



SEAGO TRANSPORTATION ADVISORY COMMITTEE

MEETING MINUTES FOR JANUARY 18, 2018

Date:	January 18, 2018		
Time:	10 a.m.		
Location:	Cochise College Benson Center, 1025 State Hwy. 90, Benson, Arizona		
Voting TAC Members Present	Karen Lamberton, Cochise Mark Hoffman, ADOT Jesus Valdez, Santa Cruz (Chair) Randy Petty, Safford Juan Guerra , Nogales	Michelle Johnson, Benson Heath Brown, Thatcher Andy Haratyk, Bisbee Lynn Kartchner, Douglas Michael Bryce, Graham	Jennifer Fuller (Huachuca City) Donna Driskell, Tombstone Doug Reed, Greenlee
Guests, Staff, and Other Attendees	Chris Vertrees, SEAGO Bradley Simmons, Cochise		

1. Call to Order and Introductions

Chair Jesus Valdez called the meeting to order at 10:08 a.m. TAC members, guests and SEAGO staff introduced themselves.

2. Call to the Public

Chair Jesus Valdez made a Call to the Public and no one spoke.

3. Approval of Minutes of November 16, 2017

Chair Jesus Valdez asked for a motion to approve the November 16, 2017 Minutes.

MOTION: Andy Haratyk moved to approve the November 16, 2017 Minutes.

SECOND: Michelle Johnson

ACTION: APPROVED UNANIMOUSLY

4. STP/HSIP Ledger Reports

Chris Vertrees presented the STP/HSIP Ledger Reports that were included in the TAC packet on pages 7 and 8.

5. TIP Report

Chris Vertrees presented the TIP Report. Chris advised the TAC that the ADOT Air & Noise Program Manager, requested that the two CMAQ projects be added to our TIP. Chris advised the TAC that his TIP Report failed to include PMDR fees and design costs for the projects identified in his memorandum. Chris distributed an email from Mark Hoffman that



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provided updated project cost data. The new project programming costs were:

NOG19-02 – City of Nogales - (Bankerd Avenue Paving Project): This is a CMAQ project. This project was evaluated by a CMAQ project review committee in December 2015. The committee recommended the project to be funded when funding became available. The ADOT Air & Noise Program has notified SEAGO that funding for this project will be available in FY19. The project will be added to the TIP in the following manner:

Year: 2019

Phase: Design

Federal Share: \$69,103

Local Share: \$4,178

Total Design Cost: \$73,281

Year: 2020

Phase: Construction

Federal Share: \$214,462

Local Share: \$12,964

Total Construction Cost: \$227,426

Total Project Cost: \$300,707

NOG20-01 – City of Nogales - (Pathway Project, Baffert Dr to Nogales High School): This is a CMAQ project. This project was evaluated by a CMAQ project review committee in December 2015. The committee recommended the project to be funded when funding became available. The ADOT Air & Noise Program has notified SEAGO that funding will be available in FY20. The project was added to the TIP in the following manner:

Year: 2020

Phase: Design

Federal Share: \$121,162

Local Share: \$7,324

Total Design Cost: \$128,486

Year: 2021

Phase: Construction

Federal Share: \$637,780

Local Share: \$38,551

Total Construction Cost: \$676,331

Total Project Cost: \$804,817

Chair Jesus Valdez asked for a motion to approve the TIP amendment.



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MOTION: Randy Petty moved to approve both Nogales CMAQ projects.

SECOND: Juan Guerra

ACTION: APPROVED UNANIMOUSLY

6. Review of SEAGO Future Project Programming Procedures

Chris advised the TAC that the SEAGO Region Future Project Programming Procedures were located on pages 13 to 17 of their TAC Packet. Chris reminded the TAC that the procedures were reviewed and approved by the TAC on November 20, 2014, and by the SEAGO Executive Board on February 27, 2015. The procedures allow for member agencies to submit an "Out of Cycle" HSIP, STP, or an Off-System Bridge Project application. Chris stated that Safford has submitted an "Out of Cycle" STP project for consideration. He stated that he attached our future project programming procedures to refresh TAC members on the procedure prior to reviewing Safford's STBG application.

7. City of Safford 14th Avenue Mini-DCR Presentation

Chris advised the TAC that the 14th Avenue Mini-DCR was included on pages 18-30 of their TAC Packet. Randy Petty presented 14th Avenue Project to the TAC. Estimated cost of the project is \$2.3 million. Chris answered questions concerning the programming process. Chris stated that the only decision that would be made today was a decision to place the project on the Future Project List if they feel the project is viable with a sound cost estimate. The project will cannot enter the TIP unless approved by the TAC at a later date.

Chair Jesus Valdez asked for a motion to place the Safford 14th Avenue Project on the Future Project List.

MOTION: Michael Bryce moved to place the 14th Avenue Project on the Future Project List.

SECOND: Juan Guerra

ACTION: APPROVED UNANIMOUSLY

8. Election of Officers

Chris advised the TAC that Article 6 of the SEAGO TAC Bylaws requires that a Chairperson and Vice-Chairperson be elected at the first meeting of the new calendar year. He advised that our current officers are:

Chairperson: Jesus Valdez – Santa Cruz County

Vice Chairperson: Michael Bryce – Graham County

Chris stated that the Bylaws provide no direction in regards to length of service limitations. Therefore, the TAC could elect to keep the current Chair and Vice-Chair in place or elect new officers. Karen Lamberton discussed the value of having a rotation of officers. After the discussion, Randy Petty indicated a desire to serve as Vice-Chair. Michael Bryce indicated a willingness to serve as Chair.

Chair Jesus Valdez asked for a motion to select Michael Bryce as Chair and Randy Petty as Vice-Chair.



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MOTION: Jesus Valdez moved to select Michael Bryce as Chair and Randy Petty as Vice-Chair.

SECOND: Heath Brown

ACTION: APPROVED UNANIMOUSLY

9. Approval of TAC Meeting Calendar

Chris Vertrees presented the TAC Meeting Calendar located on page 32 of the TAC Packet. Chris stated that the SEAGO TAC Bylaws require the schedule to be approved at the first meeting of each calendar year.

Chair Jesus Valdez asked for a motion to approve the SEAGO TAC 2018 Meeting Calendar.

MOTION: Michelle Johnson moved to approve the SEAGO TAC 2018 Meeting Calendar.

SECOND: Karen Lamberton

ACTION: APPROVED UNANIMOUSLY

10. Traffic Count Program Update

Chris referred the TAC to pages 33-34 of their TAC Packet. Chris advised that starting this year, ADOT will assume the responsibility of collecting all HPMS data, including HPMS data associated with local government roads. MPOs, COGs and local governments will be relieved of this responsibility. ADOT wants our focus to shift to traffic count data collection and ensuring that data is uploaded into our TDMS database. Chris stated that Joe Breyer (Works Consulting) is coordinating traffic count locations with ADOT. A count plan with 350 count locations is being developed and that counting will begin in March.

11. LTAP Training Update

Chris referred the TAC to his training memo located on pages 35 and 36 of their TAC Packet. Chris updated the TAC on the proposed LTAP Training Schedule that included **Maintenance Math** on March 28, 2018, **Signing and Striping** on April 25, 2018, and **Introduction to Survey and Grade Checking** on May 9-10, 2018. Chris also reviewed the LTAP requirements for Heavy Equipment Training. After discussion, the group indicated that they may be willing to pursue the training. The TAC requested that Chris develop a training survey prior to our March 15, 2018 TAC meeting for further discussion involving heavy equipment training.

Chris advised the TAC that Introduction to Survey and Grade Checking is tentatively scheduled. The course is a two-day course and is outside of our training window. He asked the TAC to approve the training schedule before finalizing it with LTAP.

Chair Jesus Valdez asked for a motion to approve the SEAGO LTAP Training Schedule.

MOTION: Michelle Johnson moved to approve the SEAGO LTAP Training Schedule.

SECOND: Michael Bryce

ACTION: APPROVED UNANIMOUSLY



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12. SHSP Update

Chris referred the TAC to his memo on page 37 of their TAC Packet. Chris advised of the status of updating crash data to include 2016 crashes. He indicated that 7 agencies did not appear to have complete crash reporting information. Our consultant is working with those agencies to verify the data. Chris provided up-to-date crash data for each member agency. Chris is expecting that our HSIP project locations identified in August 2017 will change as a result of the new data. Chris is expecting the new project locations in February and will distribute as soon as he has them. Chris stated that the SHSP should be ready in early March. He will forward for comment prior to our March 15 SHSP TAC meeting.

13. ADOT-LPA Stakeholder Meeting Update

Karen Lamberton advised the TAC about the December 7, 2017, Every Day Counts Local Public Agency Stakeholder Council meeting. She provided the TAC with an updated project initiation sample letter, the ADOT Project Initiation Flow Chart, and the new LPA Project Data Sheet. Karen discussed the value of going to these meetings and requested that other agencies attend with her. Andy Haratyk of Bisbee and Michael Bryce of Graham County indicated that they would attend the March meeting.

9. District Engineers' Report

Due to staffing changes the Southeast District did not have a representative at the meeting. The Southcentral district did not send a representative.

10. Regional Local Program Reports

The TAC had a long discussion on Chino Road. Karen Lamberton asked Douglas to update the progress on Chino Road. Lynn Kartchner indicated no progress has been made. Karen advised Douglas that they need to push ADOT on moving the project forward. She stated that it would be wise to go to Phoenix and meet with the project manager. Chris advised Douglas that we had to have an updated cost estimate prior to the March TAC meeting. He stated that we need to have a FY19 fiscally constrained TIP in place at our March 15 TAC meeting. Chris stated that without a new estimate, he needed to follow the ADOT estimate of \$3 million provided in August. SEAGO cannot absorb the additional \$600,000 to construct the project. The project will have to be reprogrammed in March if a new estimate is not available.

The rest of the agencies in attendance reported their current status of local projects and issues.

11. Items for General Discussion

Chair Valdez asked if anyone had items for general discussion. No one spoke.

12. Items for Next Meeting

Chris Vertrees advised the TAC that the next meeting will include the SHSP TAC Meeting, the SEAGO 2019-2023 TIP will need to be reviewed and approved, and he will have the results of the Heavy Equipment Training Course for review and discussion.

13. Next Meeting Date: March 15, 2018, at the Cochise College Benson Center.

MEETING ADJOURNED AT 12:50 PM



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Minutes Approved on: _____

3/15/18

Prepared by: _____

Chris Vertrees

SEAGO Transportation Program Manager