



# SEAGO TRANSPORTATION ADVISORY COMMITTEE

## MEETING MINUTES FOR JANUARY 16, 2020

*APPROVED March 19, 2020*

<b>Date:</b>	January 16, 2020		
<b>Time:</b>	10 a.m.		
<b>Location:</b>	Cochise College Center – 1025 AZ-90, Benson, AZ 85602		
<b>Voting TAC Members Present</b>	Phil Ronnerud, Greenlee County (by phone) Michael Bryce, Graham County (Chair) John Basteen, Duncan Ron Robinson, Patagonia	Michelle Johnson, Benson Leonard Fontes, Santa Cruz County Gary Adams, Willcox Rudy Perez, Clifton Juan Guerra, Nogales Randy Petty, Safford	Mark Hoffman, ADOT Tom Palmer – Thatcher (by phone) Jackie Watkins, Cochise County
<b>Guests, Staff, and Other Attendees</b>	Randy Heiss, SEAGO Mark Henige, ADOT Jennifer Henderson, ADOT (by phone) Valerie Fuller, Cochise County		

### 1. Call to Order and Introductions

Chair Michael Bryce called the meeting to order at 10:05 a.m. TAC members, guests and SEAGO staff introduced themselves.

### 2. Call to the Public

Chairman Bryce made a Call to the Public and no one spoke.

### 3. Approval of November 19, 2019 Meeting Minutes

Chairman Bryce asked the TAC to review the minutes for needed corrections. Attendance information was identified as needing multiple corrections. . Randy Heiss identified those who were present noted that he would make the corrections involving those in attendance. Michael Bryce asked for a motion to approve the November 19, 2019 Minutes with the corrections identified.

**MOTION:** Mark Hoffman moved to approve

**SECOND:** Michelle Johnson

**ACTION: APPROVED UNANIMOUSLY**

### 4. STP Ledger Report

Chris Vertrees presented the Ledger Report. Chris advised that Randy Heiss developed a plan to keep Safford 20<sup>th</sup> Avenue in FFY2021. Elements of the plan included a loan to SEAGO in the amount of \$2,800,000 in FFY2021. Chris indicated that the loan would provide an increase of \$316,581 to address concerns bids will exceed the \$3,337,000 programmed by approximately \$350,000.

Randy Heiss advised the TAC that he spoke to Patrick Stone this morning. Patrick Stone advised that the funding was available for the loan and advised SEAGO to proceed with the loan documents.

Chris stated that the ADOT repayment schedule will be as follows:

FFY 2022 – \$971,396

FFY 2023 – \$451,461

FFY 2024 – \$847,708

FFY 2025 - \$530,065

Chris noted that that SEAGO STBG is fully committed through FFY2024. Safford will be responsible for any additional costs that exceed the \$3,653,581 programmed. If there are no significant changes in population data from the 2020 Census we should be able to begin considering STBG projects in FFY2025.

***Chris advised that he will be asking the TAC to tentatively approve the attached loan agreements and repayment schedule following the TIP report and discussion.***

## 5. TIP Report

Chris provided background on the Safford 20<sup>th</sup> Avenue project. Chris advised that at the November TAC meeting, the TAC discussed the Safford 20th Avenue project (SAF 12-02) that is currently programmed for construction in FY 2021 with a total estimated cost of \$3,337,000. According to the meeting minutes, Randy Heiss suggested that the Safford 20th Avenue project be moved from 2021 to 2022 via administrative amendment. Mark Henige advised that Safford will be ready to start advertisement for construction in the first quarter of 2021 (July – September 2020). Environmental reviews and other contracts may expire the more time the project is pushed out. ***Mark Hoffman suggested waiting until the ledger is updated and then seek loans to see if 2021 is still realistic.***

Following the meeting, Randy reconciled the ledger and the status of the loan agreements between SEAGO and SVMPO have been resolved. As discussed in the STBG Ledger Report, a tentative agreement is in place in which SEAGO will borrow \$2,800,000 from ADOT that will keep the Safford project moving forward in 2021. The borrowing of the full \$2,800,000 will provide an additional \$316,581 to address bids that exceed the \$3,337,000 currently programmed.

Chris advised that work still needs to be done to finalize the ADOT loan, review updated cost estimates, and determining Safford's financial commitment. Chris recommended that the TAC defer final programming decisions involving Safford 20th Avenue until our March TAC meeting.

***Chris requested that the TAC tentatively approve the attached loan agreements and repayment schedule so that he can finalize the ADOT loan.***

Michael Bryce asked for a motion to approve the ADOT Loan Agreements.

**MOTION:** Leonard Fontes moved to approve

**SECOND:** Randy Petty

**ACTION: APPROVED UNANIMOUSLY**

**6. Off System Bridge Program – OSB Application Review & Prioritization**

Chris advised that on November 8, 2019, the ADOT LPA section issued a call for Off System Bridge (OSB) projects. SEAGO received one OSB application. The application was submitted by the Town of Clifton for the replacement of the Chase Creek Bridge #1. The Bridge Sufficiency Rating is 23.40. This project will replace a structurally deficient bridge that was built in 1901. The Bridge Repair Report recommendations included repairing exterior T-beams or replacing the bridge. Due to the degree of deterioration of the existing superstructure, and since the bridge is eligible for bridge replacement funding, Clifton feels that replacing of the bridge is the best alternative. In 2018, this project was pre-scoped as part of ADOT’s Planning Assistance for Rural Areas Pre-Scoping Program. Cost estimates to match the existing width were:

<b>Design</b>	
Federal	\$162,064
Local Match	\$10,426
Total Design	\$172,490
<b>Construction</b>	
Federal	\$724,165
Local Match	\$46,589
Total Construction	\$770,754
Total Federal Project Cost	\$887,229

The TAC reviewed the project application. Multiple TAC members questioned the design estimate of \$92,490. The TAC felt that the estimate was significantly low. Rudy Perez indicated that he would revise the cost estimate to utilize the remaining funds available under the \$1million cap. Approximately \$229,246 would be available for design.

Chris asked the TAC to approve the application with the revised design estimate and that it is ranked as the Region’s top priority for the FY20 application cycle.

Michael Bryce asked for a motion to approve Clifton’s OSB application and to rank it as the SEAGO’s top priority for the FY20 application cycle.

**MOTION:** Jackie Watkins moved to approve  
**SECOND:** Michelle Johnson  
**ACTION: APPROVED UNANIMOUSLY**

**7. 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. Our current officers are:

Chairperson: Michael Bryce – Graham County  
 Vice Chairperson: Randy Petty – City of Safford

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. Chris advised that during the election of officer discussion last January, a recommendation was made that a rotation should be established in which the Vice-chair be elevated to the Chair position and a new Vice-chair be elected. There appeared to be support for this idea. However, no action was taken on this recommendation.

After discussion, Randy Petty indicated that he would be very busy with the 20th Avenue project and his preference was to keep our current officers the same.

Michael Bryce asked for a motion to keep the current officers in place for 2020.

**MOTION:** Jackie Watkins moved to approve

**SECOND:** Michelle Johnson

**ACTION: APPROVED UNANIMOUSLY**

## **8. ACIS Crash Data Training Reminder**

Chris referred the TAC to pages 68 and 69 of their TAC packet. Attached were emails from Jennifer Catapano (ADOT LPA Liaison) about ACIS training to be conducted via webinar on January 29<sup>th</sup> and February 11<sup>th</sup>. Chris stated that the emails indicate it will be a two-phase training and that you would need to attend the first in order to attend the second.

Mark Henige (ADOT) clarified that it was not a two-phase training. The January training would be the same as the February training. Agencies could participate in either one.

## **9. LTAP Discussion**

Chris advised the TAC that SEAGO annually programs \$10,000 in STP funding to the Local Technical Assistance Program (LTAP). The \$10,000 covers the membership costs for all of our member agencies. If we did not fund the program, the cost to each agency would be \$100 per transportation employee. Chris stated that SVMPO was being asked to program LTAP funds from their STBG program. Chris advised that SEAGO and SVMPO are currently reviewing how to best combine resources to reduce training costs and improve access to training. To determine a fair distribution for LTAP membership a questionnaire concerning LTAP training was developed.

***Chris asked the TAC to take a few minutes to complete the questionnaire.***

## **10. Local Public Stakeholder Meeting and LPA Section Updates**

Chris distributed the meeting minutes from the December 12, 2019 LPA Stakeholders Meeting and asked Mark Henige if who could provide a recap of the meeting. Mark discussed NACOG's presentation of their Regional Strategic Transportation Safety Plan. The discussion centered on lessons learned. This facilitated a discussion on the HSIP program and rural areas. Mark provided feedback involving the safety program. Mark recapped the remainder of the meeting.

## **11. District Engineer's Report**

Jason Hart provided a status update current and future Southeast District projects.

## 12. Regional Program Reports

Those in attendance reported their current status of local projects and issues.

## 13. Items for General Discussion

Chris Vertrees discussed next meeting items. The approval of the 2021-2025 TIP will need to be approved so it can be approved by our Board in April and proceed to the 45-day Public Comment period. A TIP amendment for the Safford 20<sup>th</sup> Avenue project will be needed if the ADOT loan is approved. Mark Hoffman stated that a request by the ADOT GIS Section to discuss its functional classification change request tool may be coming for or next meeting.

**15. Next Meeting Date:** March 19, 2012.

Meeting adjourned at 12:25 p.m.

Approved on: March 19, 2020



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Christopher Vertrees  
SEAGO Transportation Program Administrator