

# Lake Havasu MPO

METROPOLITAN PLANNING ORGANIZATION

## Executive Board (EB) Meeting Tuesday, October 11, 2022



900 N. London Bridge Rd., Bldg. B  
Lake Havasu, AZ 86404  
(928)-453-2824

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**Lake Havasu Metropolitan Planning Organization (LHMPO)  
Executive Board Meeting Agenda  
Tuesday, October 11, 2022, 2:00 P.M.**

All Action items highlighted in gray

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. **Call to Order-** (Cal Sheehy)
2. **Pledge of Allegiance-** (Cal Sheehy)
3. **Roll Call-**(Sarah Lojewski)
4. **Call to the Public**  
This item is to provide an opportunity for citizens wishing to address the Executive Board on issues within the jurisdiction of the LHMPO planning area that are not on the Agenda. Comments SHALL be limited to five (5) minutes or less.
5. **Meeting Minutes: August 9, 2022**  
*Cal Sheehy, Chairman*
6. **Lake Havasu MPO Director's Report**  
*Justin Hembree, LHMPO Director*
7. **Rural Transportation Advocacy Council (RTAC) Report (Information Only)**  
*Kevin Adam, RTAC Executive Director*
8. **ADOT District Report (Information Only)**  
*Todd Steinberger, ADOT NW District Engineer*
9. **Arizona Transportation Board Report (Information Only)**  
*Gary Knight, District Representative*

## 10. Future Agenda Items

### Upcoming Meetings Schedule

- State Transportation Board Dinner: **October 20, 2022 - 6:00 PM at Shugrue's - Lake Havasu City**
- State Transportation Board Meeting: **October 21, 2022 - Lake Havasu City**
- LHMPO TAC Meeting **November 15, 2022, 1:30 PM**
- LHMPO Executive Board Meeting: **December 12, 2022, 2:00 PM**

### Adjournment

*Pursuant to Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and other nondiscrimination laws and authorities, LHMPO does not discriminate on the basis of race, color, national origin, sex, age, or disability. Persons that require a reasonable accommodation based on language or disability should contact LHMPO's Title VI Coordinator at [hembreej@lhcaz.gov](mailto:hembreej@lhcaz.gov). Requests should be made as early as possible to ensure LHMPO has an opportunity to address the accommodation.*

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*The following link provides access to a voluntary but highly important survey; by completing this survey, the Lake Havasu MPO will be able to determine who attends our public meetings and how we can improve participation:*

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*El siguiente enlace proporciona acceso a una encuesta voluntaria pero muy importante; al completar esta encuesta, la MPO del lago Havasu podrá determinar quién asiste a nuestras reuniones públicas y cómo podemos mejorar la participación:*

<https://docs.google.com/forms/d/e/1FAIpQLSe6I7IM8eKfcf9mxiJcUmuLMbpLfnQ3vWCNKbigDMW4CQXb0g/viewform>

# Item #5

## ***Meeting Minutes***

*Cal Sheehy, Chairman*

Agenda Item # 5

**LAKE HAVASU MPO  
REQUEST FOR ACTION  
October 11, 2022**

**SUBJECT:** Action to Approve the Consent Agenda

**SUBMITTED BY:** Justin Hembree, MPO Director

**AGENDA TYPE:** Public Hearing – Discussion / Possible Action

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**ATTACHMENTS:**

Executive Board meeting minutes of August 09, 2022

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**SUMMARY/BACKGROUND:**

Approve the minutes from the Executive Board meeting held August 09, 2022

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**ACTION OPTION:**

Motion to approve the Executive Board meeting minutes of August 09, 2022

**OR**

Motion to approve the Executive Board meeting minutes of August 09, 2022, with the noted changes

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**RECOMMENDATION:**

Motion to approve the Executive Board meeting minutes of August 09, 2022.



**Lake Havasu Metropolitan Planning Organization (LHMPO)  
Executive Board Meeting Minutes  
Tuesday, August 09, 2022, 2:00 P.M.**

All Action items highlighted in gray

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

**1. Call to Order**

Chairman Sheehy called the meeting to order at 2:00 pm.

**2. Pledge of Allegiance**

Chairman Sheehy led in the Pledge of Allegiance.

**3. Roll Call**

The Roll Call was performed by Sarah Lojewski

Present: Chairman; Cal Sheehy, Vice Chairman; Buster Johnson, Board Member Nancy Campbell, Gary Knight, and Board Member; Jeni Coke arrived after Roll Call.

**4. Call to the Public**

There was no request to address the Board.

**5. Meeting Minutes: June 14, 2022**

Board member Nancy Campbell motioned to approve June 14, 2022, Meeting Minutes. The motion was seconded by member Buster Johnson.

**6. FY2022-2023 Unified Planning Work Program (UPWP) Amendment #3**

The LHMPO amended the FY22-23 work program to include two (2) new projects related to data collection (Work Element 200).

The following outlines the specifics of each proposed project/activity:

- 1. Purchase Portable Traffic Counters** – The LHMPO will purchase portable "plate" traffic counters for Lake Havasu City to aid in the data collection efforts for the HPMS/TCDS traffic count program. The new counters/units will improve the efficiency of the traffic counting operation by systematically replacing outdated & damaged equipment and supporting increased counting requirements resulting from the expansion of Functional Classifications (The list of classified roads that require counts was expanded circa 2020). In addition, the new units will support the ongoing traffic counting operations at short-duration count site locations (over 160 locations in the LHMPO region). The allocated budget for this purchase would be \$25,000 (SPR funds).

2. **Contract for Professional Services** - Lake Havasu City is working on a joint signal improvement project with ADOT along State Route 95 and Lake Havasu Ave. (the parallel frontage road). The project will upgrade signal cameras, detection systems, and install interconnected technology so that the state's system can communicate with the City's system. However, the MPO will assist the project by performing/consulting the traffic count (data collection) portion of the project. The allocated budget for professional services is roughly \$30k (pending final contract negotiations).

The following is the proposed scope:

Thirteen (13) intersections - (six along SR95 and seven along Lake Havasu Ave., all in proximity to one another)

- Collect Traffic Volume & Turning Counts at each intersection - 24 hour
- Collect Vehicle Classification counts at each intersection - 24 hour
- Conduct Queuing Study at each intersection - 24 hour, each leg (1-minute increments)
- Conduct Speed Study at each intersection - 24 hour
- Conduct Gap Study at each intersection (left-turn phasing and pedestrian considerations) - 24 hour

Board member Nancy Campbell motioned to approve the FY2022-2023 Unified Planning Work Program (UPWP) Amendment #3. The motion was seconded by member Buster Johnson.

**7. Traffic Count Services Contract - Lake Havasu Ave. & State Route 95 Signal Project**

Lake Havasu City is working on a joint signal improvement project with ADOT along State Route 95 and Lake Havasu Ave. (the parallel frontage road). The project will upgrade signal cameras, detection systems, and install interconnected technology so that the state's system can communicate with the City's system. However, the MPO will assist the project by performing/consulting the traffic count (data collection) portion of the project.

The following is the proposed scope:

Thirteen (13) intersections - (six along SR95 and seven along Lake Havasu Ave., all in proximity to one another)

- Collect Traffic Volume & Turning Counts at each intersection - 24 hour
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- Conduct Gap Study at each intersection (left-turn phasing and pedestrian considerations) - 24 hour

The LHMPPO sent out a request for multiple quotes in late June of 2022; attached to this memorandum are the two (2) quotes the MPO received in response to our request. Although the quote from Field Data Services (FDS) is a few hundred dollars higher than All Traffic Data

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[www.lhmpo.org](http://www.lhmpo.org)*

Services (ATD), the LHMPO recommends pursuing a contract with FDS based on high recommendations from reputable sources (other Engineering firms and MPOs).

Board member Nancy Campbell motioned to approve the Traffic Count Service Contract. The motion was seconded by member Buster Johnson.

**8. RTAC Call for Legislative Set-Aside Projects (2023 Session)**

Board member Buster Johnson motioned to approve the RTAC Call for Legislative Set Aside projects (2023 Session). The motion was seconded by member Nancy Campbell.

**9. Rural Transportation Advocacy Council (RTAC) Report (Information Only)**

Kevin Adam, RTAC Executive Director – Mr. Adam provided state and federal legislative updates.

**10. ADOT District Report (Information Only)**

Todd Steinberger, ADOT NW Assistant District Engineer provided an update on the HSIP median application project on SR95 from S. Palo Verde to industrial and then continues from, N. Palo Verde to Price rd. Todd then introduced Anthony Brozich the ADOT District administrator.

**11. Arizona Transportation Board Report (Information Only)**

Gary Knight, District Representative provided an update on the State Transportation Board meeting as well as providing an update on the projects within the region.

**12. Future Agenda Items**

No future agenda items were discussed.

**Upcoming Meetings Schedule**

- LHMPO TAC Meeting **September 27, 2022, 1:30 PM**
- LHMPO Executive Board Meeting: **October 11, 2022, 2:00 PM**
- State Transportation Board Meeting: **August 19, 2022 – Virtual**

**Adjournment**

Member Jeni Coke motioned to adjourn. The motion was seconded by Chairman Sheehy. Adjourned at 2:30 pm.



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# Item #6

## **LHMPO Director's Report** ***(Information Only)***

*Justin Hembree, Lake Havasu MPO*

# Item #7

## ***Rural Transportation Advocacy Council (RTAC) Report***

***(Information Only)***

*Kevin Adam, RTAC Executive Director*

# Item #8

## **ADOT District Report** ***(Information Only)***

*Todd Steinberger, ADOT NW District Engineer*

# Item #9

## ***Discussion and Update of the Arizona State Transportation Board Activities.***

*Gary Knight, District Representative*