limited to a three-minute presentation and may also submit written comments for the Board files. The Board may not discuss or take formal action on 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.

## **1. APPROVAL OF MEETING MINUTES**

### **A. APPROVAL OF THE BOARD REGULAR MEETING MINUTES (June 26, 2024)**

**Action:** Approval of the Board Regular Meeting Minutes of June 26, 2024

### **B. APPROVAL OF THE TAC REGULAR MEETING MINUTES (June 6, 2024)**

**Action:** Approval of the TAC Regular Meeting Minutes of June 6, 2024

## **NEW BUSINESS: PRESENTATION/DISCUSSION/DIRECTION MAY BE GIVEN TO THE SVMPO DIRECTOR**

### **2. END OF FISCAL YEAR FINANCE REPORT**

The SVMPO Director will advise the Board and TAC on the end of fiscal year financial report. The FY25 budget will be shared, and the preliminary member jurisdiction match needed presented. The findings of the ADOT Financial Audit may also be discussed. Board and TAC members will have an opportunity to ask questions of the SVMPO Director.

This is a presentation and discussion item.

### **3. FY24/FY25 WORK PROGRAM: AMENDMENT TWO**

**Action:** The SVMPO Director will present the FY25 Work Program Amendment and Budget for consideration. This amendment reflects the actual FY24 carry forward amounts, changes in the federal funding awards, and updates task budget lines to reflect executed Purchase Orders for active regional projects.

This is an action item.

#### **4. FY25-FY29 Transportation Improvement Program (TIP): AMENDMENT ONE**

The SVMPO Senior Transportation Planner will present TIP Amendment One to the Board and TAC members. The TIP Amendment brings a portion of the BST placeholder project up into the active TIP and modifies a 5310 award. These are both administrative TIP Amendments and do not require formal action to be taken.

This is an information item.

#### **5. ACTIVE REGIONAL PROJECT STATUS**

The SVMPO TAC members will share the status of their active projects with the Board. Opportunities to participate in stakeholder and public outreach meetings will be provided. An opportunity for questions and discussions on projects will be held with possible direction given to the SVMPO Director and/or staff.

This is a presentation and discussion item.

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

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

- ❖ Joint SEAGO/SVMPO Safety Stakeholder Meeting - August 15, 2024
- ❖ FTA on-site visit to the SVMPO region – August 30, 2024, 8:30 a.m. to 12:00 noon.
- ❖ RTAC Board - August 26, 2024; September 23, 2024 – Virtual
- ❖ SouthCentral District P2P Mtg- September 12, 2024 – Tucson, AZ
- ❖ Az. Roads and Streets Conference – September 25-27, 2024 – Tucson, AZ
- ❖ AMPO Conference – September 24-27 – Salt Lake City, UT
- ❖ COG/MPO Directors Mtg – October 15, 2024 – Prescott, AZ

The SVMPO Director will report on SVMPO work activities; share the SouthCentral District update; and announce a pending FTA visit to the region.

This is an information item.

#### **7. FUTURE AGENDA ITEMS**

The next regular TAC meeting is scheduled for **October 3, 2024, from 1:00 to 3:00 p.m.**

The next regular Board meeting is scheduled for **October 23, 2024, from 2:30 p.m. to 4:00 p.m.**

The AZ Rural Summit is set for October 16-18, 2024. A notice of potential quorum will be posted.

Items expected to be presented include the 2025 meeting schedule, a briefing on the pending Long-Range Transportation Update, Safety Performance Measures (action needed).

This is an information and discussion item.

### **ADJOURNMENT**

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 ponerse en contacto con Karen Lamberton al numero 520.515.8525 por lo menos setenta y dos (72) hora antes de la conferencia.